

A Quorum of the Administration Committee, Board of Public Works, Personnel Committee, Plan Commission, Redevelopment Authority, and other City bodies may attend this meeting, though no official action of these bodies will be taken.



COMMON COUNCIL MEETING AGENDA

Monday, August 4, 2025 at 6:00 PM

**First Floor Conference Rooms
100 Main Street, Menasha, WI**

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Public Hearing**
- E. Public Comments on Any Matter of Concern to the City**
(5 minute time limit for each person)
- F. Report of Department Officers/Department Heads/Staff/Consultants**
Clerk Snyder - the following minutes and communications have been received and placed on file:
 - 1. Presentations:
 - a. Safe Start: Welcome Home Menasha
 - 2. Minutes to Receive:
 - a. Neenah-Menasha Sewerage Commission, 6/24/25
 - b. Administration Committee, 7/21/25
 - c. Special Board of Public Works, 7/21/25
 - d. Library Board of Trustees, 6/24/25
 - e. NMFR Joint Finance & Personnel Committee, 7/22/25
 - f. Police Commission, 3/20/25, 5/22/25
 - 3. Communications:
 - a. Menasha 2035 Comprehensive Plan Update
 - b. Community Development Department 2025 2Q Update
 - c. Grow Solar Green Bay-Fox Valley: Solar Power Hour
- 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.)

1. Common Council Minutes, 7/21/25
2. Administration Committee, 7/21/25, Recommends Approval of:
 - a. Cities and Villages Mutual Insurance Company's (CVMIC) Special Event Coverage for Menasha Night Out Event, August 6, 2025
3. Special Board of Public Works, 7/21/25, Recommends Approval of:
 - a. Street Use Application - Twisted Pistons Scholarship Cruise-In; Thursday, August 21, 2025; 12:00 p.m. to 10:00 p.m.; Twisted Pistons, Inc.
4. NMFR Joint Finance & Personnel Committee, 7/22/25, Recommends:
 - a. The City of Neenah and City of Menasha Common Council approve acceptance of the \$200,000 state appropriation for the training ground improvements.
 - b. The City of Neenah and City of Menasha Common Councils approve entry into a contractual order for (1) Impel from Pierce Manufacturing to replace Engine 35 through Sourcewell Consortium. The apparatus for \$1,022,146 which includes the discounted advanced payment amount and \$227,854 for related equipment for a total cost to not exceed \$1,250,000 and authorize both Finance Directors to review financing options and approve the most advantageous finance option for both cities for the apparatus final delivery anticipated 4th quarter 2029.
 - c. The City of Neenah and City of Menasha Common Councils approve the proposed 2026 budget formula with the City of Neenah's portion being 60.82% and the City of Menasha's portion 39.18%.

H. Items Removed from the Consent Agenda

I. Action Items

1. Accounts payable and payroll for the term of 7/18/25 - 7/31/25 in the amount of \$1,941,728.91.

J. Held Over Business

K. Ordinances and Resolutions

1. R-21-25 – A Resolution for an Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2026 (Introduced by Mayor Hammond)

L. Appointments

1. Mayor's reappointment of Jillayne Halverson to the Library Board for the term of 8/5/2025–8/1/2028
2. Mayor's appointment of Eli Wickman to the Library Board for the term of 8/5/2025–8/1/2028

M. Claims Against the City

N. Public Comments on Any Matter Listed on the Agenda
(5 minute time limit for each person)

O. Adjournment

MEETING NOTICE
August 18, 2025
Common Council Meeting – 6:00 PM
Committee Meetings to Follow

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday June 24, 2025

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

Present: Commissioners Brandon Barlow, Steve Coburn, Anthony Mach, Greg Weyenberg, Raymond Zielinski; Manager Paul Much; Accounting Clerk Melissa Starr.

Also Present: Rob Franck (MCO); Roger Voigt (MCO)

Excused: Commissioners Corey Gordon, Dale Youngquist

Public Forum

No one in attendance at the Public Forum.

Minutes

Meeting minutes. A motion was made/seconded by Commissioners Zielinski/Coburn to approve the minutes from May 27, 2025, regular meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. June 2025, email from Troy Huebner, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager
RE: Sonoco Pretreatment Project Update
- B. June 12, 2025, letter from Emily Franklin, Pretreatment Manager to Nathan Roth, Sonoco/U.S. Paper Mills
RE: Notice of non-compliance

Old Business

No Old Business to be discussed.

New Business

Operations, Engineering, Planning

McMahon Associates Report. A motion to discuss was made/seconded by Commissioners Zielinski/Weyenberg. Engineer Olsen gave an update on the Phosphorus Removal/UV Disinfection Project. He handed out schematics of the process flow for the plant and the Cloth and Polyester Disc Filter technologies that are being considered. He explained that he and the NMSC team are still reviewing the pros and cons of each of the types of filters but shared that the polyester disc filter is more maintenance intensive than the cloth disc filter. Commissioner Barlow inquired as to how the plant will continue to function while the project work is being completed. Engineer Olsen explained that work will be coordinated around disinfection season, and the UV

and filters would be installed first to ensure functionality, and then all other work would follow. He said he had looked into the possibility of utilizing Clean Water Funds for the project, and it is eligible for the funds. However, each community will need to apply, only Menasha would be eligible for possible principal forgiveness. Discussion followed. Commissioners asked Engineer Olsen to put together an estimated cost breakdown by community so they can start planning with their community boards.

McMahon Invoices. A motion was made and seconded by Commissioners Coburn/Zielinski to approve payment of invoice #939266 Facilities Plan Amendment in the amount of \$2,310.00. Motion carried unanimously.

Compliance Maintenance Annual Report (CMAR). Manager Much discussed the 2024 CMAR which summarizes the yearly operations; the Commission received a grade of "A" in all categories except for influent loadings. Discussion followed. After discussion, a motion was made/seconded by Commissioners Weyenberg/Coburn to accept the CMAR report and to approve CMAR Resolution 2025-1. Motion carried unanimously.

Capacity, Management, Operation & Maintenance (CMOM). Manager Much discussed the 2024-2025 CMOM which summarizes the goals developed for the interceptor that is jointly owned by the City of Menasha, Village of Fox Crossing, and the Village of Harrison. Rob Franck met with community members to update goals for next year and discuss the potential for Menasha taking ownership of this remaining portion of the interceptor. After discussion, a motion was made/seconded by Commissioners Coburn/Weyenberg to accept the CMOM as presented. Motion carried unanimously.

Operating Report. Manager Much reported plant staff is increasing the mixed-liquor to improve settling and help with elevated loadings coming into the plant. We will continue to monitor and adjust as needed. Manager Much reported the PFAS sampling document was updated with the latest testing data, and he will be sampling residential areas for PFAS in order to get a residential background baseline.

NR101 Fees. Manager Much reported the NR101 fees for 2025 had been paid and he stated that once the Phosphorus Removal/UV Disinfection Project is complete, we should see a reduction of fees charged.

Equipment & Grounds Report – Rob Franck reported on Equipment and Grounds items and provided additional details on: The GBT poly system replacement has been completed. Blower 2 parts and aeration diffusers arrived, and we are working with vendors to schedule installation. Six of the nine aeration basin inspections have been completed. The last three will be completed when the diffusers are replaced. Exploratory excavation is being done for the electrical feeder and hot water loop replacements, and natural gas line assessment items. Hietpas & Sons is tentatively scheduled to be onsite with an excavator at the end of June to complete the digging. The Plant Drain Building A/C unit that was approved at the last meeting will be installed on June 25th.

Budget, Finance, Personnel

Financial Statements. Accounting Clerk Starr reported on the financial statements; There was a net operating income for the month of May, and MCO generated approximately \$7,200 in additional revenue for the Commission.

Phone System Change. A motion to discuss was made/seconded by Commissioners Coburn/Weyenberg. Manager Much reported AT&T is getting rid of the old copper phone lines effective April of 2026, which requires the NMSC to change its phone system. Manager Much explained that he is working with AT&T, RanderCom, and TDS to determine phone system requirements, compatibility, and cost, and will have information for the next meeting so the Commission can act.

Sonoco/NMSC Wastewater Service Agreement. Manager Much reported no update at this time.

MCO Invoices. A motion was made/seconded by Commissioners Coburn/Zielinski to approve for payment MCO invoices #31831, and #31883 in the amounts of \$151,757.34, and \$379.40, respectively, with payment to be made after July 1, 2025. Motion carried unanimously.

Vouchers. A motion was made/seconded by Commissioners Coburn/Weyenberg to approve Operating and Payroll Vouchers #141079 through #141118 in the amount of \$324,162.40 for the month of May 2025. Motion carried unanimously.

Adjournment

A motion was made/seconded by Commissioners Coburn/Barlow to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:58 a.m.

President

Secretary



ADMINISTRATION COMMITTEE MINUTES

Monday, July 21, 2025 at 6:30 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by District 2 Alderperson Eisenach at 7:21 pm.

B. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella

Also Present: FD Sassman, CDD Dane, PRD Sackett, PC Thorn, FC Teesch, CA Struve, Mayor Hammond, Clerk Snyder, DC Janet, DDE Gordon

C. MINUTES TO APPROVE

1. Administration Committee, 7/7/25

Motion by District 3 Alderperson Hale seconded by District 7 Alderperson Grade to approve. Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. Cities and Villages Mutual Insurance Company's (CVMIC) Special Event Coverage for Menasha Night Out Event, August 6, 2025

Motion by District 2 Alderperson Eisenach, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

Staff advised that the City of Menasha seeks special event insurance for its National Night Out event to offload liability from its general liability insurance policy.

E. ADJOURNMENT

Motion by District 3 Alderperson Hale seconded by District 1 Alderperson Rand to adjourn the Administration Committee meeting at 7:25 pm. Motion carried on voice vote.

Minutes submitted by Deputy City Clerk Evan Janet.



BOARD OF PUBLIC WORKS MINUTES

Monday, July 21, 2025 at 5:45 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by District 8 Alderperson Ropella at 5:47pm.

B. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella

Also Present: FD Sassman, DDE Gordon, PRD Sackett, PC Thorn, FC Teesch, CA Struve, Mayor Hammond, Clerk Snyder, DC Janet

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

D. MINUTES TO APPROVE

1. Board of Public Works, 7/7/25

Motion by District 6 Alderperson Marshall seconded by District 7 Alderperson Grade to approve. Motion carried on voice vote.

E. DISCUSSION / ACTION ITEMS

1. Street Use Application - Twisted Pistons Scholarship Cruise-In; Thursday, August 21, 2025; 12:00 p.m. to 10:00 p.m.; Twisted Pistons, Inc.

Motion by District 7 Alderperson Grade, seconded by District 3 Alderperson Hale to approve.

Motion carried 7-0 on roll call. District 6 Alderperson Marshall abstained due to personal membership on the Twisted Pistons Board of Directors.

2. Recommend to Award – Contract Unit No. 2025-05; Asphaltic Concrete Pavement Chip Sealing – Various City Streets

Motion by District 6 Alderperson Marshall, seconded by District 5 Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

F. ADJOURNMENT

Motion by District 7 Alderperson Grade seconded by District 6 Alderperson Marshall to adjourn the Board of Public Works meeting at 5:53pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.

ELISHA D. SMITH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Elisha D. Smith Public Library
Company E Room
June 24, 2025

Called to order at 4:02pm by Chair Halverson

Present: Chair Halverson, Vice Chair Witt, Secretary Stojanovic, Trustee Golz, Trustee Lane, Trustee Englebert, Trustee Turner (arrived at 4:08pm), Superintendent of Schools Zimmerman, Teen Representative Lance

Absent: Trustee Franzoi, Secretary Stojanovic

Also Present: Director Kopetsky, Business Manager Kozerski, Public Services Manager Raschke and Programming Services Manager Moore-Nokes

Public Comment/Communication

None

Consent Business

A motion was made by Witt, seconded by Golz to approve the Library Board of Trustees meeting minutes from May 27, 2025. Motion carried unanimously.

Authorization of Bills

A motion was made by Golz, seconded by Zimmerman to authorize payment of the June 2025 bills from the 2025 budget and endowment accounts. Discussion ensued. Motion carried unanimously.

Updates

Staff Reports

- Teen Representative Lance shared that Time Machine Tuesday is seeing a large attendance, and teens are enjoying the fun and excitement of the Tabletop Role-Playing program. The teen volunteer council assisted in making décor for the summer reading program.
- Raschke reported that the ongoing book sale has returned and is very popular. Newspapers and magazines have been reestablished in a new location following staff and patron feedback. More display areas are being set-up, including one for staff picks. Raschke has been busy training new casual employees and volunteers.
- Moore-Nokes shared that the summer reading program has kicked off and currently there are about 500 participants. SMITHworks is seeing more certified users during non-public hours. Library and system staff are working together to tweak the re-launched website.

Friends Update

- Trustee Lane shared that the Friends had a fundraiser with Qdoba in Neenah on Tuesday, June 10th. About \$150.00 was raised.
- The Friends will have a presence at the Menasha Farm Market on Sundays starting in mid-July. This is another fundraising and information-sharing opportunity.
- The next meeting will be a planning meeting for the above on Monday, June 30.

New Business

Director's Report

- Director Kopetsky shared that all required building and equipment inspections have been completed.
- We are still seeing lights flickering, the cause is still under investigation. We are waiting on replacement stair treads as well.

- The 2026 budget process has begun at the city level. Discussion ensued on benefits, approval process timeline and fundraising.

May Statistics

- Programming statistics are trending toward the highest yearly to date.
- Many areas of statistics will start showing a lack of utility when comparing them to last year, as the library was in its temporary location from June-December 2024 with diminished programming, visits and circulation.

2025 Budget Status

- The budget is as expected for this point in the fiscal year.
- Health insurance and Building Maintenance remain two lines to keep an eye on.

Approval of Endowment Expenditures as recommended by the Finance & Investments Committee

- A motion was made by Lane, seconded by Zimmerman to accept the recommendations from the Finance & Investments Committee. Discussion ensued.
- A motion was made by Turner, seconded by Englebert to amend the motion on the table to include only the following recommended 2024/2025 endowment disbursement allocations of: \$7,000 for programming, \$5,000 for the literary initiative and \$2,000 for library building and grounds costs. Discussion ended. Motion carried unanimously.
- A motion was made by Lane, seconded by Zimmerman to approve up to \$22,500.00 from the library's endowment account for strategic planning services provided by WILS. Discussion ensued. Motion carried unanimously.
- A motion was made by Witt, seconded by Englebert to approve the purchase of fifty (50) chairs for the Company E Room. Discussion ensued. Motion was tabled.

The next regular meeting will be Tuesday, July 22, 2025 at 4:00pm.

Adjournment

Meeting adjourned at 5:43pm.

Respectfully submitted,
Eva Kozerski

NMFR Joint Finance & Personnel Committee Meeting Minutes

July 22, 2025 – 4:00 p.m.

City of Neenah – Hauser Room

Present: Ald. Borchardt, Pollnow, Grade and Marshall

Excused: Ald. Perkins and Bruno

Also Present: Chief Teesch, DC Krueger and MA Ellis

Public: Scott Becker

Ald. Grade called the meeting to order at 4:00 p.m.

Public: Mr. Becker wanted to commend the fire department for obtaining the \$200,000 state funding for the training tower and thanked both Cities for approving this money.

Minutes: The Committee reviewed the meeting minutes from June 24, 2025. **MSC Pollnow/Borchardt to approve the amended June 24, 2025, meeting minutes, all voting aye.**

Call Summary Review: The Committee reviewed the call summary review through June 30th. **MSC Pollnow/Borchardt to approve the Call Summary Review and place on file, all voting aye.**

Assistant Chief Hiring Update: Chief noted the position remains vacant. We continue to advertise this position and interview interested candidates.

Training Grounds Improvement State Funding: The Committee reviewed the information from Chief Teesch regarding the \$200,000 award from the State of Wisconsin through appropriations from the state budget.

SC Borchardt/Pollnow recommends the City of Neenah and City of Menasha Common Council's approve acceptance of the \$200,000 state appropriation for the training tower, all voting aye.

Report

New Engine Purchase: The Committee reviewed the request to place an order through Pierce Manufacturing for one engine to be delivered in 2029. Ald. Pollnow asked if the Finance Directors support this as the last time there was concern about approving future funds when the budget wasn't approved. DC Krueger said the City Attorney reviewed the contract from the last truck order and gave his approval for the wording that was outlined in the contract. Ald. Pollnow does support this purchase but due to a lack of finance directors at the meeting he wants to make sure this will not be an issue. Ald. Pollnow asked what the other equipment is that's outlined in the memo. DC Krueger reviewed these items. **MSC Pollnow/Borchardt recommends the City of Neenah and City of Menasha Common Councils approve entry into a contractual order for (1) Impel from Pierce Manufacturing to replace Engine 35 through Sourcewell Consortium. The apparatus for \$1,022,146 which includes the discounted advanced**

Report

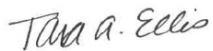
payment amount and \$227,854 for related equipment for a total cost to not exceed \$1,250,000 and authorize both Finance Directors to review financing options and approve the most advantageous finance option for both cities for the apparatus final delivery anticipated 4th quarter 2029, all voting aye.

Consideration and Action of the 2026 Budget Formula: The Committee reviewed the proposed 2026 budget formula. MSC Pollnow/Grade recommends the City of Neenah and City of Menasha Common Councils approve the proposed 2026 budget formula with the City of Neenah's portion being 60.82% and the City of Menasha's portion 39.18%, all voting aye

Report

MSC Pollnow/Borchardt to adjourn at 4:18 p.m., all voting aye.

Respectfully Submitted,



Tara Ellis

Management Assistant



MENASHA POLICE COMMISSION MEETING MINUTES 03/20/2025 4:00 PM

Location: Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

1. ROLL CALL/ EXCUSED ABSENCES

- **Meeting called to order at 4:22pm**
- Present: James Meinke, Jerry Jakubek, Nancy Ball, Debbie Galeazzi, Trevor Martin, PC Thorn

2. MINUTES TO APPROVE

1/16/25,1/23/25

3. COMMUNICATION TO RECIEVE

4. ACTION ITEMS

5. DISCUSSION

6. CLOSED SESSION Wisconsin statutes sec 19.85 (1)(c)

Considering the employment, promotion, compensation or evaluating the performance of any employee under the commission's jurisdiction.

PC moved into Closed Session at 4:25 pm. PC Meinke and Galeazzi (sequentially) made motions to move into closed session.

