

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
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, September 20, 2010
6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 9/7/10](#)
 - b. [Board of Public Works, 9/7/10](#)
 - c. [NM Fire-Rescue Joint Fire Commission, 8/25/10](#)
 - d. [Plan Commission, 9/14/10](#)
 - e. [Personnel Committee, 9/7/10](#)
 - f. [Sustainability Board, 8/17/10](#)

Communications:

- g. [Clerk Galeazzi, 9/14/10; Partisan Primary Election results](#)
 - h. [Comp Stoffel, 9/15/10; Budget information request by Ald. Englebert](#)
 - i. [Customers First!, 9/10 The Wire newsletter](#)
- 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, 9/7/10](#)

Administration Committee, 9/7/10; recommends approval of:

- 2. [Vision Insurance Plan of America 3 Year Renewal](#)
- 3. [Agreement with Spielbauer Fireworks Co., Inc for fireworks programs on July 4, 2011 and July 4, 2012](#)
- 4. [Loan to City of Menasha Sewage Utility](#)

Board of Public Works, 9/7/10; recommends approval of:

- 5. [Street Use Application – Menasha High School Homecoming Parade; Friday, October 15, 2010; 5:30 PM – 6:10 PM](#)
- 6. [Recommendation of Established Fees for Post Construction Storm Water Management Permit](#)

G. CONSENT AGENDA, CONTINUED

Board of Public Works, 9/20/10; recommends approval:

7. To award contract for Manitowoc Road/Province Terrace – Fire Station #36 (Neenah-Menasha Fire Rescue)

Personnel Committee, 9/7/10; recommends approval of:

8. [Economic Development Position](#)

Plan Commission, 9/14/10; recommends approval of:

9. [The Golden Eagle Properties, LLC annexation with the temporary zoning classification as follows:](#)
[Parcel "A" – R-4 Multi Family](#)
[Parcel "B" – C-1 Commercial](#)
[Parcel "C" – C-1 Commercial](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

- a. [Accounts payable and payroll for the term of 9/9/10 to 9/16/10 in the amount of \\$1,384,284.04](#)
- b. Lake Park Villas proposals

J. ORDINANCES AND RESOLUTIONS

1. [O-12-10 An Ordinance Relating to Application of Menasha Building Code\(Recommended by Administration Committee, introduced by Ald. Wisneski\)](#)
2. [O-13-10 Ordinance Relating to Restricted Parking \(Milwaukee Street\) \(Recommended by Board of Public Works, introduced by Ald. Wisneski & Taylor\)](#)
3. [O-14-10 An Ordinance Making Changes to Budget Review Dates \(Recommended by Administration Committee, introduced by Ald. Taylor\)](#)
4. [O-15-10 – An ordinance making changes to Chapter 2, Fire Prevention Code \(Recommended by NM Fire Rescue Joint Finance & Personnel Committee, introduced by Ald. Wisneski\)](#)
5. [R-20-10 – A resolution supporting application of a 2011 Wisconsin Dept. of Natural Resources-Urban Forestry Grant for Emerald Ash Borer implementation plan and tree planting](#)

K. APPOINTMENTS

L. HELD OVER BUSINESS

1. Lake Park Villas garage offer

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, October 4, 2010 - Council Chambers
Common Council – 6:00 p.m.
Administration Committee – 7:00 p.m.
Board of Public Works – 7:30 p.m.

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
September 7, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 7:21 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, FC Auxier, CDD Keil,
C/T Stoffel, Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. Administration Committee, 8/16/10

Moved by Ald. Englebert, seconded by Ald. Langdon to approve minutes.
Motion carried on voice vote

D. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. CA/HRD Captain – Hail Damage to Heckrodt Wetland Reserve

CA/HRD Captain reported on the recent hail damage to some of the buildings at Heckrodt Wetland Reserve. The buildings were not listed on the City's general property insurance policy with the State of Wisconsin Local Government Property Insurance Fund. Staff is working with the insurance company to include these buildings.

E. ACTION ITEMS

1. Vision Insurance Plan of America 3 Year Renewal (carry over from 7/19/10)

CA/HRD Captain explained the Horton Group, which provides insurance brokerage service to the City, solicited quotes on the City's behalf from three different vision insurance plan providers. Two of the providers responded, AlwaysCare and Epic Life, both of which were higher than the plan presented by Vision Insurance Plan of America. Horton Group recommends going with VIP of America. When asked if the renewal needs to be for three years, CA/HRD Captain responded the policy could be cancelled at any time.

Moved by Ald. Taylor, seconded by Ald. Englebert to recommend to Common Council the three year renewal with Vision Insurance Plan of America.
Motion carried on voice vote.

2. Agreement with Spielbauer Fireworks Co., Inc for fireworks programs on July 4, 2011 and July 4, 2012 (carry over from 7/19/10)

Mayor Merkes explained the original agreement submitted to the Committee did not list the same type of fireworks used for the July 4, 2010 fireworks show. The agreement submitted by Spielbauer Fireworks Co. for \$18,000 a year for 2011 and 2012 would guarantee the same great show that was presented in 2010. This agreement will lock in the 2010 rates for 2011 and 2012. The first contract listed an amount of \$15,000. Mayor Merkes explain he asked for a change to the shells used for 2010 fireworks show that increased the amount. Usually \$5,000 is received in private donations for the fireworks each year.

Moved by Ald. Zelinski to table. Motion dies for lack of a second.

Moved by Ald. Hendricks, seconded by Ald. Benner to recommend to Common Council approval of the agreement with Spielbauer Fireworks Co.

Motion carried on voice vote. Ald. Zelinski-nay

DRAFT

3. Petroleum Tank Upgrade/Repair and Closure Permit Fees
(Recommended by NM Fire Rescue Joint Finance & Personnel Committee)

FC Auxier explained the fee recommendation is consistent for petroleum tanks for both Menasha and Neenah to recover costs for the amount of time the Fire Department spends on the projects. It will be effective Jan. 1, 2011.

This can be approved by Administration Committee. It does not have to go to Common Council.

Moved by Ald. Hendricks, seconded by Ald. Zelinski to approve petroleum tank upgrade/repair and closure permit fees effective Jan. 1, 2011.

Motion carried on roll call 7-0.

4. Vacant Land Listing Contract with Drifka Group Inc for 81 & 87 Racine and 504 Broad

CDD Keil explained this listing contract with Drifka Group would be for one year. Core Development declined to submit a contract as they have a lot going on at this time.

Core Development and Drifka Group were the only two realtors contacted.

CDD Keil explained there are no restrictions as to what type of building can go on these lots regarding the contamination on the property.

Questions of the Committee were what type of sign would be put on the property; what will be timetable for listing properties.

Moved by Ald. Zelinski, seconded by Ald. Hendricks to hold in Committee until more information about the signs is available.

5. Loan to City of Menasha Sewage Utility

C/T Stoffel explained the City may be asked to pay some legal fees regarding the litigation of the Neenah-Menasha Sewerage Commission involving matters related to PCB contamination of the Fox River. He is asking permission to make a loan of up to \$200,000 from the General Fund to the Sewerage Fund to cover the payment. The money will be repaid when the sewerage fund has sufficient dollars on hand. There may be a need to increase sewerage user fees which have not been increase for some time.

This does not affect the Waverly Sanitary District. Both cities of Menasha and Neenah may be asked to pay their share of the legal fees.

Moved by Ald. Hendricks, seconded by Ald. Benner to recommend to Common Council approval of a loan to the sewage utility.

Motion carried on roll call.

6. O-12-10 An Ordinance Relating to Application of Menasha Building Codes

CDD Keil explained because of the recent hail storm there has been more roofing activities. The current ordinance does not require a permit for re-roofing and so insurance companies are refusing to pay the permit fee, but are requiring the work to be inspected. It would be good practice to require a permit for re-roofing because that will require the contractor to be licensed and have insurance. The minimum cost for an inspection is \$40. It is a form of consumer protection to make sure the contract has all the proper documentation and insurance. The homeowner can do their own work, but would still require a permit.

Moved by Ald. Wisneski, seconded by Ald. Taylor to recommend to Common Council O-12-10.

Moved by Ald. Zelinski, seconded by Ald. Hendricks that the homeowner be exempt from the fee.

Motion on amendment carried on roll call 4-3.

Ald. Langdon, Hendricks, Zelinski, Englebert – yes

Ald. Taylor, Wisneski, Benner – no

Motion as amended carried on voice vote

DRAFT

7. O-14-10 An Ordinance Making Changes to Budget Review Dates

Ald. Taylor stated this ordinance change will add one more budget review date and change one date from a Thursday to a Wednesday. It will also allow the Council to schedule a fifth review date if necessary.

Moved by Ald. Taylor, seconded by Ald. Langdon to recommend to Common Council O-14-10.

Motion carried on voice vote. Ald. Zelinski - nay

8. Set permit fees for re-roofing projects (Staff recommends \$40.00) (Refer to Item 6)

Moved by Ald. Englebert, seconded by Ald. Zelinski, to approve a fee of \$40 for re-roofing permit fee.

Motion carried on voice vote. Ald. Hendricks - nay

F. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Benner to adjourn at 8:13 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
September 7, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 9:19 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Roush

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, CDD Keil, C/T Stoffel,
Clerk Galeazzi and the Press

C. MINUTES TO APPROVE

1. August 16, 2010

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

D. ACTION ITEMS

1. Street Use Application – Menasha High School Homecoming Parade;
Friday, October 15, 2010; 5:30 PM – 6:10 PM

A request was made for information on if there is an additional cost for the No Parking
sign requested by Menasha High School

Moved by Ald. Zellinski, seconded by Ald. Langdon to recommend approval to
Common Council.

Motion carried on voice vote.

2. Street Use Application – Moose Fest; Thursday, May 5, 2011 – Monday, May 9, 2011;
Steve Krueger

Steve Krueger, 701 Paris Street, Menasha explained his plan for Moose Fest in the
downtown area in 2011. Mr. Krueger is requesting the use of several City parking lots
to accommodate all the activities planned. The Park & Recreation Board supports
the event. CA/HRD Captain recommends something other than the standard Street
Use Permit be approved as there will be a lot of different activities planned. Some of
the more hazardous activities will require additional insurance. Staff should work with
Mr. Krueger on creating the necessary agreements.

Moved by Ald. Zelinski, seconded by Ald. Langdon to recommend approval to
Common Council.

Moved by Ald. Hendricks, seconded by Ald. Langdon to amend to direct staff to work
with Mr. Krueger on details for Moose Fest and bring to Common Council for
consideration.

Motion on amendment carried on voice vote.

Motion as amended carried on voice vote.

3. Recommendation of Established Fees for Post Construction Storm Water Management Permit

CDD Keil explained the Post Construction Storm Water Management ordinance allows for a fee but a fee schedule has not been established. Some projects require review by outside engineering firms and additional work by staff. Staff is recommending an application fee from \$300 to \$500 based on the disturbed impervious area.

Moved by Ald. Wisneski, seconded by Ald. Hendricks to recommend approve to Common Council.

Motion carried on voice vote.

4. O-13-10 Ordinance Relating to Restricted Parking (Milwaukee Street)

PC Stanke explained there have been areas around Menasha High School where high school kids have been congregating around parked cars smoking and littering. Last Spring temporary restricted parking was established and it has helped alleviate the problems. The neighbors support the no parking in that area. This ordinance will make the temporary restricted parking permanent.

Moved by Ald. Wisneski, seconded by Ald. Langdon to recommend approval to Common Council.

Motion carried on voice vote.

5. Recommendation from Parking Committee for 90-day Trial Period to Prohibit Parking on the North Side of Seventh Street from Appleton Road to 235' West

PC Stanke explained with the recent issues at Hart Park, the Police Dept. has recommended clearing an area on Seventh Street on the park side to allow more visibility to the public. Restricted parking in that area for a 90-days would allow time to evaluation to see if this is the right option to help alleviate the issues the police have been experiencing at Hart Park.

Moved by Ald. Wisneski, seconded by Ald. Englebert to approve a 90-day trial.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Wisneski, seconded by Ald. Langdon to adjourn at 9:50 p.m.

Motion carried on voice vote.

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

Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting
August 25, 2010 – 12:00 p.m.
City of Menasha – 3rd Floor Council Chambers

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

Also Present: Chief Auxier and Administrative Assistant Theisen.

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

Approval of Meeting Minutes: The Commission reviewed the meeting minutes from June 23, 2010. **Nevitt/Mattes to approve the meeting minutes from June 23, 2010, all voting aye.**

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

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

Approval for Promotion of Fire Officer, Driver and Shift Inspector: The Commission reviewed the memo from Chief Auxier regarding the promotion process for the three vacant positions.

MSC Mattes/Keating to appoint Gene Banaszynski to the position of Fire Officer effective August 25, 2010, all voting aye.

MSC Nevitt/Liebhauser to appoint James Fahrenkrug to the position of Driver effective August 25, 2010, all voting aye.

MSC Keating/Nevitt to appoint Greg Wroblewski to the position of Shift Inspector effective August 25, 2010, all voting aye.

MSC Keating/Nevitt to adjourn at 12:30 p.m.

Respectfully Submitted,

Al Auxier
Fire Chief

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
September 7, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Englebert at 8:16 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Roush

ALSO PRESENT: CA/HRD Captain, PC Stanke, CDD Keil, Joe Weidert,
Mary Ann Wepfer and the Press

C. MINUTES TO APPROVE

1. Personnel Committee, 5/17/10

Moved by Ald. Benner, seconded by Ald. Langdon to approve minutes.
Motion carried on voice vote.

D. ACTION ITEMS

1. Economic Development Position

CDD Keil explained he and the Mayor have been discussing ideas to help promote and market Menasha as a place to live, work and do business. They are proposing the Economic Development Specialist position in the 2010 budget should be expanded to a full time position and their duties would include assisting businesses in developing a Business Improvement District (BID). They proposed the position of Economic Development Specialist could be funded with no increase in the Community Development Department budget through 2011. Beyond 2011 the position could be funded by other private resources.

Joe Weidert, owner of the Wild Apple and Mary Ann Wepfer, formerly of ADI, explained what a Business Improvement Districts is and how it works.

Mayor Merkes commented on how important it is to market the city and school district to help Menasha move forward

Items discussed were what is the job description of this position; how was salary established; should require a quarterly review; need to be proactive to help the City grow; the importance of supporting businesses.

Moved by Mayor Merkes, seconded by Ald. Hendricks to recommend to Common Council the approval of the Economic Development Specialist Position along with job description and salary information.

Motion carried on roll call 6-2.

Ald. Taylor, Langdon, Hendrick, Englebert, Benner, Mayor Merkes – yes

Ald. Wisneski, Zelinski – no

DRAFT

Moved by Mayor Merkes, seconded by Ald. Wisneski to recess to Board of Public Works.
at 9:13 p.m.

Reconvened at 9:55 p.m.

2. Moved by Ald. Wisneski, seconded by Ald. Benner to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; and §19.85 (1)(c).

(1035B Grievance)

Motion carried on roll call 8-0

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

**CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
September 14, 2010
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order at 3:35 p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Cruickshank

OTHERS PRESENT: CDD Keil, PP Kester, Stanley Bye, Steve Borsechnik, Aaron Madsen, and Lonnie Pichler

C. MINTUES TO APPROVE

1. **Minutes of the August 30, 2010 Plan Commission Meeting**

Moved by Comm. Homan, seconded by Ald. Benner to approve the August 30, 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. None

F. ACTION ITEMS

1. **Site Plan Revisions – 1429 Province Terrace**

CDD Keil gave an overview of the proposed site plan modifications that were prepared in response to the direction given at prior Plan Commission meetings. These included transitional area landscaping, parking lot interior landscaping and curbing, dumpster enclosure location, parking lot screening and site lighting. The buyer of the property asked that the Plan Commission give consideration to reducing the size of the planting specimens in the transitional area from 1.5" caliper to 1" for deciduous trees and from 5' to 3' tall evergreens.

Commissioners discussed:

- Size of plant materials
- The type and shielding of light fixture at the rear entrance
- Dumpster location
- Lighting levels in the parking lot
- The mix of evergreen and deciduous trees in the transitional area
- The possibility of future additional parking between the two buildings

Motion by Comm. Sturm, seconded by Ald. Benner to approve the site plan revisions with the

following conditions and with the understanding that the size of the planting specimens may be reduced to the size described above:

- That 4 small deciduous trees be added to the transitional area
- That the planting plan be modified by relocating evergreens to better screen the rear entryway
- That the lighting of the rear entryway be of the full cut-off type with a color rendition index that meets current ordinance standards
- That a lighting plan be prepared for the parking lot that meets current ordinance standards
- That these changes are to be approved by Community Development Department staff

The motion carried.

2. **Site Plan Review – 1525 Midway Place – Subway**

PP Kester reviewed the proposed site plan and noted that the landscaping plan was lacking certain details, that lighting plan and dumpster enclosure details were missing, and that the required amount of interior parking lot landscaping needs to be verified. She also stated that the storm water management plan needs to be reviewed by an independent engineering firm and approved by the Public Works Department.

Commissioners discussed:

- Driveway access to the site
- The amount of parking available relative to the building occupancy
- The configuration of the parking lot
- The placement of trees within the parking lot island

Motion by Ald. Benner, seconded by DPW Radtke to approve the site plan with the following conditions:

- That the site designer work with staff to bring the landscaping plan into compliance with ordinance requirements
- That a lighting plan meeting ordinance requirements be submitted and approved by staff
- That a dumpster enclosure detail be submitted and approved by staff
- That the amount of interior parking lot landscaping meet ordinance requirements
- That the storm water management plan be approved by the Public Works Department

The motion carried.

3. **Site Plan Review – Manitowoc Road/Province Terrace – Fire Station #36**

PP Kester reviewed the proposed site plan and noted that landscaping plan was lacking certain details and that additional landscaping was needed in the front yard setbacks, the parking lot on Manitowoc Road needs to meet landscape screening requirements, the proposed building materials do not meet the 75% requirement for brick or natural stone, and that additional detail is needed on the lighting fixtures. She also stated that the storm water management plan needs to be reviewed by an independent engineering firm and approved by the Public Works Department.

Commissioners discussed:

- The building materials as proposed and the status of the 2005 conditional approval of the site plan
- Cost implications of alternate building materials
- The zoning of neighboring properties
- The implications of rezoning the parcel to GU government use
- Timing issues associated with plan approvals and building construction

- The appearance and use of the proposed outbuilding

The consensus was that staff should review the approval status of the 2005 site plan with the City Attorney and that this item should return on the next Plan Commission Agenda.

4. Puccetti (Golden Eagle Properties, LLC) Annexation and Temporary Zoning Designation

CDD Keil stated that the above named owner of "Parcel A" was petitioning to annex a one acre parcel in proximity to UW Fox Valley as part of a proposed student housing development. The other two parcels located in the Appleton road corridor were being brought in as part of an annexation by majority. No projects are currently planned for Parcels "A" & "B". He stated that Plan Commission input was being sought on the temporary zoning designation for recommendation to the Administration Committee/Common Council.

