

**CITY OF MENASHA  
COMMON COUNCIL  
Third Floor Council Chambers  
140 Main Street, Menasha  
Monday April 5, 2010  
MINUTES**

- A. CALL TO ORDER  
Meeting called to order by Mayor Merkes at 6:00 p.m.
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES  
PRESENT: Alderman Hendricks, Englebert, Benner, Roush, Taylor, Pack  
EXCUSED: Alderman Wisneski, Zelinski  
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, DFC DeLeeuw, AFC Green, DPW Radtke, CDD Keil, PRD Tungate, PHD Nett, Dpty Treasurer Sassman, Clerk Galeazzi
- D. PUBLIC HEARING  
None
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY (five (5) minute time limit for each person)  
No one spoke
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS  
Mayor Merkes stated in recognition of Public Health Week, he thanked staff and volunteers of the Health Dept. for their contributions.
1. NM Deputy Fire Chief DeLeeuw – Introduction of Asst. Chief/Fire Marshall Vern Green  
DFC DeLeeuw introduced Asst. Fire Chief Vern Green. AFC Green has previous experience as a Fire Marshall with the US Air Force, Austin, TX Fire Dept., City of Appleton Fire Dept. and in private businesses before being hired by NM Fire Rescue.  
AFC Green was welcomed by the Council and Clerk Galeazzi administered an Oath of Office.
  2. [PHN Sue Nett - Public Health Emergency Preparedness Report](#)  
PHD Nett reported on the Public Health Emergency Preparedness grant funding the City received in 2009 to help respond to the H1N1 pandemic. She explained how the funding helped in disease surveillance and containment, public information, and vaccine management and distribution. She recognized the volunteers who assisted with clinic duties. She reported there is still plenty of vaccine available.
  3. PHN Sue Nett – Update on Census  
PHD Nett reported they are encouraging everyone to return their census survey. The Menasha VFW Local 2126 and the school district have been holding help sessions. They are still waiting for some more promotional supplies to help get the word out about returning the census surveys. Currently Wisconsin is at 72% for returned surveys, Winnebago County is at 75%, Calumet County is at 81% and City of Menasha is at 74%.  
  
Mayor Merkes and PHD Nett thanked committee members for their hard work getting the promotional items out to the public.
  4. Clerk Galeazzi - the following minutes and communications have been received and placed on file:  
Minutes to receive:
    - a. [Administration Committee, 3/15/10](#)
    - b. [Board of Public Works, 3/15/10](#)
    - c. [Board of Health, 2/10/10](#)
    - d. [Committee on Aging, 2/11/10](#)
    - e. [Complete Count Census Committee, 2/24/10](#)
    - f. [Library Board, 3/18/10](#)
    - g. [NMFR Joint Finance & Personnel Committee, 3/23/10](#)
    - h. [NMFR Joint Fire Commission, 3/24/10](#)
    - i. [NM Sewerage Commission, 2/23/10](#)

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

- j. [Parks & Recreation Board; 3/8/10, 3/29/10](#)
- k. [Plan Commission, 3/16/10](#)
- l. [Police Commission, 3/18/10](#)
- m. [Safety Committee, 2/4/10; City Hall](#)
- n. [Safety Committee, 1/27/10; Police Department](#)
- o. [Safety Committee, 2/23/10; Public Works & Parks](#)
- p. [Sustainability Board, 2/16/10](#)

Communications:

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

G. CONSENT AGENDA

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

Minutes to approve:

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

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

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

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

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

Moved by Alderman Hendricks, seconded by Alderman Benner to approve items 1-5 of Consent Agenda  
Motion carried on roll call 6-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

- 1. [Accounts payable and payroll for the term of 3/18/10 to 4/1/10 in the amount of \\$951,020.06](#)

Moved by Alderman Pack, seconded by Alderman Benner to approve accounts payable and payroll.  
Motion carried on roll call 6-0.

- 2. [Change of Agent to Andrew M. Patterson, Quality State Oil \(d/b/a Q-Mart\), 1515 Appleton Road, Menasha](#)

Moved by Alderman Taylor, seconded by Alderman Pack to approve Change of Agent.  
Motion carried on voice vote.

J. ORDINANCES AND RESOLUTIONS

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

Moved by Alderman Roush, seconded by Alderman Benner to adopt Ordinance O-4-10  
Motion carried on roll call 6-0.

K. APPOINTMENTS

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

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

L. HELD OVER BUSINESS

None

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. ADJOURNMENT

Moved by Alderman Hendricks, seconded by Alderman Benner to adjourn at 6:19 p.m.  
Motion carried on voice vote.

Respectfully submitted by  
Deborah A. Galeazzi, WCMC  
City Clerk