7. ADJOURN

- **Meeting adjourned at 7:10 pm**

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

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



MENASHA POLICE COMMISSION MEETING MINUTES 05/22/2025 4:00 PM

Location: Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

1. ROLL CALL/ EXCUSED ABSENCES

- **Meeting called to order at 4:00pm**
- Present: James Meinke, Jerry Jakubek, Nancy Ball, Debbie Galeazzi, PC Thorn
- Excused: Trevor Martin

2. MINUTES TO APPROVE

3. COMMUNICATION TO RECIEVE

4. ACTION ITEMS

5. DISCUSSION

- Chief's Report
 - A new dictation software will be issued by all officers for reports. This was a large purchase by the department and a complete change in report preparation for all of us.
 - Internal report writing committee was formed and made recommendations for changes to incorporate less formal reports being completed and more information entered MDC/CAD on calls.
 - Investigator Process: SRO Gallagher was selected to be the 3rd investigator. He will be moving into that position at the end of 2025.
 - PTO Process Updates-Two new PTO's- Officer Amy Cook and Officer Matt Schanke have been selected as becoming our next PTO's.
 - SRO Process- Internal interest from officers. Process selection taking place during June.
 - Patrol Lieutenant Process: Officer Kelly Gennrich selected as next Patrol Lieutenant for this promotional process. Will be moving into the position towards the end of summer.
 - Department Award Ceremony Recap-Presentation
 - 2nd Mental Health Provider Implementation- Rebellion Wellness
 - Hwy 441 - Seeing more calls to this area due to construction. Assists, Crashes, equipment issues
 - Squad 20- Dodge Durango.- We have seen consistent engine/ coolant issues with this squad. has been covered under warranty thus far.
 - MOA- Examination of overtime for new schedule taking place.
 - SFST instructor position: Officer Brian Van Alostne and Officer Kelly Gennrich selected

- Lt. Lenss was accepted into an Advanced Leadership Course: Wisconsin Command College is a joint venture of the Certified Public Manager® Program and the Wisconsin Department of Justice, Training and Standards Bureau. This intense, six-week in-residence leadership and management development program prepares law enforcement leaders for the challenges facing their profession. The group attends classes collectively, in six five-day sessions held at the Wisconsin State Patrol Academy at Fort McCoy, becoming Certified Public Managers together.
- Election of Officers:
 - Nominations for Chair of PC: James Meinke
 - a. PC Galeazzi and Ball provided first and second (sequentially) nominations for Meinke to remain as Chair. No opposed votes. PC Meinke Accepted the nomination.
 - Nomination for Vice Chair of PC: Nancy Ball
 - a. PC Meinke and Galeazzi provide first and second (sequentially) Nominations for Ball to remain Vice Chair. No opposed votes. PC Ball Accepted the nomination
 - Nomination for Secretary of PC: Debbie Galeazzi
 - a. PC Ball and Jakubek provided first and second (sequentially) Nominations for Galeazzi to remain as Secretary. No opposed votes. PC Galeazzi accepted the nomination.
- Leadership Council Meeting:
 - Collective meeting with our Leadership Team (supervisors)-
 - a. We discussed our Agency Values and will be examining a few changes to them
 - b. Discussed equipment and area changes with departments to address new external vest carriers.

6. CLOSED SESSION Wisconsin statutes sec 19.85 (1)(c)
Considering the employment, promotion, compensation or evaluating the performance of any employee under the commission's jurisdiction.

PC moved into Closed Session at 5:12 pm.

7. ADJOURN

- **Meeting adjourned at 6:16pm**

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MENASHA POLICE DEPARTMENT AWARDS CEREMONY



"Honoring the Brave."

Remembering the Fallen.

Serving with Purpose."



Welcome:
Menasha PD Team, Friends, Family, and Community Members

Housekeeping:

Please get some pizza and whatever you would like to drink before we begin our presentation.

Restrooms:

Down the basement hallway

Presentation begins at approx. 5:10 PM



PRESENTATION OF COLORS

MEPD Honor Guard

Pledge of Allegiance

Please remain standing

Moment of Silence

Honor the Fallen

Playing of Taps

Police Commission President James
Meinke

Prayer

Father Mike Lightner (MEPD Chaplain)



WELCOME

- Welcome Everyone
- Mayor Austin Hammond



- Police Commissioners: President James Meinke, Vice President Nancy Ball, Secretary Debbie Galeazzi, Jerry Jakubek, and Trevor Martin



THANK YOU

Police Awards Committee: Matt Lenss, Sharon Hartman, Denton Heidemann, Brian Van Alstyne, Cyndel Sawall and Matt Schanke

Police Week Committee: Pete Sawyer, Vicki Strebel, and Denton Heidemann

Police Trainers-PTO/FTO's & Instructors

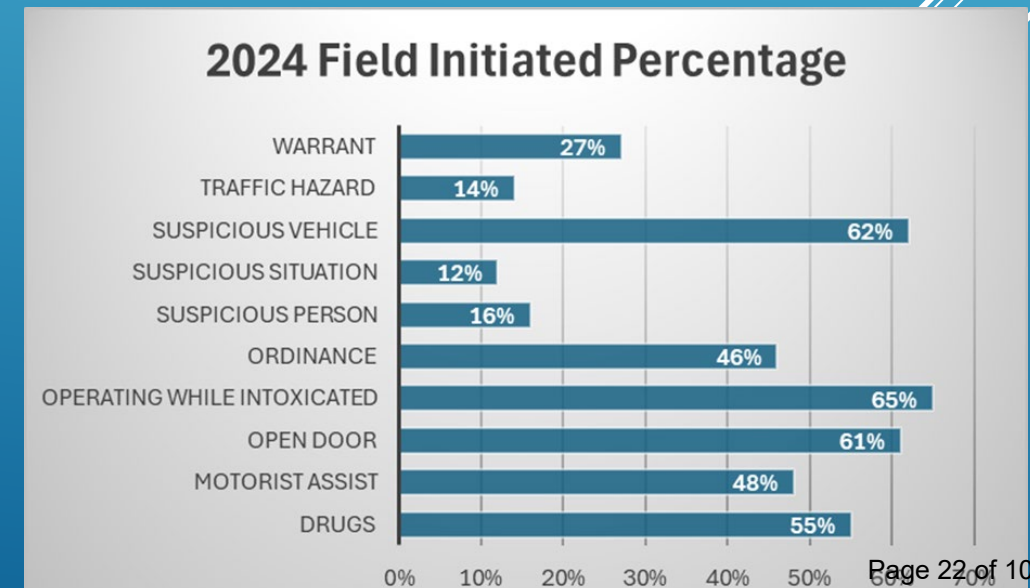
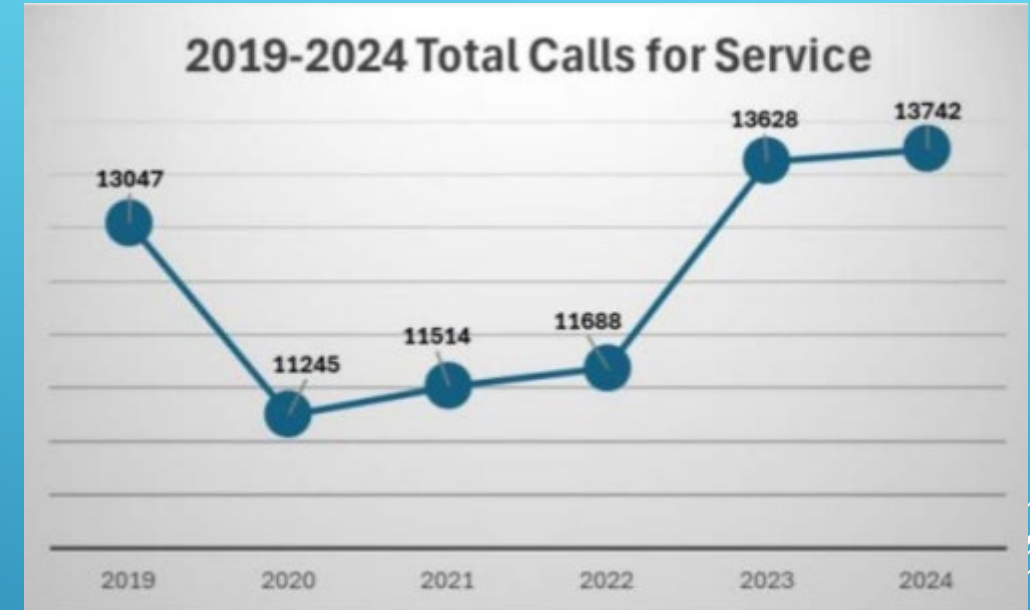
MEPD Team

Speech:

Mayor Hammond

2024 IN-REVIEW

2023	Total	2024	Total	Difference	2023	Total	2024	Total	Difference
911 ASSIST	762	911 ASSIST	395	↓367	FRAUD	103	FRAUD	91	↓12
911 HANG UP	723	911 HANG UP	448	↓275	HARASSMENT	73	HARASSMENT	85	↑12
ACCIDENT	318	ACCIDENT	329	↑11	LOST FOUND	184	LOST FOUND	189	↑5
ACCIDENT FATALITY	1	ACCIDENT FATALITY	0	↓1	MEDICAL HIGH PRIORITY	340	MEDICAL HIGH PRIORITY	380	↑40
ACCIDENT HIT RUN	67	ACCIDENT HIT RUN	69	↑2	MISSING PERSON	17	MISSING PERSON	12	↓5
ACCIDENT INJURY	41	ACCIDENT INJURY	31	↓10	MOTORIST ASSIST	193	MOTORIST ASSIST	206	↑13
ADVISE MEDICAL CALL	591	ADVISE MEDICAL CALL	715	↑124	NEIGHBOR PROBLEM	65	NEIGHBOR PROBLEM	69	↑4
ALARM	179	ALARM	143	↓36	NOISE COMPLAINT	106	NOISE COMPLAINT	110	↑4
ALCOHOL	30	ALCOHOL	42	↑12	OPEN DOOR	57	OPEN DOOR	33	↓24
ANIMAL	502	ANIMAL	517	↑15	OPERATING WHILE INTOXICATED	83	OPERATING WHILE INTOXICATED	115	↑32
ASSIST	673	ASSIST	701	↑28	ORDINANCE	207	ORDINANCE	155	↓52
ASSIST AGENCY	434	ASSIST AGENCY	524	↑90	PARKING COMPLAINT	267	PARKING COMPLAINT	266	↓1
AUTO THEFT	12	AUTO THEFT	6	↓6	RECKLESS DRIVING	220	RECKLESS DRIVING	212	↓8
BUILDING SECURITY	464	BUILDING SECURITY	1048	↑584	RETAIL THEFT	33	RETAIL THEFT	29	↓4
BURGLARY	22	BURGLARY	7	↓15	RUNAWAY	50	RUNAWAY	31	↓19
CHASE / PURSUIT	5	CHASE / PURSUIT	6	↑1	SEX OFFENSE	49	SEX OFFENSE	48	↓1
CHILD ABUSE	4	CHILD ABUSE	17	↑13	SUSPICIOUS PERSON	148	SUSPICIOUS PERSON	134	↓14
CHILD CUSTODY	67	CHILD CUSTODY	54	↓13	SUSPICIOUS SITUATION	295	SUSPICIOUS SITUATION	314	↑19
COMMUNITY POLICING	35	COMMUNITY POLICING	75	↑40	SUSPICIOUS VEHICLE	299	SUSPICIOUS VEHICLE	251	↓48
DAMAGE PROPERTY	86	DAMAGE PROPERTY	81	↓5	THEFT	155	THEFT	159	↑4
DEATH	29	DEATH	29	→0	THREATS COMPLAINT	59	THREATS COMPLAINT	60	↑1
DISTURBANCE	246	DISTURBANCE	257	↑11	TRAFFIC HAZARD	191	TRAFFIC HAZARD	230	↑39
DISTURBANCE JUVENILE	117	DISTURBANCE JUVENILE	108	↓9	TRAFFIC SAFETY	92	TRAFFIC SAFETY	168	↑76
DISTURBANCE WEAPON	1	DISTURBANCE WEAPON	7	↑6	TRAFFIC STOP	2219	TRAFFIC STOP	1982	↓237
DOMESTIC DISTURBANCE	96	DOMESTIC DISTURBANCE	81	↓15	TRESPASSING	62	TRESPASSING	59	↓3
DOMESTIC NONVIOLENT	173	DOMESTIC NONVIOLENT	144	↓29	VEHICLE LOCKOUT	178	VEHICLE LOCKOUT	141	↓37
DRUGS	177	DRUGS	137	↓40	VIOLATION COURT ORDER	46	VIOLATION COURT ORDER	29	↓17
EMERGENCY COMMITTAL	21	EMERGENCY COMMITTAL	36	↑15	WARRANT	77	WARRANT	83	↑6
FIRE ALARM	87	FIRE ALARM	105	↑18	WEAPON	10	WEAPON	12	↑2
FIRE CALL	100	FIRE CALL	98	↓2	WELFARE CHECK	741	WELFARE CHECK	675	↓66
FIREWORKS	56	FIREWORKS	49	↓7				Total:	↓151



2024 SRO IN-REVIEW

ELEMENTARY SCHOOLS
SRO Rick Heinen & Koda
 • Virtual Learning
 • Clovis Grove
 • Gegan
SRO Aaron Schaefer
 • Butte Des Morts
 • Banta
 • Jefferson

Maplewood MIDDLE SCHOOL
SRO Josh Gallagher

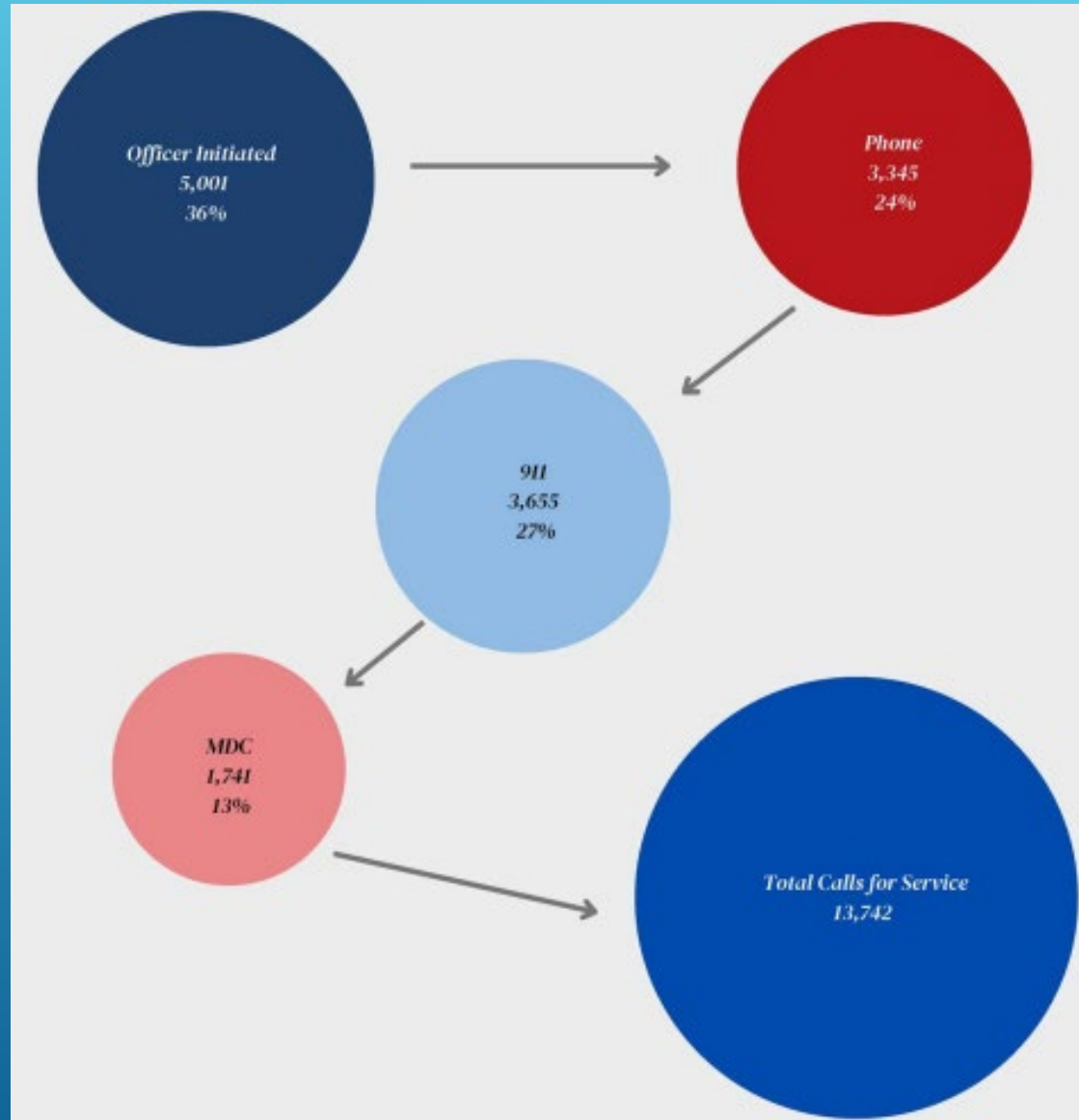
Menasha HIGH SCHOOL
SRO John Abrahamson

	2023-24 Year	2022-23 Year	2021-22 Year
Elementary Schools	123	110	137
Middle School	168	117	92
High School	137	89	83