Commissioners discussed land uses neighboring the parcels and the consistency with the Comprehensive Plan.

Motion by DPW Radtke, seconded by Ald. Benner to recommend the annexation to the Common Council with the temporary zoning classification as follows:

- Parcel "A" – R-4 Multi Family
- Parcel "B" – C-1 Commercial
- Parcel "C" – C-1 Commercial

The motion carried.

G. ADJOURNMENT

Motion by Comm. Schmidt, seconded by Comm. Homan to adjourn at 5:25 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director

**CITY OF MENASHA
SUSTAINABILITY BOARD
Tuesday, August 17, 2010
6:30 pm**

A. CALL TO ORDER

The meeting was called to order at 6:41 pm.

B. ROLL CALL/EXCUSED ABSENCES

Present : Becky Bauer, Chris Bohne, Mike Dillon, Sadie Schroeder, Linda Stoll, Kathy Thunes

Excused: Trevor Frank, Roger Kanitz

Other: City Attorney Pamela Captain, Ed Kassel, Community Development Director Greg Keil, Principal Planner Amy Kester, Mayor Donald Merkes, Paul Van de Sand (WE Energies)

C. PUBLIC COMMENTS

1. Paul Van de Sand from WE Energies/Franklin Energies introduced the Sustainability Board to WE's Strategic Alliances/Energy Incentives and Renewable Energy Programs. He explained that they are launching their sustainability program and are offering service relating to LEED, FOCUS, global energy best practices and bench marking tool, energy reduction recommendations, and potential funding opportunities. Services are available to government, multi-family, commercial, industrial, and agricultural gas customers.

D. MINUTES TO APPROVE

1. Minutes were not included in packet. Linda Stoll requested that staff follow up and see which minutes still need to be approved.

E. COMMUNICATIONS

1. **Valley Transit Update (Email from Roger Kanitz)**
Copies of full report are available.
2. **HUD Regional Sustainability Planning Grant (Linda Stoll)**
Linda Stoll explained that multiple partners were applying for a regional planning grant that will be focused on livability across a large regional area. It will include a life study, compilation of existing planning documents, and GIS modeling.

F. REPORTS

1. **Green Procurement Policy (CDD Staff)**
Board members discussed the green procurement policy that had been recommended for approval. Mayor Merkes explained that the policy has not moved forward because the financial side of the procurement policy needs to be rewritten as well. The Mayor said he would put together a timeline for the next meeting.
2. **Energy Reduction Goals (CDD Staff)**
Board members had inquired about the status of their memo to Mayor Merkes requesting that energy reduction goals be established. The Mayor explained that he

would like to have feasibility assessed before goals are set in order to know what is attainable. Also, the goals should be adopted as part of a sustainability plan rather than independently. The baseline study should also be finalized as part of the goal setting. There was discussion regarding various goals and Paul Van de Sand of WE discussed the services they have available.

3. NEV Ordinance (CDD Staff)

CDD staff explained that the state had been making changes relating to NEV and this had been preventing the NEV ordinance to move forward. There was a question as to whether or not county regulations had been changed yet. Staff will check on the county regulations and pending no changes, the NEV ordinance would be forwarded to Council for approval.

4. WI DOT Statewide Multi-Modal Improvement Program Grant (CDD Staff)

CDD staff explained that the city has submitted grant applications for two pedestrian/bike paths. The first project would establish a north-south connection along Province Terrace and through the wetlands to STH 10/114. The second project would provide another north-south connection on the eastern-most border of the city along Lake Park Road. Commissioners discussed the proposed trails and their relationship to the larger trail network.

5. Fire Station 36 Stormwater Demonstration Project (CDD Staff)

CDD Keil explained that multiple partners are involved in developing a stormwater demonstration project for the new Fire Station 36 to be located at the intersection of Manitowoc Road and Province Terrace. Davel Engineering will be providing engineering, Calumet County will be assist with designing the rain gardens, NEWSC is assisting with signage, and Wild Ones may contribute as well. The intent is to accommodate all stormwater on site by installing three rain gardens, a bio-filter to capture parking lot runoff, and a created wetland.

G. DISCUSSION

1. Sustainability Board Organization and Functions

Linda Stoll handed out a draft sustainability action plan and explained that she thought that internal connections between the Sustainability Board and staff, council, other boards are missing. Various organizational options were discussed, including assigning Sustainability Board members to other city boards and commissions, assigning an alderman to the Sustainability Board, reorganizing as a permanent board, and creating a joint committee with the school district. Board members also discussed the overall vision and sustainability policy and should set it? Mike outlined a planning process that included setting the vision, establishing a baseline, establishing policy, developing a plan, implementing, and providing ongoing education and awareness. Linda summarized various approaches for vision casting and explained that its importance was that it describe the end result, it did not just list stuff to do. Mike recommended that the board focus on drafting a Sustainability Policy to forward to Common Council. It was

agreed that this would be the only agenda item for next meeting and that other items will be on hold.

2. Open Meetings Laws

At the Board's request, CA Pamela Captain was available to answer questions regarding open records laws. She explained that the purpose of the open meeting laws is to keep the discussion and decision making process open to public, even if no action is being taken. She explained that any correspondence that is distributed to all or majority of Board members that relates to the Board's functions needs to be identified in the agenda as a correspondence or communications. Comments and input on articles, etc. must be conducted in an open meeting or as a correspondence to the Board. Board members had questions about event planning and special projects. CA Captain explained that if the activity relates specifically to a Board function, then meetings or similar activity needs to be posted with an agenda. Individuals can be assigned tasks, but the group in any size cannot make decisions outside of a posted meeting. She explained that sub-committees, training events, conversations, comments, online meetings, chat rooms, and electronic meetings all subject to open records and agenda posting requirements. Items can be distributed via electronically but must be included on agenda as a communication or correspondence. She recommended that Board members send items to a staff member only to be placed on the agenda as a communication/correspondence for the Board to review.

3. Project Planning: Goals for Energy, Transportation, Waste Management, Purchasing

There was no discussion on this item pending resolution of Item G.1. above.

4. Municipal recycling collection (Kathy Thunes)

There was no discussion.

H. ACTION ITEMS

1. None

I. ADJOURNMENT

1. Kathy Thunes made and Mike Dillon seconded a motion to adjourn at 8:38 pm. The motion carried.

WINNEBAGO & CALUMET COUNTIES

September 14, 2010
Partisan Primary Election

	District 1 & 2	District 3 & 4	District 5 & 6	District 7 & 8	Calumet Cnty	Totals
	OS+TSX	OS/TSX	OS/TSX	OS/TSX	OS/TSX	City Wide
Number of Voters	402	472	387	358	269	1888
Straight Party						
Democratic	84	100	85	65	19	353
Republican	169	167	136	173	85	730
Wisconsin Green	0	0	1	0	0	1
Libertarian	0	0	0	0	0	0
Independent	0	4	1	3	3	11
Democratic Party Section						
Governor						
Tim John	11	21	7	9	3	51
Tom Barrett	87	110	98	59	36	390
Write-In	0	0	1	0	0	1
Lieutenant Governor						
James L. Schneider	15	18	16	8	6	63
Tom Nelson	67	93	74	47	27	308
Spencer Coggs	2	2	3	1	4	12
Henry Sanders	7	12	4	4	2	29
Write-In	0	1	0	0	0	1
Attorney General						
Scott Hassett	81	105	88	56	36	366
Write-In	0	1	0	0	0	1
Secretary of State						
Doug Lafollette	84	109	86	55	37	371
Write-In	0	1	0	0	0	1
State Treasure						
Dan Bohrod	28	33	35	19	10	125
Dawn Marie Sass	55	81	55	37	25	253
Write-In	0	0	0	0	0	0
US Senator						
Russ Feingold	93	127	104	63	38	425
Write-In	1	0	0	0	0	1
Rep. in Congress-District 6						
Joseph C. Kallas	75	102	79	51	35	342
Write-In	0	0	0	0	0	0
State Senator District 19-Winnebago Cnty Only						
Write-In	4	4	3	0		11
State Senator District 1-Calumet Cnty Only						
Monk Elmer					35	35
Write-In					0	0
Rep. to the Assembly-Dist. 55-Winnebago Only						
Write-in	3	5	3	0		11
Rep. to the Assembly- Dist. 3-Calumet Only						

Write-In					1	1
Winnebago County Sheriff						
Write-In	3	3	2	0		8
Galumet County Sheriff						
Write-In					3	3
Winnebago County Coroner						
Write-In	2	3	1	0		6
Winnebago County Clerk of Circuit Court						
Write-In	2	3	2	0		7
Calumet County Clerk of Circuit Court						
Write-In					1	0
Republican Party Section						
Governor						0
Scott S Paterick	5	5	9	9	6	34
Mark W Neumann	137	178	129	168	107	719
Scott walker	123	100	96	75	103	497
Write-In	0	0	1	0	0	1
Lieutenant Governor						
Robert Gerald Lorge	35	61	45	46	30	217
Dave Ross	35	25	38	19	24	141
Nick Voegeli	5	3	5	4	4	21
Brett Davis	77	83	58	80	41	339
Rebecca Kleefisch	94	93	75	8	100	370
Write-In	0	0	1	2	0	3
Attorney General						
J.B. Van Hollen	224	226	198	205	182	1035
Write-In	1	2	2	0	1	6
Secretary of State						
David D King	201	214	179	182	171	947
Write-In	2	1	1	0	1	5
State Treasurer						
Scott Feldt	82	92	79	76	77	406
Kurt Schuller	84	101	81	82	70	418
Jim Sanfilippo	25	23	18	29	25	120
Write-In	1	0	1	0	1	3
US Senator						
Stephen M Finn	6	5	10	2	10	33
Dave Westlake	30	31	24	25	17	127
Ron Johnson	225	238	203	217	186	1069
Write-In	0	0	2	0	1	3
Rep. in Congress-District 6						
Tom Petri	227	241	199	210	185	1062
Write-In	2	2	3	1	1	9
State Senator District 19 -Winnebago Cnty Only						
Michael G Ellis	230	240	205	214		889
Write-In	0	1	1	2		4
State Senator District 1-Galumet Cnty Only						
Frank Lasee					117	117
Jon Soyring					7	7
Dave Hutchinson					71	71

Write-in					0	0
Rep. to the Assembly-Dist. 55-Winnebago Only						
Dean Kauffert	221	232	207	211		871
Write-in	1	1	1	1		4
Rep. to the Assembly- Dist. 3-Calumet Only						
Al Ott					177	177
Write-In					1	1
Winnebago County Sheriff						
John Matz	199	202	185	186		772
Write-In	1	0	2	0		3
Calumet County Sheriff						
Gary V Schultz					68	68
Mark R Ott					126	126
Write-In					0	0
Winnebago County Coroner						
Barry Busby	197	203	178	187		765
Write-In	1	0	2	0		3
Winnebago County Clerk of Circuit Court						
Diane M Fremgen	197	200	180	182		759
Write-In	0	1	1	0		2
Calumet County Clerk of Circuit Court						
Barbara VanAkkeren					167	0
Write-In					1	0
Wisconsin Green Party Section Governor						
Write-In	0	0	0	0	0	0
Lieutenant Governor						
Write-In	0	0	0	0	0	0
Attorney General						
Write-In	0	0	0	0	0	0
Secretary of State						
Write-In	0	0	0	0	0	0
State Treasurer						
Write-In	0	0	0	0	0	0
US Senator						
Write-In	0	0	0	0	0	0
Rep. in Congress-District 6						
Write-In	0	0	0	0	0	0
State Senator District 19 -Winnebago Cnty Only						
Write-In	0	0	0	0		0
State Senator District 1-Calumet Cnty Only						
Write-In					0	0
Rep. to the Assembly-Dist. 55-Winnebago Only						
Write-in	0	0	0	0		0
Rep. to the Assembly- Dist. 3-Calumet Only						
Write-In					0	0
Winnebago County Sheriff						
Write-In	0	0	0	0		0
Calumet County Sheriff						
Write-In					0	0

Winnebago County Coroner						
Write-In	0	0	0	0		0
Winnebago County Clerk of Circuit Court						
Write-In	0	0	0	0		0
Calumet County Clerk of Circuit Court						
Write-In					0	0
Libertarian Party Section						
Governor						
Write-In	0	1	0	0	0	1
Lieutenant Governor						
Terry Virgil	0	0	0	0	0	0
Write-In	0	0	0	0	0	0
Attorney General						
Write-In	0	0	0	0	0	0
Secretary of State						
Write-In	0	0	0	0	0	0
State Treasurer						
Write-In	0	0	0	0	0	0
US Senator						
Write-In	0	1	0	0	0	1
Rep. in Congress-District 6						
Write-In	0	0	0	0	0	0
State Senator District 19 -Winnebago Cnty Only						
Write-In	0	0	0	0		0
State Senator District 1-Calumet Cnty Only						
Write-In					0	0
Rep. to the Assembly-Dist. 55-Winnebago Only						
Write-in	0	0	0	0		0
Rep. to the Assembly- Dist. 3-Calumet Only						
Write-In					0	0
Winnebago County Sheriff						
Write-In	0	0	0	0		0
Calumet County Sheriff						
Write-In					0	0
Winnebago County Coroner						
Write-In	0	0	0	0		0
Winnebago County Clerk of Circuit Court						
Write-In	0	0	0	0		0
Calumet County Clerk of Circuit Court						
Write-In					0	0
Independent Party Section						
Governor						
Jim Langer (Independent)	0	0	2	2	0	4
James James (Common Sense)	0	2	0	0	1	3

**City of Menasha
Partisan Primary - Sept. 14, 2010**

	Total Pre-Registered Voters	Registered at Polls	No. Voted	% Voted
District 1 & 2/Wards 1 & 2	2005	20	402	20%
District 3 & 4/Wards 3,4,7,12,13	2202	29	472	21%
District 5 & 6/Wards 5,6,22	2044	19	387	19%
District 7 & 8/Wards 8-10, 14, 18	1856	23	358	19%
District 8/Wards 11, 15-17, 19-21, 23	1207	21	269	22%
Total City	9314	112	1888	20%

Per Cent of Salaries/Wages/Benefits/Other Expenditures/Capital Outlay of entire Property Tax Supported Budgets

Requested by: Alderman James Englebert

Update: 09/15/2010

Prepared by: City Comptroller/Treasurer

	Salaries/ Wages	Benefits	Other Expenditures	Capital Outlay
2010	\$ 8,405,089	\$ 3,885,990	\$ 4,578,393	\$ 17,235,412
	48.77%	22.55%	26.56%	2.12%
PERCENT OF TOTAL				100.00%
PROJECTED 2011	\$ 8,525,817	\$ 4,070,083	\$ 4,116,717	\$ 17,258,522
	49.40%	23.58%	23.85%	3.16%
PERCENT OF TOTAL				100.00%

Debt Service is not a part of the calculations above.

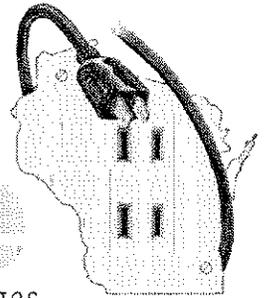
	Principal	Interest
For 2010 the City will make Debt Service Payments of	\$ 2,075,000	\$ 1,729,178
For 2011 the City will make Debt Service Payments of	2,758,080	2,061,434

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Reliable and
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Customers First!

the Wire

Plugging you in to electric industry changes



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Wind rules advance

The state Public Service Commission (PSC) made substantial progress in August toward finalizing administrative rules to implement uniform statewide wind energy siting standards, as authorized by the Legislature earlier this year.

The 15-member citizen panel advising the PSC on wind issues finished its work last month. Commissioners worked hard to have the rules ready for legislative review this fall.

A few substantive issues remained to be resolved at press time for this month's edition of *The Wire*. Among those that had been resolved:

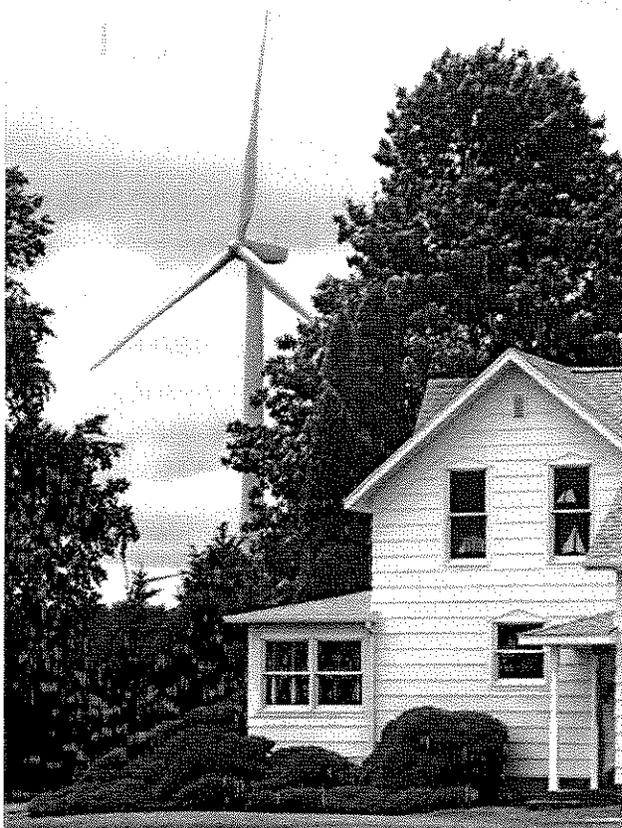
- **Shadow flicker:** The standard for shadow flicker at homes occupied by persons not participating in a wind energy project is 30 hours per year. Shadow flicker lasting longer than a total of 20 hours annually requires the turbine owner to provide mitigation. Above 30 hours, curtailment of operation is an allowable remedy.

- **Safety setbacks:** The PSC followed the advisory council's recommendation and adopted a setback requirement of 1.1 times the maximum distance from ground to blade tip, measured from property lines and participant residences.

- **Localities without ordinances:** The rules do not apply to jurisdictions that have not adopted a local wind-siting ordinance.

- **Projects undertaken by regulated utilities:** Provisions of the rule may apply to utility-owned wind projects with a capacity less than 100 megawatts.

Substantive issues not resolved as of press time included allowable limits on noise levels, setback distance from neighboring residences not involved in a project, compensation payments to non-participating neighbors, and a proposal requiring developers to buy out a turbine neighbor's property if the neighbor is able to demonstrate serious, adverse health effects resulting solely from operation of the facility. ⚡



ATC plans outreach for transmission

American Transmission Company (ATC) says it plans to begin public outreach efforts this fall to gather input on routing options for a big new transmission line it hopes to put in service eight years from now.

The new line, yet to be formally proposed, would have a capacity of 345 kilovolts—equivalent to the largest capacity lines currently in use in Wisconsin—and would span approximately 150 miles between La Crosse and Madison.

In addition to boosting transfer capacity into Wisconsin and improving electrical stability in the upper Midwest, the proposed Badger Coulee Transmission Project would offset the need for approximately \$140 million in upgrades to lower voltage lines in western Wisconsin, according to an announcement issued by ATC at the end of July.

