

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
October 4, 2011
MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:33 p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: None

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil and PP Homan

C. MINTUES TO APPROVE

1. **Minutes of the August 16, 2011 Plan Commission Meeting**

Motion by Comm. Cruickshank, seconded by Ald. Benner to approve the August 16, 2011 Plan Commission meeting minutes as corrected.

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. **Sale of Melissa Street Substation to WPPI**

CDD Keil stated that this CSM was created to effectuate the transfer of city owned land commonly referred to as the Melissa Street Substation within the grounds of the Menasha Public Works Facility to Wisconsin Public Power, Inc. (WPPI). This transfer is part of the lease-purchase agreement between the city and WPPI as related to the electric distribution assets of Menasha Utilities. Commissioners discussed:

- The area contained within the parcel created by the CSM and its relationship to the remainder of the PWF site.
- The need for and purpose of the site.
- The impact of the land division on PWF operations (It is not anticipated that the transfer will have any material impact on operations).

Motion made by Ald. Benner, seconded by Comm. Cruickshank to recommend approval of the sale of the Melissa Street Substation to WPPI.

The motion carried with Comm. Sturm abstaining.

2. **Certified Survey Map Creating Melissa Street Substation Parcel**

Motion by Ald. Benner, seconded by Comm. Schmidt to recommend approval of the CSM creating the Melissa Street Substation parcel.

The motion carried.

3. **Grant of Easement to WPPI for Access to Melissa Street Substation**

Motion by Ald. Benner, seconded by Comm. Cruickshank to recommend approval of the ingress/egress easement to the Melissa Street substation.

The motion carried.

G. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. Sturm to adjourn at 3:55 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, CDD.