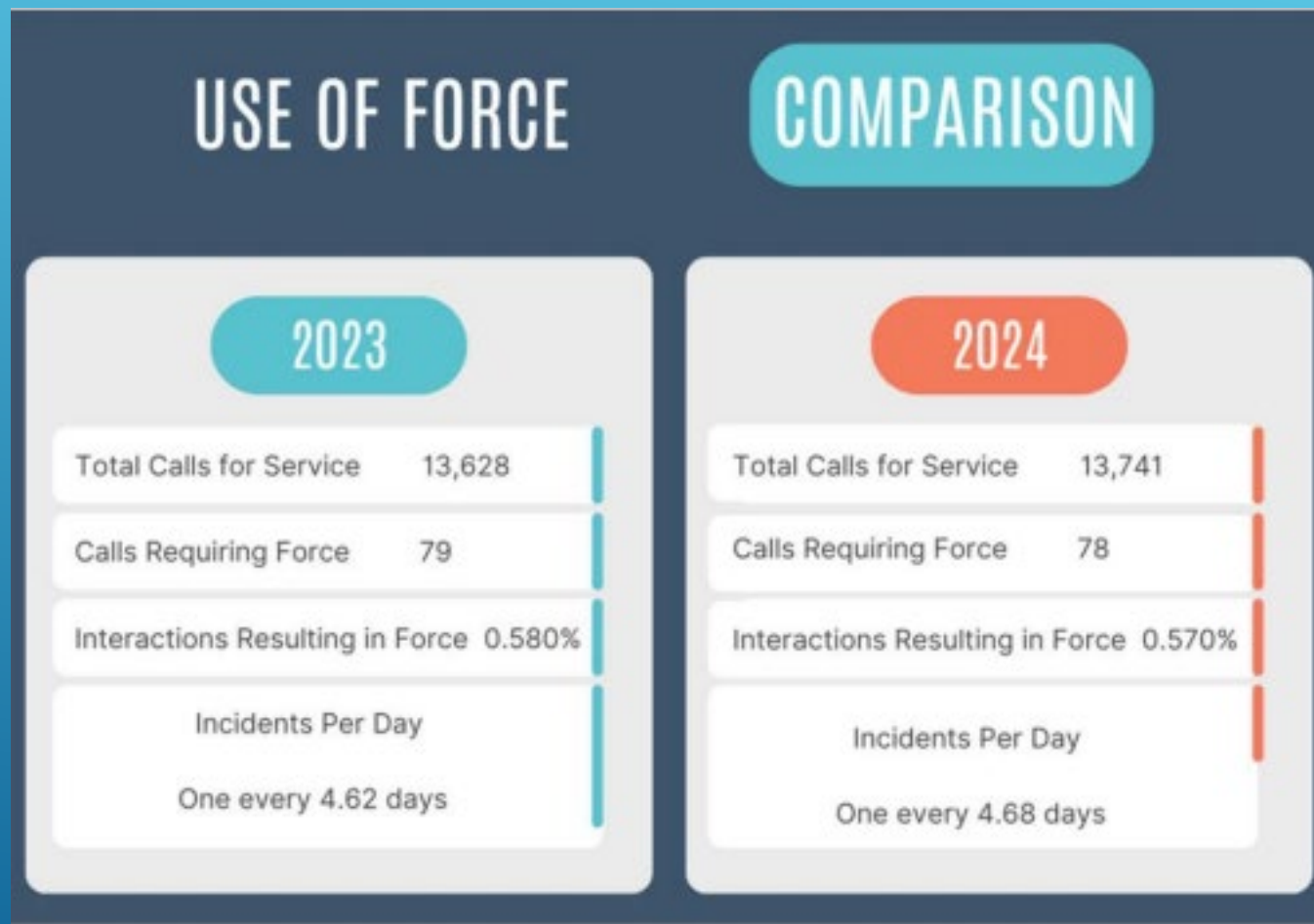
Alcohol	2	3	1
Animal	2		
Assist	22	30	31
Assist Agency	15	3	1
Assist School	5	22	19
Battery		1	1
Child Abuse	1		
Comm Policing			1
Crime Prevent			1
Damage Prop	4	2	4
DC		2	6
Disturbances	59	57	37
Drugs	17	19	13
Em Committal			1
Fire Call		1	2
Fraud	3		
Harassment	5	1	10
Information	6	3	3
Juvenile Comp	84	82	91
Medical	5	2	3
Miscellaneous	3	1	2
Open Door			1
Ordinance	58	44	29
OWI	1		
Reckless Driving		2	
Sex Offense	13	11	18
Suspicious Situation	4	4	4
Theft	9	8	6
Threats	8	9	13
Traffic Safety			1



2024- TEAM EFFORT



2024 IN-REVIEW USE OF FORCE



COMMUNITY ACTIVITIES

Special Olympics
Menasha Night Out
Shop with a Cop
Lights of Christmas
Turkey Ball



Outstanding Citizenship Award

Vicki Kerry

Goldin Iron and Metal Recycling Corp.



EMPLOYEE AWARDS

OFFICER OF THE YEAR MATT SCHANKE



EMPLOYEE AWARDS- L.E.E.D AWARD

KATE LYNCH

Listen
Explain
Equity
Dignity



L.E.E.D HONORABLE MENTIONS

Officer Nate Brownie



Investigator Vicki Strebel



EMPLOYEE AWARDS- CHIEF'S AWARD

LT. ADAM SCHULZ



EMPLOYEE AWARDS- SILENT HERO AWARD SANDY GONNERING



EMPLOYEE AWARDS-CIVILIAN OF THE YEAR CYNDEL SAWALL



EMPLOYEE AWARDS- COMMUNITY SERVICE AWARD JOHN ABRAHAMSON



EMPLOYEE AWARDS- NOTEWORTHY PERFORMANCE FOR DUTY DAN HOERNKE



EMPLOYEE AWARDS- LIFESAVING AWARD

NATE BROWNIE

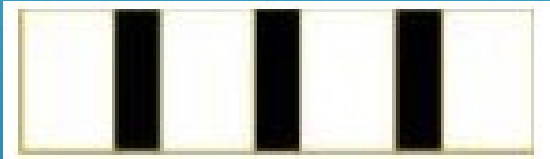


JASON EAKE

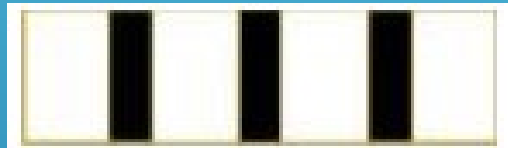


EMPLOYEE AWARDS- UNIT CITATION AWARD

BRIAN VAN ALSTYNE



EMPLOYEE AWARDS-UNIT CITATION AWARD CHUTE ST. HOMICIDE INVESTIGATION



Brian Van Alstyne
Cyndel Sawall
Denton Heidemann
Vicki Strebel
John Abrahamson
Josh Gallagher
Matthew Schanke

2024 CRITICAL INCIDENTS

Vehicular Homicide

Armed Subject-Mathew's Tire

Armed Subject-Near MHS

Life Saving Efforts-LLBDM

Armed Subject-Baldwin St.

Assisting with Baby Delivery

YEARS OF SERVICE PINS

5 years

Mike Oney

Aaron Schaefer

Jason Eake



YEARS OF SERVICE PIN

10 years

John Abrahamson



YEARS OF SERVICE PIN

25 Years

Amy Cook



SPECIAL SERVICE PIN

Taser Instructor

Lt. Adam Schulz



SPECIAL SERVICE PIN

Evidence Technician

Mike Oney



SPECIAL SERVICE PIN

SRO

AARON SCHAEFER



SPECIAL SERVICE PIN

HONOR GUARD

BRIAN VAN ALSTYNE

KATE LYNCH

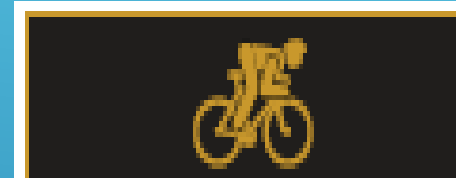
JACOB QUELLA

HONOR GUARD

SPECIAL SERVICE PIN

Bike Patrol

Kate Lynch



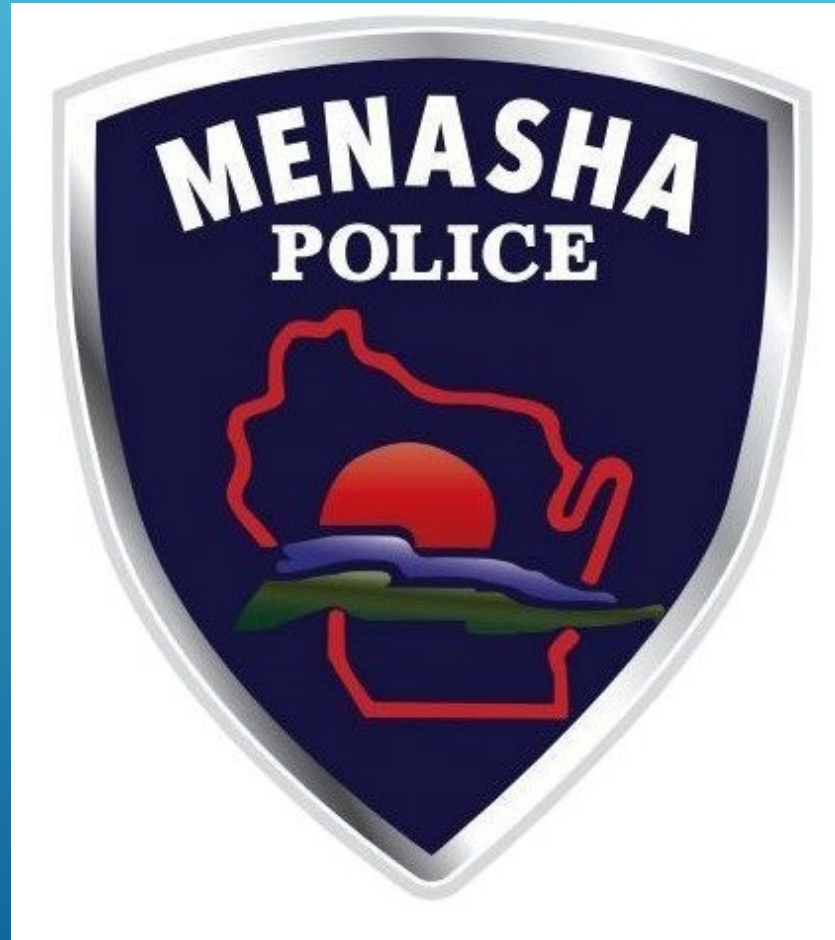
SPECIAL SERVICE PIN

(MEG)Investigator Accident Reconstruction

Matt Schanke



THANK YOU!





MEMORANDUM

DATE August 4th 2025
TO Common Council
FROM Andrew Dane, CD Director
RE Menasha 2035 Comprehensive Plan Update

The purpose of this memo is to provide a status report on the 2035 City of Menasha Comprehensive Plan update.

Common Council adopted the Public Participation Plan for Menasha 2035: Your Place on the Water at its July 21st, 2025, meeting. Staff is currently focused on gathering community input to identify key issues and opportunities to be addressed in the Comprehensive Plan update.

A short survey has been prepared and will be made available to the public starting in August 2025. The survey will be made available in Spanish and Hmong in order to increase accessibility. Along with the survey, staff is preparing an **on-line mapping website** where residents can provide place-based comments like the in-person exercises PP Larsen has been leading.

Principal Planner Larsen continues to attend and facilitate public input **exercises at events including:**

- Brews on Bago
- Courtyard Market
- Blue Jay Back to School Bash

In addition, staff is **meeting with Council members** one-on-one to solicit their input on key issues and opportunities facing the City. Other stakeholder input include **meetings with representatives from adjacent municipalities** to discuss opportunities for increased intergovernmental coordination on issues related to economic development, land use, and public works.

Looking ahead, staff will be organizing and facilitating an **open house for residents** in September. The open house will provide an opportunity for people to learn about the Comprehensive Plan update and provide input to staff. This event will be organized around a series of stations in order to solicit both general and site-specific input on key issues and opportunities facing the City over the next 10 years.

Site specific input will be gathered for the City Hall Sub Area, which includes City and RDA owned land adjacent to City Hall and the former DREAMS banquet hall. Site specific input will also be gathered for the Lawson Canal Sub Area.

For more information and to sign up for project updates please see:

https://www.menashawi.gov/departments/community_development/2025_comprehensive_plan_updates.php



Q2 2025

APRIL - JUNE

Community Development Quarterly Report

Table of Contents

1 PLANNING & ZONING

2 ECONOMIC DEVELOPMENT

3 INSPECTIONS

4 CODE ENFORCEMENT



Q1 2025 (January–March)



We are committed to excellent service for residents, businesses, and visitors alike.

The Community Development Department is responsible for the maintenance and enhancement of the overall character of the community by managing the progression of the property tax base and ensuring orderly growth, promoting high quality development and redevelopment, and maintaining and improving existing neighborhood character and quality.

Key Objectives:

- Attract and retain residents and businesses
- Work with owners and developers to secure permit approvals
- Provide residential and commercial plan review and inspections
- Work proactively with residents to address code violations
- Administer the CDBG and Strong Neighborhoods housing programs
- Maintain and develop the City's GIS program
- Write and administer grants, negotiate TIF agreements
- Promote downtown and waterfront revitalization
- Bicycle and pedestrian planning and implementation
- Support historic preservation and sustainability initiatives
- Lead as Executive Director of the City's Redevelopment Authority
- Preserve the safety, livability, and aesthetic integrity of neighborhoods throughout the city

Short-range activities

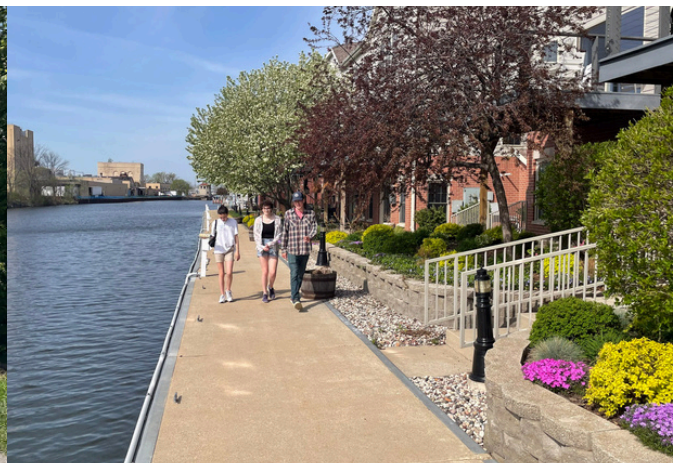
- Diggers Hotline Tickets (114)
- Addressing/Readdressing (8)
- Residential fence permits (34)
- Residential driveway permits (20)
- Residential new home zoning approvals (13)
- Residential zoning permits (29) (additions, pools, sheds, garages, etc)
- Sign permits (2)
- Commercial Zoning Verification and Compliance Requests (2)
- Site Improvement and Landscape Agreements (3)
- Certified Survey Maps reviews (1)
- Commercial Site Plans Reviews (6)
- Site Plan Reviews (2)

Long-range activities

- Civic Plus-leading permit and inspection implementation; final stage to implement and process permits and payments electronically
- Comprehensive Plan update
 - » Brews on Bago Public Input
 - » Courtyard Market Public Input
 - » Council Interviews
- Investigated updates to City's zoning code-façade material requirements
- Annexation of City owned parcel from Town of Harrison into the city limits
- CSM and rezoning of two Ahnaip Street parcels for residential development
- Strong Neighborhoods Menasha
 - » Major Renovations (7) (\$257,000 investment/\$67,000 City funding)
 - » Curb Appeal (1) (\$7,000 investment/\$3,500 City funding)
- GIS implementation
 - » Coordinating 2026 GIS roll out (subject to budget approval)

Activities

- Research and outreach to establish Menasha Forward
- RDA closed on Province Terrace lot sale to Unison Credit Union
- RDA closed on purchase of former DREAMS banquet facility
- Continued coordination with Winnebago County re: former Whiting Mill
- Meetings with developers to discuss Menasha development opportunities (4)
- Meetings with Menasha businesses (8)
- WDNR meetings regarding Lawson Canal Area (2)
- Re-zoning of Province Terrace Lots to support multi-family development





**Total Number of
Permits Issued**

325



**Number of Permits
by Job Type**

Building (251)

HVAC (38)

Electrical (12)

Plumbing 24)



Total Project Cost

\$19,616,311



**Total Permit Fees
Collected**

\$67,859

Monthly Activity Summary

- 60** Complaints Responded To
- 8** Citations Issued
- 90+** Site Visits Conducted for inspections, follow-up, and monitoring
- 50+** Cases Brought into Compliance

Key Statistics

Category (# of Cases)

- Junk Vehicles (16)
- Trash/Debris (16)
- Illegal Parking (9)
- Fence Violations (4)
- Refuse Bin Issues (5)
- Property Maintenance (7)
- Miscellaneous (noise, signage, etc.) (30)

Total Cases (93+)

Compliance Breakdown

- Resolved Cases: 36
- Outstanding Cases: 20
- Citations Issued/Court Set: 7

Top Violations by Code Section

- 11-7-1 Public Nuisance (Trash/Junk)
- 10-4-8 – Junk Vehicles
- 13-1-51 – Parking in Yards/ROW
- 13-1-88 – Fence Regulations
- 8-3-4 – Refuse Bin Placement

Proactive vs. Reactive Case Origin

- Proactive Inspections (35%)
- Resident Complaints (65%)

Success Story Spotlight: Plank Road SEC. 10-4-8

Location: 800 block of Plank Rd

Issue/Challenge:

A junk vehicle, visibly damaged from an accident and missing a bumper, was parked in the front yard setback of a residential property. The vehicle was abandoned by the owner after relocating from the City of Menasha. Code Enforcement identified the violation during a routine site check. The vehicle was in plain view and clearly non-operational, qualifying it as a junk vehicle under municipal code.

Intervention:

Code Enforcement attempted to make contact with any current occupants by visiting the site. A door hanger with contact details was left at the residence. Multiple timestamped photographs were taken to document the violation. The property owner was promptly contacted, informed of the code requirements, and provided with a clear timeline to correct the issue.

Outcome/Result:

The property owner responded promptly and cooperatively. The junk vehicle was removed, and the property was brought into full compliance. Neighboring residents expressed appreciation for the quick action and noted an improvement in the appearance of the area.



GROW SOLAR

GREEN BAY-FOX VALLEY

SOLAR POWER HOUR

o o
o o
o o



o o
o o
o o



Wednesday
August 6th



Time
5:30PM



Location
Menasha City Hall

Join our informational session about solar incentives, solar 101, and group buying.

Supported By:





COMMON COUNCIL MINUTES
Monday, July 21, 2025 at 6:00 PM
First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by Mayor Hammond at 6:01pm.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella

Also Present: FD Sassman, CDD Dane, PRD Sackett, DDE Gordon, PC Thorn, FC Teesch, CA Struve, Mayor Hammond, Clerk Snyder, DC Janet

D. PUBLIC HEARING

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

Tim Jacobson (732 Paris Street, Menasha) commented on community interests such as added recycling collection and patrol officer staffing achieved through a heightened tax levy. Jacobson further commented on water waste by area communities affecting the Menasha communities, and suggested the City pursue legal action against these communities to finance these initiatives in lieu of further burdening Menasha taxpayers.

Bethanie Gengler (210 Water Street, Menasha) commented on the designation of Water Street as parkland and the aesthetic nature of residential properties in the neighborhood affected. Specifically, Gengler spoke to complaints filed against a specific housing manager and alleged code violations committed thereby. Gengler asked that the record reflect her commentary regarding personal observations of unfair and inconsistent application of the Menasha Municipal Code regarding residential property management and curb appeal.

F. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS

Motion by District 7 Alderperson Grade seconded by District 4 Alderperson Perkins to approve. Motion carried on voice vote.

1. Presentations:

- a. Pay It Forward: 2nd Annual Community Event, presented by the African American Chamber of Commerce of the Fox Valley (AACCFV)

Representatives from the African American Chamber of Commerce of the Fox Valley spoke on the second annual Pay It Forward Community Event hosted by the Chicago House of Hoagies. The purpose of this event is to fundraiser

hygiene and school supplies for area youth, provide health and wellness education, and supply food and fun ahead of the upcoming school year. Support in the form of monetary and physical donations, volunteer hours, and word-of-mouth sharing can help make this event a success for community youth.