ATC said the new line would relieve congestion, giving utilities easier access to Midwest wholesale markets for both power sales and purchases, creating savings that can be passed along to consumers.

It will also facilitate Wisconsin's access to renewable energy, helping power providers meet the state's mandated renewable standard.

ATC said that after obtaining public input, it expects to file an application with the Public Service Commission in 2013 and, assuming regulatory approval, would begin a three-year construction phase in 2015. ⚡

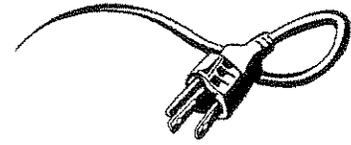
THE WIRE is a monthly publication of the *Customers First!* Coalition—a broad-based alliance of local governments, small businesses and farmers, environmental groups, labor and consumer groups, retirees and low-income families, municipal electric utilities, rural electric cooperatives, wholesale suppliers, and an investor-owned utility. *Customers First!* is a coalition dedicated to preserving Wisconsin's reliable and affordable electricity.

If you have questions or comments about THE WIRE or the *Customers First!* Coalition, please call 608/286-0784.



KEEPING CURRENT

With CFC Executive Director Matt Bromley



One of the more interesting energy blogs I occasionally read is written by reporters from the Dallas Morning News (<http://energyandenvironmentblog.dallasnews.com/>). Of particular interest is when the reporters blog about how folks are faring under electric restructuring in Texas. We've shared with readers of this publication the differing opinions on the success and failure of retail deregulation in Texas. Often these opinions are from industry analysts or utility stakeholder groups that promote a study or analysis supporting their positions. The bloggers, though, go deeper and give us a look at what the average residential customer faces in a retail-choice state.

Recently, one of the reporter/bloggers shared his experience as a customer choosing an electricity supplier. On paper, retail choice seems simple and straightforward. Customers are offered a menu of services and rates from different suppliers and pick the one that best suits their needs. As a journalist who covers the energy industry, the blogger felt confident he understood the system well enough to wade through the options and choose one that offered the lowest rates.



Bromley

For him, a variable rate energy plan seemed to be the best choice. He was told by the provider, and thought he fully understood, that the rate was tied to the average cost of natural gas and would go up or down as did natural gas prices. With natural gas prices relatively low and stable, he thought there was a good chance his electric rates wouldn't move much, at least in the near term. Yet, within the first couple of months under the new plan, his rate jumped from 7.5 cents per kilowatt hour to 11 cents, then to 11.2 cents, an increase of 50 percent. During the months when his electric rates went up, the frustrated blogger noted that the price of natural gas "barely budged."

Understandably he felt he was misled and possibly deceived into thinking the price of natural gas was the primary driver of his electric rates. He warns, "For consumers who jump on variable rates with the information that it indexes natural gas costs—that's yet another amazing, misleading, and anti-consumer aspect of how we pick our own power." 💡

Price-fixing fight not over yet

KeySpan Energy stands accused of bilking New York energy consumers out of as much as \$300 million by manipulating wholesale power markets. The company admits to no wrongdoing but agreed earlier this year to settle the case—for \$12 million. The aggrieved parties are not amused.

Some of them—including Consolidated Edison, AARP, and consumer-protection officials—have formally petitioned for rejection of the settlement, partly because they think it should be larger and partly because it would be paid to the federal government, not to consumers.

The case offers insight into one of the countless ways restructured power markets can be manipulated.

In 2006, the Astoria Generating Company brought a new 500-megawatt power plant on line in New York. KeySpan responded in two ways: It took some of its own generation off-line and acquired an indirect financial interest in Astoria.

The KeySpan plants going off-line created shortages, boosting the price of power from the Astoria plant and others in the region, in effect allowing KeySpan to make more money by not generating electricity.

Con Ed, wondering why power prices didn't fall with new generation available, asked federal regulators to investigate. They decided their rules hadn't been violated but rewrote them to preclude further manipulation.

Ultimately, KeySpan ran afoul of antitrust law for its back-door arrangement to share in the profits (or losses) of its competitor, Astoria.

Federal authorities say there's no way to reliably calculate the loss to consumers or to return the money to them. 💡

Nuclear power's renaissance postponed?

The latter years of the current decade have heard much talk of a revival in the nuclear energy industry but unlike the original Renaissance—characterized by a vigorous resurgence of previously moribund pursuits—the nuclear renaissance has been tentative and halting. The reasons are not unfamiliar: high costs, risks too large for any single entity to undertake, and intractable political problems over what to do with the waste.

It's no secret that some in the energy industry are intrigued by the prospect of new nuke plants. Even within the environmental community, a few voices have been raised in favor of nuclear energy as a global warming remedy. In June, the UN's International Energy Agency and the Nuclear Energy Agency (affiliated with the Organization for Economic Cooperation and Development) released a report saying almost one-fourth of global energy could come from nuclear power by 2050, markedly reducing CO2 emissions.

However, the same report added that an expansion of that magnitude—more than 300 percent of present worldwide nuclear capacity—would require strong government support, especially through financing.

Which is something like saying as soon as you can find a government that's flush with money, the renaissance will get rolling, unless it doesn't.

Mid-August found Standard and Poor's producing a report that said without evident irony that new nuclear construction "has been on the verge of taking off in the U.S. for some time now."

Interestingly, the S&P analysis seemed to point to a resurgence being uniquely difficult in the United States. Approximately 60 new plants are under construction worldwide, the report said, but many hurdles remain to be cleared in this country.

"Foremost is the absence of any meaningful nuclear building experience in the U.S. over

the past several decades," S&P said. The report went on to cite "resilience" in nuclear capital costs "despite a reduction in other construction activity."

One cost driver, it said, is that overseas activity means "there are already likely to be resource pressures on the nuclear construction infrastructure as builders compete for materials and other resources."

Even very large energy companies shy away from the financial risk. New Orleans-based Entergy Corp., the nation's second largest nuclear generator, suspended license application for two new plants in 2008 when it couldn't obtain a construction contract to its liking.

Entergy CEO J. Wayne Leonard told a Reuters energy forum in Texas this spring high costs would keep most utilities out of the game. Concerning the federal government's \$8.3 billion loan guarantee to a group led by Southern Co. for new construction at an existing nuclear site, Leonard said, "I've wondered how Southern—how anybody—makes the numbers work."

Less prominently mentioned is the issue of long-term handling of spent but highly radioactive power-plant fuel. The political commitment to a single, permanent national repository has been strong enough to spend billions of dollars on preliminary construction activity but not strong enough to finish the project, and the Energy Department speaks hopefully of shifting to reprocessing and re-use instead of storage.

That option comes with its own set of challenges, but plant-site storage diminishes pressure to address them in the near term. It's even possible there are those—including some who are emphatically not opposed to nuclear energy—who would nevertheless be content to leave those issues permanently unaddressed. ☹️

FutureGen looks for a home

Once cancelled and now revived, a demonstration project for carbon capture and sequestration (CCS) technology has the green light to build in Illinois but needs a host community.

Last month one Illinois county turned down the clean-coal experiment and roughly a billion dollars in associated federal stimulus money after competing for the project for several years.

Coles County and its largest community, Mattoon, had been in the running for the FutureGen clean-coal plant, but changes announced by the Department of Energy earlier

in August would send major components of the project to a different Illinois community 150 miles to the west, prompting Coles County's loss of interest.

Sites in Illinois and Texas competed for the plant before the federal government cancelled the project in 2008 because of rising costs, initially estimated at \$1.5 billion. Plans were revived last year.

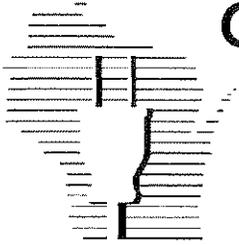
Department of Energy (DOE) officials announced in the first week of August that Mattoon would get the \$1.2 billion underground CO2 storage facility but not the power plant that would produce the emissions. Instead, the DOE said, an old coal-fired plant owned by the St. Louis-based utility Ameren would be retrofitted with carbon-capture equipment at a cost of slightly more than \$1 billion and a new pipeline would be built to transport the gas to Mattoon for storage.

In mid-August, Coles County economic development officials notified U.S. Senator Dick Durbin (D-IL) that in view of the changes, they were no longer interested in hosting FutureGen. Other downstate Illinois communities including Springfield and Decatur were said to be expressing interest; however, no further developments had been announced as of press time for this month's edition of *The Wire*. ☹️



Energy saver tip

A ceiling fan might call up images of hot climates, but it's not just a summertime appliance and running one could actually help you conserve energy. Ceiling fans aren't expensive to run, and summer or winter, by circulating the air in your rooms they even out hot and cold zones, helping more energy-intensive appliances like the furnace and air conditioner work more efficiently. ☹️

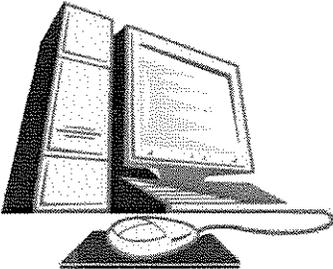


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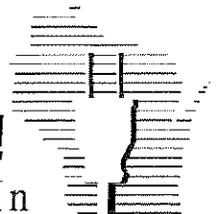
Quotable Quotes

“Utilities do not want to take that risk. It’s risk we don’t control.”

—Entergy Corp. CEO J. Wayne Leonard on concerns about the business, regulatory and political environment deterring his company and others from launching the much-heralded nuclear energy renaissance, at a Reuters Global Energy Summit in Houston, Texas, and quoted by Reuters News Service, May 25, 2010

Help us share our messages with others. If you know of businesses or organizations that would like to learn more about protecting Wisconsin’s reliable and affordable electricity, please feel free to copy and share with them all or part of this newsletter, or you can call 608/286-0784 to arrange an informational meeting.

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Plugging Wisconsin In



CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
TUESDAY, September 7, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:41 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Wisneski, Langdon, Hendricks, Zelinski, Englebert, Benner, Roush, Taylor
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, FC Auxier, CCD Keil, C/T Stoffel,
PRD Tungate, Clerk Galeazzi and the Press.
DEPT. HEADS EXCUSED: DPW Radtke, 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)

Mindy McNab, 2175 Schneider, Oshkosh. Possible closing of Oshkosh Post Office that could affect mail delivery to Menasha residents. Ask for Council to pass Resolution not to close Oshkosh Post Office.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Mayor Merkes - Creative Power: VSA Wisconsin's Traveling Exhibition at the Library

A traveling exhibit of artwork by persons with disabilities is on display at the Library and a reception will be held at the Library on Sept. 16.

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

Minutes to receive:

- a. Administration Committee, 8/16/10
- b. Board of Public Works, 8/16/10
- c. Board of Health, 6/9/10
- d. Landmarks Commission, 8/11/10
- e. Library Board, 8/19/10
- f. NM Fire Rescue Joint Finance & Personnel, 8/24/10
- g. NM Sewerage Commission, 7/27/10
- h. Parks and Recreation Board, 9/1/10
- i. Plan Commission, 8/30/10
- j. Police Commission, 7/15/10
- k. Safety Committee, 7/8/10; City Hall
- l. Safety Committee, 7/27/10; Public Works/Parks
- m. Water & Light Commission, 5/26/10; Closed Session
- n. Water & Light Commission, 8/25/10

Communications:

- o. CA/HRD Captain to Comp Stoffel, 8/13/10; Request for a grant of \$8,000 as a result of reserve liquor license (Historic Hotel Pub & Mi Casa)
- p. Comp Stoffel, 8/13/10; Statement of Equalized Values for 2009-2010
- q. Comp Stoffel, 8/31/10; 2010 Swimming pool revenues & expenditures (Request of Ald. Zelinski)
- r. Menasha Historical Society Newsletter, Sept. 2010
- s. Waverly Sanitary District minutes, 7/13/10

Ald. Wisneski: Minutes C (BOH), wrong date listed on agenda, should be 6/9/10.

Ald. Zelinski: Comm. P (Equalized Values), decline in equalized value for residential and manufacturing. C/T Stoffel stated equalized value is determined by the State, used when determining how much of School and County levy City is responsible for. Most municipalities experienced decline.

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, 8/16/10
2. Special Common Council, 8/30/10

Board of Public Works, 8/16/10; recommends approval of:

3. Street Use Application – Community First Fox Cities Marathon; Sunday, September 19, 2010; 6:00 AM – 2:00 PM

NM Fire Rescue Joint Finance & Personnel Committee, 8/24/10; recommends approval of:

4. The Interagency Agreement for SCBA Testing and pay NM Fire Rescue's one-time fee of \$3,154 and the money come from the current budget line item of maintenance of PPE/SCBA

Plan Commission, 8/30/10; recommends approval of:

5. The Certified Survey Map for Midway Crossing

Ald. Hendricks requested that item #5 (CSM for Midway Crossing) be removed from Consent Agenda.

Moved by Ald. Hendricks, seconded by Ald. Zelinski to approve items 1-4 of Consent Agenda.

Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Wisneski, seconded by Ald. Hendricks to approve item 5 (CSM for Midway Crossing) with the correction of Province Link instead of Province Terrance Link.

Motion carried on roll call 8-0.

I. ACTION ITEMS

1. Dept. of Transportation Click it or Ticket Grant

Moved by Ald. Wisneski, seconded by Ald. Taylor to accept Dept. of Transportation Click it or Ticket Grant.

Motion carried on roll call 8-0.

2. Request for Outdoor Alcoholic Beverage Permit for Franky's of Menasha, LLC. d/b/a The Blind Pig Saloon, 200 Main Street for the licensing year July 1, 2010-June 30, 2011

Moved by Ald. Hendricks, seconded by Ald. Benner to approve Outdoor Alcoholic Beverage Permit.

Discussion: Mike Prokash, liquor license holder for Franky's of Menasha, explained the permit will be for a patio in the back of the building, the fence will be 5 feet high with a 4 foot awning. He stated he could keep the fence at 4 feet if requested.

Motion carried on roll call 7-1. Ald. Wisneski – no

3. Accounts payable and payroll for the term of 8/13/10 to 9/2/10 in the amount of \$ 1,824,912.94

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

Discussion/Questions/Answers on expenditure.

Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTIONS

1. R-18-10- Resolution authorizing the issuance and sale of \$1,000,000 Taxable General Obligation Promissory Note

Moved by Ald. Hendricks, seconded by Ald. Wisneski to adopt R-18-10.

Discussion: C/T Stoffel explained this borrowing is for the settlement to Sonoco.

Motion carried on roll call 8-0.

DRAFT

J. ORDINANCES AND RESOLUTIONS, Cont'd.
2. R-19 -10 – Resolution Appropriating Funds

Moved by Ald. Wisneski, seconded by Ald. Taylor to adopt R-19-10.
Motion carried on roll call 8-0.

K. APPOINTMENTS

- a. Mayor's Appointment to the Ad-Hoc Sustainability Board:
Edward Kassel, 834 Whisper Falls Lane

Moved by Ald. Zelinski, seconded by Ald. Langdon to approve appointment of Edward Kassel
Motion carried on voice vote.

- b. Council Appointment to the Menasha Water and Light Commission

Moved by Ald. Benner, seconded by Ald. Hendricks to nominate Joanne Roush as the appointment to the Water and Light Commission.

Having no other nominations, Mayor Merkes called the nominations to a close.

Discussion: Mayor Merkes explained Ms. Roush's appointment is as a citizen representative and there will be no conflict of interest being Ms. Roush is an Alderman.

Motion carried on roll call 8-0.

L. HELD OVER BUSINESS

None

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. RECESS TO ADMINISTRATION COMMITTEE, BOARD OF PUBLIC WORKS AND PERSONNEL COMMITTEE

Moved by Ald. Wisneski, seconded by Ald. Langdon to recess at 7:16 p.m..

Motion carried on voice vote.

(Ald. Roush left the meeting at 7:16 p.m.)

Reconvened at 10:21 p.m.

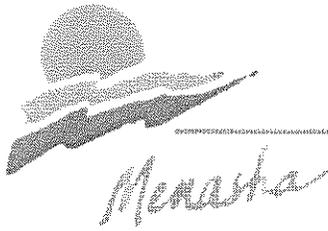
P. ADJOURNMENT

Moved by Ald. Wisneski, seconded by Ald. Englebert to adjourn into Closed Session at 10:21 p.m.

Pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is pending oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (PCB Litigation)

Motion carried on roll call 7-0.

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



Memorandum

To: Administration Committee/Common Council
From: Greg Keil, CDD *GK*
Date: September 2, 2010
RE: Economic Development Specialist Position

For the past several months Mayor Merkes and I have been exploring the possibilities of expanding the Economic Development Specialist position that was authorized as part of the 2010 budget. This assessment has been undertaken in response to the increasingly apparent need for the city to take a more active role in pursuing economic development opportunities through increased business promotion and attraction efforts. It is also apparent that a positive community image needs to be developed and projected if we are to have success in these endeavors.

The Economic Development Specialist position will help us develop a community branding strategy that is founded on community assets ranging from the city's work force to its parks. It will also provide the business community with technical assistance to develop a Business Improvement District plan and create the momentum needed for the plan's implementation. Looking forward, it is our expectation that the Business Improvement District together with other private funding would provide the majority of the funding needed to support these functions on an ongoing basis

Understanding the city's financial challenges, we have tried to structure an expanded position in such a way as to minimize its impact on the budget. As proposed the Economic Development Specialist Position could be funded with no increase in the Community Development Department budget through 2011. In general we're proposing to accomplish this by stretching 2010 budgeted funds into 2011 and by looking look to other private resources to carry the position going forward.

In order to attract a high caliber person to fill this position, we feel the salary needs to be in the \$60,000 range. With benefits, the annual compensation would be about \$81,000. The ensuing describes the funding sources to support this position:

October – December 2010 Compensation:	\$20,200
Funding Sources	
Com. Dev. Salary & Wages Acct.	\$15,000
Com. Dev. Prof. Services. Acct.	<u>5,200</u>
	\$20,200
January - December 2011 Compensation:	\$81,000
Funding Sources	
Com. Dev. Salary & Benefit Carryover	\$21,100
Com. Dev. Site Marketing Carryover	10,000
Com. Dev. Prof. Services Carryover	20,000
Econ Dev. Spec. 2011 Budget*	19,200
Interns 2011 Budget*	6,700
Com. Dev. 2011 Prof. Services Budget	<u>4,000</u>
	\$81,000

*Same amounts budgeted in 2010

**CITY OF MENASHA
Position Description**

Position Title: Economic Development Specialist
Department: Community Development
Status: Exempt – Limited Term
Position Reports To: Director of Community Development
Date of Description: DRAFT September 2010
Salary Range: None (Limited Term), Salary Not to Exceed \$60,000

SUMMARY

This position is responsible for performing the professional project management and administrative functions of economic development within the Community Development Department. The work is performed under the direction of the Community Development Director.