2. Minutes to Receive:

- a. Water and Light Commission, 6/25/25
- b. Administration Committee, 7/7/25
- c. Board of Public Works, 7/7/25
- d. Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee, 6/24/25
- e. Neenah-Menasha Fire Rescue Joint Fire Commission, 6/17/25
- f. Parks & Recreation Board, 7/8/25
- g. Plan Commission, 7/8/25

3. Communications:

- a. National Disability Pride Month Proclamation
- b. Menasha 2035: Comprehensive Plan Status Update

G. CONSENT AGENDA

1. Common Council Minutes, 7/7/25

Motion by District 7 Alderperson Grade, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

2. Board of Public Works, 7/7/25, Recommends Approval of:

- a. Street Use Application - Harvest Festival; Saturday, September 20, 2025; 8:00 a.m. to 6:00 p.m.; B.L.O.O.M., LLC

Motion by District 8 Alderperson Ropella, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

- b. Payment - Sommers Construction Co., Inc.; Contract Unit No. 2025-02; Street Construction and Rehabilitation; \$361,151.13 (Payment No. 1)

Motion by District 8 Alderperson Ropella, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

- c. Recommend to Award - Contract Unit No. 2025-03; Jefferson Park Boat Launch; to Northeast Asphalt, Inc.; \$1,315,650.00

Motion by District 8 Alderperson Ropella, seconded by District 7 Alderperson Grade to approve.

Motion carried 8-0 on roll call.

Discussion considered upcoming fishing tournaments and kayak launches.

Staff advised that the boat launch peripheries are likely to near finalization this September, at which time it will close for the season for complete reconstruction. This will be completed for a reopening in May 2026.

- d. Change Order - Menasha Utilities; Contract Unit No. M0002-06-24-00128; \$8,195.00 (Change Order No. 1)

Motion by District 8 Alderperson Ropella, seconded by District 7 Alderperson Grade to approve.

Motion carried 8-0 on roll call.

- e. Payment - Cardinal Construction Co., Inc.; Contract Unit No. 2024-10; Jefferson Park Shelter Construction; \$15,499.52 (Payment No. 6)

Motion by District 8 Alderperson Ropella, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

Discussion considered rental opportunities at Jefferson Park and expected use times for the baseball diamond. Staff advised on an expected opening date of mid-August due to an upcoming baseball tournament.

3. Special Board of Public Works, 7/21/25, Recommends Approval of:

- a. Recommend to Award – Contract Unit No. 2025-05; Asphaltic Concrete Pavement Chip Sealing – Various City Streets

Motion by District 8 Alderperson Ropella, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

4. Neenah-Menasha Joint Finance & Personnel Committee, 6/24/25, Recommends Approval of:

- a. The Cities of Neenah and Menasha Common Councils Authorize NMFR to Retain the Insurance Settlement from the 2023 Storm in the Amount of \$59,966.42 and to Use Those Funds to Construct Fire Investigation Props in the Existing Training Tower

Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

Staff advised that this insurance settlement is the result of storm damage to training equipment in 2023, and that this item seeks to utilize settlement funds for other training initiatives.

5. Parks & Recreation Board, 7/8/25, Recommends Approval of:

- a. Renewal of Lease and Management Agreement for Heckrodt Wetland Reserve for the term of 2025-2100

Motion by District 7 Alderperson Grade, seconded by District 5 Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

Discussion considered changes to the insurance policy landscape over the next seventy-five years to be covered by the proposed lease and management agreement. Staff advised that, provided these changes, a want for agreement changes may be mutual among both parties. Staff additionally advised on specific changes to the lease and management agreement.

Representatives from the Heckrodt Wetland Reserve's Executive Staff and Board of Directors spoke on the impact of the relationship between Heckrodt and the City of Menasha. Specifically, Executive Director Luke Schiller spoke to the organizations' relationship and community benefit, and how a long-term lease agreement such as this one makes both entities eligible for grants with greater scope and influence.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

- 1. Accounts payable and payroll for the term of 7/4/25 - 7/17/25 in the amount of \$1,511,746.24

Motion by District 2 Alderperson Eisenach, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

- 2. New Alcohol License Application for Hungry Donkey LLC, DBA Hungry Donkey (14 Tayco Street, Menasha) - "Class B" (Intoxicating Liquor) and Class "B" (Fermented Malt Beverages); Mario Nunez, Agent

Motion by District 2 Alderperson Eisenach, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

- 3. New Alcohol License Application for Sams On Main LLC, DBA The Spot On Main (222/226 Main Street, Menasha) - "Class B" (Intoxicating Liquor) and

Class "B" (Fermented Malt Beverages); Tiffany Sams, Agent
Motion by District 2 Alderperson Eisenach, seconded by District 7
Alderperson Grade to approve.

Motion carried 8-0 on roll call.

4. Outdoor Alcoholic Beverage Service Permit Applications for 2025-2026
Licensing Term (July 22, 2025 - June 30, 2026)
Motion by District 2 Alderperson Eisenach, seconded by District 3
Alderperson Hale to approve.

Motion carried 8-0 on roll call.

motion specifies that it is for hungry donkey and sams on main

5. Temporary Expansion of Licensed Premises Permit Application - City Limits
(544 Fourth Street, Menasha), August 2, 2025
Motion by District 2 Alderperson Eisenach, seconded by District 5
Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. R-19-25 - A Resolution Designating Public Spaces as Parks (Introduced by
Ald. Grade)
Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson
Perkins to approve.

Motion carried 8-0 on roll call.

Staff advised that this resolution designates the Living Room downtown
Menasha and the Water Street Corridor as parkland. This resolution makes
the Living Room a rentable space and renames Water Street Corridor the
Canal Commons.

2. R-20-25 - A Resolution Dedicating a Greenspace in Honor of former Alderman
Tom Grade (Introduced by Ald. Grade)
Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson
Perkins to approve.

Motion carried 8-0 on roll call.

Staff and Common Council members paid tribute to former Ald. Tom Grade
and his contributions to the Menasha community. Tom's forward-thinking is

honored through the dedication of a greenspace on Brighton Drive to be known as Tom Grade Park.

3. R-15-25 Resolution Adopting a Public Participation Plan for the City of Menasha Comprehensive Plan Update (Introduced by Ald. Rand and Ald. Eisenach)

Motion by District 1 Alderperson Rand, seconded by District 2 Alderperson Eisenach to approve.

Motion carried 8-0 on roll call.

Discussion considered the frequency of events for public participation in the City of Menasha's comprehensive plan.

Staff advised that Wisconsin State Statutes require the adoption of a resolution in tangent with the implementation of a comprehensive plan.

L. APPOINTMENTS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

Tim Jacobson (732 Paris Street) commented on former City of Menasha Parks Department employee Glen Pemrich and his maintenance of municipal structures.

Jeff Buser (216 Main Street, Suite B, Menasha) spoke on his connections to the City of Menasha and the Grade family.

O. ADJOURNMENT

Motion by District 4 Alderperson Perkins seconded by District 6 Alderperson Marshall to adjourn the Common Council meeting at 7:08pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.



MEMORANDUM

DATE June 27, 2025

TO Administration Committee

FROM Margaret Struve, City Attorney
Nick Thorn, Police Chief

RE Cities and Villages Mutual Insurance Company's (CVMIC) Special Event Coverage for Menasha Night Out Event (Coverage for 8/6/2025)

Since the anticipated Menasha Night Out Event, anticipated to occur on August 6, 2025, is a city-sponsored event, I researched the option of securing separate Special Event Coverage. CVMIC's broker, Alliant, provided the attached Proposal and Request to Bind Coverage by the carrier, Evanston Insurance Company.

This special event coverage would be a cost-effective way to transfer risk away from our CVMIC liability policy and its \$25,000 self-insured retention (SIR) to this separate Special Event Coverage. The cost for this separate premium, as indicated on the attached proposal, would be \$329, funded by the Police Department's budget. The coverage would be sought for 8/5/2025, consistent with the anticipated event needs. The coverage would have no deductible. There may be exclusions for anticipated vendor services, however, for those vendor services, the City would require that vendor to add the City of Menasha as an Additional Insured on their policy and provide us with a Certificate of Insurance evidencing the same.

RECOMMENDATION: Staff recommends acceptance of the proposal and premium quote for Special Event Coverage from Evanston Insurance Company for Special Event coverage for the Menasha Night Out Event as reflected in the proposal.



**CITY OF MENASHA
MENASHA NIGHT OUT
SPECIAL EVENTS PROPOSAL**

EVENT DATE: August 6, 2025
EVENT LOCATION: Barker Farms Park, 2170 Plank Rd, Menasha, WI 54952
COMMERCIAL GENERAL LIABILITY

INSURANCE COMPANY: Evanston Insurance Company

A.M. BEST GUIDE RATING:* A(Excellent); Financial Size Category XV (\$2 Billion or greater) *as of October 27, 2023*

STANDARD AND POOR'S RATING: A (Strong) *pulled on November 20, 2024*

CALIFORNIA STATUS: Non-Admitted

GENERAL LIABILITY LIMITS:	\$2,000,000	General Aggregate
	\$1,000,000	Products/Completed Operations Aggregate (Food Products, Beverages, Clothing Apparel, Records, Tapes, CDs, Photos, Stickers, Crafts, Painting, Posters, Badges, Artwork, Jewelry, Toys and Books ONLY)
	\$1,000,000	Personal and Advertising Injury
	\$1,000,000	Each Occurrence
	\$ 100,000	Damage to Premises Rented to You Limit (Fire Damage)
	\$ 5,000	Medical Payments

All Aggregates apply separately

COVERAGE: Combined Single Limit of Liability for Bodily Injury and Property Damage Per Occurrence and Aggregate as shown above. Coverage Includes:

- Event Holder as Named Insured
- Venue Owner as Additional Insured (If Declared)
- Liquor Liability (With prior approval and payment of additional premium) Included in occurrence and general aggregate limit

DEDUCTIBLE: None

MAJOR EXCLUSIONS:
(Including but not limited to)

- Automobile Liability
- Aircraft / Unmanned Aircraft (Drones) / Watercraft Liability
- Property Damage to Entity Premises
- Property of Others in the Care, Custody and Control of the Insured
- Workers' Compensation
- Collapse of Tents and Concert Limitations
- Attendance Limitation Exclusion
- Outdoor Concerts Limitation Exclusion
- Seating, Glass & Fixtures Exclusion
- Fireworks, Pyrotechnics, Explosives and Flashbox Exclusion
- Exclude Specific Performances (without prior company approval)

**See last page for additional information*

Alliant Insurance Services, Inc.
18100 Von Karman Ave 10th Floor, Irvine CA 92612 ♦ 949-756-0271
Lic #0C36861 ♦ www.alliantinsurance.com

**CITY OF MENASHA
MENASHA NIGHT OUT
SPECIAL EVENTS PROPOSAL**

**MAJOR EXCLUSIONS:
(Including but not limited to)
CONT:**

- Bodily Injury, Property Damage, Personal and Advertising Injury to any entertainer, stage hand, crew, independent contractor, audience member, patron or customer of the insured as a result of participating in a demonstration, show, competition and contest. Damage to property or equipment belonging to entertainer, stage hand, crew, independent contractor, audience member, patron or customer of the insured.
- Assault and Battery
- Terrorism
- Punitive Damages
- Employment-Related Practices Exclusion
- Marijuana Exclusion
- Organic Pathogen and Legionellae Exclusion
- Communicable Disease
- Cyber Exclusion

EXCLUDED EVENTS:

- Circus and Carnivals including Rides
- Mechanical Amusement Devices
- Motorized Sporting Events
- Tractor/Truck Pulls
- Boxing, Wrestling, Hockey, Contact Karate Events (including practice)
- Rodeos and Roping Events (including practice)
- Aircraft, Hot Air Balloon Rides, Demonstrations and Shows
- Professional Sporting Events
- Pyrotechnical Uses / Fireworks Shows (does not apply to spectators)
- Heavy Metal, Alternative Music, Hip-Hop and Rap Concerts (without prior underwriter approval)
- Moonbounces, Trampolines and Inflatable Amusement Devices
- Obstacle Course Races and Mud Runs
- Veterinary Legal Liability (NO animals)

PARTICIPANTS:

- Not covered unless specifically approved by the carrier
- Not approved for this event

**ENDORSEMENT & EXCLUSIONS:
(Including but not limited to)
Please see the policy for the full
description of each exclusion**

- Suicide or any attempt at suicide or intentionally self-inflicted injury...
- Sickness, disease, mental incapacity...
- Insured's commission of or attempt to commit a crime
- Infections of any kind regardless of how contracted...
- Declared or undeclared war...
- Participation in any team sport or any other athletic activity, except participation in a Covered Activity
- Full-time active duty in the armed forces...
- Travel or flight in or on...

**CITY OF MENASHA
MENASHA NIGHT OUT
SPECIAL EVENTS PROPOSAL**

**ENDORSEMENT & EXCLUSIONS:
(Including but not limited to)
Please see the policy for the full
description of each exclusion
(COND)**

- Medical or surgical treatment of sickness, disease, mental incapacity or bodily infirmity whether the loss result directly or indirectly from the treatment
- Stroke or cerebrovascular accident or event...
- Workers' Compensation Act or similar law...
- Insured riding in or driving any type of motor vehicle as part of a speed contest, scheduled race...
- Any loss incurred while outside the US, its Territories or Canada
- Insured being under the influence of intoxicants while operating any vehicle or means of transportation or conveyance
- Two or More Policies Coverage Forms or Policies

PREMIUMS:

ATTENDANCE PREMIUM: 500 \$329.00

GL ADDITIONAL INSURED: None

GL EXHIBITORS INCLUDED: None

**GL CONCESSIONAIRES
INCLUDED:** None

**GL LIQUOR COVERAGE
INCLUDED:** No

PROPERTY DAMAGE: No

TOTAL EVENT PREMIUM: \$329.00
(Includes Taxes and Fees)

MINIMUM RETAINED PREMIUM: Event Premium is Fully Earned

QUOTE VALID UNTIL: August 4, 2025



**CITY OF MENASHA
MENASHA NIGHT OUT
SPECIAL EVENTS PROPOSAL**

Disclosures

This proposal of insurance is provided as a matter of convenience and information only. All information included in this proposal, including but not limited to personal and real property values, locations, operations, products, data, automobile schedules, financial data and loss experience, is based on facts and representations supplied to Alliant Insurance Services, Inc. by you. This proposal does not reflect any independent study or investigation by Alliant Insurance Services, Inc. or its agents and employees.

Please be advised that this proposal is also expressly conditioned on there being no material change in the risk between the date of this proposal and the inception date of the proposed policy (including the occurrence of any claim or notice of circumstances that may give rise to a claim under any policy which the policy being proposed is a renewal or replacement). In the event of such change of risk, the insurer may, at its sole discretion, modify, or withdraw this proposal, whether or not this offer has already been accepted.

This proposal is not confirmation of insurance and does not add to, extend, amend, change, or alter any coverage in any actual policy of insurance you may have. All existing policy terms, conditions, exclusions, and limitations apply. For specific information regarding your insurance coverage, please refer to the policy itself. Alliant Insurance Services, Inc. will not be liable for any claims arising from or related to information included in or omitted from this proposal of insurance.

Alliant embraces a policy of transparency with respect to its compensation from insurance transactions. Details on our compensation policy, including the types of income that Alliant may earn on a placement, are available on our website at www.alliant.com. For a copy of our policy or for any inquiries regarding compensation issues pertaining to your account you may also contact us at: Alliant Insurance Services, Inc., Attention: General Counsel, 701 B Street, 6th Floor, San Diego, CA 92101.

Analyzing insurers' over-all performance and financial strength is a task that requires specialized skills and in-depth technical understanding of all aspects of insurance company finances and operations. Insurance brokerages such as Alliant Insurance typically rely upon rating agencies for this type of market analysis. Both A.M. Best and Standard and Poor's have been industry leaders in this area for many decades, utilizing a combination of quantitative and qualitative analysis of the information available in formulating their ratings.

A.M. Best has an extensive database of nearly 6,000 Life/Health, Property Casualty and International companies. You can visit them at www.ambest.com. For additional information regarding insurer financial strength ratings visit Standard and Poor's website at www.standardandpoors.com.

Our goal is to procure insurance for you with underwriters possessing the financial strength to perform. Alliant does not, however, guarantee the solvency of any underwriters with which insurance or reinsurance is placed and maintains no responsibility for any loss or damage arising from the financial failure or insolvency of any insurer. We encourage you to review the publicly available information collected to enable you to make an informed decision to accept or reject a particular underwriter. To learn more about companies doing business in your state, visit the Department of Insurance website for that state.

Alliant Insurance Services, Inc.

18100 Von Karman Ave 10th Floor, Irvine CA 92612 ♦ 949-756-0271

Lic #0C36861 ♦ www.alliantinsurance.com



**CITY OF MENASHA
MENASHA NIGHT OUT
SPECIAL EVENTS PROPOSAL**

NY Regulation 194

Alliant Insurance Services, Inc. is an insurance producer licensed by the State of New York. Insurance producers are authorized by their license to confer with insurance purchasers about the benefits, terms and conditions of insurance contracts; to offer advice concerning the substantive benefits of particular insurance contracts; to sell insurance; and to obtain insurance for purchasers. The role of the producer in any particular transaction typically involves one or more of these activities.

Compensation will be paid to the producer, based on the insurance contract the producer sells. Depending on the insurer(s) and insurance contract(s) the purchaser selects, compensation will be paid by the insurer(s) selling the insurance contract or by another third party. Such compensation may vary depending on a number of factors, including the insurance contract(s) and the insurer(s) the purchaser selects. In some cases, other factors such as the volume of business a producer provides to an insurer or the profitability of insurance contracts a producer provides to an insurer also may affect compensation.

The insurance purchaser may obtain information about compensation expected to be received by the producer based in whole or in part on the sale of insurance to the purchaser, and (if applicable) compensation expected to be received based in whole or in part on any alternative quotes presented to the purchaser by the producer, by requesting such information from the producer.

Other Disclosures / Disclaimers

FATCA:

The Foreign Account Tax Compliance Act (FATCA) requires the notification of certain financial accounts to the United States Internal Revenue Service. Alliant does not provide tax advice so please contact your tax consultant for your obligation regarding FATCA.

Claims Reporting:

Your policy will come with specific claim reporting requirements. Please make sure you understand these obligations. Contact your Alliant Service Team with any questions.

Claims Made Policy:

(Applicable to any coverage that is identified as claims made)

This claims-made policy contains a requirement stating that this policy applies only to any claim first made against the Insured and reported to the insurer during the policy period or applicable extended reporting period. Claims must be submitted to the insurer during the policy period, or applicable extended reporting period, as required pursuant to the Claims/Loss Notification Clause within the policy in order for coverage to apply. Late reporting or failure to report pursuant to the policy's requirements could result in a disclaimer of coverage by the insurer.

**CITY OF MENASHA
MENASHA NIGHT OUT
SPECIAL EVENTS PROPOSAL**

Other Disclosures / Disclaimers - Continued

Claims Made Policy (D&O/EPL)

(Applicable to any coverage that is identified as claims made)

This claims-made policy contains a requirement stating that this policy applies only to any claim first made against the Insured and reported to the insurer during the policy period or applicable extended reporting period. Claims must be submitted to the insurer during the policy period, or applicable extended reporting period, as required pursuant to the Claims/Loss Notification Clause within the policy in order for coverage to apply. Late reporting or failure to report pursuant to the policy's requirements could result in a disclaimer of coverage by the insurer.

Any Employment Practices Liability (EPL) or Directors & Officers (D&O) with EPL coverage must give notice to the insurer of any charges / complaints brought by any state / federal agency (i.e. EEOC and similar proceedings) involving an employee. To preserve your rights under the policy, it is important that timely notice be given to the insurer, whether or not a right to sue letter has been issued.

NRRA:

(Applicable if the insurance company is non-admitted)

The Non-Admitted and Reinsurance Reform Act (NRRA) went into effect on July 21, 2011. Accordingly, surplus lines tax rates and regulations are subject to change which could result in an increase or decrease of the total surplus lines taxes and/or fees owed on this placement. If a change is required, we will promptly notify you. Any additional taxes and/or fees must be promptly remitted to Alliant Insurance Services, Inc.

Changes and Developments

It is important that we be advised of any changes in your operations, which may have a bearing on the validity and/or adequacy of your insurance. The types of changes that concern us include, but are not limited to, those listed below:

- Changes in any operations such as expansion to another states, new products, or new applications of existing products.
- Travel to any state not previously disclosed.
- Mergers and/or acquisition of new companies and any change in business ownership, including percentages.
- Any newly assumed contractual liability, granting of indemnities or hold harmless agreements.
- Any changes in existing premises including vacancy, whether temporary or permanent, alterations, demolition, etc. Also, any new premises either purchased, constructed or occupied
- Circumstances which may require an increased liability insurance limit.
- Any changes in fire or theft protection such as the installation of or disconnection of sprinkler systems, burglar alarms, etc. This includes any alterations to the system.
- Immediate notification of any changes to a scheduled of equipment, property, vehicles, electronic data processing, etc.
- Property of yours that is in transit, unless previously discussed and/or currently insured.

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**CITY OF MENASHA
MENASHA NIGHT OUT
SPECIAL EVENTS PROPOSAL**

Other Disclosures / Disclaimers - Continued

Certificates / Evidence of Insurance

- A certificate is issued as a matter of information only and confers no rights upon the certificate holder. The certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by a policy. Nor does it constitute a contract between the issuing insurer(s), authorized representative, producer or certificate holder.
-
- You may have signed contracts, leases or other agreements requiring you to provide this evidence. In those agreements, you may assume obligations and/or liability for others (Indemnification, Hold Harmless) and some of the obligations that are not covered by insurance. We recommend that you and your legal counsel review these documents.

In addition to providing a certificate of insurance, you may be required to name your client or customer on your policy as an additional insured. This is only possible with permission of the insurance company, added by endorsement and, in some cases, an additional premium.

By naming the certificate holder as additional insured, there are consequences to your risks and insurance policy including:

- Your policy limits are now shared with other entities; their claims involvement may reduce or exhaust your aggregate limit.
- Your policy may provide higher limits than required by contract; your full limits can be exposed to the additional insured.
- There may be conflicts in defense when your insurer has to defend both you and the additional insured.

Shown above are the disclosures / disclaimers that are attached to all Property & Casualty insurance proposals. Please acknowledge receipt and review.

Signature

Date

Title

Printed / Typed Name

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EVENT DETAILS - SECTION 1

Parks and Recreation Department – (920) 967-3640

100 Main Street, Suite 200 (2nd Floor), Menasha, WI 549252

Email: lwalbrun@menashawi.gov

1. Will you be reserving a park?

Confirm your requested date with the Parks Department as soon as possible to ensure facility availability.

☒ Yes ☐ No

2. Will you be selling alcoholic beverages?

All multi-day events and events that plan to sell beer and/or wine to the public must also appear before the Parks and Recreation Board.

☒ Yes ☐ No

Menasha Police Department – Phone: (920) 967-3500

430 First Street, Menasha, WI 54952

Email: ahanchek@menashawi.gov

3. Event Coordinator will need to submit a plan for emergency situations.

If you do not have a plan, one will be provided to you to sign and submit with a map.

4. Does your event require traffic control or services provided by our Police Department?

☐ Yes ☒ No

Public Works Department – (920) 967-3610

100 Main Street, Suite 200 (2nd Floor), Menasha, WI 549252

Email: alee@menashawi.gov

5. Will you be using City streets or other public right of way?

Please submit the \$25 Street Use Fee with your special event paperwork. Street Use requires Board of Public Works and Common Council approval. You (or a representative for your event) will be required to attend a Common Council meeting to answer any questions regarding this potential street closure. Please be aware the entire approval process may take more than 60 days.

☒ Yes ☐ No

6. Does your event require street closure?

If your event requires street closure, barricade and signage requests will be discussed at a Special Events Meeting. This information will be noted on the Fee Schedule and Breakdown Worksheet. Special Events requiring street closure need Council approval. It is highly recommended that information regarding your event is not published or advertised until you have received Common Council approval.

☒ Yes ☐ No

PLEASE NOTE: If you are requesting a street closure, it is also your responsibility to notify residents and businesses (including Gold Cross and Valley Transit) that are directly affected (we can provide a sample "Notification of Request to Close a City Street"). This will need to be done at least 7 days prior to your appearance at the required Common Council meeting. Event Holder to submit one copy of the completed notification to the Director of Public Works.

Neenah-Menasha Fire Department - (920) 886-6200

125 E. Columbian Ave., Neenah, WI 54956

Email: skrueger@nmfire.org

7. Will there be fireworks at your event?

Please complete the Fireworks Permit Application. Contact Neenah-Menasha Fire Department.

☐ Yes ☒ No

8. Will you be putting up a tent?

Some tents require a Certificate of Fireproofing and Inspections by the Fire Department. All tents with stakes require diggers Hotline clearance by calling 811 at least five (5) days prior to the event.

☒ Yes ☐ No

Clerk's Office - (920) 967-3603

100 Main Street, Suite 200 (2nd Floor), Menasha, WI 54952

Email: ksnyder@menashawi.gov

9. Will you be selling/serving alcoholic beverages?

Please complete the Application for Temporary Class "B" Retailer's License and the Addendum to Application for Temporary Class "B"/"Class B" Retailer's License. Permit needs to be submitted to the City Clerk.

☒ Yes ☐ No

10. Will there be inflatables or carnival rides at your event?

Please complete the Carnival Permit. Permit needs to be submitted to the City Clerk at least 10 days prior to your event.

☐ Yes ☒ No

Health Department - (920) 967-3522

100 Main Street, Suite 100 (1st Floor), Menasha, WI 54952

Email: tdrew@menashawi.gov

11. Will you or vendors at your event be selling or serving food?

Please see the information regarding Mobile Restaurant Operators/Mobile Retail Food Operators/Temporary Restaurant Operators.

☒ Yes ☐ No

EVENT INFORMATION – SECTION 2

Permit Fee: A \$25 Special Event Administrative Fee plus a Street Use Application Fee of \$25 (if applicable) must be submitted with the application at least 60 days prior to your event. Please make checks payable to City of Menasha.

Event Name Twisted Pistons Scholarship Cruise-In Total Anticipated Attendance 1,000
 Sponsoring Organization Twisted Pistons Inc.
 Organization Address P.O. Box 153 - Menasha WI 54952
 Event Location Main St & Racine to Jitters "see map"
 Date of Event (list each date if a multi-day event) August 21, 2025
 Event Set-up Time noon Event Start Time 2:00pm Event End Time 10:00pm

EVENT COORDINATOR – SECTION 3

Please list the main contact for questions pertaining to your event. Any other individuals authorized to speak with City Staff regarding your event and/or its billing should also be listed. At least one of the contacts listed MUST be on site at the event during all event operating hours.

- Event Facilitator/Responsible Person Randy Thomson
 Email randy@randallsautohaus.com Phone 920-727-1826
- Day of Event Contact Name (person on site) Nicholas Jerne
 Email nickdevilletwo@aol.com Phone 920-427-3736

EVENT DETAILS – SECTION 4

Please list the main contact for questions pertaining to your event. Any other individuals authorized to speak with City Staff regarding your event and/or its billing should also be listed. At least one of the contacts listed MUST be on site at the event during all event operating hours.

What type(s) of activities will be part of your event (please check all that apply):

- | | |
|--|--|
| ☒ Amplified Music | ☐ Amusement Rides, Inflatables, Dunk Tank, and/or Petting Zoo |
| ☐ Baseball/Softball Tournament | ☐ Fireworks |
| ☒ Food Trucks | ☐ Parade or Run/Walk Event (On-Street) |
| ☐ Run/Walk (using trail system-no streets) | ☒ Sell Beer/Wine/Fermented Malt Beverage |
| ☒ Sell Concessions/Food other than Food Trucks | ☒ Set Up Temporary Tent/Structure |
| ☐ Vendor Show Number of Vendors? _____ | ☐ Other |

Describe any Street Use your event will require. (Please attach a detailed map; map MUST include exact location of event, route/street closure (if applicable), barricade placement, etc.)

See attached map
 rent marina terrace & Curtis Reed

FERMENTED MALT/WINE BEVERAGE PERMIT

For Consumption Only! SALE of fermented malt beverages and wine requires a Temporary Class "B" License in addition to this permit
(Allowed only at Barker Farm, Jefferson, Koslo and Curtis Reed Square)

The below named assumes responsibility for exercising control over attendees behavior at the event. This person or designee must be present for the duration of the event. The Menasha Police Department will contact the permittee if any problem arises. Unruly/illegal group behavior will jeopardize future reservation privileges. This permit allows fermented malt beverages and wine only. No hard liquor or glass containers.

Permittee Name(please print): THOMPSON RANDALL R
Last First M.I.

Area that fermented malt beverages and wine will be consumed: Curtis Reed Square

Signature: Handwritten Signature

INSURANCE – SECTION 5

A Certificate of Liability Insurance and Endorsement, each naming the City of Menasha as additional insured, must be submitted with your completed Special Events Application in order for your event to be considered for approval by the Board of Public Works and the Common Council. This is your primary insurance.

Name of Insurance Company Hy International Policy Number 103 GL 002 1111

Email special event @ hyinternational . com Phone 925 609 6500

Applicant Signature Handwritten Signature Date 6-25-2025

PERSON, GROUP, CLUB OR ORGANIZATION TO BE INVOICED – SECTION 6

Please complete this section if the information is different from what you entered in Sections 1 and 2.

Person or Organization Name N/A

Address N/A

City _____ State _____ Zip Code _____

Email _____ Phone _____

HOLD HARMLESS AGREEMENT – SECTION 7

I agree to hold the city of Menasha harmless from any claim for damage or injury arising out of our activities in connection with the date of this event. I further understand this agreement to indemnify is for any and all liability of the City of Menasha, including costs of defense and attorneys' fees, including: Damage or injury caused in part by the City's negligence, unless I demonstrate by clear and convincing evidence, that such damage or injury was caused solely by the City's negligence. I further agree to exercise due care in the preservation of the premises. I further agree to pay for all damages to park property or grounds beyond what the Department determines to be normal wear and tear. I further agree that I will ensure compliance with all rules, regulations, or ordinances applicable to the use of City of Menasha parks and choose not to negotiate any terms of this agreement.

Applicant Signature Handwritten Signature Date 1-15-2025

Completed applications can be mailed to or dropped off at: Menasha City Center, 100 Main Street, Suite 200, Menasha, WI 54952 or e-mailed to lwalbrun@menashawi.gov. For any questions regarding this application or the permitting process, contact Lori in Parks and Recreation at (920) 967-3640.

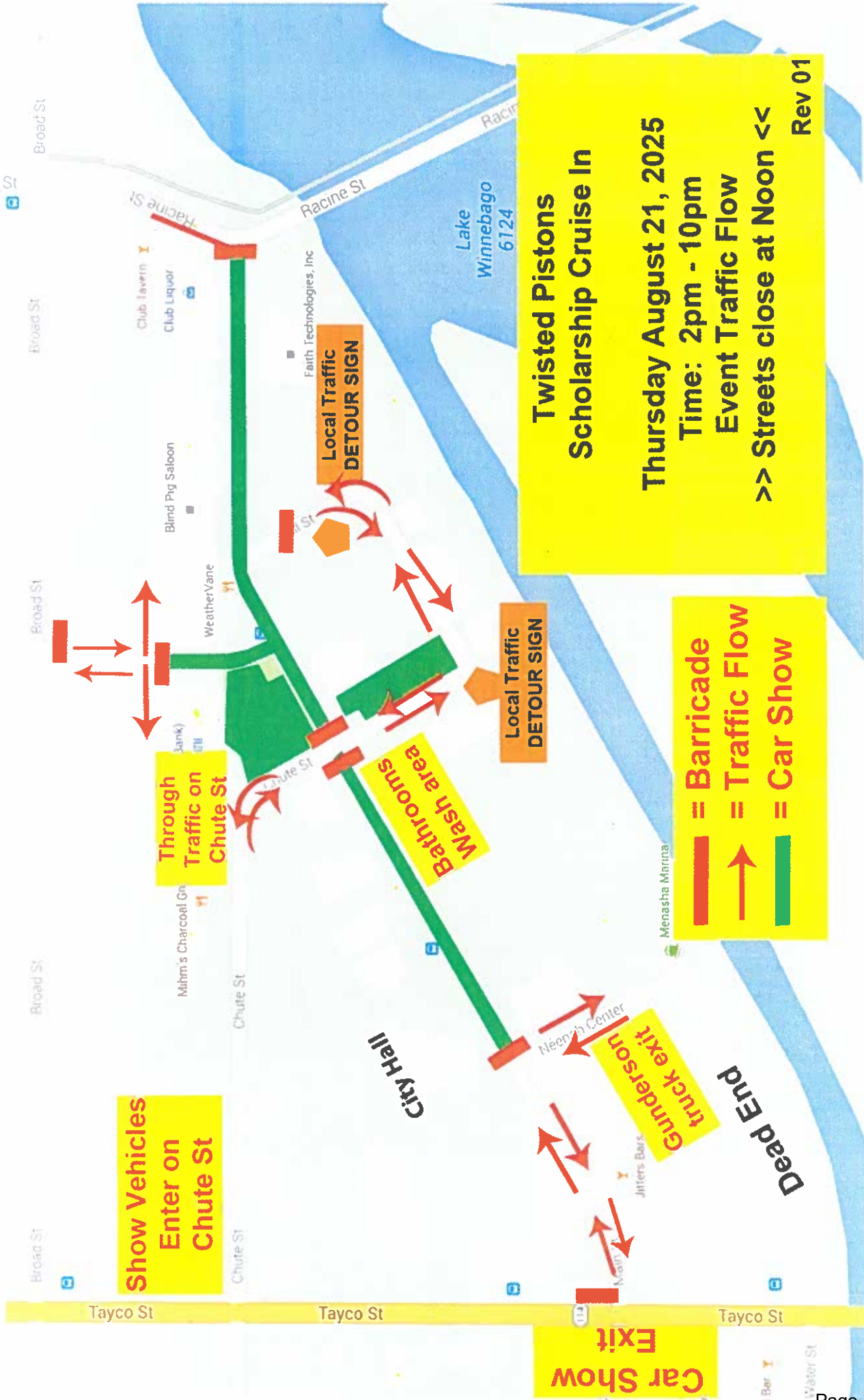
STAFF USE ONLY

Scheduled Board of Public Works Review Date: July 21, 2025

Scheduled Parks & Recreation Board Review Date: July 8, 2025

Scheduled Common Council Review Date: Aug. 4, 2025

Staff Approval: Police Dept. AT Fire Dept. Handwritten Signature Public Works Dept. TB City Attorney MAJ



**Twisted Pistons
Scholarship Cruise In**

Thursday August 21, 2025
Time: 2pm - 10pm
Event Traffic Flow
>> Streets close at Noon <<

Rev 01

= Barricade
= Traffic Flow
= Car Show

**Show Vehicles
Enter on
Chute St**

**Through
Traffic on
Chute St**

**Local Traffic
DETOUR SIGN**

**Local Traffic
DETOUR SIGN**

**Bathrooms
Wash area**

**Gunderson
truck exit**

**Car Show
Exit**

**CERTIFICATE OF INSURANCE ENDORSEMENT
SPECIAL EVENT LIABILITY GROUP INSURANCE TRUST, A RISK PURCHASING GROUP**

				Certificate #	240493		
FACILITY OWNER: (Additional Insured)			PRODUCER:		CA License #0757776		
City of Menasha 100 Main Street, Suite 200 Menasha, WI 54952			HUB International Insurance Services Inc. 3000 Executive Parkway, #300 San Ramon, Ca 94583 PH: 925 609 6500 FX: 925 609 6550 specialevent@hubinternational.com				
EVENT HOLDER: (Named Insured)			EVENT INFORMATION				
Twisted Pistons, Inc. PO Box 153 Menasha, WI 54952			TYPE OF EVENT:		Auto Show		
			EVENT DATE(S):		8/12/2025		
			EVENT LOCATION:		Downtown Menasha, WI 54952		
			ATTENDANCE:	1,000	CLASS:	I	
This is to certify that the policies of insurance listed below have been issued to the insured named above for the event date(s) indicated above. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.							
This insurance contract is with an insurer which has not obtained a certificate of authority to transact a regular insurance business in the state of Wisconsin, and is issued and delivered as a surplus lines coverage pursuant to s.618.41 of the Wisconsin Statutes. Section 618.43(1), Wisconsin Statutes requires payment by the policyholder of 3% tax on gross premium.							
INSURER A:		COLONY INSURANCE COMPANY					
INSR LTR	Type of Insurance	Policy Number	Effective	Expiration	Policy Limits		
A	Commercial General Liability	103 GL 0021111	1/1/2025	1/1/2026	Each Occurrence	\$1,000,000	
					General Aggregate		\$2,000,000
					Personal & Advertising Injury		\$1,000,000
					Products/Completed Operations Aggregate		\$2,000,000
					Damage to Premises Rented to You		\$1,000,000
					Medical Payments		\$5,000
					Liquor Liability Each Occurrence		\$1,000,000
					Liquor Liability Aggregate		INCL. IN GL AGG.
COVERAGE TERMS:							
Occurrence Form (CG 0010) Host Liquor Liability <u>Included.</u> Full Liquor Liability Included <u>when a separate premium has been charged.</u>		The coverage afforded by this insurance is primary and non-contributing with any insurance held by the "Additional Insured" as Named Insured, when the "Additional Insured" is shown on this Certificate of Insurance Endorsement as "Additional Insured" or WHEN REQUIRED BY WRITTEN CONTRACT.					
COVERAGE EXCLUSIONS: (REFER TO POLICY FOR COMPLETE LISTING OF EXCLUSIONS)							
-- Communicable Diseases -- Sexual Abuse & Molestation -- Terrorism		Specific Events are excluded from coverage. Please see second page for list of excluded events. On behalf of the Risk Purchasing Group and each Member, the Trustee has declined coverage for the Terrorism Risk Insurance Act (TRIA).					
OTHER ADDITIONAL INSURED:							
City of Mensaha 100 Main Street, Suite 200 Menasha, WI 54952							
CANCELLATION: Should the above described policy(s) be canceled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the insured event holder and additional insureds listed.							
AUTHORIZED REPRESENTATIVE:				DATE ISSUED:	3/13/2025		