ESSENTIAL FUNCTIONS to include the following:

- Conduct community, stakeholder, and marketing research to assess current attitudes and perceptions about the community;
- Develop a branding strategy, brand visualization, messaging, and marketing plan for the City of Menasha.
- Develop marketing and advertising strategies for citywide economic development, city-owned properties, and city redevelopment projects.
- Organize and engage business and property owners to advance the creation of a Business Improvement District (BID). Create a BID plan, district boundaries, and budget.
- Identify potential funding sources for supporting marketing and economic development initiatives.
- Provide information to the public, city officials, and news media regarding assigned programs and duties.
- Organize and carry out special projects as assigned.
- Report for work as scheduled.

POSITION REQUIREMENTS/QUALIFICATIONS

- Knowledge of and expertise in the principles, practices, and techniques of economic development, marketing, and community development.
- Knowledge of and experience in research methods and statistical analysis.
- Ability to analyze data and information using established criteria, in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiate, measure, copy, record, and transcribe data and information. Ability to classify, compute, tabulate, and categorize data.
- Ability to exercise judgment, decisiveness, and creativity required in situations involving evaluation of information against sensory and/or judgmental criteria, as opposed to criteria which are clearly measurable.

- Ability to persuade, convince, and/or train others, including the ability to act in a lead worker capacity. Ability to advise and interpret how to apply policies, procedures, and standards in specific situations.
- Ability to organize and carry out projects.
- Ability to develop and maintain records and reports.
- Ability to establish and maintain working relationships with the public, city officials, employees, local government, businesses, and other organizations.
- Ability to effectively communicate verbally and in writing with city officials, city staff, state and federal officials, contractors, developers, property owners, business representatives, engineers, attorneys, surveyors, and the general public.
- Strong computer skills, including proficiency with word processing, spread sheet, data base, and internet applications.

CERTIFICATES, LICENSES, REGISTRATIONS

- Bachelor's Degree in economic development, marketing, communications, urban and regional planning, community development, public administration, or related field and at least three years experience directly relevant to this position, or an equivalent combination of experience and training.
- Valid Wisconsin driver's license.

PHYSICAL DEMANDS

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

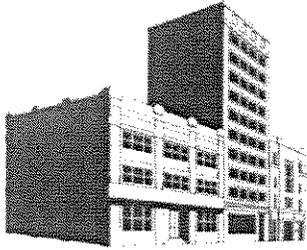
- While performing the duties of this job, the employee is regularly required to sit, stand, walk, and use both hands to handle, touch, grasp, reach with hands and arms, talk and hear.
- Specific vision abilities include close and distant vision, peripheral vision, depth perception, and ability to focus.

FUNCTION OF POSITION DESCRIPTION

This position description has been prepared to define the general duties of the position, provide examples of work, and to detail the required knowledge, skills, and abilities as well as the acceptable experience and training for the position. The description is not intended to limit or modify the right of any supervisor to assign, direct, and control the duties of employees under supervision. The City of Menasha retains and reserves any and all rights to change, modify, amend, add to, or delete from any portion of this description in its sole judgment.

This job description is not a contract for employment.

The City of Menasha is an equal opportunity employer, in compliance with the American Disabilities Act. The City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.



Downtown Economics

Issue 154
June 2009

Ideas for Increasing Vitality in Community Business Districts

Branding for Downtown Success

By Dale Erlandson*

In economic times like these, building excitement about downtown and cultivating local loyalty is more important than ever. Branding is an essential part of fostering the sense of community that keeps residents interested in downtown and that makes the community an attractive destination for visitors and potential residents.

Good community branding can have a number of positive impacts: it can increase exposure for existing businesses and be a recruitment tool in building a more complimentary business mix. It can also boost retail traffic and attract residents to the downtown area. Successful branding can aid downtown and community organizations, increasing both volunteerism and giving, by increasing the credibility of revitalization efforts. Poorly executed branding, however, can have just the opposite effect. Therefore it is important to proceed carefully.

What is Branding?

Branding involves creating a desired image for a product or place. For a downtown, a brand is the set of emotional connections and positive expectations in the minds of residents and visitors. As Jonathan Baltuch writes in *Brand Your City: A recipe for success*, "A successful brand identity establishes a preconceived expectation that is either met or exceeded by the reality." Logos and taglines are evocative of the overall image that is a brand. Through advertising, events and grassroots word of mouth, places can be defined by coordinated branding efforts, allowing businesses and activities to stand out from the continuous onslaught of

media appeals to consumers. Branding is more than the words and images used along with a place name; those things can change over time. A brand is a long-term, permanent concept of what a place should be and mean. It therefore demands a great deal of forethought to be successfully conceived, implemented and sustained.

Branding a Place

A successful branding process involves four steps: research, design, education and maintenance. Before placing a logo in flyers and event promotions, research is needed to establish a long-term brand concept that fits the goals and realities of a community. Careful design can then ensure that logos, taglines, lettering and colors all complement the brand concept. After defining and designing a brand – a process that can take six months or more – the ongoing project of education begins: merchants, organizations, residents and visitors all must be able to recognize, relate to and promote a consistent brand message. Finally, a branding effort will be only successful if it is maintained. Leaders must keep the design and education efforts up-to-date while sustaining the organizational partnerships that support the community.

Research – There are a variety of strategies for developing a community's brand concept. Focus groups, market analyses and community surveys can all be utilized to match a long-term vision to the goals of the community and the target demographic that the brand will seek to attract. Tripp Muldrow, in *Creating a Brand for Downtown* has this recommendation: "Ask, ask, ask, and then ask some more questions. Everyone in your town knows what the brand is. It is why they live there. It is what they do on the weekend. It is where they take people who visit. It is how they relax, what they miss when they are away, and why they want to raise their kids there." Defining a brand involves bringing together the residents, government, organizations and businesses of the community to set clear objectives. Branding decisions – including who is involved, the scope of the project, and promotional activities – will be affected by whether the goal is to attract residents or retain business; to increase retail traffic or to alter perceptions of an area. Everyone

Re-Branding Success Story: On Broadway, Inc.

On Broadway, Inc., a Wisconsin Main Street program, has re-branded a once-derelict area of Green Bay, WI as a highly desirable shopping, dining and community destination. Through the efforts of economic restructuring and a community-wide marketing team, On Broadway, Inc. has revitalized and re-branded a now thriving district.

<http://onbroadway.org>



*Dale Erlandson is an intern with the University of Wisconsin-Extension and a graduate student in the University of Wisconsin-Madison Department of Journalism and Mass Communication.

involved in the branding effort must understand the limitations as well as the potential of the place. As Naletta Burr of On Broadway, Inc. emphasizes, effective branding cannot over-promise or under-sell.

Focus Group and Consumer Survey Models

The University of Wisconsin-Extension Center for Community and Economic Development has a number of sample surveys and tools on their Downtown Market Analysis website. Adapting such samples to your community's specific needs is a good starting point for branding research.

www.uwex.edu/CES/cced/downtowns/dma/index.cfm

Design – When it comes to designing a brand, experts consistently urge communities to seek professional help. Holding tagline or logo design contests, or simply taking whatever volunteer help is available, will not result in a successful, sustainable brand. Professional marketers can define consistent graphic standards that will work across all media and for a wide range of promotions. Logos must be designed to work well in both color and black-and-white, as well as to be easily shared with other organizations and used in conjunction with other advertising. Details like the number of fonts (too many will make advertising hard to read), color (and the psychological impacts it can have) and paper (must be high quality to look credible but affordable enough to maintain) all complicate the design process of branding.

In addition, it is important to remember that design goes far beyond graphics. Creating a brand for a downtown area can involve matching a streetscape – lighting, façades, signage – to the brand image. It may involve working with local businesses to relocate or recruit merchants to create a business mix that fits the brand. Ultimately, the logo specifically and the brand in general should be ubiquitous. Shopping and dining guides, event promotions and advertising can utilize the design elements of the brand. While taglines, images and vocabulary will change, design should always reinforce, rather than recreate, the brand concept.

Education – Once a brand is identified and the design established, the key step in realizing the goals of branding is education. An individual must lead this effort, coordinating the various ventures that utilize the community brand and acting as brand watchdog to ensure that all events, promotions and advertising project a message consistent with the defined brand. The brand and its goals should drive all activities, whether initiated by businesses, organizations or volunteers. Events can bring people into an area to experience the new brand – and can also disseminate a logo and tagline to a targeted audience. Carolyn

Dellutri of Evmark notes, however, that it is always easiest to reach visitors and newer residents. Convincing established residents to associate a new brand with an old place will take additional time and effort.

Maintenance – While a successful event or positive feedback may indicate some success in branding, Burr warns that a thriving downtown cannot rest on its laurels. Consistent businesses and community surveys can guide merchant, event and promotion turnover to continue attracting residents and visitors. While the number of events can increase as the brand and organization grow stronger, events are best limited to a manageable number and scheduled during community down-time, when they will not conflict with other organizations' activities.

Organizational conflicts are almost inevitable. Brand strategists may run into conflict with other community organizations, such as chambers of commerce, who must be included on an ongoing basis to share the responsibility of promoting the community and its merchants. Especially in the current economy, maintaining good organizational relations is key to building grassroots support for the brand and making efficient use of the limited dollars available for downtown revitalization. Finally, brand success should not be its own downfall. As businesses and organizations become self-sufficient, there is nothing wrong with their spinning off into their own ventures. Successful branding does not demand tight-fisted control of a community, merely a consistently appealing concept and message.

Getting the word out

Helping the public become familiar with your brand can be a challenge. Here are just a few ways to showcase the image and values of your brand:

- Press Releases
- Individual Meetings
- Cross-Retail Promotions
- Holiday Events
- Co-op Advertising
- Coordinate and advertise a new, more convenient business hours promotion
- Festivals, including reward cards or other retail incentives

Sources:

"Brand Your City: A recipe for success" March 25, 2004; Jonathan Balluch, brandchannel.com

Carolyn Dellutri and Naletta Burr; presentation in the *Revitalizing Wisconsin's Downtowns* webinar series, April 16, 2009

CEOs for Cities, "Branding Your City"

Creating a Brand for Downtown" Tripp Muldrow, Virginia Main Street Monitor, Summer 2006

Contact: Bill Ryan, Center For Community & Economic Development, University of Wisconsin-Extension
610 Langdon Street, Madison, WI 53703-1104

PH: (608)265-8136; FAX: (608)263-4999; TTY: (800)947-3529; [HTTP://WWW.UWEX.EDU/CES/CCED](http://WWW.UWEX.EDU/CES/CCED)

An EEO/Affirmative Action Employer, UW Extension provides equal opportunities in employment and programming, including Title IX and ADA requirements.

NOTICE OF INTENT TO CIRCULATE A PETITION FOR
ANNEXATION OF TERRITORY TO CITY OF MENASHA

PLEASE TAKE NOTICE that not less than ten (10) nor more than twenty (20) days after publication of this Notice, the undersigned hereby intends to circulate a petition in accordance with §66.0217 of the Wisconsin Statutes for annexation of the lands legally described below and shown on the scale map attached hereto as Exhibit A from the Town of Menasha, Winnebago County, Wisconsin, to the City of Menasha, Winnebago County, Wisconsin.

A copy of the scale map of the territory proposed for annexation may be inspected at the office of the Clerk for the Town of Menasha, 2000 Municipal Drive, Neenah, Wisconsin and at the office of the Clerk of the City of Menasha, 140 Main Street, Menasha, Wisconsin.

Parcel "A" The easterly 254' of Lot 2 of CSM 1698 being part of the SW ¼ of the SW ¼ of Sec. 1, T20NR17E, Town of Menasha, Winnebago County, WI, containing 1.0 acres, more or less.

Parcel "B" That part of the NE ¼ of Sec 11 T20NR17E, described as follows:
Commencing at the SW corner of said NE ¼, thence N 89° 25' E along the S line of said NE ¼, 2208.2', thence N 0° 35' W 782' to a point on the Northwestern line of STH 47 (as located 1/9/59), the P.O.B., thence S 89° 25' W parallel with the S line of the NE ¼ 101', thence N 0° 35' W 200', thence N 89° 25' E parallel with the S line of said NE ¼ to the Northwestern line of said highway, thence Southwesterly, along the Northwestern line of said highway, to the P.O.B., containing .73 acres, more or less.

Parcel "C" Grove Subdivision Lot 3 and the southerly 10' of Lot 4 Part of the SE ¼ of Sec. 11 T20NR17E in the Town of Menasha, Winnebago County, WI containing .28 acres, more or less.