Second Page of Certificate

Certificate #

240493

SPECIFIC EVENT POLICY EXCLUSIONS

The following types of events are specifically **excluded** and no coverage for them exists under the policy(ies) listed on the front page of this Certificate of Insurance:

Aircraft / Aviation
 All Terrain Boarding
 Ballooning / Balloon Rides
 Base Jumping
 Bouldering
 Boxing, Wrestling
 Bungee Jumping
 Carnival Rides
 Circuses
 Concerts over 6 hours in music length
 Contact Karate / Martial Arts
 Contact Sports
 Diving
 Football (except passing camps with no contact drills)
 Hang Gliding
 Hockey
 Jousting
 Kayaking, Rafting or Canoeing in greater than Class 3 rapids
 Lacrosse / Rugby
 Mechanical Amusement Rides or Services and Gyroscope Rides
 Motorized Sporting Equipment
 Mosh Pits
 Mountain Biking
 Power Boat Racing
 Professional Sporting Activity; Games, Races, Contests of a professional nature
 Pyrotechnics / Explosives
 Rap or Heavy Metal Concerts
 Raves
 Rock Climbing
 Rodeo / Roping Events (includes practice)
 Scuba Diving
 Tractor / Truck Pulls
 Ziplines / Ziplining

City of Menasha Disbursements
7/18/25-7/31/25

Weekly Accounts Payable	7/24/25, 7/29/25 & 7/31/25 Checks # 85793-85960	\$1,333,608.63
	Void Check 85798	(\$463.88)
Bi-Weekly Payroll	07/24/25	\$276,779.58
Additional Regular Cycle Accounts Payables -Paid Electronically		
HRA Funding	07/18/25	\$335.00
Delta Dental	07/23/25	\$2,742.20
Community First CU-Payroll Deduction	07/24/25	\$761.25
Employee Benefits-Flex Spending	07/24/25	\$3,483.19
Nationwide Deferred Compensation	07/24/25	\$3,487.50
Wisconsin Deferred Compensation	07/25/25	\$11,310.75
Federal Tax Withholding	07/30/25	\$95,945.03
State Tax Withholding	07/30/25	\$32,933.33
Delta Dental	07/30/25	\$3,801.00
Employee Trust Funds-WRS	07/30/25	\$173,591.33
FSA/HRA Admin Fees	07/31/25	\$641.89
Sales Tax	07/31/25	\$2,772.11
		<u>\$ 331,804.58</u>
Total		<u><u>\$1,941,728.91</u></u>

Items included on this list have been properly audited and certified by the City Finance Director and are being presented for approval by the Common Council.

Jennifer Sassman

Jennifer Sassman
Finance Director

07/31/25

Date

Notes:

- Gaps in check numbers indicate that more invoices being paid than fit on one check stub
(The last check stub used is the check number that will appear on the check register)

AP Check Register

Check Date: 7/17/2025

Date: 7/31/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AMAZON CAPITAL SERVICES	85761	7/17/2025	13LG-GKQF-6VM6	826-0702-552.30-18	89.50	PARADE OF LIGHTS SUPPLIES
		7/17/2025	14WR-T1WW-VYTT	100-0801-521.30-15	55.76	MEDICAL SUPPLIES
		7/17/2025	16R1-31D6-LF7R	100-0702-552.30-10	13.53	TAPE OFFICE
				100-0702-552.30-18	60.42	SOCKS/BANDANAS RECREATION
				100-0704-552.19-03	101.98	SWIM SUITS POOL
				7/17/2025	1NRJ-3FM4-RMVV	100-0801-521.30-18
		7/17/2025	1VCF-NP6V-Q7NG	100-0704-552.30-10	59.95	TOWER FAN
		7/17/2025	1YQG-64DK-YGFT	100-0801-521.30-10	60.49	USB FLASH DRIVE
		Total for check: 85761				642.87
CITY OF APPLETON	85762	7/17/2025	17722	100-0918-531.21-06	500.00	EMERGENCY PLANNING CONTR
					500.00	
AXON ENTERPRISE INC	85763	7/17/2025	INUS353870	100-0801-521.30-15	7,616.49	TASER CARTRIDGES
					7,616.49	
EMILY CAMPBELL	85764	7/17/2025	REFUND	100-0000-441.25-00	135.00	CHESS CLASS REFUND
					135.00	
CINTAS	85765	7/17/2025	4232010945	100-0801-521.30-13	142.21	SUPPLIES
					50.25	SUPPLIES
		7/17/2025	4236555504	731-1022-541.20-01	172.25	UNIFORMS/SUPPLIES
					364.71	
CIVICPLUS LLC	85766	7/17/2025	341448	100-0405-513.21-08	65.53	MEETING MINUTES RECORDING
					65.53	
CLEAR WATER CAR WASH	85767	7/17/2025	6745	100-0801-521.29-04	26.99	CAR WASH
					26.99	

AP Check Register

Check Date: 7/17/2025

Date: 7/31/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CLIFTONLARSONALLEN LLP	85768	7/17/2025	L251438113	100-0401-513.21-03	8,708.56	2024 AUDIT SERVICES FINAL BILLING
			Total for check: 85768		8,708.56	
GREAT LAKES COCA-COLA	85769	7/17/2025	47225203017	100-0704-552.30-17	(150.00)	DEPOSITS ON EMPTIES
		7/17/2025	47920115014	100-0704-552.30-17	305.25	SODA
		7/17/2025	47920115016	100-0704-552.30-17	(130.65)	SODA RETURN
			Total for check: 85769		24.60	
COMPLETE OFFICE OF WISCONSIN	85770	7/17/2025	951988	100-1001-514.30-10	414.90	PAPER
			Total for check: 85770		414.90	
CHLOE HANSEN-DUNN	85771	7/17/2025	REIMBURSEMENT	100-0702-552.30-18	60.08	CAMP SNACKS
				100-0704-552.30-17	557.44	POOL CONCESSIONS
			Total for check: 85771		617.52	
DIANE HARRINGTON	85772	7/17/2025	REFUND	100-0000-201.14-00	65.00	TRIP CANCELTION FREMONT/WAUAPCA TRIP
			Total for check: 85772		65.00	
MELINDA KOBINSKY	85773	7/17/2025	REFUND	100-0000-441.25-00	56.00	SAFETY CLASS CANCELLATION
			Total for check: 85773		56.00	
KWIK TRIP INC	85774	7/17/2025	00244691	100-0801-521.38-01	80.85	FUEL
			Total for check: 85774		80.85	
CASSIE LASZEWSKI	85775	7/17/2025	REFUND	100-0000-441.25-00	26.00	CLASS CANCELTION
			Total for check: 85775		26.00	
LEVENHAGEN OIL CORPORATION	85776	7/17/2025	106105	207-0707-552.38-01	2,473.92	GASOLINE MENASHA MARINA
		7/17/2025	106134	207-0707-552.38-01	4,760.02	GASOLINE MENASHA MARINA

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LEVENHAGEN OIL CORPORATION...	85776...	7/17/2025	106159	207-0707-552.38-01	5,613.16	GASOLINE	MENASHA MARINA
Total for check: 85776					12,847.10		
MENASHA JOINT SCHOOL DISTRICT	85777	7/17/2025	MOBILE HOME JUL	100-0000-412.00-00	5,240.99	MOBILE HOME PERMIT FEE	JULY
Total for check: 85777					5,240.99		
MENASHA TREASURER	85778	7/17/2025	PETTY CASH	100-0704-552.30-10	20.00	PATIO CHAIRS	PARKS & REC
				100-0801-521.30-11	101.30	POSTAGE	POLICE
				100-0801-521.34-03	16.74	ICE	POLICE
Total for check: 85778					138.04		
MENASHA UTILITIES	85779	7/17/2025	MENASHA UTILITY	100-0000-123.00-00	1,088.98	5/30/25-6/30/25 ELEC	
					311.34	5/30/25-6/30/25 WAT/SEW	
					77.69	5/30/25-6/30/25 STORM	
					8.36	5/30/25-6/30/25 ELEC	
					10.99	5/30/25-6/30/25 ELEC	
				100-0304-562.22-03	13.26	5/30/25-6/30/25 ELEC	
				100-0305-562.22-03	17.64	5/30/25-6/30/25 ELEC	
				100-0305-562.22-06	4.18	5/30/25-6/30/25 STORM	
				100-0601-551.22-03	4,550.94	5/30/25-6/30/25 ELEC	
				100-0601-551.22-05	554.43	5/30/25-6/30/25 WAT/SEW	
				100-0601-551.22-06	173.47	5/30/25-6/30/25 STORM	
				100-0703-553.22-03	2,317.06	5/30/25-6/30/25 ELEC	
				100-0703-553.22-05	2,026.75	5/30/25-6/30/25 WAT/SEW	
				100-0703-553.22-06	1,835.05	5/30/25-6/30/25 STORM	
				100-0704-552.22-03	2,577.58	5/30/25-6/30/25 ELEC	
				100-0704-552.22-05	6,615.72	5/30/25-6/30/25 WAT/SEW	
				100-0801-521.22-03	1,527.01	5/30/25-6/30/25 ELEC	
				100-0801-521.22-05	429.94	5/30/25-6/30/25 WAT/SEW	
				100-0801-521.22-06	107.28	5/30/25-6/30/25 STORM	
				100-0920-531.22-03	287.73	5/30/25-6/30/25 ELEC	
				100-0920-531.22-05	164.54	5/30/25-6/30/25 WAT/SEW	
				100-1001-514.22-03	61.36	5/30/25-6/30/25 ELEC	

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MENASHA UTILITIES...	85779...	7/17/2025...	MENASHA UTILITY...	100-1008-541.22-03	442.18	5/30/25-6/30/25 ELEC				
				100-1008-541.22-05	16.68	5/30/25-6/30/25 WAT/SEW				
				100-1012-541.22-03	501.72	5/30/25-6/30/25 ELEC				
					10,772.77	JUNE STREET LIGHTS				
				100-1013-541.22-03	22.90	5/30/25-6/30/25 ELEC				
				100-1013-541.22-06	73.15	5/30/25-6/30/25 STORM				
				100-1019-552.22-03	22.52	5/30/25-6/30/25 ELEC				
				207-0707-552.22-03	1,416.59	5/30/25-6/30/25 ELEC				
				207-0707-552.22-05	348.05	5/30/25-6/30/25 WAT/SEW				
				207-0707-552.22-06	42.85	5/30/25-6/30/25 STORM				
				501-0304-562.22-03	287.45	5/30/25-6/30/25 ELEC				
				501-0304-562.22-05	33.36	5/30/25-6/30/25 WAT/SEW				
				501-0304-562.22-06	189.15	5/30/25-6/30/25 STORM				
				601-1020-543.22-03	214.22	5/30/25-6/30/25 ELEC				
				731-1022-541.22-03	893.63	5/30/25-6/30/25 ELEC				
				731-1022-541.22-05	1,665.15	5/30/25-6/30/25 WAT/SEW				
				731-1022-541.22-06	1,629.16	5/30/25-6/30/25 STORM				
				Total for check: 85779				43,332.83		
				METRO SALES INC	85780	7/17/2025	INV2836757	743-0403-513.29-01	988.48	PRINTER/COPIER USAGE 6/17/25-7/16/25
Total for check: 85780										
988.48										
MODERN DAIRY	85781	7/17/2025	INV-315498	100-0704-552.30-17	440.04	CONCESSIONS				
			INV315632	100-0704-552.30-17	527.53	CONCESSIONS				
			INV315633	100-0704-552.30-17	179.50	CONCESSIONS				
			Total for check: 85781				1,147.07			
AARON MOUREAU	85782	7/17/2025	REFUND	100-0000-441.25-00	44.00	PICKLEBALL REFUND				
							Total for check: 85782			

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ROMPORTL'S CONTRACTING LLC	85783	7/17/2025	002160	204-0308-562.70-01	3,400.00	CU-2024-18 216 MADISON ST
			Total for check: 85783		3,400.00	
SECURITY LUEBKE ROOFING	85784	7/17/2025	7250297-1	470-0703-553.82-01	13,342.44	FLAT ROOF PR-2025-010
			Total for check: 85784		13,342.44	
SERVICEMASTER BUILDING MAINTENANCE	85785	7/17/2025	47302	100-0920-531.20-01	480.00	JANITORIAL SERVICES SC CONTRACT
		7/17/2025	47307	731-1022-541.20-01	2,730.00	JANITORIAL SERVICES PW CONTRACT
		7/17/2025	47318	100-0801-521.20-01	1,966.00	JANITORIAL SERVICES PD CONTRACT
			Total for check: 85785		5,176.00	
SHERWIN WILLIAMS CO	85786	7/17/2025	0228-6	100-1008-541.30-18	107.60	LINE PAINT STRAINER
		7/17/2025	0263-3	100-1008-541.30-18	5.94	EXTENSION GASKET
			Total for check: 85786		113.54	
SUPERIOR VISION INSURANCE PLAN	85787	7/17/2025	0000906139	100-0000-204.10-00	1,009.89	VISION INSURANCE AUGUST
			Total for check: 85787		1,009.89	
THEDACARE LABORATORIES	85788	7/17/2025	12100529	100-0801-521.21-05	127.50	VENIPUNCTURE (3)
			Total for check: 85788		127.50	
UNIFORM SHOPPE	85789	7/17/2025	9454	100-0801-521.19-03	420.80	UNIFORMS HONOR GUARD
		7/17/2025	9629	100-0801-521.19-02	76.00	UNIFORM ALTERATIONS
			Total for check: 85789		496.80	
WE ENERGIES	85790	7/17/2025	5540154862	731-1022-541.22-04	87.17	GAS SERVICE PUBLIC WORKS BLDG
		7/17/2025	5545047266	100-0701-533.22-03	15.40	ELECTRIC SERVICE NORTH STREET

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WE ENERGIES...	85790...	7/17/2025	5545219339	100-0701-533.22-03	15.58	ELECTRIC SERVICE	NORTH STREET
			Total for check: 85790		118.15		
WINNEBAGO COUNTY TREASURER	85791	7/17/2025	134796	100-1016-543.25-01	22,779.90	RES	
				100-1017-543.25-01	5,457.78	COM	
				266-1027-543.25-01	994.35	SS	
				266-1027-543.25-03	215.00	TVS	
		7/17/2025	31221	100-0805-521.25-01	102.92	INMATE STAYS	
			Total for check: 85791		29,549.95		
WISCONSIN DEPT OF JUSTICE-TIME	85792	7/17/2025	455TIME-18520	100-0801-521.22-01	511.50	TIME ACCESS CHARGE &SUP.	
			Total for check: 85792		511.50		
					136,929.30		

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ANACOSTA	85875	7/29/2025	REIMBURSEMENT	100-0601-551.30-16	115.00	LIBRARY PROMOTIONAL
				100-0601-551.33-01	34.16	MILEAGE REIMBURSEMENT
				Total for check: 85875		
					149.16	
AMAZON CAPITAL SERVICES	85878	7/29/2025	11HK-MYHV-4KTL	100-0601-551.30-16	21.96	LIBRARY PROMOTIONAL
		7/29/2025	11QG-7D4L-PVHT	100-0601-551.30-14	88.43	LIBRARY MATERIALS
		7/29/2025	11QG-7D4L-PWC4	100-0601-551.30-16	42.63	LIBRARY PROMOTIONAL
		7/29/2025	13LL-QT7R-MXXY	100-0601-551.30-16	435.77	LIBRARY PROMOTIONAL
		7/29/2025	143W-QWXN-Q33L	100-0601-551.30-16	26.29	LIBRARY PROMOTIONAL
		7/29/2025	147G-FC19-6X4R	100-0601-551.30-16	(49.95)	LIBRARY PROMOTIONAL
		7/29/2025	14KJ-7DRP-HTH6	100-0601-551.30-16	318.84	LIBRARY PROMOTIONAL
		7/29/2025	14PF-94N1-WR1X	100-0601-551.30-16	10.83	LIBRARY PROMOTIONAL
		7/29/2025	16GF-F46Q-Q6VT	100-0601-551.30-16	78.39	LIBRARY PROMOTIONAL
		7/29/2025	17M4-DVNQ-F13G	100-0601-551.30-14	35.34	LIBRARY MATERIALS
		7/29/2025	17W3-L4VG-1CXM	100-0601-551.30-16	50.99	LIBRARY PROMOTIONAL
		7/29/2025	196T-YDHY-GCKP	100-0601-551.30-16	253.96	LIBRARY PROMOTIONAL
		7/29/2025	1DGG-4P3Q-KHDX	100-0601-551.30-13	103.31	SURGE PROTECTOR
		7/29/2025	1DLG-YLV3-XNMC	100-0601-551.30-16	29.98	LIBRARY PROMOTIONAL
		7/29/2025	1FVY-JHP4-JGTD	100-0601-551.30-16	73.95	LIBRARY PROMOTIONAL
		7/29/2025	1G3R-KQ9X-41YM	100-0601-551.30-14	39.78	LIBRARY MATERIALS
		7/29/2025	1J13-7N6R-TMN3	100-0601-551.30-14	20.99	LIBRARY MATERIALS
		7/29/2025	1J34-XJYC-HXPQ	100-0601-551.30-16	93.86	LIBRARY PROMOTIONAL
		7/29/2025	1JY6-3M1P-QGWC	100-0601-551.30-16	43.29	LIBRARY PROMOTIONAL
		7/29/2025	1KKF-QHVX-J3C7	100-0601-551.30-16	251.18	LIBRARY PROMOTIONAL
		7/29/2025	1L73-7GW4-PQDV	100-0601-551.30-19	613.90	OFFICE SUPPLIES
		7/29/2025	1L9K-LJT3-1GW6	100-0601-551.30-16	72.15	LIBRARY PROMOTIONAL
		7/29/2025	1MHT-DYR9-K49Y	100-0601-551.30-18	373.60	DEPARTMENT SUPPLIES
		7/29/2025	1NMM-KCD9-PCYX	100-0601-551.30-14	141.44	LIBRARY MATERIALS
		7/29/2025	1NXW-1VLF-G6YK	100-0601-551.30-16	28.40	LIBRARY PROMOTIONAL
		7/29/2025	1P94-Y7TF-6DM1	100-0601-551.30-14	315.85	LIBRARY MATERIALS
		7/29/2025	1PT4-6RLG-1PN7	100-0601-551.30-14	16.14	LIBRARY MATERIALS
		7/29/2025	1PWR-P7XQ-L7KF	100-0601-551.30-16	19.95	LIBRARY PROMOTIONAL
		7/29/2025	1QWD-RLTH-KVHG	100-0601-551.30-16	275.46	LIBRARY PROMOTIONAL
		7/29/2025	1R9M-MW1X-WQWY	100-0601-551.30-14	61.92	LIBRARY MATERIALS