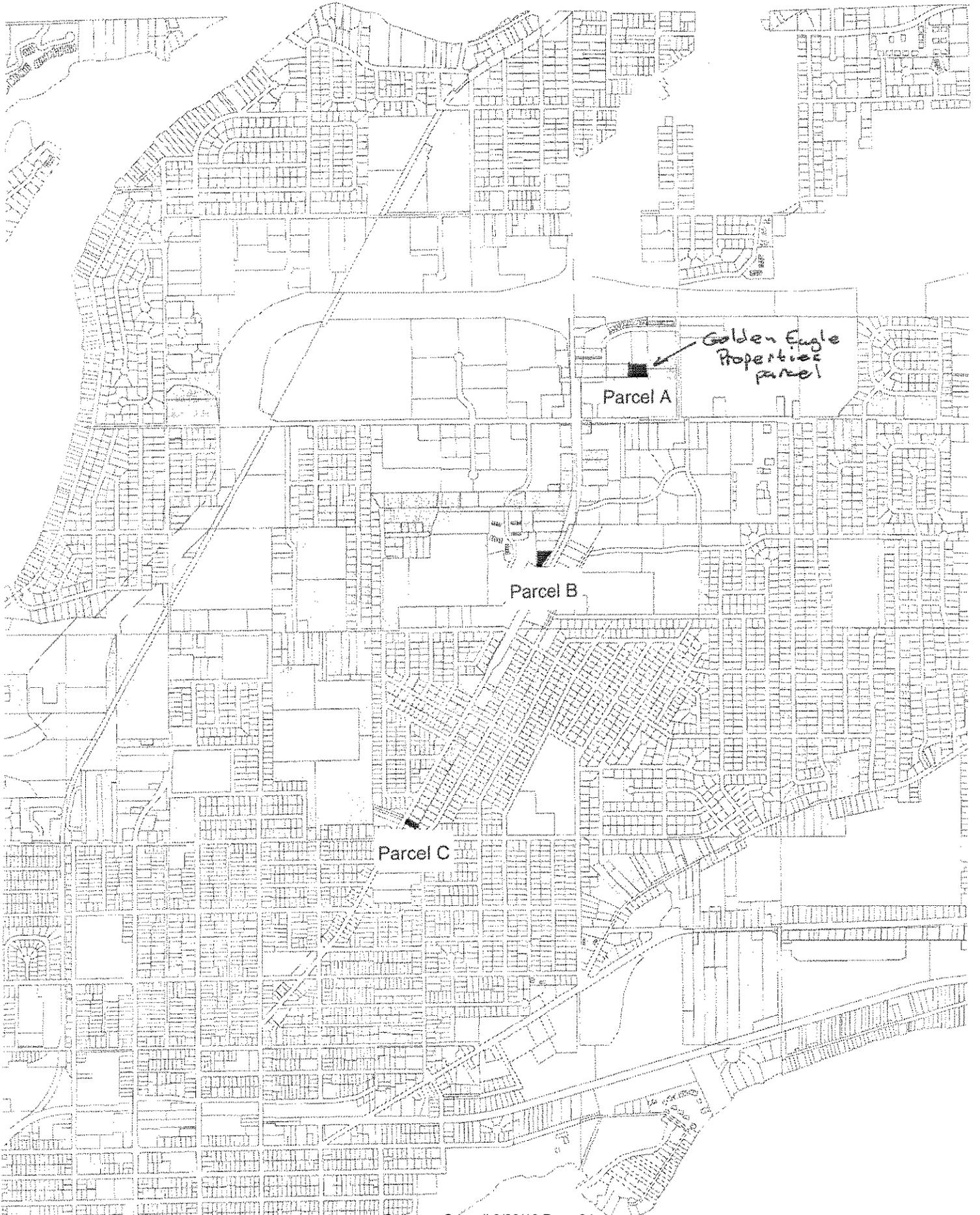
Dated this 27 day of August, 2010



~~Don Pugetti~~ Donald Pugetti
Golden Eagle Properties LLC

Don Merkes
Mayor, City of Menasha

Deborah Galeazzi
City Clerk, City of Menasha

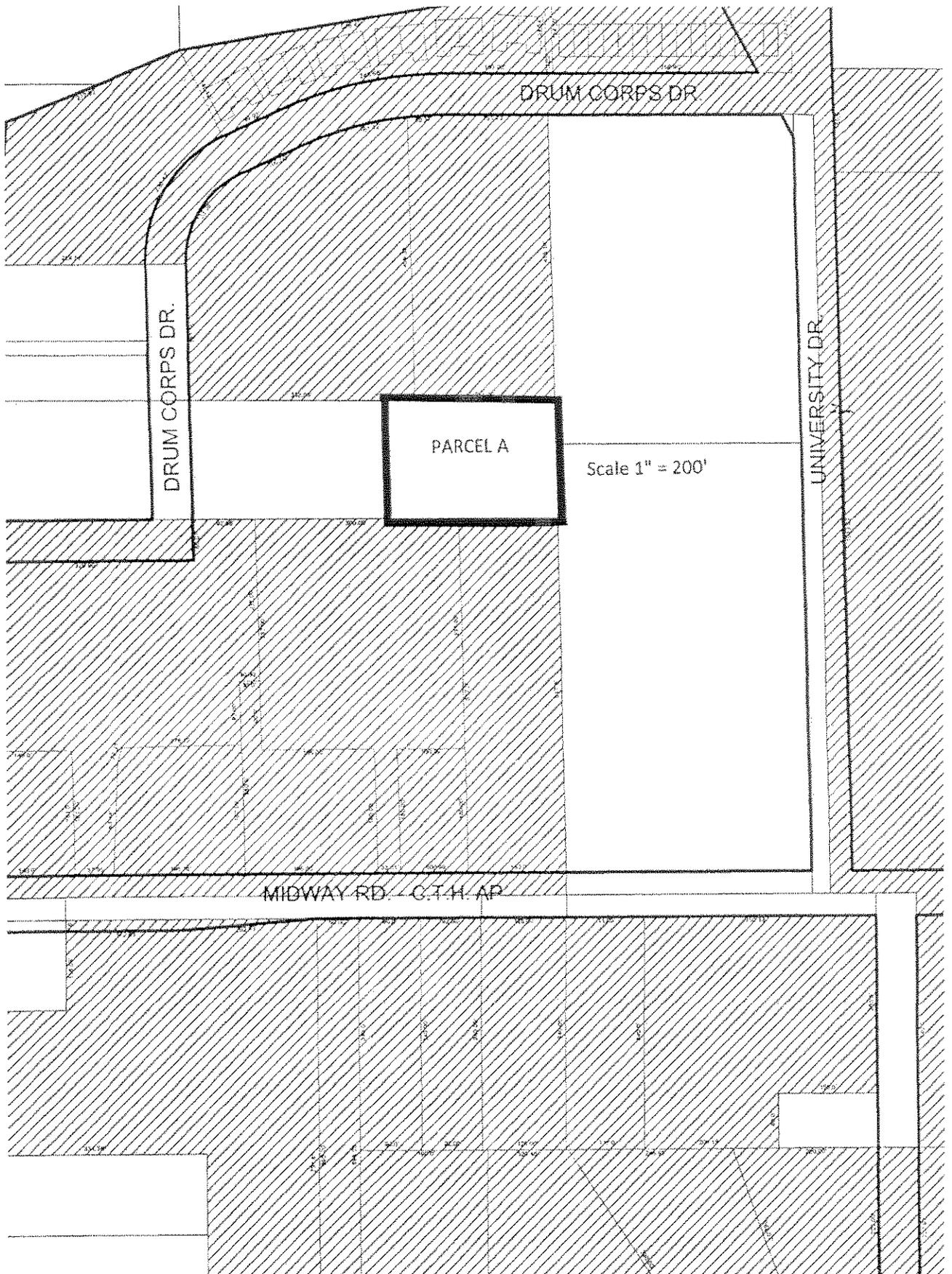


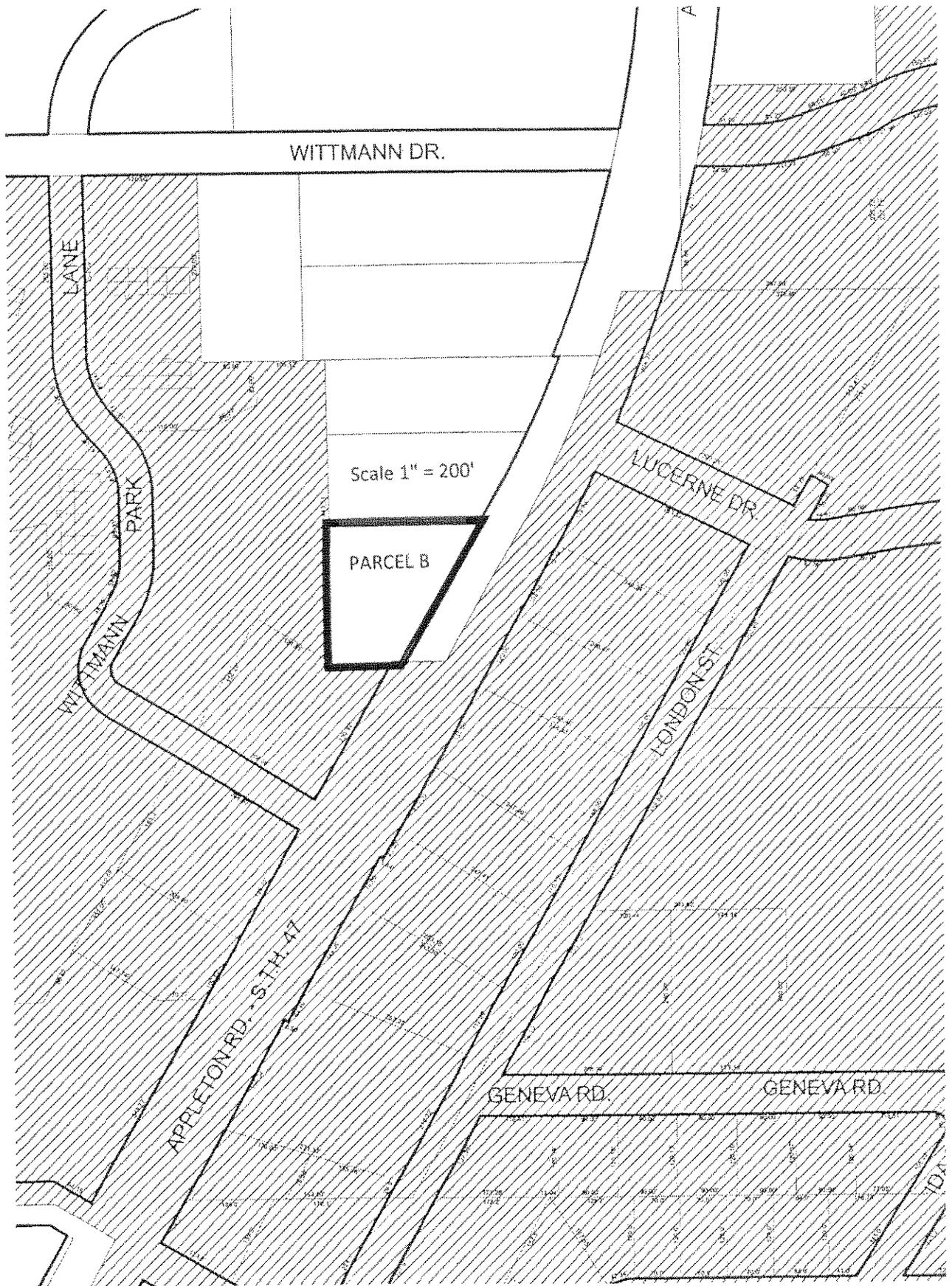
Golden Eagle
Properties
parcel

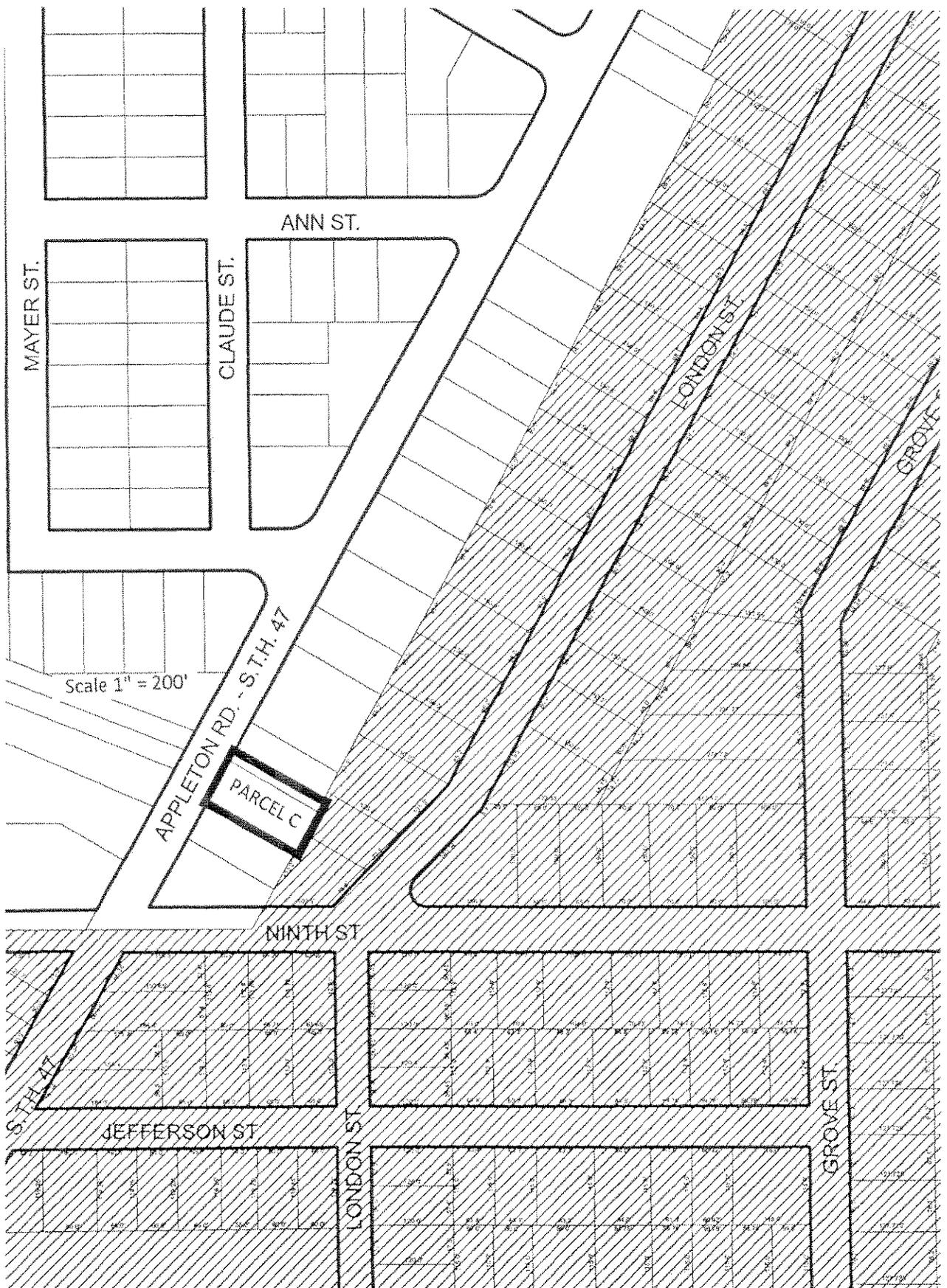
Parcel A

Parcel B

Parcel C







CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 9/09/10 - 9/16/10 Checks # 26920 - 27066	\$1,226,671.14
Payroll Checks for 9/09/10 - 9/16/10	<u>157,612.90</u>
Total	\$1,384,284.04

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: 9/9/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AAA SANITATION INC	26920	9/9/2010	166136	100-0703-553.20-09	100.00	PORTABLE TOILETS BRIGHTON BEACH
		9/9/2010	166137	100-0703-553.20-09	100.00	PORTABLE TOILETS BOAT LANDING
			Total for check: 26920		200.00	
ACC PLANNED SERVICE INC	26921	9/9/2010	3541	100-1001-514.82-01	7,052.00	DDC SYSTEM/MATERIALS
			Total for check: 26921		7,052.00	
ACCURATE	26922	9/9/2010	1033087	731-1022-541.38-03	14.76	14.76 KNOT WIRE
			Total for check: 26922		14.76	
ALL-SPORT TROPHY	26923	9/9/2010	43198	100-0702-552.30-18	516.80	GRUNSKI AWARDS
			Total for check: 26923		516.80	
AMERICAN RED CROSS EAST CENTRAL	26924	9/9/2010	E5592	100-0000-123.00-00	15.00	FIRST AID/CP/R/AED
			Total for check: 26924		15.00	
AMERICAN TEST CENTER INC	26925	9/9/2010	2102389	731-1022-541.29-04	320.00	ANNUAL SAFETY INSPECTION
			Total for check: 26925		320.00	
APPLETON SIGN COMPANY	26926	9/9/2010	3065	100-0801-521.29-05	35.00	APPLY GRAPHICS TO SQUAD
		9/9/2010	3066	100-0801-521.29-05	499.00	VINYL GRAPHICS FOR SQUAD
			Total for check: 26926		534.00	
BADGER HIGHWAYS CO INC	26927	9/9/2010	150892	625-1010-541.30-18	177.55	HOTMIX ASPHALT
			Total for check: 26927		177.55	
BARNES & THORNBURG LLP	26928	9/9/2010	1342621	267-0102-581.21-01	4,972.74	PROFESSIONAL SERVICES STEAM UTILITY
			Total for check: 26928		4,972.74	

AP Check Register
Check Date: 9/9/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BATTERIES PLUS-502	26929	9/9/2010	117821	100-0403-513.30-15	32.99	REPLACEMENT BATTERY/PDA
			Total for check: 26929		32.99	
COCA-COLA BOTTLING COMPANY	26930	9/9/2010	3558039936	100-0704-552.30-17	32.10	WATER
			Total for check: 26930		32.10	
COMMUNITY HOUSING COORDINATOR	26931	9/9/2010	136	100-0304-562.21-06	1,800.00	HOUSING PLAN AUGUST 2010
		9/9/2010	137	263-0306-562.21-06	3,250.00	CDBG REHAB PROGRAM
			Total for check: 26931		5,050.00	
DAVIES WATER #1476	26932	9/9/2010	0076679	100-0703-553.30-18	248.00	FRIENDSHIP TRAIL BERM
			Total for check: 26932		248.00	
KATHLEEN ENDRES	26933	9/9/2010		100-0903-531.33-01	63.00	PHN CONFERENCE MILEAGE
			Total for check: 26933		63.00	
FACTORY MOTOR PARTS CO	26934	9/9/2010	18-940523	731-1022-541.38-03	53.28	
			Total for check: 26934		53.28	
FOX VALLEY HUMANE ASSOCIATION	26935	9/9/2010	JULY2010	100-0806-532.25-01	2,079.60	15 ANIMALS HANDLED JULY 2010
			Total for check: 26935		2,079.60	
GANNETT WISCONSIN MEDIA	26936	9/9/2010	0004994955	100-0405-513.29-02	618.30	LEGALS
				100-0000-201.15-00	140.00	FARM MARKET ADVERTISING
			Total for check: 26936		758.30	
GOLD CROSS AMBULANCE SERVICE INC	26937	9/9/2010	10-8574	100-0801-521.21-05	687.75	
			Total for check: 26937		687.75	

AP Check Register
Check Date: 9/9/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GUNDERSON UNIFORM & LINEN RENTAL	26938	9/9/2010	1372097	100-0801-521.30-13	29.79	TOWEL/MAT SERVICE
	Total for check: 26938				29.79	
INDEPENDENT INSPECTIONS LTD	26939	9/9/2010	304100C	100-0301-523.21-06	9,645.62	AUGUST PERMITS
	Total for check: 26939				9,645.62	
JOE'S POWER CENTER	26940	9/9/2010	97923	100-1003-541.30-15	89.95	QUICKIE SAW BLADE
	Total for check: 26940				89.95	
KADCO USA INC	26941	9/9/2010	20477	207-0707-552.24-02	100.16	WHEEL ASSY
	Total for check: 26941				100.16	
LAWSON PRODUCTS INC	26942	9/9/2010	9533815	731-1022-541.30-18	276.93	STOCK SUPPLIES
	Total for check: 26942				276.93	
LEVENHAGEN CORPORATION	26943	9/9/2010	73354	207-0707-552.38-01	4,161.96	LEAD FREE GAS
	Total for check: 26943				4,161.96	
LINCOLN CONTRACTORS SUPPLY INC	26944	9/9/2010	10570650	731-1022-541.30-15	164.00	METAL GRINDER
	Total for check: 26944				164.00	
MANAWA TELEPHONE CO	26945	9/9/2010	090110	100-0403-513.22-01	39.95	INTERNET SERVICE
	Total for check: 26945				39.95	
MCKENZIE SUPPLY & EQUIPMENT	26946	9/9/2010	22430	731-1022-541.38-03	256.40	HEAVY DUTY FAIL KNIFE
	Total for check: 26946				256.40	BLADE CLEVIS

AP Check Register
Check Date: 9/9/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA EMPLOYEES CREDIT UNION	26947	9/9/2010	20100909	100-0000-202.05-00	19,545.00	PAYROLL SUMMARY
	Total for check: 26947				19,545.00	
MENASHA EMPLOYEES CREDIT UNION	26948	9/9/2010	20100909	100-0000-202.10-00	119.99	PAYROLL SUMMARY
	Total for check: 26948				119.99	
MENASHA EMPLOYEES LOCAL 1035	26949	9/9/2010	20100909	100-0000-202.06-00	310.00	PAYROLL SUMMARY
	Total for check: 26949				310.00	
MENASHA EMPLOYEES LOCAL 1035B	26950	9/9/2010	20100909	100-0000-202.07-00	274.16	PAYROLL SUMMARY
	Total for check: 26950				274.16	
MENASHA JOINT SCHOOL DISTRICT	26951	9/9/2010	PO10004916	100-0801-521.30-18	63.92	REIMBURSE MAPLEWOOD FOLDERS/A COOK
	Total for check: 26951				63.92	
MENASHA UTILITIES	26952	9/9/2010	003544	601-1021-543.25-01	18,652.19	SEWER CHARGE
	9/9/2010	003545	625-0401-513.25-01	1,198.28	STORM WATER CHARGE	
	9/9/2010	BILLING#2	100-1008-541.22-03	170.07	ELEC OR WATER OR STORM	
			100-0703-553.22-03	563.56	ELEC OR WATER OR STORM	
			100-0703-553.22-05	323.41	ELEC OR WATER OR STORM	
			100-0703-553.22-06	91.25	ELEC OR WATER OR STORM	
			100-0000-123.00-00	7.62	ELEC OR WATER OR STORM	
			100-0305-562.22-06	2.50	ELEC OR WATER OR STORM	
			100-0903-531.22-03	169.41	ELEC OR WATER OR STORM	
			100-0903-531.22-05	44.94	ELEC OR WATER OR STORM	
Total for check: 26952				21,335.33		

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MORTON SAFETY	26953	9/9/2010	507115	731-1022-541.30-18	26.88	SAFETY EYEWEAR
			Total for check: 26953		<u>26.88</u>	
N&M AUTO SUPPLY	26954	9/9/2010	326539	731-1022-541.30-18	18.45	FIBERGLASS JELLY & HARDENER
			326769	731-1022-541.30-18	21.41	ADHESIVE CLEANER
			326776	731-1022-541.38-03	20.99	TOGGLE SWITCHES
			327122	731-1022-541.38-03	5.13	LAMP SOCKET
			Total for check: 26954		<u>65.98</u>	
NEENAH-MENASHA MUNICIPAL COURT	26955	9/9/2010	BOND	100-0000-201.03-00	202.00	BOND
				100-0000-201.03-00	139.00	BOND
			Total for check: 26955		<u>341.00</u>	
PARTS ASSOCIATES INC	26956	9/9/2010	PAI0955348	731-1022-541.30-18	20.04	HOLDER PADS & MANDRELS
			Total for check: 26956		<u>20.04</u>	
PAT KNAPP	26957	9/9/2010	KNAPP	100-0000-441.13-00	9.47	REFUND OVERPAYMENT OF DUMPSTER
			Total for check: 26957		<u>9.47</u>	
POSTAL ANNEX	26958	9/9/2010	165643	100-0801-521.30-11	7.07	POSTAGE
			166013	100-0801-521.30-11	7.04	POSTAGE
			166280	731-1022-541.30-11	46.00	POSTAGE
			166477	100-0904-531.30-11	10.27	POSTAGE
			Total for check: 26958		<u>70.38</u>	
PSS WORLD MEDICAL INC	26959	9/9/2010	61978799	100-0903-531.30-18	14.77	SYRINGES
			Total for check: 26959		<u>14.77</u>	

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REDI-WELDING CO	26960	9/9/2010	14069	731-1022-541.30-18	209.89	TUBING/PIPE/HOOK	
	Total for check: 26960					209.89	
REINDERS INC	26961	9/9/2010	1311647-00	731-1022-541.38-03	91.44	CASTER FORK ASM ROUND SHAFT	
	9/9/2010	1312156-00	731-1022-541.38-03	163.43	CLUTCH PEDAL SVC ASM		
	9/9/2010	869042-00	100-1009-541.30-18	231.00	LAWN SEED MIX		
	Total for check: 26961					485.87	
SERVICEMASTER BUILDING MAINTENANCE	26962	9/9/2010	128220	100-0801-521.20-01	1,395.00	CONTRACT JANITORIAL SERVICES	
	9/9/2010	128300	100-0801-521.20-01	50.00	CONTRACT JANITORIAL CLEAN GARAGE		
	Total for check: 26962					1,445.00	
	26963	9/9/2010	50832	100-0801-521.30-12	19.99	USB DRIVE	
SHOPKO STORES INC	Total for check: 26963					19.99	
	26964	9/9/2010	026712	100-0703-553.30-18	85.00	NATURAL MULCH	
ROBERT STANKE	Total for check: 26964					85.00	
	26965	9/9/2010	090210	100-0801-521.34-03	268.80	CONFERENCE	
STANLEY SECURITY SOLUTIONS INC	Total for check: 26965					268.80	
	26966	9/9/2010	484132	207-0707-552.30-18	79.75	MARINA KEYS	
	9/9/2010	CH-540485	207-0707-552.30-18	14.18	HANDLING CHARGES		
	Total for check: 26966					93.93	
STAPLES ADVANTAGE	26967	9/9/2010	3140762254	100-0801-521.24-01	85.49	OFFICE SUPPLIES	
				100-1001-514.30-10	12.12	OFFICE SUPPLIES	
				100-0304-562.30-10	15.19	OFFICE SUPPLIES	

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STAPLES ADVANTAGE...	26967...	9/9/2010...	3140762254...	100-1002-541.30-10	37.31	OFFICE SUPPLIES
	Total for check: 26967				150.11	
STERN BROTHERS & CO	26968	9/9/2010	090710	267-0102-581.21-03	7,744.20	CONSULTING SERVICES STEAM UTILITY
	Total for check: 26968				7,744.20	
TAPCO	26969	9/9/2010	347717	100-1008-541.21-06	524.00	REPAIR TRAFFIC SIGNAL MANITOWOC/ONEIDA
	Total for check: 26969				524.00	
TRI CITY HOME IMPROVEMENTS	26970	9/9/2010	TRICITY	100-0000-422.01-00	680.00	BUILDING PERMIT REFUNDS PERMITS 3439-3449
	Total for check: 26970				680.00	
UNIFIRST CORPORATION	26971	9/9/2010	097 0071077	731-1022-541.20-07	107.58	MAT/MOP/CLOTHING SERVICE
	Total for check: 26971				107.58	
UNITED PAPER CORPORATION	26972	9/9/2010	29894	100-0704-552.30-13	47.53	ANTIBAC HAND SOAP
	26975	9/9/2010	29975	100-0704-552.30-13	190.12	ANTIBAC HAND SOAP
	Total for check: 26972				237.65	
UNITED WAY FOX CITIES	26973	9/9/2010	20100909	100-0000-202.09-00	72.75	PAYROLL SUMMARY
	Total for check: 26973				72.75	
US CELLULAR	26974	9/9/2010	200267787-078	100-0101-511.22-01	54.40	MONTHLY CHARGES MERKES
				100-0201-512.22-01	44.03	MONTHLY CHARGES CAPTAIN
				100-0401-513.22-01	12.71	MONTHLY CHARGES STOFFEL
				100-1019-552.22-01	52.89	MONTHLY CHARGES BRIDGES
				100-0403-513.22-01	112.58	MONTHLY CHARGES JAMES/LACEY
				601-1020-543.22-01	4.86	MONTHLY CHARGES CONFINED SPACE
				100-1001-514.22-01	49.81	MONTHLY CHARGES ALIX/POWELL
				100-0601-551.22-01	9.63	MONTHLY CHARGES POWELL

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US CELLULAR...	26974...	9/9/2010...	200267787-078...	100-0801-521.22-01	363.58	MONTHLY CHARGES POLICE
				100-0919-531.22-01	63.63	MONTHLY CHARGES NETT/HEALTH
				100-0904-531.22-01	50.98	MONTHLY CHARGES DREW
				100-1002-541.22-01	146.58	MONTHLY CHARGES RADTKE
				100-0702-552.22-01	71.72	MONTHLY CHARGES TUNGATE
				100-0706-561.22-01	31.03	MONTHLY CHARGES FORESTRY INTERN
				100-0703-553.22-01	188.87	MONTHLY CHARGES MAAS/PARK
				100-0304-562.22-01	28.79	MONTHLY CHARGES KEIL
				731-1022-541.22-01	125.46	MONTHLY CHARGES JACOBSON/PWF
				100-1008-541.22-01	8.63	MONTHLY CHARGES CARD
				601-1020-543.22-01	23.21	MONTHLY CHARGES SEWER TRUCK
Total for check: 26974				1,443.39		
US PAPER MILLS	26975	9/9/2010	STEAM	267-0102-581.73-01	1,035,000.00	SETTLEMENT AGREEMENT
				Total for check: 26975		
WE ENERGIES	26976	9/9/2010	082410	100-0703-553.22-03	36.65	CONSERVANCY
				Total for check: 26976		
WERNER ELECTRIC SUPPLY CO	26977	9/9/2010	S3078742.001	100-0703-553.24-03	22.86	PHOTO EYES
				Total for check: 26977		
WI SCTF	26978	9/9/2010	20100909	100-0000-202.03-00	65.00	PAYROLL SUMMARY
				Total for check: 26978		
WIL-KIL PEST CONTROL	26979	9/9/2010	1701565	731-1022-541.20-07	64.00	COMMERCIAL CONTRACT
				Total for check: 26979		

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WINNEBAGO COUNTY CLERK OF COURTS	26980	9/9/2010	FILING FEE	100-0201-512.21-01	144.50	APPEAL FILING FEE
				Total for check: 26980	144.50	
WINNEBAGO COUNTY CLERK OF COURTS	26981	9/9/2010	BOND	100-0000-201.03-00	435.00	BOND
				100-0000-201.03-00	150.00	BOND
				100-0000-201.03-00	150.00	BOND
				100-0000-201.03-00	150.00	BOND
Total for check: 26981	885.00					
WINNEBAGO COUNTY TREASURER	26982	9/9/2010	ATS	310-0409-571.61-01	5,613.86	ATS PAYMENT
				310-0410-571.61-02	3,520.83	ATS PAYMENT
				Total for check: 26982	9,134.69	
WISCONSIN SUPPORT COLLECTIONS	26983	9/9/2010	20100909	100-0000-202.03-00	1,297.32	PAYROLL SUMMARY
				Total for check: 26983	1,297.32	
WWPHEC	26984	9/9/2010	090110	100-0903-531.33-02	40.00	REGISTRATION
				Total for check: 26984	40.00	
					1,140,027.73	

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A&A FIRE AND SECURITY INC	26985	9/16/2010	47941	100-0501-522.24-03	255.00	ANNUAL FIRE INSPECTION			
				100-0801-521.24-03	255.00	ANNUAL FIRE INSPECTION			
				Total for check: 26985			510.00		
ACC PLANNED SERVICE INC	26986	9/16/2010	3563	100-1001-514.24-03	181.25	REPAIR VALVE LEAK			
				100-0920-531.24-03	121.19	A/C CONDENSING UNIT REPAIR			
				Total for check: 26986			302.44		
APPLETON HYDRAULIC COMPONENTS	26987	9/16/2010	19848	731-1022-541.29-04	165.50	TEST HYDRAULIC CYLINDER			
				Total for check: 26987			165.50		
APPLETON SIGN COMPANY	26988	9/16/2010	3087	100-0801-521.29-05	57.00	K-9 UNIT/BADGE/DOG DECAL			
				Total for check: 26988			57.00		
BADGER HIGHWAYS CO INC	26989	9/16/2010	150950	731-1022-541.30-18	55.29	MASON SAND			
				100-0703-553.30-18	27.74	JEFFERSON PARK			
				731-1022-541.30-18	108.34	MASON SAND			
				100-1004-541.30-18	125.66	COLD MIX MANITOWOC/FIELDVIEW			
				Total for check: 26989			317.03		
BATTERIES PLUS-502	26990	9/16/2010	260400	601-1020-543.30-18	36.96	6V HD IND LANTERN SPRING			
				Total for check: 26990			36.96		
BRICK & SUPPLY COMPANY	26991	9/16/2010	155778	601-1020-543.30-18	205.58	MORTAR/QUIKRETE			
				625-1010-541.30-18	205.58	MORTAR/QUIKRETE			
				Total for check: 26991			411.16		
BUBRICK'S	26992	9/16/2010	365809	100-0801-521.30-10	137.99	OFFICE SUPPLIES			
				Total for check: 26992			137.99		

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BUBRICK'S...	26992...	9/16/2010	366789	100-0801-521.30-10	176.28	BADGES/HOLDERS/BINDERS
			Total for check: 26992		314.27	
BUREAU OF ENVIRONMENTAL AND	26993	9/16/2010	DHS	100-0000-421.04-00	1,682.50	REIMBURSEMENT OF STATE FEES
			Total for check: 26993		1,682.50	
CAREW CONCRETE & SUPPLY CO INC	26994	9/16/2010	851155	100-1009-541.82-02	161.10	RIGHT POINTE WHITE
		9/16/2010	851981	731-1022-541.24-04	112.50	BAG 11-W-AE
			Total for check: 26994		273.60	
CDW GOVERNMENT INC	26995	9/16/2010	TRC325	100-0801-521.30-15	525.00	CJIS MANDATED SYSTEM
		9/16/2010	TRM5920	100-0801-521.30-15	6,020.00	RSA SECURED
			Total for check: 26995		6,545.00	
CLEAR WATER CAR WASH	26996	9/16/2010	3070	100-0801-521.29-05	53.97	VEHICLE WASHES FOR AUGUST 2010
			Total for check: 26996		53.97	
COMDATA	26997	9/16/2010	090110	100-0920-531.30-18	12.50	
		9/16/2010	M02443299	100-0702-552.30-18	205.72	COPPS/EVENT SUPPLIES
			Total for check: 26997		218.22	
DANIEL PAULIK	26998	9/16/2010	PAULIK	100-0000-201.10-00	100.00	RETURN DEPOSIT EXCAVATION PERMIT 10306
			Total for check: 26998		100.00	
DAVEL ENGINEERING & ENVIRONMENT	26999	9/16/2010	091510	472-0501-522.21-02	140.00	WDNR STORMWATER PERMIT FEE/NM FIRE STATION
			Total for check: 26999		140.00	
DIGICORPORATION	27000	9/16/2010	104928	100-0801-521.29-01	62.16	BUSINESS CARDS R PICARD
				100-0000-134.00-00	(13.16)	STOCK CREDIT

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DIGICORPORATION...	27000...	9/16/2010	104937	100-0704-552.29-01	1,370.13	FALL/WINTER ACTIVITY GUIDE
			Total for check: 27000		<u>1,419.13</u>	
FOND DU LAC COUNTY CLERK OF COURTS	27001	9/16/2010	BOND	100-0000-201.03-00	200.00	BOND
			Total for check: 27001		<u>200.00</u>	
FOX VALLEY AREA LABOR COUNCIL	27002	9/16/2010	LABORDAY	100-0408-552.30-16	250.00	DONATION LABOR DAY PARADE
			Total for check: 27002		<u>250.00</u>	
DEBBIE GALEAZZI	27003	9/16/2010	091210	100-0203-512.34-03	110.00	CONFERENCE EXPENSES
			Total for check: 27003		<u>110.00</u>	
GALLS	27004	9/16/2010	510779056	100-0801-521.29-05	114.47	SURFACE MOUNT LED
			Total for check: 27004		<u>114.47</u>	
GMN CONSULTING LLC	27005	9/16/2010	3454	100-0403-513.21-04	360.00	VACATION COVERAGE
			Total for check: 27005		<u>360.00</u>	
HOTSY CLEANING SYSTEMS INC	27006	9/16/2010	0072424-IN	731-1022-541.30-18	345.00	PANEL WASH
			Total for check: 27006		<u>345.00</u>	
INTERNATIONAL INSTITUTE OF	27007	9/16/2010	091310	100-0203-512.32-01	125.00	ANNUAL MEMBERSHIP FEE D GALEAZZI
			Total for check: 27007		<u>125.00</u>	
JOSE CASILDO	27008	9/16/2010	CASILDO	100-0000-441.13-00	22.50	OVERPAYMENT REFUND DUMPSTER RENTAL
			Total for check: 27008		<u>22.50</u>	
KITZ & PFEIL INC	27012	9/16/2010	072214-0065	100-0703-553.30-18	4.16	HARDWARE MISC JEFFERSON PK STOVE REPAIR
			072214-0108	100-0703-553.30-18	13.03	FOAM COVER/TUBE BRUSH

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KITZ & PFEIL INC...	27012...	9/16/2010	072214-0109	100-0703-553.30-18	26.44	KOSLO SIGN HARDWARE
		9/16/2010	072214-0139	100-0703-553.30-18	17.63	ANCHOR/MISC HARDWARE
		9/16/2010	072303-0024	100-0703-553.30-18	6.92	BATTING CAGE KOSLO PARK
		9/16/2010	072314-0047	100-0703-553.24-03	6.54	BUILDING REPAIR HART PARK
		9/16/2010	072614-0048	625-1010-541.30-18	11.68	STREET ELBOWS STORM SEWERS
		9/16/2010	072614-0063	625-1010-541.30-18	0.45	STREET ELBOWS STORM SEWERS
		9/16/2010	072614-0122	100-0704-552.30-18	1.49	LIQ BLEACH
		9/16/2010	072714-0128	100-0703-553.24-03	3.48	PLASTIC NUMBERS
		9/16/2010	072714-0167	100-0703-553.24-03	2.70	PLASTIC NUMBERS
		9/16/2010	072809-0013	731-1022-541.38-03	5.25	HARDWARE MISC
		9/16/2010	072814-0038	100-0703-553.30-18	1.80	GRIPNGRAB EXT REACH
		9/16/2010	072814-0039	100-0703-553.30-18	2.98	LIQ BLEACH
		9/16/2010	072814-0078	100-0703-553.30-18	2.50	HARDWARE MISC
		9/16/2010	072814-0123	100-0703-553.24-03	3.79	ADHESIVE/HARDWARE MISC
		9/16/2010	072914-0122	100-0401-513.30-10	4.50	POOL CASH BOX KEYS FOR FINANCE STAFF
		9/16/2010	073014-0078	100-0704-552.30-18	9.88	HOSE CONNECTOR
		9/16/2010	073014-0116	100-0903-531.30-13	14.07	CLEANING DILUTION CONTROL SYSTEM
		9/16/2010	073014-0190	100-1001-514.30-18	9.28	CLEANING DILUTION CONTROL SYSTEM
		9/16/2010	080214-0027	100-0704-552.30-18	19.77	HOSE MENDER/NOZZLE
		9/16/2010	080309-0020	100-0703-553.30-15	11.12	OX BITS
		9/16/2010	080314-0024	100-1003-541.30-18	2.78	HARDWARE MISC
		9/16/2010	080314-0047	100-1009-541.30-18	2.78	HARDWARE MISC
		9/16/2010	080314-0114	100-0703-553.24-03	19.48	HARDWARE MISC/BULBS
		9/16/2010	080314-0140	100-0703-553.24-03	10.10	HARDWARE MISC JEFFERSON SCOREBOARDS
		9/16/2010	080402-0020	100-0703-553.24-03	18.20	HARDWARE MISC JEFFERSON SCOREBOARDS
		9/16/2010	080409-0016	731-1022-541.30-18	5.56	HARDWARE MISC
		9/16/2010	080414-0035	100-0704-552.30-18	5.08	CABLE TIES MICRO SPRING CLAMP
		9/16/2010	080414-0088	100-0703-553.30-18	18.95	MARKING PAINT
		9/16/2010	080614-0123	100-0704-552.30-10	55.60	OFFICE SUPPLIES
		9/16/2010	080914-0050	100-0703-553.24-03	4.65	BUILDINGS PAVILLION
	9/16/2010	081014-0094	100-1001-514.24-03	4.13	DROP CEILING SUPPORT	
	9/16/2010	081114-0013	100-1009-541.30-18	17.96	CLAMP COATED SCREWS	
	9/16/2010	081114-0046	100-0703-553.24-03	3.59	ZINC BARREL BOLT	
	9/16/2010		100-0801-521.24-03	16.08	WRAP HOLE/TUBE GUN RANGE	
	9/16/2010		100-0703-553.24-03	8.97	GLS ENAMEL/DOOR PULL	

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KITZ & PFEIL INC...	27012...	9/16/2010	081214-0049	100-0703-553.24-03	1.60	MENDING PLATE HART PARK
			081309-0004	100-0702-552.30-18	26.89	PROGRAM SUPPLIES
			081314-0018	731-1022-541.30-18	21.56	ORG ENAM PAINT
			081314-0064	100-1001-514.30-18	12.97	RECHARGEABLE BATTERIES
			081614-0050	100-0501-522.24-03	2.49	SMOKE DET BOX COVER
			081614-0070	100-0703-553.30-18	6.29	ANCHOR SHACKLE FOR BOUYS
			081709-0025	731-1022-541.30-18	14.28	HARDWARE MISC
			081714-0010	100-0703-553.30-18	8.98	PRIMER SPRAY CLOVIS GRAFFITI
			081714-0045	100-0703-553.24-03	3.00	SINGLE SIDED KEY
			081809-0021	100-0501-522.24-03	9.43	HARDWARE MISC SMOKE DETECTOR INSTALL
			081914-0055	731-1022-541.30-18	15.28	CPVC FLOWGUARDS PWF FENCE
			081914-0122	731-1022-541.30-18	7.50	CONDUIT COUPLINGS PWF FENCE
			081914-0155	731-1022-541.30-18	9.95	INSUL/BATT CLIPS
			Total for check: 27012			513.59
KJ WASTE SYSTEMS INC	27013	9/16/2010	SEPT2010	266-1027-543.21-06	722.00	RECYCLING
			Total for check: 27013			722.00
LACROSSE AMERICA INC	27014	9/16/2010	6/267CC	100-0000-441.25-00	1,120.00	PROGRAM REIMBURSEMENT
			Total for check: 27014			1,120.00
LAMERS BUS LINES INC	27015	9/16/2010	374990	100-0702-552.20-05	306.30	BUS TRIP
			374991	100-0702-552.20-05	102.10	BUS TRIP
			Total for check: 27015			408.40
LAPPEN SECURITY PRODUCTS INC	27016	9/16/2010	LSPO17614	100-0601-551.24-03	8.75	KEY CABINET
			Total for check: 27016			25.00
LEVENHAGEN CORPORATION	27017	9/16/2010	71002	207-0707-552.38-01	2,439.90	LEAD FREE GAS
			71019	207-0707-552.38-01	3,887.27	LEAD FREE GAS