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AMAZON CAPITAL SERVICES...	85878...	7/29/2025	1RM1-PWPY-GLVJ	100-0601-551.30-16	64.98	LIBRARY PROMOTIONAL
		7/29/2025	1RWL-L91X-WNDP	100-0601-551.30-14	8.98	LIBRARY MATERIALS
		7/29/2025	1T6W-DPVL-7HQG	100-0601-551.30-16	267.60	LIBRARY PROMOTIONAL
		7/29/2025	1TC1-QFL4-JX7L	100-0601-551.30-10	9.99	LIBRARY SUPPLIES
		7/29/2025	1TGD-VM6Q-VF1W	100-0601-551.30-16	65.76	LIBRARY PROMOTIONAL
		7/29/2025	1VV4-4QD4-VLND	100-0601-551.30-14	67.60	LIBRARY MATERIALS
		7/29/2025	1WRM-QTX4-CMYR	100-0601-551.30-16	635.86	LIBRARY PROMOTIONAL
		7/29/2025	1YQG-64DK-3CTV	100-0601-551.30-16	39.67	LIBRARY PROMOTIONAL
Total for check: 85878					5,049.07	
APPLE CREEK YMCA	85879	7/29/2025	PROGRAM	100-0601-551.20-05	319.65	PREDATORY BIRDS PROGRAM 8/13/25
	Total for check: 85879				319.65	
BAKER & TAYLOR INC	85881	7/29/2025	2039120151	100-0601-551.30-14	184.29	LIBRARY MATERIALS
		7/29/2025	2039141501	100-0601-551.30-14	124.05	LIBRARY MATERIALS
		7/29/2025	2039163492	100-0601-551.30-14	68.65	LIBRARY MATERIALS
		7/29/2025	H72610340	100-0601-551.30-14	40.31	LIBRARY MATERIALS
		7/29/2025	H72610341	100-0601-551.30-14	57.57	LIBRARY MATERIALS
		7/29/2025	H72655860	100-0601-551.30-14	297.92	LIBRARY MATERIALS
		7/29/2025	H72655861	100-0601-551.30-14	142.48	LIBRARY MATERIALS
		7/29/2025	H72711390	100-0601-551.30-14	53.98	LIBRARY MATERIALS
		7/29/2025	H72723680	100-0601-551.30-14	31.66	LIBRARY MATERIALS
		7/29/2025	H72723681	100-0601-551.30-14	43.12	LIBRARY MATERIALS
		7/29/2025	H72723682	100-0601-551.30-14	50.36	LIBRARY MATERIALS
		7/29/2025	H72763280	100-0601-551.30-14	125.22	LIBRARY MATERIALS
		7/29/2025	H72763281	100-0601-551.30-14	32.39	LIBRARY MATERIALS
		7/29/2025	H72770170	100-0601-551.30-14	200.74	LIBRARY MATERIALS
		7/29/2025	H72774230	100-0601-551.30-14	35.98	LIBRARY MATERIALS
		7/29/2025	H72824110	100-0601-551.30-14	71.84	LIBRARY MATERIALS
		7/29/2025	H72824111	100-0601-551.30-14	10.79	LIBRARY MATERIALS
Total for check: 85881					1,571.35	

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BRANDON PUBLIC LIBRARY	85882	7/29/2025	REIMBURSMENT	100-0601-551.30-14	46.00	LIBRARY MATERIALS
			Total for check: 85882		46.00	
CENGAGE LEARNING INC/GALE	85883	7/29/2025	999100594772	100-0601-551.30-14	241.52	LIBRARY MATERIALS
		7/29/2025	999100603845	100-0601-551.30-14	719.77	LIBRARY MATERIALS
		7/29/2025	999100614590	100-0601-551.30-14	62.38	LIBRARY MATERIALS
		7/29/2025	999100621338	100-0601-551.30-14	49.48	LIBRARY MATERIALS
		7/29/2025	999100636587	100-0601-551.30-14	32.79	LIBRARY MATERIALS
		7/29/2025	999100645821	100-0601-551.30-14	29.59	LIBRARY MATERIALS
		7/29/2025	999100646636	100-0601-551.30-14	28.79	LIBRARY MATERIALS
			Total for check: 85883		1,164.32	
CENTER POINT LARGE PRINT	85884	7/29/2025	2180908	100-0601-551.30-14	303.24	LIBRARY MATERIALS
			Total for check: 85884		303.24	
CINTAS	85885	7/29/2025	1905766045	100-0801-521.30-13	94.00	TRASH BAGS
		7/29/2025	4230651027	100-0601-551.20-01	67.94	SUPPLIES
				100-0601-551.30-13	347.94	SUPPLIES
			Total for check: 85885		509.88	
CONQUER BOOKS	85886	7/29/2025	CONTRACT	100-0601-551.20-05	170.00	CONTRACT
			Total for check: 85886		170.00	
CRIMSON MULTIMEDIA	85887	7/29/2025	021711	100-0601-551.30-14	356.37	LIBRARY MATERIALS
		7/29/2025	021976	100-0601-551.30-14	105.12	LIBRARY MATERIALS
		7/29/2025	022248	100-0601-551.30-14	50.00	LIBRARY MATERIALS
		7/29/2025	022249	100-0601-551.30-14	266.07	LIBRARY MATERIALS
			Total for check: 85887		777.56	

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STEPHANY FIGUEROA	85888	7/29/2025	CONTRACT	100-0601-551.20-05	250.00	CONTRACT
			Total for check: 85888		250.00	
VICTOR FLORES	85889	7/29/2025	REIMBURSEMENT	100-0601-551.30-16	20.00	FAMILY DOLLAR REIMBURSEMENT
			Total for check: 85889		20.00	
GREEN & GOLD LLC	85890	7/29/2025	CONTRACT	100-0601-551.20-05	250.00	SCREENING LICENSE
			Total for check: 85890		250.00	
INGRAM LIBRARY SERVICES	85892	7/29/2025	88453544	100-0601-551.30-14	177.97	LIBRARY MATERIALS
		7/29/2025	88477604	100-0601-551.30-14	62.39	LIBRARY MATERIALS
		7/29/2025	88508679	100-0601-551.30-14	240.47	LIBRARY MATERIALS
		7/29/2025	88566737	100-0601-551.30-14	263.58	LIBRARY MATERIALS
		7/29/2025	88595963	100-0601-551.30-14	1,870.23	LIBRARY MATERIALS
		7/29/2025	88616581	100-0601-551.30-14	109.56	LIBRARY MATERIALS
		7/29/2025	88641206	100-0601-551.30-14	235.70	LIBRARY MATERIALS
		7/29/2025	88648208	100-0601-551.30-14	262.17	LIBRARY MATERIALS
		7/29/2025	88662618	100-0601-551.30-14	166.72	LIBRARY MATERIALS
		7/29/2025	88681049	100-0601-551.30-14	37.38	LIBRARY MATERIALS
		7/29/2025	88687527	100-0601-551.30-14	851.30	LIBRARY MATERIALS
		7/29/2025	88721207	100-0601-551.30-14	259.74	LIBRARY MATERIALS
		7/29/2025	88745805	100-0601-551.30-14	170.31	LIBRARY MATERIALS
		7/29/2025	88745806	100-0601-551.30-14	1,167.81	LIBRARY MATERIALS
		7/29/2025	88800093	100-0601-551.30-14	633.32	LIBRARY MATERIALS
		7/29/2025	88810003	100-0601-551.30-14	325.48	LIBRARY MATERIALS
		7/29/2025	88876646	100-0601-551.30-14	262.74	LIBRARY MATERIALS
		7/29/2025	88876647	100-0601-551.30-14	59.91	LIBRARY MATERIALS
		7/29/2025	88883742	100-0601-551.30-14	505.62	LIBRARY MATERIALS
		7/29/2025	88897064	100-0601-551.30-14	590.90	LIBRARY MATERIALS
		7/29/2025	88909409	100-0601-551.30-14	19.79	LIBRARY MATERIALS
		7/29/2025	88924194	100-0601-551.30-14	195.67	LIBRARY MATERIALS
		7/29/2025	88924195	100-0601-551.30-14	1,666.31	LIBRARY MATERIALS

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INGRAM LIBRARY SERVICES...	85892...	7/29/2025	88932235	100-0601-551.30-14	258.42	LIBRARY MATERIALS
			Total for check: 85892		10,393.49	
JRAAR EDUCATIONAL EVENTS	85893	7/29/2025	000154	100-0601-551.20-05	250.00	PROGRAM
			Total for check: 85893		250.00	
KAEL KING	85894	7/29/2025	CONTRACT	100-0601-551.20-05	50.00	CONTRACT 8/9/25
			Total for check: 85894		50.00	
KITZ & PFEIL INC	85895	7/29/2025	54536/3	100-0601-551.30-15	28.98	SUPPLIES
				100-0601-551.30-16	11.97	LIBRARY PROMOTIONAL
		7/29/2025	54597/3	100-0601-551.30-15	10.58	SUPPLIES
			Total for check: 85895		51.53	
MANDERFIELD'S HOME BAKERY	85896	7/29/2025	568703	100-0601-551.30-16	61.00	LIBRARY PROMOTIONAL
			Total for check: 85896		61.00	
MARKESAN PUBLIC LIBRARY	85897	7/29/2025	REIMBURSEMENT	100-0601-551.30-14	17.99	LIBRARY MATERIALS
			Total for check: 85897		17.99	
MENASHA PARK & RECREATION	85898	7/29/2025	0071382	100-0601-551.30-16	64.00	LIBRARY PROMOTIONAL
		7/29/2025	0075284	100-0601-551.30-16	30.00	LIBRARY PROMOTIONAL
			Total for check: 85898		94.00	
METRO SALES INC	85899	7/29/2025	INV2824470	100-0601-551.24-04	746.75	EQUIPMENT
		7/29/2025	INV2830525	100-0601-551.24-04	100.39	EQUIPMENT
			Total for check: 85899		847.14	
MIDWEST TAPE	85900	7/29/2025	507291584	100-0601-551.30-14	334.35	LIBRARY MATERIALS

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MIDWEST TAPE...	85900...	7/29/2025	507318149	100-0601-551.30-14	316.36	LIBRARY MATERIALS
		7/29/2025	507318849	100-0601-551.30-14	118.46	LIBRARY MATERIALS
		7/29/2025	507362823	100-0601-551.30-14	155.16	LIBRARY MATERIALS
		7/29/2025	507382355	100-0601-551.30-14	28.63	LIBRARY MATERIALS
		7/29/2025	507434552	100-0601-551.30-14	10,000.00	LIBRARY MATERIALS
		Total for check: 85900				10,952.96
PEAK TECHNOLOGIES LLC	85901	7/29/2025	INV700217462	100-0601-551.30-12	628.13	COMPUTER SUPPLIES
					628.13	
PEASEBLOSSOM MUSIC LLC	85902	7/29/2025	CONTRACT	100-0601-551.20-05	460.00	CONTRACT
					460.00	
SHELLY PLATTEN	85903	7/29/2025	CONTRACT	100-0601-551.20-05	200.00	CONTRACT
					200.00	CONTRACT
					400.00	
CINDY SCHAEFER-KEMPS	85904	7/29/2025	MILEAGE	100-0601-551.33-01	24.50	MILEAGE REIMBURSEMENT 4/4/25-6/24/25
		7/29/2025	REIMBURSMENT	100-0601-551.30-16	99.03	LIBRARY PROMOTIONAL 4/4/25-6/24/25
					125.04	LIBRARY PROMOTIONAL
		Total for check: 85904				248.57
SERVICEMASTER BUILDING MAINTENANCE	85905	7/29/2025	47319	100-0601-551.20-01	2,760.00	JANITORIAL SERVICES LIBRARY
					2,760.00	
DAWN SHAW	85906	7/29/2025	REIMBURSMENT	100-0601-551.30-14	15.68	LIBRARY MATERIALS
					15.68	
SHOWCASES	85907	7/29/2025	330673	100-0601-551.30-18	110.16	DEPARTMENT SUPPLIES

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SHOWCASES...	85907...	7/29/2025	330674	100-0601-551.30-18	51.84	DEPARTMENT SUPPLIES
			Total for check: 85907		162.00	
JOSHUA SPOTTS	85908	7/29/2025	CONTRACT	100-0601-551.20-05	75.00	CONTRACT 8/19/25
			Total for check: 85908		75.00	
WATSON LABEL PRODUCTS	85909	7/29/2025	104327	100-0601-551.30-18	964.47	DEPARTMENT SUPPLIES
			Total for check: 85909		964.47	
WILD ROSE PUBLIC LIBRARY	85910	7/29/2025	REIMBURSEMENT	100-0601-551.30-14	10.00	LIBRARY MATERIALS
			Total for check: 85910		10.00	
WINNEFOX LIBRARY SYSTEM	85911	7/29/2025	WLS3839	100-0601-551.30-11	108.34	POSTAGE
			Total for check: 85911		108.34	
					39,130.53	

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ACCURATE	85912	7/31/2025	2508262	731-1022-541.30-18	30.75	SHOP SUPPLIES
			Total for check: 85912		30.75	
AMAZON CAPITAL SERVICES	85913	7/31/2025	11L7-VCV1-6PJ9	100-0801-521.30-10	(113.97)	COMPUTER PRIVACY SCREEN
		7/31/2025	11V3-THW3-DW9K	100-0304-562.30-10	30.49	COMPUTER SUPPLIES
		7/31/2025	1C9R-6G9L-41YW	100-0304-562.30-10	147.35	SUPPLIES
		7/31/2025	1GYM-RRDH-7YFV	100-0909-531.30-18	11.99	FINGER PUPPETS
		7/31/2025	1HHL-X1VN-FTYM	100-0801-521.24-02	(47.46)	MICROPHONE CASES (3)
		7/31/2025	1HP6-J79L-9YF1	100-0801-521.30-18	42.61	BATTERIES
		7/31/2025	1LMC-MFFJ-9D1N	100-0903-531.30-18	36.13	OFFICE SUPPLIES
		7/31/2025	1MTQ-Q7DL-9MHK	100-0801-521.30-10	16.49	HAND SANITZER
		7/31/2025	1QQG-FRTP-RR3G	100-0801-521.30-10	(16.49)	HAND SANITZER
		7/31/2025	1TL9-HHVK-WC1G	100-0704-552.30-17	66.90	POOL CONCESSIONS
		7/31/2025	1TYW-NR3N-TRK9	100-0202-512.30-10	116.82	OFFICE SUPPLIES
				100-0702-552.30-10	3.78	OFFICE SUPPLIES
			Total for check: 85913		294.64	
BAYCOM INC	85914	7/31/2025	EQUIPINV_056543	100-0801-521.29-04	243.00	VEHICLE ACCESSORIES
		7/31/2025	EQUIPINV_056593	100-0801-521.24-02	51.00	LED LIGHT UPGRADES
			Total for check: 85914		294.00	
BLUE PRINT SERVICE CO INC	85915	7/31/2025	182898	100-1002-541.30-15	514.65	INK FOR CANON
				625-1002-541.30-15	171.56	INK FOR CANON
			Total for check: 85915		686.21	
BOBCAT PLUS	85916	7/31/2025	IA21642	731-1022-541.38-03	14.85	KNOB
			Total for check: 85916		14.85	
CINTAS	85917	7/31/2025	1905781613	731-1022-541.30-13	281.00	TOWEL/TISSUE
		7/31/2025	4236560811	100-0801-521.20-01	50.25	MATS
				100-0801-521.30-13	335.26	SUPPLIES

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CINTAS...	85917...	7/31/2025	4236560925	100-0601-551.20-01	48.00	MATS
				100-0601-551.30-13	416.14	SUPPLIES
		7/31/2025	4237280165	100-0703-553.30-13	265.37	UNIFORMS/SUPPLIES
				731-1022-541.20-01	161.00	UNIFORMS/SUPPLIES
		7/31/2025	4238001413	100-0920-531.30-13	338.16	UNIFORMS/SUPPLIES
				731-1022-541.20-01	161.00	UNIFORMS/SUPPLIES
		7/31/2025	4238006996	100-0801-521.20-01	50.25	MATS
					136.63	SUPPLIES
		7/31/2025	4238007037	100-0601-551.20-01	48.00	MATS
				100-0601-551.30-13	219.20	SUPPLIES
Total for check: 85917					2,510.26	
COMPLETE OFFICE OF WISCONSIN	85918	7/31/2025	958856	731-1022-541.30-10	22.65	OFFICE SUPPLIES
		7/31/2025	959562	731-1022-541.30-10	24.91	PAPER
		7/31/2025	959800	731-1022-541.30-10	17.46	PENS
		Total for check: 85918			65.02	
KORTNEY DAHM	85919	7/31/2025	MILEAGE	100-0903-531.33-01	10.99	JUNE MILEAGE
					10.99	
DOCUMENT SALES & DISTRIBUTION	85920	7/31/2025	25-001561	100-0301-523.30-18	337.60	BUILDING PERMIT SEALS
					337.60	
ENERGY CONTROL & DESIGN INC	85921	7/31/2025	0104660-IN	100-0704-552.24-03	2,655.48	BOILER FIX/POOL
					2,655.48	
ESS BROTHERS AND SONS INC	85922	7/31/2025	FF4629	470-1003-541.82-02	5,762.00	TRAFFIC SIGNALS 3RD/RACINSTR-2025-006
					5,762.00	
EVERGREEN POWER	85923	7/31/2025	28016	731-1022-541.38-04	138.48	CARBURETOR