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LEVENHAGEN CORPORATION...	27017...	9/16/2010	72998	207-0707-552.38-01	2,386.85	LEAD FREE GAS
		9/16/2010	73387	207-0707-552.38-01	2,182.16	LEAD FREE GAS
			Total for check: 27017		10,896.18	
LINCOLN CONTRACTORS SUPPLY INC	27018	9/16/2010	10572130	100-1002-541.30-15	185.00	DIRECT ELEV ROD LRG SCAL
			Total for check: 27018		185.00	
MAI XIONG	27019	9/16/2010	XIONG	100-0000-441.25-00	18.00	PROGRAM REFUND INJURY
			Total for check: 27019		18.00	
MID-AMERICAN RESERACH CHEMICAL	27020	9/16/2010	0423829-IN	731-1022-541.30-18	83.47	CLEANER & DISPENSER
				100-0703-553.30-13	83.47	CLEANER & DISPENSER
			Total for check: 27020		166.94	
MENARDS-APPLETON EAST	27021	9/16/2010	25821	100-1009-541.30-18	34.12	LUMBER/CONCRETE FORMS
			Total for check: 27021		34.12	
MENASHA EMPLOYEES CREDIT UNION	27022	9/16/2010	20100916	100-0000-202.05-00	2,214.00	PAYROLL SUMMARY
			Total for check: 27022		2,214.00	
MENASHA EMPLOYEES LOCAL 1035	27023	9/16/2010	20100916	100-0000-202.06-00	310.00	PAYROLL SUMMARY
			Total for check: 27023		310.00	
MENASHA UTILITIES	27024	9/16/2010	BILLING#3	100-1008-541.22-03	185.44	ELEC OR WATER OR STORM
				100-1008-541.22-05	44.94	ELEC OR WATER OR STORM
				601-1020-543.22-03	29.98	ELEC OR WATER OR STORM
				100-0704-552.22-03	2,736.12	ELEC OR WATER OR STORM
				100-0704-552.22-05	3,365.80	ELEC OR WATER OR STORM
				731-1022-541.22-03	803.99	ELEC OR WATER OR STORM
			731-1022-541.22-05	358.42	ELEC OR WATER OR STORM	

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MENASHA UTILITIES...	27024...	9/16/2010...	BILLING#3...	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	1,702.35	ELEC OR WATER OR STORM
				100-0801-521.22-05	266.92	ELEC OR WATER OR STORM
				100-0801-521.22-06	62.71	ELEC OR WATER OR STORM
				100-0000-123.00-00	1,232.73	ELEC OR WATER OR STORM
				100-0000-123.00-00	193.29	ELEC OR WATER OR STORM
				100-0000-123.00-00	45.41	ELEC OR WATER OR STORM
				100-0601-551.22-03	4,393.65	ELEC OR WATER OR STORM
				100-0601-551.22-05	731.96	ELEC OR WATER OR STORM
				100-0601-551.22-06	103.75	ELEC OR WATER OR STORM
				207-0707-552.22-05	240.70	ELEC OR WATER OR STORM
				100-1019-552.22-03	154.23	ELEC OR WATER OR STORM
				100-1019-552.22-05	12.11	ELEC OR WATER OR STORM
				100-0000-123.00-00	5.93	ELEC OR WATER OR STORM
				100-0703-553.22-03	1,762.48	ELEC OR WATER OR STORM
100-0703-553.22-05	44.94	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: 27024				21,068.46		
TOWN OF MENASHA UTILITY DISTRICT	27025	9/16/2010	GENEVA	100-0703-553.22-05	52.58	1000 GENEVA RD
			KOSLO	100-0703-553.22-05	684.80	KOSLO
Total for check: 27025				737.38		
MIDWEST SIGN & SCREEN PRINTING	27026	9/16/2010	2597201-00	100-1008-541.30-18	151.92	WHITE SINTRA
			Total for check: 27026			
MINNESOTA LIFE INSURANCE COMPANY	27027	9/16/2010	OCT2010	100-0000-204.07-00	2,992.46	MONTHLY PREMIUM OCTOBER 2010
			Total for check: 27027			
N&M AUTO SUPPLY	27028	9/16/2010	328386	731-1022-541.38-03	11.69	ELECTRONIC FLASHER

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N&M AUTO SUPPLY...	27028...	9/16/2010	328419	731-1022-541.38-03	550.03	GEAR BOX PITMAN ARM ASSY
		9/16/2010	328431	731-1022-541.38-03	34.10	HOSE CLAMP
		9/16/2010	328441	731-1022-541.38-03	83.80	HOSE CLAMPS
		9/16/2010	329098	731-1022-541.38-03	35.96	HALOGEN CAPSULES
				Total for check: 27028	715.58	
NEENAH-MENASHA MUNICIPAL COURT	27029	9/16/2010	BOND	100-0000-201.03-00	202.00	BOND
				100-0000-201.03-00	139.00	BOND
				100-0000-201.03-00	139.00	BOND
				Total for check: 27029	480.00	
NEW PRECISION TECHNOLOGY LLC	27030	9/16/2010	SVC000702	100-0702-552.24-01	104.95	LAMINATOR REPAIR
				Total for check: 27030	104.95	
LORI NICHOLS	27031	9/16/2010	46	100-0702-552.20-03	162.00	PROGRAM INSTRUCTION
				Total for check: 27031	162.00	
NOVOPRINT USA INC	27032	9/16/2010	282	207-0707-552.29-01	595.00	MARINA AD
				Total for check: 27032	595.00	
OCPPA-HONOR GUARD	27033	9/16/2010	OAKCREEKPD	100-0801-521.34-02	250.00	HONOR GUARD SCHOOL
				Total for check: 27033	250.00	
ONE COMMUNICATIONS	27034	9/16/2010	090210	100-0402-513.22-01	3.49	ASSESSOR
				100-0201-512.22-01	6.82	ATTORNEY
				100-0203-512.22-01	10.96	CLERK
				100-0304-562.22-01	26.10	COM DEV
				100-1001-514.22-01	55.65	CITY HALL
				100-0401-513.22-01	32.49	FINANCE
				731-1022-541.22-01	20.31	GARAGE
				100-0903-531.22-01	39.91	HEALTH

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ONE COMMUNICATIONS...	27034...	9/16/2010...	090210...	100-0403-513.22-01	21.37	IT 9/2/2010-10/1/2010
				100-0601-551.22-01	152.57	LIBRARY 9/2/2010-10/1/2010
				100-0101-511.22-01	8.41	MAYOR 9/2/2010-10/1/2010
				100-0702-552.22-01	15.37	RECREATION 9/2/2010-10/1/2010
				100-0703-553.22-01	40.90	PARKS 9/2/2010-10/1/2010
				100-0202-512.22-01	11.41	PERSONNEL 9/2/2010-10/1/2010
				100-0801-521.22-01	287.91	POLICE 9/2/2010-10/1/2010
				100-1002-541.22-01	38.29	eENGINEERING 9/2/2010-10/1/2010
				100-0920-531.22-01	6.97	SENIOR 9/2/2010-10/1/2010
				100-1008-541.22-01	3.53	SIGN 9/2/2010-10/1/2010
				100-0502-522.22-01	41.84	EOC 9/2/2010-10/1/2010
				207-0000-123.00-00	31.01	MARINA 9/2/2010-10/1/2010
				100-0000-123.00-00	290.49	UTILITIES 9/2/2010-10/1/2010
				100-0000-123.00-00	14.33	BUILD INSPECT 9/2/2010-10/1/2010
				Total for check: 27034	1,160.13	
PACKER CITY INTERNATIONAL	27035	9/16/2010	3202320073	731-1022-541.38-03	48.63	AIR FILTER/LUBE FILTERS
			3202360087	731-1022-541.38-03	50.90	INSULATRS
			Total for check: 27035		99.53	
PALISADES SHEET METAL INC	27036	9/16/2010	16068	100-0703-553.24-03	53.00	VANDALISM REPAIR HART PARK
			Total for check: 27036		53.00	
PROTANIC INC	27037	9/16/2010	24080	207-0707-552.24-02	315.00	LINE & LEAK DETECTOR TEST
			Total for check: 27037		315.00	
RACHEL FITZGERALD	27038	9/16/2010	FITZGERALD	100-0000-441.13-00	8.50	REFUND REFUSE CART DOWNGRADE
			Total for check: 27038		8.50	

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ROAD EQUIPMENT	27039	9/16/2010	WA519033	731-1022-541.38-03	610.94	610.94 BRAKE KIT/SHOES/HUB PILOT
			Total for check: 27039		<u>610.94</u>	
ROBERT LUKASAVAGE	27040	9/16/2010	LUKASAVAGE	100-0000-201.10-00	100.00	100.00 RETURN DEPOSIT EXCAVATION PERMIT 10334
			Total for check: 27040		<u>100.00</u>	
SANOFI PASTEUR INC	27041	9/16/2010	97691219	100-0903-531.30-18	55.80	55.80 TUBERSOL ANTIGEN/RULER
			Total for check: 27041		<u>55.80</u>	
SCHAEFFER MFG CO	27042	9/16/2010	UL3858-INV1	731-1022-541.30-18	391.20	391.20 GEAR LUBE
			Total for check: 27042		<u>391.20</u>	
SHARON MERICLE	27043	9/16/2010	MERICLE	100-0000-201.10-00	100.00	100.00 RETURN DEPOSIT EXCAVATION PERMIT 10325
			Total for check: 27043		<u>100.00</u>	
SHERWIN-WILLIAMS CO	27044	9/16/2010	8886-7	100-0703-553.24-03	59.18	59.18 EXT SOL STN
			Total for check: 27044		<u>59.18</u>	
SOMMERVILLE FLAG	27045	9/16/2010	090110	100-0703-553.30-18	379.00	379.00 FLAGS FOR PARKS
			Total for check: 27045		<u>379.00</u>	
SPORTS GRAPHICS	27046	9/16/2010	4309-1136	100-0702-552.30-18	247.50	247.50 GRUNSKI SHIRTS
			Total for check: 27046		<u>247.50</u>	
STAPLES ADVANTAGE	27047	9/16/2010	3141052566	100-0401-513.30-10	86.92	86.92 BINDERS/FILE FOLDERS
		9/16/2010	3141052567	100-0401-513.30-10	26.20	26.20 BINDERS
		9/16/2010	3141052568	100-0704-552.30-10	24.41	24.41 PARK/REC
			100-0304-562.29-01	117.60	117.60 SUSTAINABILITY	
			100-0304-562.30-10	66.26	66.26 COM DEV	

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STAPLES ADVANTAGE...	27047...	9/16/2010...	3141052568...	100-1002-541.30-10	18.95	ENGINEERING
				100-1001-514.30-10	14.34	2ND FLOOR COLOR PAPER
				100-1001-514.30-10	33.24	INTEROFFICE ENVELOPES
				731-1022-541.30-10	38.28	COPY PAPER/PENS
				100-0703-553.30-10	13.50	COPY PAPER/PENS
				100-0401-513.30-10	(26.20)	DAMAGED BINDER CREDIT
			Total for check: 27047		413.50	
STUMPF EXCAVATING & TRUCKING LLC	27048	9/16/2010	3120	100-0703-553.24-05	1,650.00	CAT WORK ON BERM
				Total for check: 27048	1,650.00	
	27049	9/16/2010	35568	100-0000-132.00-00	119.40	ABSORBER WEB FOOT MOP
			Total for check: 27049	119.40		
SYN-TECH SYSTEMS	27050	9/16/2010	56628	100-0403-513.24-04	456.75	MAINTENANCE AGREEMENT TELE/ELEC SUPPORT
				Total for check: 27050	456.75	
	27051	9/16/2010	34327	100-0703-553.24-03	534.15	VANDALISM REPAIR HART PARK
			34345	100-0704-552.30-18	38.50	PUSH BUTTON CARTRIDGE
			Total for check: 27051	572.65		
UNIFIRST CORPORATION	27052	9/16/2010	097 0071460	731-1022-541.20-01	107.58	MAT/MOP/CLOTHING SERVICE
				Total for check: 27052	107.58	
US OIL CO	27053	9/16/2010	L39898	731-1022-541.21-06	12.00	SAMPLE
				Total for check: 27053	12.00	

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VALLEY MUFFLER & BRAKE	27054	9/16/2010	30230	731-1022-541.38-03	48.20	TUBING/BEND PIPE/ FLEX PIPE
				Total for check: 27054	48.20	
WALMART COMMUNITY	27055	9/16/2010	870	100-0702-552.30-18	11.90	PROGRAM SUPPLIES
				100-0702-552.30-18	4.56	PROGRAM SUPPLIES
				Total for check: 27055	16.46	
WAVERLY SANITARY DISTRICT	27056	9/16/2010	BARKER	100-0703-553.22-05	46.54	BARKER FARM PARK PAVILION
				Total for check: 27056	46.54	
WC INDUSTRIAL SUPPLY COMPANY	27057	9/16/2010	0010300-IN	731-1022-541.38-03	13.30	BEARINGS
				Total for check: 27057	13.30	
WE ENERGIES	27058	9/16/2010	083110	100-0903-531.22-04	9.08	316 RACINE ST
				100-0701-533.22-03	17.94	NORTH ST
				100-0701-533.22-03	0.50	NORTH ST
				Total for check: 27058	27.52	
WE ENERGIES	27059	9/16/2010	UTILITY	267-0102-581.22-04	2.85	POWER PLANT
				Total for check: 27059	2.85	
WINNEBAGO COUNTY CLERK OF COURTS	27060	9/16/2010	BOND	100-0000-201.03-00	500.00	BOND
				100-0000-201.03-00	150.00	BOND
				100-0000-201.03-00	1,535.00	BOND
				100-0000-201.03-00	285.00	BOND
				Total for check: 27060	2,470.00	
WINNEBAGO COUNTY TREASURER	27061	9/16/2010	LF116367	266-1027-543.25-01	1,496.55	SINGLE STREAM RECYCLING
				LF116383	100-1016-543.25-01	12,489.54

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WINNEBAGO COUNTY TREASURER...	27061...	9/16/2010...	LF116383...	100-1017-543.25-01	3,730.08	LANDFILL FACILITY
			Total for check: 27061		17,716.17	
WISCONSIN DEPT OF ADMINISTRATION	27062	9/16/2010	091410	100-0203-512.21-08	400.00	ANNEXATION REQUEST REVIEW FEE
			Total for check: 27062		400.00	
WDATCP	27063	9/16/2010	WDATCP	100-0000-421.10-00	322.00	REIMBURSEMENT OF AGENT FEES
			Total for check: 27063		322.00	
DEPT OF COMMERCE	27064	9/16/2010	091310	100-0000-422.06-00	185.00	REIMBURSEMENT OF STATE FEES
			Total for check: 27064		185.00	
WISCONSIN SUPPORT COLLECTIONS	27065	9/16/2010	20100916	100-0000-202.03-00	440.23	PAYROLL SUMMARY
			Total for check: 27065		440.23	
WWMA	27066	9/16/2010	WWMA	100-0902-524.32-01	20.00	FALL CONFERENCE T DREW
				100-0902-524.33-02	70.00	FALL CONFERENCE T DREW
			Total for check: 27066		90.00	
					86,643.41	

ORDINANCE O-12-10
Substitute Amendment #1

AN ORDINANCE RELATING TO THE APPLICATION OF "MENASHA BUILDING CODE"

Introduced by Ald. Wisneski

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

SECTION 1: Amend Title 15, Article A, SEC. 15-1-4(d)(2) of the Code of Ordinances of the City of Menasha as follows:

Title 15 – Building Code

ARTICLE A

Building Code

SEC. 15-1-4 APPLICATION OF "MENASHA BUILDING CODE."

(d) **ALTERATIONS AND REPAIRS.** The following provisions shall apply to buildings altered or repaired:

(2) Repairs.

Repairs for purposes of maintenance or replacements in any existing building or structure which do not involve the structural portions of the building or structure, or which do not affect room arrangement, light and ventilation, access to or efficiency of any exit stairways, or exits, fire protection, or exterior aesthetic appearance and which do not increase a given occupancy and use shall be deemed minor repairs. Ordinary repairs to buildings may be made without application or notice to the building inspection official. ~~Such repairs shall include and not be limited to re-roofing. However, should any person, firm or corporation desire the building inspection official to issue a roofing permit so that proper inspection can be made, he can obtain one on a voluntary basis by paying the necessary fee.~~ The repairs shall not include the cutting away of any wall, partition or portion thereof, the removal of cutting or any structural beam or bearing support, or the removal of change of any required means of egress, or rearrangement of parts of a structure affecting the exit requirements; nor shall ordinary repairs include addition to, alterations of, replacement or relocation of any standpipe, water pipe, sewer, drainage, drain leader, gas, soil, waste vent or similar piping, electrical wiring or mechanical or other works affecting public health or general safety. Ordinary repairs shall not include complete residing of a building.

SECTION 2: Amend Title 15, Article A, SEC. 15-1-5(a) of the Code of Ordinances of the City of Menasha as follows:

Title 15 – Building Code

ARTICLE A

Building Code

SEC. 15-1-5 PERMITS.

(a) **PERMITS REQUIRED.** No building or structure or any part thereof shall hereafter be built, enlarged, altered or demolished within the municipality, or moved within or out of the municipality, except as hereinafter provided, unless a permit therefore shall first be obtained by the owner or his agent from the Building Inspector. Permits required are as follows:

- (1) Accessory structures.
- (2) Air conditioning.
- (3) Building.
- (4) Electrical.
- (5) Heating.
- (6) Moving of buildings.
- (7) Occupancy.
- (8) Plumbing.
- (9) Roofing, except that owners of one and two family dwellings residing on the premises may re-roof the structure without a permit
- (10) Signs.
- (11) Wrecking or Razing.
- (12) Other permits as required.

...

SECTION 3: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this _____ day of September, 2010.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

ORDINANCE O-15-10

AN ORDINANCE AMENDING CHAPTER 2, FIRE PREVENTION

INTRODUCED BY ALDERMAN WISNESKI

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

SECTION 1: Amend Section 5, Chapter 2 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

CHAPTER 2 Fire Prevention

SEC. 5-2-1 IMPEDING FIRE EQUIPMENT PROHIBITED.

No person shall impede the progress of the fire engine or fire truck or other fire apparatus of the ~~Menasha Fire~~ Neenah-Menasha Fire Rescue Department along the streets or alleys of such City at the time of a fire or when the ~~Fire~~ Neenah-Menasha Fire Rescue Department of the City is using such streets or alleys in response to a fire alarm or for practice.

SEC. 5-2-2 POLICE POWER OF THE DEPARTMENT; INVESTIGATION OF FIRES.

(a) **POLICE AUTHORITY AT FIRES.**

(1) The Fire Chief, ~~and~~ assistants, or officers in command at any fire, emergency operations and hazardous situation are hereby vested with full and complete police authority at fires, emergency operations and hazardous situation. Any officer of the Department may cause the arrest of any person failing to give the right-of-way to the ~~Fire~~ Neenah-Menasha Fire Rescue Department in responding to a fire, emergency operations and hazardous situation.

(2) The Fire Chief may prescribe certain limits in the vicinity of any fire within which no persons, ~~excepting firemen~~ firefighters and ~~police~~ police officers and those admitted by order of any officer of the Department, shall be permitted to come.

(3) The Fire Chief shall have the power to cause the removal of any property whenever it shall become necessary for the preservation of such property from fire or to prevent the spreading of fire or to protect the adjoining property, and during the progress of any fire he shall have the power to cause the removal of all wires or other facilities and the turning off of all electricity or other services where the same impedes the work of the Neenah-Menasha Fire Rescue Department during the progress of a fire.