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EVERGREEN POWER...	85923...	7/31/2025	28075	100-1018-543.30-15	369.99	TRIMMER TOOLS
			Total for check: 85923		508.47	
FACTORY MOTOR PARTS CO	85924	7/31/2025	18-2298341	731-1022-541.38-03	32.61	FILTER/PLUG
		7/31/2025	18-2299572	731-1022-541.38-03	296.06	PARTS
			Total for check: 85924		328.67	
FAITH TECHNOLOGIES INC	85925	7/31/2025	838528	100-1019-552.24-04	1,603.15	E-STOP KEY SWITCHES
			Total for check: 85925		1,603.15	
FARRELL EQUIPMENT & SUPPLY CO INC	85926	7/31/2025	245010	470-1003-541.82-02	803.94	TRAFFIC SUPPLIES STR-2025-006
		7/31/2025	245517	470-1003-541.82-02	279.60	TRAFFIC SUPPLIES STR-2025-006
		7/31/2025	246819	100-1003-541.30-15	47.97	TOOLS
				100-1003-541.30-18	325.00	SUPPLIES
			Total for check: 85926		1,456.51	
FIRST AMERICAN TITLE INSURANCE CO	85927	7/31/2025	325 BROAD ST	501-0000-191.00-00	390,482.33	RDA PURCHASE 325 BROAD ST
			Total for check: 85927		390,482.33	
GARROW OIL CORP	85928	7/31/2025	1265748	100-0000-131.00-00	7,779.80	FUEL
			Total for check: 85928		7,779.80	
GRAINGER INC	85929	7/31/2025	824835730	100-0501-522.24-03	344.30	FAN MOTOR
			Total for check: 85929		344.30	
HORST DISTRIBUTING INC	85930	7/31/2025	114892-000	100-0703-553.30-18	389.00	SUPPLIES
		7/31/2025	114997-000	731-1022-541.38-03	37.96	RAKE STRAP
			Total for check: 85930		426.96	

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ROBERT IMMEL EXCAVATING	85931	7/31/2025	20954	601-1020-543.24-05	12,940.00	REPLACE SANITARY SEWER 394 NAYMUT
			Total for check: 85931		12,940.00	
LEVENHAGEN OIL CORPORATION	85932	7/31/2025	11319	731-1022-541.38-03	1,000.00	DEF PARTS
			Total for check: 85932		1,000.00	
MACQUEEN EQUIPMENT	85933	7/31/2025	P39260	731-1022-541.38-03	179.81	VACUUM GAUGE
			Total for check: 85933		179.81	
MATTHEWS TIRE INC	85934	7/31/2025	97672	731-1022-541.38-02	709.48	TIRES
		7/31/2025	97714	731-1022-541.38-02	252.25	TIRES
		7/31/2025	97715	731-1022-541.38-02	573.72	TIRES
		7/31/2025	97716	731-1022-541.38-02	298.52	TIRES
			Total for check: 85934		1,833.97	
MCC INC	85935	7/31/2025	373779	625-1010-541.30-18	602.00	CONCRETE
			Total for check: 85935		602.00	
MENARDS-APPLETON EAST	85936	7/31/2025	78627	100-1003-541.30-15	35.94	TOOLS
			Total for check: 85936		35.94	
MENASHA UTILITIES	85937	7/31/2025	MENASHA UTILITY	100-0305-562.22-05	50.04	5/29/25-6/27/25 WAT/SEW
				100-0305-562.22-06	16.72	5/29/25-6/27/25 STORM
				100-0601-551.22-07	63.23	DARK FIBER LIBRARY
				100-0703-553.22-05	836.88	5/29/25-6/27/25 WAT/SEW
				100-0703-553.22-06	126.46	5/29/25-6/27/25 STORM
				100-0704-552.22-07	446.36	DARK FIBER POOL
				100-1012-541.22-03	81.25	5/29/25-6/27/25 ELEC
				100-1013-541.22-03	12.21	5/29/25-6/27/25 ELEC
				100-1013-541.22-05	47.87	5/29/25-6/27/25 WAT/SEW
				100-1013-541.22-06	246.63	5/29/25-6/27/25 STORM

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MENASHA UTILITIES...	85937...	7/31/2025...	MENASHA UTILITY...	100-1014-543.22-05	16.68	5/29/25-6/27/25 WAT/SEW
				100-1014-543.22-06	80.47	5/29/25-6/27/25 STORM
				100-1019-552.22-05	52.35	5/29/25-6/27/25 WAT/SEW
				100-1019-552.22-07	196.21	DARK FIBER-BRIDGE
				207-0707-552.22-07	57.44	DARK FIBER MARINA
				487-0305-562.22-06	14.63	5/29/25-6/27/25 STORM
				501-0304-562.22-06	239.31	5/29/25-6/27/25 STORM
				731-1022-541.22-07	595.45	DARK FIBER CITY GARAGE
				743-0403-513.21-04	165.69	INTERNET ACCESS
				743-0403-513.22-07	504.59	DARK FIBER
				Total for check: 85937		
MODERN DAIRY	85938	7/31/2025	INV-315840	100-0704-552.30-17	302.27	CONCESSIONS
					Total for check: 85938	
N&M AUTO SUPPLY	85939	7/31/2025	842903	731-1022-541.38-03	352.94	PARTS
					Total for check: 85939	
CITY OF NEENAH	85940	7/31/2025	FIRE/RESCUE	100-0501-522.25-01	339,585.00	FIRE/RESCUE SERVICES AUGUST
					Total for check: 85940	
NIELSON COMMUNICATIONS INC	85941	7/31/2025	AR38014	100-0801-521.29-04	70.99	UTILITY GASKET
					Total for check: 85941	
NORTHEAST ASPHALT INC	85942	7/31/2025	30-00025959	100-1003-541.30-18	192.64	ASPHALT
				100-1004-541.30-18	2,636.13	ASPHALT
				625-1010-541.30-18	645.07	ASPHALT
				Total for check: 85942		3,473.84

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PACKER CITY INTL TRUCKS INC	85943	7/31/2025	X103154969:01	731-1022-541.38-03	118.55	FILTERS
			Total for check: 85943		118.55	
PETERS CONCRETE COMPANY	85944	7/31/2025	2254849	470-1009-541.82-02	706.00	CONCRETE 3/4 BAG MIX SW-2025-001
		7/31/2025	2255049	625-1003-541.30-18	1,774.50	CONCRETE 3/4 STONE
			Total for check: 85944		2,480.50	
REINDERS INC	85945	7/31/2025	2736061-00	100-0703-553.30-18	159.00	SUPPLIES
			Total for check: 85945		159.00	
SCHMALZ CUSTOM LANDSCAPING	85946	7/31/2025	POS75534	100-0703-553.30-18	279.92	SMITH ROSE
		7/31/2025	POS75692	470-1003-541.82-02	1,828.12	WATER STREET PLANTS STR-2024-003
		7/31/2025	POS75723	100-0703-553.30-18	279.94	APPLETON ST DEAD END
		7/31/2025	POS75738	100-0703-553.30-18	241.37	JEFFERSON SIGN FLOWERS
		7/31/2025	POS75744	731-1022-541.30-18	287.81	PLANTS/GRASS FRONT OFFICE
		7/31/2025	POS75802	470-1003-541.82-02	81.55	WATER STREET PLANTS STR-2024-003
					924.25	WATER STREET PLANTS STR-2024-003
			Total for check: 85946		3,922.96	
SOMMERS CONSTRUCTION INC	85947	7/31/2025	PAYMENT #1	100-1003-541.82-02	99,227.22	STREET CONSTRUCTION CONTRACT #2025-02
				470-0000-201.04-00	(11,965.40)	STREET CONSTRUCTION CONTRACT #2025-02
				470-1003-541.82-02	135,616.55	STREET CONSTRUCTION CONTRACT #2025-02
				470-1009-541.82-02	31,037.56	STREET CONSTRUCTION CONTRACT #2025-02
				625-0000-194.00-00	107,235.20	STREET CONSTRUCTION CONTRACT #2025-02
			Total for check: 85947		361,151.13	
STANTEC CONSULTING SERVICES INC	85948	7/31/2025	2415636	256-0304-562.21-06	12,373.00	PROFESSIONAL SERVICES EPA GRANT
			Total for check: 85948		12,373.00	

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STUMPF MOTOR COMPANY INC	85949	7/31/2025	230627	731-1022-541.38-04	324.35	PARTS
			Total for check: 85949		324.35	
TRUCK EQUIPMENT INC	85950	7/31/2025	1156689-00	731-1022-541.38-03	103.43	SPRING
			Total for check: 85950		103.43	
UNIFORM SHOPPE	85951	7/31/2025	9929	100-0801-521.19-02	25.00	JACKET
			Total for check: 85951		25.00	
US BANK EQUIPMENT FINANCE	85952	7/31/2025	560457244	743-0403-513.24-02	76.98	ENG COPIER LEASE-JULY
		7/31/2025	560645004	743-0403-513.24-02	224.02	PROD COPIER LEASE-JULY
			Total for check: 85952		301.00	
VORPAHL FIRE & SAFETY	85953	7/31/2025	215405515	731-1022-541.30-18	751.20	MECHANICS GLOVES
			Total for check: 85953		751.20	
WE ENERGIES	85954	7/31/2025	5556766820	100-0703-553.22-04	9.90	GAS SERVICE 2170 PLANK RD
			Total for check: 85954		9.90	
WEYERS EQUIPMENT INC	85955	7/31/2025	01-245044	731-1022-541.38-03	39.60	BELT DRIVE
		7/31/2025	01-245052	100-0703-553.30-18	169.42	CAP GILBERT TRAIL
		7/31/2025	01-245241	731-1022-541.38-03	459.66	PARTS
			Total for check: 85955		668.68	
TERMINIX WIL-KIL	85956	7/31/2025	80089442	100-0920-531.20-07	149.48	PERIMETER TREATMENT SENIOR CENTER
		7/31/2025	80089816	100-1019-552.20-07	124.55	PERIMETER TREATMENT RACINE ST BRIDGE 1/2 DOT
		7/31/2025	80090569	100-0703-553.20-07	119.09	SPIDER CONTROL MAINT

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TERMINIX WIL-KIL...	85956...	7/31/2025	80094118	100-0704-552.20-07	102.99	PERIMETER TREATMENT	JEFFERSON POOL
Total for check: 85956					496.11		
WINNEBAGO COUNTY TREASURER	85957	7/31/2025	31343	100-0304-562.21-08	30.00	RECORDING FEES	SITE IMPROVEMENT
		7/31/2025	31416	470-1003-541.82-02	718.89	RECORDING FEES	STR-2026-003
Total for check: 85957					748.89		
WINNEBAGO COUNTY TREASURER	85958	7/31/2025	RECORDING FEE	100-0304-562.21-08	30.00	RECORDING FEES	WATER STREET CSM
Total for check: 85958					30.00		
ZARNOTH BRUSH WORKS INC	85959	7/31/2025	0202888-IN	625-1005-541.30-18	720.70	BROOMS	
Total for check: 85959					720.70		
3D SERVICES LLC	85960	7/31/2025	4199	100-1003-541.30-18	620.00	PLANT INSTALLATION	ROUNDBABOUTS
Total for check: 85960					620.00		
					1,164,823.62		

MEMORANDUM

DATE July 30, 2025
TO Board of Public Works
FROM James Merten, Director of Public Works
RE Resolution R-21-25: 2026 Wisconsin Recycling Consolidation Grant Intermunicipal Agreement

The [Wisconsin Recycling Consolidation Grant](#), established under Wisconsin Statute §287.24, is a state-funded program to provide supplemental financial assistance to municipalities, counties, tribes, and solid waste management systems. It supports eligible efficient recycling programs by encouraging collaboration, reducing costs, and improving educational resources with the principal goal of improving recycling outcomes. The grant is additional to the [Basic Recycling Grant](#) and allocates approximately \$1 million in total annually.

Historically, the City of Menasha applies for this funding jointly through an intergovernmental cooperative agreement with neighboring communities in Winnebago County. This agreement leverages existing tools developed by Winnebago County and the Tri-County Recycling partnership (Winnebago, Brown, and Outagamie Counties) to deliver consistent and effective recycling education.

Attached is Resolution R-21-25, which continues the intergovernmental cooperative agreement through calendar year 2026.

Staff recommend approving Resolution R-21-25.



RESOLUTION R-21-25

A RESOLUTION FOR AN INTERGOVERNMENTAL COOPERATIVE AGREEMENT TO SATISFY ELIGIBILITY FOR THE WISCONSIN RECYCLING CONSOLIDATION GRANT FOR CALENDAR YEAR 2026

INTRODUCED BY: Mayor Hammond

This agreement is made by and between the Cities of Menasha and Omro, the Villages of Fox Crossing and Winneconne, and Towns of Algoma, Black Wolf, Clayton, Neenah, Nekimi, Omro, Vinland, Winchester, Winneconne, and Wolf River, each of which is a municipal corporation, and each of which is a Responsible Unit as defined in Section 287.01(9) of the Wisconsin Statutes (collectively referred to as the “Responsible Units” or “RUs”) for purposes of implementing efficiencies related to operating an effective recycling program in accordance with ss. 287.11 and 287.24, Wis. Stats., and ch. NR 542, Wis. Admin. Code. This agreement is intended to qualify for the 2026 Wisconsin Recycling Consolidation Grant.

WHEREAS, the RUs believe that, by working together in this cooperative agreement, they can more effectively and efficiently provide for the recycling education needs of their citizens; and

WHEREAS, the RUs desire to collaborate in an effort to educate about recycling; and

WHEREAS, the RUs recognize the importance of educating residents about recycling and their RU responsibility to do so; and

WHEREAS, Winnebago County produced the 2025 Winnebago County Waste & Recycling Guide and the *ABC's of Recycling Right* book; and;

WHEREAS, Winnebago County partnered with Brown and Outagamie Counties, collectively known as Tri-County Recycling, to fund, host, and promote the Waste Wizard Material Search Engine tool and a smartphone recycling app developed by Betterbin; and

WHEREAS, the Winnebago County Waste & Recycling Guide, the Waste Wizard Material Search Engine, and the Betterbin smartphone app provide comprehensive information on single-stream recycling guidelines, recycling plastic bags, proper medical sharps disposal, electronic recycling, universal waste recycling, household hazardous waste programs, pharmaceutical drop boxes and waste reduction tips; and

WHEREAS, Section 66.0301(2) of the Wisconsin Statutes authorizes cooperation between municipalities to contract with each other for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law; and

WHEREAS, each participating RU will maintain a copy of the other above listed RUs' cooperative agreements on file, given that not all cooperating RUs will be able to sign a single document.

IT IS THEREFORE AGREED THAT the above listed RUs have and will make available to its residents the 2025 Winnebago County Waste & Recycling Guide, the *ABC's of Recycling Right* book, and Tri-County Recycling's Waste Wizard Material Search Engine & Betterbin smartphone app, recognizing additional and consistent education will reduce contamination and improve recycling, thereby enabling the process and marketing of these recyclables in the most efficient and cost-effective manner possible.

This Resolution shall be effective immediately upon its adoption and approval.

Passed and approved this _____ day of _____, 2025.

Recommended by:

Motion/Second:

Pass/Fail: _____

Requires: _____ Majority Vote
_____ 2/3 Vote

Austin R. Hammond, Mayor

ATTEST:

Kaija Snyder, City Clerk

Eli T. Wickman

Menasha, WI 54952

July 30th, 2025

Austin Hammond
Mayor
Menasha City Center
100 Main Street, Suite 200
Menasha, WI 54952

My name is Eli T. Wickman and I am interested in becoming a member of the Elisha D. Smith Public Library Board of Trustees. The recent renovations done have inspired me to frequent the library on a more regular basis and because of this my opinion on what a library can be has been completely transformed. From the booth across from the local artist gallery wall where I hunker down and plan my weekly program for the Parks and Recreation department, I have come to the conclusion that the role of the Elisha D. Smith Public Library is critical to the success of Menasha.

We are living in an era where AI and algorithms feed us a steady stream of answers to the most basic of questions, swiftly eroding our need to critically think. Parties with not entirely altruistic plans can use those algorithms to push agendas, censor opposing viewpoints, or promote sponsored content in an effort to obfuscate fact. In its infancy, AI has the ability to churn out completely wrong information at the high cost of destroying natural resources while we sacrifice creativity for convenience. A library has a solution: curation. There is no agenda, no ulterior motives, no paid sponsorships. A library gathers information, categorizes it, and freely prespoonfed to us, answers are earned.

The Elisha D. Smith Public Library isn't just a bastion of information, but a community center providing opportunity to anyone. In the SMITHworks Makerspace, everyone has the opportunity to learn a new skill that they can bring into the home or workplace without having to make a huge investment up front. In the communal kitchen, cooking classes give people the opportunity to travel without ever leaving their community. Storybooks read out loud to swaths of children gives them the opportunity to fall in love with reading, providing them with the first set of tools they need to succeed in school. The opportunity to grow, learn, expand, understand, and build a stronger community is presented freely with open arms to all in Menasha and there is no other place like it in our home.

I am enthusiastic about our library and I feel that I would be an asset to the Board of Trustees as the ideals of the Elisha D. Smith mirror my own. The library represents the best qualities of being a human such as our curiosity, our critical thinking, our ability to grow and learn, our creativity, and—above all—our want to share our experiences with others. In these tumultuous times, I want to champion those ideals and bring Menasha back to the library.

Respectfully,

Respectfully,

A handwritten signature in black ink, appearing to read 'Eli T. Wickman', with a long horizontal flourish extending to the right.

Eli T. Wickman

Determined. Hardworking. Undaunted.

CONTACT

Email [REDACTED]

Phone [REDACTED]

Address [REDACTED]

Menasha, WI 54952

RESUME OBJECTIVE

A community-minded, multi-talented worker with over 15 years of experience with detail oriented tasks, high quality customer service, and management looking to make the city he calls home a place where all are given a fair shake.

EXPERIENCE

SKILLS

Critical Thinking

Multitasking

Unbounded Enthusiasm

Adaptability

Self-motivated

Collaborative Nature

Innovative

Creative

Detail Oriented

Strong Customer Service Skills

Goal Oriented

SMALL BUSINESS OWNER

Wickman Handiworks, Menasha, WI / June 2020 - Present

- Handyman
- Manages a small team to produce high quality work in several fields
- Creates a schedule months out to accommodate the needs of 300+ clients
- Works with local municipalities to ensure all work is up to code
- Develops and executes budget-minded projects

PARKS AND RECREATION BOARD

Menasha, WI / September 2022 - Present

- Active member and park enthusiast
- Hosts a weekly Dungeons & Dragons program for ages 13 and up
- Assisted in developing plans and policy several parks across Menasha
- Never afraid to speak in defense of or on behalf of the Department

PRODUCTION POTTER

Sunset Hill Stoneware, Neenah, WI / March 2016 - May 2020

- Created a daily schedule in order to produce 200+ pieces of pottery a day
- Trained in self-discipline and time management to produce pottery
- Negotiated policy changes for all potters
- Communicated with other departments to work more effectively

EDUCATION

University of Wisconsin-Oshkosh

Studied Radio/TV/Film

2010 - 2014

AWARDS

Director of the Year

Radio/TV/Film Department

2014

BARISTA

Shellattes, Neenah, WI / Jan 2014 - May 2019

- Provide high quality customer service in a fast-paced work environment
- Multitask to ensure a quality product that meets safety standards