(b) **FIRE INSPECTION DUTIES.**

(1) The Fire Chief shall be the Fire Inspector of the City of Menasha and shall have the power to appoint one or more Deputy Fire Inspectors and shall perform all duties required of the Fire Inspectors by the laws of the State and rules of the ~~Department of Industry, Labor and Human Relations~~ Wisconsin Department of Commerce, particularly Section 101.14, Wis. Stats.

(2) While acting as Fire Inspector pursuant to Sec. 101.14(2), Wis. Stats., the Fire Chief, or any officer of the ~~Fire~~ Neenah-Menasha Fire Rescue Department designated by the Fire Chief, shall have the right and authority to enter any building or upon any premises in the City of Menasha at all reasonable hours for the purpose of making inspections or investigations which, under the provisions of this Code of Ordinances, he may deem necessary. Should the Fire Inspector find that any provisions of this Code relating to fire hazards and prevention of fires are being violated, or that a fire hazard exists which should be eliminated, it shall be his duty to give such directions for the abatement of such conditions as he shall deem necessary and, if such directions be not complied with, to report such noncompliance to the ~~Common Council~~ City Attorney for further action.

(3) The Fire Chief of the ~~Fire~~ Neenah-Menasha Fire Rescue Department or an officer designated by him shall inspect all building premises, except the interior of private

dwellings, for the purpose of correcting any violations of any law or ordinance relating to the fire hazard or the prevention of fires. Such inspections shall ~~be made every six (6) months~~ follow the time frames set up in Comm 14.01 in all territory served by the Department. ~~Each six (6) month period shall begin on January 1 and July 1.~~

(4) Written reports of inspections shall be made and kept on file in the office of the Fire Chief of the Fire-Neenah-Menasha Fire Rescue Department in the manner and form required by the Department of Industry, Labor and Human Relations Wisconsin Department of Commerce. A copy of such reports shall be filed with the City Clerk.

State Law Reference: Section 101.14(2), Wis. Stats.

SEC. 5-2-3 DAMAGING FIRE HOSE PROHIBITED; PARKING BY HYDRANTS; BLOCKING FIRE LANES.

- (a) **DRIVING OVER FIRE HOSE.** No person shall willfully injure in any manner any hose, hydrant or fire apparatus belonging to the City, and no vehicle shall be driven over any unprotected hose of the ~~Fire~~ Department when laid down on any street, private driveway or other place, to be used at any fire or alarm of fire, without the consent of the ~~Fire~~ Department official in command.
- (b) **PARKING VEHICLES NEAR HYDRANTS.** It shall be unlawful for any person to park any vehicle or leave any object within ten (10) feet of any fire hydrant at any time.
- (c) **NO PARKING NEAR FIRE.** It shall be unlawful for any person, in case of fire, to drive or park any vehicle within one block from the place of fire without the consent and authority of the Fire Chief or any police officer.

SEC. 5-2-4 FIREMEN FIREFIGHTERS MAY ENTER ADJACENT PROPERTY.

- (a) **ENTERING ADJACENT PROPERTY.** It shall be lawful for any ~~fireman~~ firefighters while acting under the direction of the Fire Chief or any other officer in command to enter upon the premises adjacent to or in the vicinity of a building or other property then on fire for the purpose of extinguishing such fire and in case any person shall hinder, resist or obstruct any ~~fireman~~ firefighters in the discharge of his or her duty as is hereinbefore provided, the person so offending shall be deemed guilty of resisting ~~firemen~~ firefighters in the discharge of their duty.
- (b) **DESTRUCTION OF PROPERTY TO PREVENT THE SPREAD OF FIRE.** During the progress of any fire, the Fire Chief or his assistant shall have the power to order the removal or destruction of any property necessary to prevent the further spread of fire; provided that it is inevitable that, unless such property is removed, other property is in danger of being destroyed by fire.

SEC. 5-2-5 VEHICLES TO YIELD RIGHT-OF-WAY.

Whenever there shall be a fire or fire alarm ~~or the Fire Department shall be out for practice,~~ and while operating a vehicle that is responding to emergencies every person driving or riding in a motorized or other vehicle shall move and remain to the side of the street until the fire engine and fire truck and other fire apparatus ~~shall~~ have passed.

SEC. 5-2-6 INTERFERENCE WITH USE OF HYDRANTS PROHIBITED.

No person shall occupy any portion of such streets or alleys with a motorized or other vehicle between such fire engine or fire truck or other fire apparatus or any hydrant to which a fire hose may be, or may be about to be, attached.

SEC. 5-2-7 OPEN BURNING.

- (a) **OPEN BURNING PROHIBITED.** No person, firm or corporation shall build any outdoor fire within the corporate limits of the City of Menasha excepting as set forth in Subsection (b) of this Section.
- (b) **EXCEPTIONS.**
 - (1) Outdoor cooking over a fire contained in a device or structure designed for such use.

- a. Material used to make a cooking fire cannot include construction materials, trash or rubbish.
- b. All cooking devices must be in good working condition to prevent the possible spread of fire;
- c. For all multi-family dwellings more than one story in height, the use and/or storage of any propane or charcoal portable cooking device or any portable fireplace device is strictly prohibited above the first floor occupancy.
- d. For all multi-family dwellings more than one story in height, the use of any open or closed outdoor cooking device, any portable fireplace device, or any open flame device is prohibited within ten (10) feet of the structure on the ground floor or any combustible material on the ground floor.
- e. Recreational Fires.

1. It is the intent of the City of Menasha that citizens shall have the opportunity to have recreational fires at single-family and two-family dwellings provided that such fires are in strict compliance with restrictions relating to recreational fires. It is further the intent of the City of Menasha that the Police Department and the Neenah-Menasha Fire Rescue Department shall strictly enforce these restrictions so as to insure that such fires do not compromise safety. Such enforcement shall require an investigation into any complaint and an independent determination by either the Police Department or Neenah-Menasha Fire Rescue Department as to whether a particular recreational fire is in compliance with these regulations.

2. A recreational fire is a campfire for the purpose of recreation and personal enjoyment.

3. A portable fire pit is a structure or device intended to contain and control outdoor wood fires. This shall include a structure which although not portable, is designed to contain and control outdoor wood fires.

4. An in-ground fire pit is defined as a fire pit surrounded on the outside by a non-combustible material such as concrete block or rocks.

5. No recreational fire may be started or allowed to continue burning unless such recreational fire is contained in a portable fire pit or an in-ground fire pit.

6. No recreational fire, portable fire pit, or in-ground fire pit shall be closer than 10 feet from any building, structure, shed, garage, fence, or any combustible material.

7. All recreational fires shall not have a diameter larger than ~~2 feet~~ 30 inches nor may the fire extend more than 2 feet above the pit.

8. "Portable" fire pits, such as devices commercially designed and intended to control and contain outdoor wood fires, may be used in accordance with the manufacturer's specifications, these regulations, and must be based upon a non-combustible surface.

9. No recreational fire shall be started or allowed to continue burning when the wind direction or wind speed will cause smoke, embers, or other burning materials to be carried by the wind toward any building or other combustible materials, nor anytime when the wind speed exceeds 7mph. Smoke from any recreational fire shall not create a nuisance for neighboring property owners. The fire shall be completely extinguished based upon the findings of the required investigation conducted by either the Police Department or the Neenah-Menasha Fire Rescue Department. The Police Department and the Neenah-Menasha Fire Rescue Department shall strictly enforce this section so as to comply with the intent of Section e.1. of this ordinance.

10. Material for recreational fires or portable fire pit shall not include rubbish, garbage, recyclable items, trash or any material made of petroleum-based materials, and shall not contain any flammable or combustible liquids, except for devices which are designed to burn LP gas. LP gas devices shall only be used per the manufacturer's listing instructions.

11. Adequate fire suppression equipment shall be immediately available to control or extinguish the recreational fire. Adequate fire suppression shall be a garden

hose or a large bucket of water within two feet of the fire.

12. All recreational fires or portable fire pits shall be attended at all times by at least one responsible person of age 18 or older from the ignition of the fire until the fire is completely extinguished.

13. The property owner and/or person who ~~have~~ has started any recreational fire shall hold the City harmless from any and all damages caused by a recreational fire.

14. Any party who has started or maintains a recreational fire as defined herein shall pay any and all costs incurred by the Neenah-Menasha Fire Rescue Department for any service related call as a result of a recreational fire NOT in compliance with these requirements, if deemed necessary by the Fire Chief.

15. Any person who wishes to have a recreational fire in a portable fire pit or in-ground fire pit must obtain a permit prior to such fire. The permit shall contain the name and address of the location where the portable fire pit is to be used. Such permit is not transferable to any other person nor any other location.

16. The permit specified in paragraph 44 15 shall require payment of an annual fee to be established by the ~~Common Council~~ Administration Committee upon the recommendation of the Joint Personnel and Finance Committee. A copy of Sec. 5-2-7 shall be provided along with the permit.

17. No recreational fire shall be started or allowed to continue unless the permit and the copy of the ordinance can be produced and shown to anyone who requests to see the permit.

18. No recreational fire may be started or allowed to continue between 12:00 a.m. and ~~6:00~~ 4:00 p.m. Any such fire is presumed unreasonable and must be extinguished. ~~upon demand.~~

19. Any recreational fire, portable fire pit or in-ground fire pit not in compliance with all the terms of Sec. 5-2-7 may, in addition to any other penalties, result in the permanent revocation of the permit.

20. ~~The City Clerk shall send to any permittee a copy of any subsequent amendments to Sec. 5-2-7. Any such amendments may be sent by First Class mail to any permittee.~~ Permits for recreational fires shall be issued only to the property owner or to a tenant, provided that the tenant supplies the City Clerk with a letter of approval for the permit signed by the property owner.

24.

- (2) Controlled burning of grass or similar vegetation for environmental management purposes, with the prior written approval of the Fire Chief;
 - (3) Ceremonial campfire or bonfires, with prior written approval of the Fire Chief;
 - (4) Other occasions of desirable outdoor burning not specified by this Subsection, but not as an alternative to refuse removal or disposal of which other methods are available, may be granted single occasion approval as in Subsections (2) and (3) above.
 - (5) Whenever approval and special permit are granted by the Fire Chief under Subsection (b)(2), (3) and (4) of this Section, the permit may specify and be conditioned on observance of safety restrictions and insurance requirements set forth therein.
- (c) **FIRE CHIEF MAY PROHIBIT.** The Fire Chief is permitted to prohibit any or all bonfires and outdoor rubbish fires when atmospheric conditions or local circumstances make such fires hazardous.
 - (d) **BURNING ON STREETS.** No materials may be burned upon any street, curb, gutter or sidewalk.
 - (e) **LIABILITY.** Persons utilizing and maintaining outdoor fires shall be responsible for any liability resulting from damage caused by his fire.

SEC. 5-2-8 INSTALLATION, REMOVAL AND INSPECTION OF FLAMMABLE AND COMBUSTIBLE LIQUID STORAGE TANKS.

- (a) **AUTHORITY.** The most current version of the Wisconsin Administrative Code, DILHR, Comm Chapter ILHR 10, Flammable and Combustible Liquids is hereby adopted and incorporated by reference.
The ~~City of Menasha Fire~~ Neenah-Menasha Fire Rescue Department shall also be adopted as part of the authorized inspection authority related to storage tank inspections pursuant to the Professional Services Contract between DILHR Wisconsin Department of Commerce and the City of Menasha.
- (b) No person may install, remove or alter any underground storage tanks for storage of flammable or combustible liquids without first obtaining a permit from the ~~City of Menasha Fire~~ Neenah-Menasha Fire Rescue Department.
- (c) **INSPECTION REQUIREMENTS - SCOPE OF SERVICE.** The ~~City of Menasha Fire~~ Neenah-Menasha Fire Rescue Department shall perform the following inspection duties related to the storage of flammable and combustible liquids in the City of Menasha:
(1) Complete plan examinations for all tank installations of less than 5,000 gallons. Approve/disapprove plans which are submitted based upon the criteria established in ILHR COMM 10, or any successor State law.
(2) Establish permit fees, for approval by the ~~Common Council~~ Administration Committee for all work related to the installation and alterations of tanks less than 5,000 gallons and permit fees for all tank removals.
(3) Perform installation inspections for tank systems reviewed at either the state or local level.
(4) Authorize stop work orders when violations of ILHR COMM 10 have occurred.
(5) Perform the annual inspection of federally regulated tank systems for compliance with leak detection, operation and maintenance and the closure requirements established in ILHR COMM 10.
(6) Perform inspections at the closure of tank systems.
(7) Perform any and all duties or authority as set forth in ILHR COMM 10, the City of Menasha Municipal Code, or the contractual inspection agreement with DILHR, Wisconsin Department of Commerce as necessary and determined by the ~~City of Menasha Fire~~ Neenah-Menasha Fire Rescue Department.
- (d) **INSPECTION REQUIREMENTS - NOTICE.** Notice inspection requirements shall be as follows:
(1) The ~~City of Menasha Fire~~ Neenah-Menasha Fire Rescue Department shall be notified ten (10) days in advance of any underground storage tank removal.
(2) Twenty-four (24) hour minimum advance notice shall be required for any canceled installation, upgrade, or removal inspection appointment.
- (e) **FEES.**
(1) Any plan review, new installation inspections or upgrade plan review inspections for tanks of 5,000 gallons or greater shall require a prepaid fee as established by State authority.
(2) All other plan review, new installation inspections, upgrade plan review and inspections, revisions of previously approved plans and all underground storage tank removals shall require a prepaid fee as established under Sec. 5-2-8(b)(c)(2).
- (f) **PENALTY.**
(1) Any person, firm, association or corporation who shall violate any of the provisions of Ordinance 5.07 shall, upon conviction of such violation, be subject to ~~penalty as follows:~~ a forfeiture not to exceed \$500.00, together with the costs of prosecution.
~~e~~ (2). Each violation, and each day a violation continues or occurs, shall constitute a separate offense. Nothing in this ordinance shall preclude the City of Menasha from maintaining any appropriate action to prevent or remove a violation of this ordinance.
~~b~~ (3) Failure to obtain any permit will result in the doubling of any permit fee.
~~d~~ (4) Failure to remove any contaminated soil within thirty (30) days after completion of any project will constitute a public nuisance under Sec. 11-7-2.

a (5) A stop work order shall be issued until compliance has occurred, and a forfeiture not to exceed \$500.00, together with the costs of prosecution.

SEC. 5-2-9 FIRE ALARMS.

(a) The user of any private alarm system which upon activation, elicits a response from the ~~Fire~~ Neenah-Menasha Fire Rescue Department or Police Department, shall be subject to ~~the following an answering fee schedule~~ for each alarm response in the calendar year. ~~The fee will be assessed~~ if it is determined that the alarm was discharged falsely, accidentally, or by negligence, including lack of maintenance. Answering fees shall be established by the Administration Committee.

(b) **FEE SCHEDULE.**

- ~~(1) First two false alarms — No Charge.~~
- ~~(2) Third and fourth false alarm — \$25.00.~~
- ~~(3) Fifth through sixth false alarm — \$75.00.~~
- ~~(4) Seventh through eighth false alarm — \$100.00~~
- ~~(5) Ninth and subsequent false alarms — \$200.00.~~

(c) (b) Fees shall not be imposed in the event of any evidence of forcible entry or attempted forcible entry. Said fee will not be imposed if it can be determined that the alarm was activated by weather conditions, fire or other acts of God.

(d) (c) If the possessor of the alarm shows to the satisfaction of the Fire Chief or Police Chief, as appropriate, that a false alarm was not the result of negligence or improper maintenance or other good and sufficient cause beyond the reasonable control of the possessor of the alarm, such fee may be waived and the response not counted as a false alarm in computing the fee established by the ordinance.

(e) (d) The fee established by this ordinance is imposed whether the Winnebago County Communication Center, the ~~Menasha Fire~~ Neenah-Menasha Fire Rescue Department or Police Department receive notification of the alarm by direct connection or through other intermediary means.

(f) (e) Those subject to fees for false alarms shall be notified, in writing, of such fees by the City of Menasha within thirty days of the receipt of the fee notification. In the event fees remain unpaid, said fees may be collected as a special tax assessed against the property of the owner.

(g) (f) Alarm users who intentionally activate any alarm shall be subject to the receipt of a City of Menasha Municipal Summons for said intentional violation of paragraph (a) of this Section. Intentional activation of any alarm shall be subject to a minimum fine of \$200.00 plus costs per occurrence.

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

Passed and approved this day of , 2010.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

Memorandum

To: Mayor Merkes and Common Council

Date: September 15, 2010

From: Vince Maas, Superintendent of Parks

Subject: 2011 Urban Forestry Grant

As you may recall in 2010 the Parks Department received an urban forestry grant from the Wisconsin Department of Natural Resources to develop an Emerald Ash Borer (EAB) Management Plan and tree inventory/condition evaluation of the city's trees. We have completed the inventory/condition evaluation portion of that program and are working on the EAB management plan. Later this fall, we are planning a presentation to the council summarizing the results of the work completed through this year's grant.

The Parks Department will again be applying for another urban forestry grant in 2011. This time our focus will be on the implementing our EAB Management Plan. The scope of our grant proposal will be to start pre-emptive removals of some ash trees and other species that are in very poor condition. In addition, this grant would go towards re-planting a diverse number of species based on our existing inventory.

This is a 50/50 matching grant. The deadline for the application is October 1. Normal Forestry operating budget funds will be used. Our 2011 budget request will not increase based on this grant. The city's share of the grant is estimated to be around \$9,000.

We appreciate your past support of the city's urban forest, including our status as a Tree City, USA. Your positive consideration of our current request would be appreciated.

RESOLUTION R-20-10

A RESOLUTION SUPPORTING APPLICATION OF A 2011 WISCONSIN
DEPARTMENT OF NATURAL RESOURCES – URBAN FORESTRY GRANT FOR
EMERALD ASH BORER IMPLEMENTATION PLAN AND TREE PLANTING

Introduced by Mayor Merkes

WHEREAS, The Emerald Ash Borer (EAB) has been found in Wisconsin; and,

WHEREAS, EAB preparedness remains a top funding priority for the Wisconsin
Department of Natural Resources; and,

WHEREAS, The City of Menasha desires to take a proactive approach in
preparing for the arrival of EAB; and,

WHEREAS, City of Menasha preparedness planning for EAB includes
implementation of pre-emptive removal of Ash trees, replanting a diversity of species in
our urban forest, and proper trimming of existing mature trees.

WHEREAS, The City of Menasha hereby requests financial assistance under s.
20.370, Wis. Stats., and Chapter NR 47, Wis. Admin. Code, for the purpose of funding
urban and community forestry projects or urban forestry catastrophic storm projects
specified in s. 20.370(5)(bw) and (1)(mv), Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED THAT the City of Menasha authorizes the
Superintendent of Parks, Forestry and Cemeteries to act on the City's behalf to:

- Submit an application to the Department of Natural Resources for financial
assistance under s. 20.370, Wis. Stats., and Chapter NR 47, Wis. Admin. Code;
- Sign necessary documents; and
- Submit a final report.

Passed and approved this day of September, 2010

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk