

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, October 6, 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

1. Proposed Rezoning of Property Located at 437 Ahnaip Street (Parcel No. 3-00491-00) from C-1 General Commercial District to R-1 Single Family Residence District

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. City of Menasha Comprehensive Plan Update
2. Minutes to Receive:
 - a. Board of Appeals, 5/29/25
 - b. Committee on Aging, 8/8/25
 - c. Board of Public Works, 9/15/25
 - d. Water and Light Commission, 9/24/25
 - e. Neenah-Menasha Fire Rescue Joint Finance and Personnel Committee, 9/30/25
 - f. Plan Commission, 9/9/25
 - g. Landmarks Commission, 9/10/25
 - h. Housing Authority, 9/22/25
 - i. Redevelopment Authority, 9/9/25
 - j. Board of Health, 8/6/25
3. Communications:
 - a. Second Quarter Financial Update

- b. Public Power Week Proclamation

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, 9/15/25
2. Board of Public Works, 9/15/25, Recommends Approval of:
 - a. Street Use Application — Hometown Halloween; Thursday, October 23, 2025; 2:30 p.m. to 6:10 p.m.; Menasha Parks and Recreation
 - b. Payment — Fahrner Asphalt Sealers, Inc.; Contract Unit No. 2025-05; Asphaltic Concrete Pavement Chip Sealing — Various City Streets; \$64,368.00 (Payment No. 1 & FINAL)
3. Plan Commission, 9/9/25, Recommends Approval of:
 - a. Certified Survey Map as presented to consolidate 437 Ahnaip Street (Parcel No. 3-00491-00) and 441 Ahnaip Street (Parcel No. 3-00489-00) with the following condition:

Common Council approval of the zoning classification of 437 Ahnaip Street (Parcel No. 3-00491-00)

H. Items Removed from the Consent Agenda

I. Action Items

1. Accounts Payable and Payroll for the term of 9/12/25 - 10/2/25 in the amount of \$2,144,392.78

J. Held Over Business

K. Ordinances and Resolutions

1. R-24-25 - A Resolution Authorizing a Signatory Municipality to Exceed the Levy Limit for Neenah-Menasha Fire Rescue for the Fiscal Year 2026 (Introduced by Ald. Grade)
2. O-13-25 - An Ordinance Amending Title 13, by Making Certain Changes to the District of 437 Ahnaip Street (Parcel No. 3-00491-00); C-1 General Commercial District to R-1 Single Family Residence District (Introduced by Ald. Rand)
3. R-25-25 - A Resolution Establishing the Downtown Menasha Forward Ad-Hoc Committee to lay the Groundwork for the Creation of a Downtown Non-Profit Organization (Introduced by Mayor Hammond)

L. Appointments

1. Common Council's reappointment of Antoine Tines to the Utility Commission for the term of 10/7/25 - 10/1/30
2. Mayor's reappointment of Larry Haase to the Housing Authority for the term of 10/7/25 - 7/1/30
3. Mayor's reappointment of Frank Haffner to the Housing Authority for the term of 10/7/25 - 7/1/26

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
October 20, 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."

CITY OF MENASHA
NOTICE OF PUBLIC HEARING
PROPOSED REZONING

NOTICE IS HEREBY GIVEN of a public hearing to be held before the City of Menasha Common Council on Monday, October 6, 2025, at 6:00 P.M., in the first-floor conference rooms of the Menasha City Center, 100 Main Street, Menasha, WI, or as soon thereafter as can be heard, for the purpose of considering a zoning change.

A rezoning request has been initiated by Davel Engineering on behalf of John Lorbiecki, property owner, in the matter of amending Title 13 (Zoning Code) of the City of Menasha Municipal Code for the below described real estate, which is currently zoned C-1 General Commercial District. The owner and applicant propose to rezone the property to R-1 Single Family Residence District. The R-1 Single Family Residence District is intended to provide for low density single family residential development and to restrict the development of uses that generate high volumes of noise and traffic.

Common Description:

437 Ahnaip Street (Parcel No. 3-00491-00).

Legal Description:

Parcel No. 3-00491-00

Area being Part of Lots 103, 149, and 150, in Block "A" of the Plat of the Town of the Island; Located in Part Government Lot 1 Section 22, Township 20 North, Range 17 East, Also in the Third Ward, City of Menasha, Winnebago County, Wisconsin.

Anyone that is interested is invited to attend this meeting and will be given an opportunity to be heard. Feedback can also be shared with Common Council members via written letters, email, or phone call. Any questions regarding this matter should be directed to Kristi Heim, Associate Planner, in the Community Development Department at (920) 967-3650, or by email at kheim@menashwi.gov.

Kaija Snyder
City Clerk

Publish: September 22 and September 29, 2025

MEMORANDUM

DATE October 6th
TO Common Council
FROM Andrew Dane, Community Development Director
RE Comprehensive Plan Update

Project Overview

The Comprehensive Plan update began in July and is anticipated to span 12 months. The initial phase focuses on public engagement and information gathering, with emphasis on identifying issues and opportunities. Activities so far include attendance at various community events, a well-attended public open house, online survey, interactive online map, and focus groups.

Public Engagement Findings

Open House Highlights

The September 24th open house drew strong participation. Residents expressed significant interest in redevelopment opportunities at:

- Lawson Canal
 - Strong interest in this area becoming a social gathering place
 - Mixed emotions on filling in the canal but overall agreement that due to cost of canal redevelopment/construction of a dam, filling in the canal might be the best option
- Former Whiting Paper Mill site
 - Information regarding current status of contaminants and redevelopment ideas
- Water Street Corridor
 - Possible redevelopment ideas and/or concepts
- Former Shopko site
 - Possible redevelopment ideas and/or concepts
- Former UW–Oshkosh Fox Cities campus site

Public Survey Results (90 Responses to Date)

Demographics

- Age: Majority between 35–54 (51%).
- Gender: 61% female, 39% male.
- Race: Predominantly White (98%).
- Households: Largest groups were two-person (41%) and one-person (17%).
- Children: 33% with children under 18.
- Residency: 86% Menasha residents, 14% from outside.
- Business Ownership: 7% own a business in Menasha.

Housing

- 92% currently live in single-family homes; 90% prefer this type.
- Downtown living interest is limited (28% yes, 7% maybe).
- Preferences for downtown: condos, apartments, or mixed-use housing.

Economic Development

Residents prioritized attracting:

- Restaurants (68%)
 - Retail (59%)
 - Entertainment (56%)
 - Hospitality (36%)
 - Light manufacturing (20%)
- Frequent written-in requests included grocery stores, small shops, and fitness/wellness businesses.

Redevelopment Priorities

Highest rated sites for redevelopment:

- Former Shopko site (3.69/5)
 - Appleton Road corridor (3.56/5)
 - Former UW–Oshkosh campus (3.33/5)
- Lower priorities: Quarry and Water Street Corridor (~2.9/5).

Quality of Life Priorities

- Bike/trail system: 3.6/5 satisfaction (positive but room to improve).
- Growth/improvement focus:
 - Attract new businesses (60%)
 - Revitalize downtown (56%)
 - Embrace the waterfront (53%)

- Other themes: infrastructure upgrades, sustainability, and expanded recreation.

Challenges Identified

- Economic development & jobs (57%)
- Infrastructure/road conditions (37%)
- Taxes (37%)
- Housing affordability & condition (36%)
- Public safety (19%)

Sustainability

80% support making sustainability a priority in the Comprehensive Plan.

Comment Themes

- Strong demand for a grocery store (Especially in the downtown area).
- Calls for waterway cleanup (Lawson Canal, Little Lake Butte des Morts).
- Concerns about property taxes and rental property balance.
- Interest in revitalizing vacant sites (Shopko, Banta site, mills).
- Desire to maintain Menasha's small-city character while encouraging walkability, bikeability, and better code enforcement.
- Mixed opinions on recreation funding: some prioritize economic development over park/trail expansion.

Public Event Feedback (Courtyard market, Brews on Bago, Bluejay Back to School Bash)

Key Issues Raised

- **Infrastructure & Maintenance:** Outdated playgrounds, unsafe sidewalks, underused green spaces.
- **Waterfront & Environment:** Pollution, foul odors, neglected waterways.
- **Downtown & Redevelopment:** Vacant properties and poor city gateways frustrate residents.

Opportunities Highlighted

- **Recreation & Events:** Strong support for community events, family-friendly gathering spaces, and unique amenities like kayak routes or rooftop beer gardens.

- **Economic Development:** Reuse of vacant sites, downtown revitalization, and canal/waterfront redevelopment.
- **Connectivity & Mobility:** Expanded bike lanes, pedestrian-friendly improvements, and enhancing Lawson Canal as a community connector.

Highlighted quotes from Brews on Bago event

“Parking facilities for residents on Chute St., new senior center/senior housing with underground parking facility for senior center/city staff”

“Would love the bike trail around Jefferson Park to connect to the library and downtown”

Highlighted quotes from Courtyard Market event

“More downtown events”

“Renovate Hart Park skate park”

Highlighted quotes from Bluejay Back to School Bash event

“Municipal Beach more tables, new playground equipment, fresh sand”

“Become better at keeping city clean”

Next Steps

Staff will begin reviewing and updating Comprehensive Plan chapters with input from surveys, open houses, focus groups, and online engagement. Draft chapters will be presented to the Plan Commission for review and further comment. Once all updates are complete, additional open houses will be scheduled to allow the public to review and provide feedback on the revised Comprehensive Plan.

Community Development staff encourages Common Council members to help spread the words about the online survey and interactive map. You can access the survey and interactive map by on the Comprehensive Plan update button on the City of Menasha website and clicking on the ‘Menasha 2035 Comprehensive Plan Survey’ or ‘Post Comments’ button
https://www.menashawi.gov/departments/community_development/2025_comprehensive_plan_updates.php

City of Menasha
Board of Appeals
100 Main Street, Room 132
Thursday May 29, 2025
10:00 AM
Minutes

A. CALL TO ORDER

Meeting called to order by Chair Galeazzi at 10:03am.

B. ROLL CALL

PRESENT: Members Galeazzi, Jungen, Vander Wyst, Jacobson, Rae-Othrow

ABSENT: Alternate Member Tines

ALSO PRESENT: CA Struve, PP Larsen, AP Heim, AA Lee, Clerk Snyder, DC Janet

C. PUBLIC HEARING

1. Variance Request – Front Yard Setback Requirement – Craig Reicher – 1013 Brighton Drive, Menasha (Parcel No. 5-00551-00)

Chair Galeazzi opened the public hearing at 10:04 am and invited members of the public to speak.

Chair Galeazzi closed the public hearing at 10:05 am after no members of the public elected to speak.

D. MINUTES TO APPROVE

1. Board of Appeals, 12/5/24

Motion by Member Vander Wyst seconded by Member Rae-Othrow to approve the minutes of the 12/5/24 Board of Appeals meeting.

Motion carried on voice vote.

E. ACTION/DISCUSSION ITEMS

1. Variance Request – Front Yard Setback Requirement – Craig Reicher – 1013 Brighton Drive, Menasha (Parcel No. 5-00551-00)

Craig Reicher and Michael Sztuczko appeared to speak on the variance request.

Motion by Member Vander Wyst seconded by Member Rae-Othrow to allow the construction of an attached garage that abuts the front property line and would be aligned with the side setback of the principal structure, as requested by the variance applicant, based on staff recommendation and satisfaction of the five requirements for a variance.

Motion carried 4-1 on roll call. Member Jacobson voted no.

Board discussion considered the property's unique orientation, water-based compression, variances for similar properties, and achievement of requirements for variance granting. The Board further discussed the intended use of area properties and

the impact of snow plowing on properties' front-facing setbacks. The Board discussed the merit an agreement prohibiting the applicant from filing claims related to snowplow accidents against the City of Menasha, and asked CA Struve to consider such an agreement.

Staff advised that approval of this variance allows for building within the front-facing setback of the property. Staff advised that the property is uniquely compressed due to nearby water features and variances of this nature are common in the neighborhood considered. Remodeling was additionally considered; however, the legal non-confirming status of the structure complicates this option. Staff additionally considered the merit of an agreement prohibiting the applicant from filing claims related to snowplow accidents against the City of Menasha.

The applicant advised that the purpose of the variance is to improve a dilapidating garage for curb appeal enhancement. Specifically, garage improvements will allow beautification and storage expansion. The applicant further spoke to variances granted for neighboring properties, and new builds affected by similar concerns. The applicant responded to the Board's concerns regarding snow plowing by offering to sign an agreement prohibiting the submission of related claims against the City of Menasha.

F. ADJOURNMENT

Motion by Member Galeazzi seconded by Member Jungen to adjourn the Board of Appeals meeting at 10:29 pm. Motion carried on voice vote.

Minutes recorded by City Clerk Kaija Snyder.

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

CITY OF MENASHA COMMITTEE ON AGING

**Menasha City Center, Room 132
100 Main Street, Menasha
Friday, August 8, 2025
1:30 PM**

Minutes

A. CALL TO ORDER

1. Meeting called to order by Roy Meier at 1:31pm.

B. ROLL CALL/EXCUSED ABSENCES

1. Present: Roy Meier, Dan Kelpinski, Sue Wisneski, Recreation/Senior Services Manager Chloe Hansen-Dunn, Bea Kohanski
2. Absent: Public Health Director Kristine Hutter
3. Also Present: Jeff Pommerening, Gary Coopman

C. PUBLIC COMMENT

Five (5) minute time limit for each person

1. N/A

D. MINUTES TO APPROVE

1. June 13, 2025
2. Moved by S. Wisneski and seconded by D. Kelpinski to approve the June 13, 2025 meeting minutes. The motion carried.

E. REPORT OF DEPT HEAD/STAFF

1. Sixty Plus Grant Program
 - a. Chloe Hansen-Dunn shared Meghan Pauly's report for June 2025, 28 people with 63 services. In July 2025 there were 27 people with 47 services.
 - b. Tai Chi was held in June at Jefferson Park. It was a small group, but it went well. Participants liked the fact that it was small, and the instructors could be hands-on and answer questions.
 - c. Walking Club has walked: 193.68 miles so far this summer. We will continue to walk until the end of October on Tuesdays. On Tuesday, Sept. 9th, there will be no walking club due to Day in the Park.
2. Senior Center Operations and Programming
 - a. June 2025 Report, July 2025 Report.
 - b. June: Visitors 367, Visits 1226, Services 1291.
 - c. July: Visitors 241, Visits 889, Services 942.

- d. Rentals June: Four 5-hour rentals, two 5+ rentals. July: Five 5-hour rentals, two 5+ hour rentals.
 - e. Programs: Sages circle changed to a writing group, hosted 2 tunes bingo in June, Euchre was added onto the activity calendar on Tuesdays, grateful for the donation match from Women's Life from the root beer float sale on July 3.
3. Announcements
- a. Changing Memory Café to be a speaker series. In 2026, all the Menasha Memory Café's will be listed for the year and given out to participants in December 2025. If there are any suggestions on speakers, let Meghan know!
 - b. Sept. 16th: Free 10-minute chair massages with Mary.
 - c. Sept. 25th: Hometown Pharmacy's Jeff Cushman will provide regular flu, high dose flu, and Moderna Covid-19 vaccines.
 - d. Sign Up at the Senior Center
 - e. October 23rd, Wellness Labs through Theda and Partnership. Sign up with the Menasha Health Department.
 - f. Launched an extended trip to Savannah for March 7-14.

F. NEW BUSINESS

- 1. Wants to see budget for management to be onsite more.
- 2. Discussion on charging for Bingo.

G. HELD OVER BUSINESS

- 1. n/a

H. DISCUSSION / ACTION ITEMS

- 1. n/a

I. ADJOURNMENT

- 1. Moved by B. Kohanski and seconded by D. Kelpinski to adjourn the meeting at 2:05pm. The motion carried.



BOARD OF PUBLIC WORKS MINUTES
Monday, September 15, 2025 at 6:30 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by Chair Ropella at 7:32 pm.

B. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella
Also Present: FD Sassman, DPW Merten, CDD Dane, PRD Sackett, FC Teesch,
DDMO Brown, CA Struve, Mayor Hammond, Clerk Snyder, DC Janet

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

D. MINUTES TO APPROVE

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

1. Board of Public Works, 9/2/25

E. DISCUSSION / ACTION ITEMS

1. Street Use Application — Hometown Halloween; Thursday, October 23, 2025;
2:30 p.m. to 6:10 p.m.; Menasha Parks and Recreation
Motion by District 6 Alderperson Marshall seconded by District 7 Alderperson
Grade to approve. Motion carried on voice vote.

Discussion considered the success of the event last year.

2. Payment — Fahrner Asphalt Sealers, Inc.; Contract Unit No. 2025-05;
Asphaltic Concrete Pavement Chip Sealing — Various City Streets;
\$64,368.00 (Payment No. 1 & FINAL)
Motion by District 6 Alderperson Marshall, seconded by District 5 Alderperson
Lewis to approve.

Motion carried 8-0 on roll call.

Staff advised that they are awaiting the installment of signal equipment at two intersections, prior to completion of the Racine Street project, with a completion projected towards mid-October. No disruptions have been noted regarding traffic to the High School.

3. Recycling Center Update
No action was taken.

Discussion considered what neighboring communities do for recycling, brush,

and other waste-related fees.

Staff advised on photos of the recycling center, and how staff has to manually sort trash from the recycling drop-off site, and the wages spent on doing this. Staff also advised on how the center can be used to educate residents on properly recycling, while also promoting efficient use of the center and of residents' funds when considering improvements. Staff also advised on what surrounding communities do regarding various fees and other methods for controlling use of their respective recycling drop-off sites.

F. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 3 Alderperson Hale to adjourn the Board of Public Works meeting at 7:56 pm. Motion carried on voice vote.

Minutes submitted by Deputy City Clerk Evan Janet.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

September 24, 2025

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:01 a.m., with Commissioners Roy Kordus, Austin Hammond, Antoine Tines, and Gary Turchan present on roll call. Also present were Melanie Krause, General Manager; Adam Smith, Water Utility Manager; Steve Grenell, Engineering Manager; Kurt Melchert, Electric Manager; Justin Hoffmann, Project Manager; and Tammy Phillips, Accounting and Administrative Assistant. Also present was Colten Sprenger, WPPI Energy Services Manager.

Those excused were: Kristin Hubertus

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

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

- A. Minutes of the Regular Meeting of August 27, 2025.
- B. Approve and warrant the following payments dated August 28 – September 24, 2025 in the amount of \$4,687,118.47.
- C. Correspondence as listed:
 - Copy of MU Public Power Event on October 9th
 - Copy of Thank-You RE: Charitable Giving
 - Copy of Thank-You RE: MU Watts Current Newsletter
 - Copy of MU September Newsletter

Item IV. Claims Against the Utility – There were no claims discussed at this meeting.

Paula Maurer, Customer Service Manager, joined the meeting at 8:04 a.m.

Item V. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented for informational purposes.

Item VI. Unfinished Business, No unfinished business was discussed at this meeting.

Item VII. New Business, 2025 Technology Plan Update. In 2025, crews installed 886 electric meters and 718 water meters, and data collection on overhead assets continues. Apps and maps for metering, hydrant flushing, valve exercising, main breaks, distributed generation, and water distribution fittings are mapped. An upgrade to Electric SCADA server and software is needed and the first three phase recloser and controller were installed. New network switches were purchased for the Water Plant, and all network devices and connection points were identified. Ipads and laptops were purchased for the Electric and Water departments, some Northstar upgrades were completed, the accounting software (Caselle) was upgraded, Sentinel One replaced the previous anti-virus software, KnowBe4 training continues, and several cameras at the main office and substations were replaced.

Steve Grenell, Engineering Manager, joined the meeting at 8:11 a.m.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – The August report was discussed.

August Financial and Project Status Reports – Electric consumption was lower than budget by 6.3%, cost of power was 5.1% higher, and net operating income was higher than expected, mainly due to lower expenses.

Water usage increased by 30.5% compared to budget, water treatment, distribution, and chemical costs were higher for August due to more water produced and lake water quality. Net operating income was higher than budget by \$64,288 for the month.

After discussion, the Commission accepted the August Financial and Project Status Reports as presented.

Project Reports, Electric Projects – Crews installed 5 new services, and underground fault detectors. Work continues on network segregation at the Water Plant and the City lights upgrade. Maintenance at Northside substation and overhead inventory has begun.

Water Projects – Large customer meters were purchased, a section of water main by the river crossing was replaced, and crews worked on valve replacements and large meter testing.

Item IX. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item X. The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call at 8:35a.m., to convene into Closed Session pursuant to Section 19.85 (1) (c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Re: Performance Evaluation of General Manager.

By: MARK L. ALLWARDT
President

GARY TURCHAN
Secretary

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

NMFR Joint Finance & Personnel Committee Meeting Minutes

September 30, 2025 – 5:30 p.m.

City of Neenah – Hauser Room

Present: Ald. Perkins, Ald. Grade, Borchardt, Pollnow, Marshall and Bruno

Also Present: Chief Teesch, DC Krueger, Director Sassman and MA Ellis

Public: A member of the public attended.

Ald. Grade called the meeting to order at 5:30 p.m.

Public Forum: No member of the public chose to speak.

Minutes: The committee reviewed the meeting minutes from August 26, 2026. **MSC Pollnow/Bruno to approve the August 26, 2026 meeting minutes, and place on file, all voting aye.**

Call Summary Review: The Committee reviewed the call summary review through August 31, 202. **MSC Borchardt/Pollnow to approve the call summary and place on file through August 31, 2025, all voting aye.**

Budget Review: The Committee reviewed the budget through August 31, 2025. Ald. Grade asked about the overtime budget. Chief Teesch noted due to the vacancy in the Assistant Chief of Training we have had to use overtime funds to conduct training. We also have had FMLA's the past few months. Ald. Borchardt asked about the ramifications of dropping below 17 staff members. Chief Teesch noted it affects our ISO rating and 17 is the least amount of firefighters you can have on scene when it comes to structure fires. Ald. Pollnow asked the ISO rating and how this affects the insurance rates. Chief Teesch explained the ISO rating each community has affects the cost of insurance rates for businesses and homeowners.

Assistant Chief Update: Chief Teesch noted the position remains vacant. We have continued to interview candidates and are actively pursuing candidates as they apply.

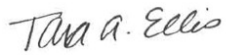
Consideration and Action to recommend the City of Neenah approve City of Neenah Resolution 2025-10 authorizing Signatory Municipality to Exceed the Levy Limit for Neenah-Menasha Fire Rescue Fiscal Year 2026: Director Sassman explained that the levy limit and how this relates to the resolution before the committee. Both Cities must adopt their resolution for one City to use this, if needed. However, both Cities do not have to use this if one doesn't need to but the other does. Ald. Borchardt asked how often it had to be used. Director Sassman said there are years that both Cities have used this. **MSC Pollnow/Borchardt recommends the City of Neenah Council approve City of Neenah Resolution 2025-10 authorizing Signatory Municipality to Exceed the Levy Limits for Neenah-Menasha Fire Rescue Fiscal Year 2026, all voting aye.**

Report

Consideration and Action to recommend the City of Menasha approve City of Menasha Resolution authorizing Signatory Municipality to Exceed the Levy Limit for Neenah-Menasha Fire Rescue 2026: MSC Grade/Perkins recommends the City of Menasha Council approve City of Menasha Resolution authorizing Signatory Municipality to Exceed the Levy Limit for Neenah-Menasha Fire Rescue 2026, all voting aye.

MSC Pollnow/Bruno to adjourn at 5:50 p.m., all voting aye.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Tara A. Ellis".

Tara Ellis

Management Assistant

**CITY OF MENASHA
Plan Commission
Menasha City Center
100 Main Street, Menasha
First Floor Conference Rooms
September 9, 2025
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order at 3:31 PM by Mayor Hammond.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Austin Hammond, DPW James Merten, Alternate Alderman Chris Rand, Commissioners Rachel Roth and Richard Sturm.

PLAN COMMISSION MEMBERS EXCUSED: Alderman Rosita Eisenach, and Commissioners Kevin Benner and Elke Warner.

OTHERS PRESENT: CDD Dane and AP Heim.

C. PUBLIC HEARING

1. Proposed Rezoning – 437 Ahnaip Street (Parcel No. 3-00491-00): C-1 General Commercial District to R-1 Single Family Residence District

Mayor Hammond opened the public hearing at 3:31 PM.

No one was present to speak. The hearing was closed at 3:32 PM.

D. MINUTES TO APPROVE

A. Minutes of the August 5, 2025 Plan Commission Meeting

Motion by Comm. Roth, seconded by Comm. Sturm, to approve the August 5, 2025 Plan Commission meeting minutes. The motion carried.

E. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

No one spoke.

F. DISCUSSION / ACTION ITEMS

1. 437 Ahnaip Street and 441 Ahnaip Street

- a. Rezoning – 437 Ahnaip Street (Parcel No. 3-00491-00): C-1 General Commercial District to R-1 Single Family Residence District**
- b. Certified Survey Map – 437 Ahnaip Street and 441 Ahnaip Street**

AP Heim indicated that both the rezoning and certified survey map (CSM) applications were related and would be presented together.

The rezoning is being requested by the property owners to allow a single family residence to be constructed on the vacant lot which is currently a parking lot. While a single family home would be allowed under the current zoning designation, a special use permit would be required.

The surrounding lands and uses are designated as R-1 Single Family Residence District with uses as single and two-family (south, east, and west) and C-2 Central Business District which is vacant land and a parking lot (north). The parcels to the north along Ahnaip Street were rezoned from I-2 General Industrial District to C-2 in 2018 following the 2017 Downtown Vision Plan allowing mixed use and compact and multiple story developments along the corridor.

The subject parcel is identified in the Comprehensive Plan as Neighborhood Mixed Use (NMU) which supports a mix of residential and compatible commercial uses. Staff finds the proposed rezoning to R-1 and future use as a single family home is consistent with existing neighborhood character and the goals of the Comprehensive Plan.

The certified survey map (CSM) is being requested by the property owners to ensure accurate legal descriptions and formalize a water and sewer easement on proposed Lot 1 of the CSM.

Both properties are currently used as parking lots, and both meet the minimum requirements in relationship to lot size and width of the R-1 zoning district. If the rezoning is approved, the owners propose to construct single family homes on both lots.

Motion by Comm. Sturm, seconded by Comm. Roth to approve the rezoning as presented for 437 Ahnaip Street (Parcel No. 3-00491-00) from C-1 General Commercial District to R-1 Single Family Residence District. Motion carried 5-0.

Motion by Comm. Roth, seconded by DPW Merten to approve the Certified Survey Map as presented for 437 Ahnaip Street (Parcel No. 3-00491-00) and 441 Ahnaip Street (Parcel No. 3-00489-00) with the following condition:

1. An ordinance amending the zoning classification of 437 Ahnaip Street (Parcel No. 3-00491-00) is approved by the Common Council.

Motion carried 5-0.

2. Traffic Management Facilities Easement – 212 Racine Street (Parcel No. 1-00183-00)

DPW Merten presented the easement request as it pertains to the Racine Street and Third Street projects and identifying the need to relocate the traffic signal poles from the sidewalk. The easement grants the city a four-foot buffer within the landscaping of 212 Racine Street. The easement allows the installation and maintenance of traffic management facilities and infrastructure to be placed at the intersection.

Ald. Rand questioned if the traffic poles being installed within the easement will create any vision issues to the McDonald's pole sign in that area. DPW Merten indicated the height of the traffic poles will not impact the signage.

Motion by Ald. Rand, seconded by Comm. Sturm to approve the Traffic Management Facilities Easement for 212 Racine Street and recording with Winnebago County Register of Deeds. The motion carried.

G. COMMUNICATION

1. SWOT Analysis

CDD Dane explained that the SWOT analysis presented is a summary of feedback received during the public engagement activities.

CDD Dane announced there will be an open house related to the 2035 Comprehensive Plan on September 24th from 4:30-7:00 p.m. at City Hall and encouraged commissioners to attend and spread the word. The open house will consist of multiple stations relating to the Lawson Canal area, downtown mobility and trail connections, City Hall district, and one highlighting the projects assisted by the 2022 EPA Brownfields Grant.

CDD Dane also noted that the adoption of the 2035 Comprehensive Plan is being earmarked for early summer 2026.

2. Board of Appeals Notification Letter

- a. **741 Second Street**

AP Heim explained the variance request for a six-foot, solid fence to be placed into the front yard setback on a vacant parcel of land which is owned by the adjacent property owner. The Board of Appeals will hear this variance on Friday, September 12, 2025 at 8:30 a.m. and all commissioners are invited to attend.

3. Set Next Meeting Date

The next meeting was set for October 7, 2025.

H. ADJOURNMENT

Motion by Comm. Sturm, seconded by Comm. Roth to adjourn at 4:06 PM. The motion carried.

Minutes submitted by AP Heim.

CITY OF MENASHA
Landmarks Commission
Menasha City Center
100 Main Street, Menasha
First Floor Conference Room
September 10, 2025
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chair Davis at 5:31pm.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Chair George Davis, Alderman Tim Hale, Commissioners Carol Sturm, Danielle Rand and Anastasia Horan.

LANDMARKS MEMBERS EXCUSED: NONE

OTHERS PRESENT: PP Larsen, AP Heim

C. MINUTES TO APPROVE

1. Minutes of the May 14, 2025 Landmarks Commission Meeting

A motion was made by Comm. Horan to approve the May 14, 2025 Landmarks Commission minutes. The motion was seconded by Comm. Sturm. The motion carries.

2. Minutes of the May 28, 2025 Landmarks Commission Meeting

A motion was made by Comm. Horan to approve the May 28, 2025 Landmarks Commission minutes. The motion was seconded by Comm. Sturm. The motion carries.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDAS OR ANY ITEM RELATE4ED TO THE LANDMARKS RESPONSIBILITIES OF THE LANDMARKS COMMISSION

No public comment.

E. COMMUNICATIONS

1. Comprehensive Plan Update

PP Larsen explained that he has hosted a booth at various community events to obtain public input on issues and opportunities and to promote the online survey and upcoming open house. In addition to the booth, staff had a focus group with Fox Crossing and the City of Neenah and are currently coordinating to meet with the City of Appleton and various organizations in Menasha.

F. ACTION / DISCUSSION ITEMS

3. Historic District Renovation Application – 14 Tayco Street - Signage

PP Larsen presented the historic district renovation application that was submitted for Hungry Donkey, which is located at 14 Tayco Street. PP Larsen explained that although the sign was installed prior to Landmarks Commission approval, it does conform to the standards for a wall sign in the C-2 Central Business District.

A motion was made by Comm. Sturm to approve the Historic District Renovation Application for 14 Tayco Street. The motion was seconded by Alderman Hale. The motion carried.

4. Historic District Renovation Application – 222 and 226 Main Street – Signage

AP Heim provided context about the proposed business that will be opening at 222 and 226 Main St. Anastasia provided additional context.

General discussion ensued.

A motion was made by Comm. Horan to approve the Historic District Renovation Application for 222 and 226 Main Street. The motion was seconded by Comm. Sturm. The motion carried.

5. Historic District Renovation Application – 240 Main Street - Signage

AP Heim opened the floor to Comm. Horan to provide information on the Historic District Renovation Application that she has submitted for her business at 240 Main Street.

General discussion ensued.

A motion was made by Alderman Hale to approve the Historic District Renovation Application for 240 Main Street. The motion was seconded by Comm. Sturm. Comm Horan abstained. The motion carried.

G. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

No public comment.

H. COMMUNICATIONS

6. Set Next Meeting

The next meeting was set for November 12, 2025.

I. ADJOURNMENT.

A motion was made by Comm. Rand to adjourn the meeting. The motion was seconded by Comm. Sturm. The motion carried. The meeting adjourned at 6:11pm.

**CITY OF MENASHA
Housing Authority Meeting
Lake Winnebago Room
Menasha Public Library
September 22, 2025
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order by Chair Haase at 4:33 PM.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Comm. Haase, Keehan, Geffers.

MEMBERS EXCUSED/ABSENT: Comm. Haffner

OTHERS PRESENT: CDD Dane, PP Larsen, Jeffrey Jones (350 Ahnaip St.), Doug Salmi (Habitat for Humanities), Amy McGowan (Habitat for Humanities)

C. MINUTES TO APPROVE

1. Minutes of July 14, 2025, Housing Authority Meeting

A motion was made by Comm. Keehan to approve the July 14, 2025, Housing Authority Meeting minutes. The motion was seconded by Comm. Geffers. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

Five (5) minute time limit for each person

Jeffrey Jones (350 Ahnaip St.) explained that he was the applicant that is requesting an extension on his Major Renovations application. Jeffrey explained that the contractor he chose to complete the work for his home was delayed due to them taking on a high priority project. Jeffrey informed the Housing Authority members that the work was currently being completed, prior to Housing Authority being able to approve the extension, due to this being the only time his contractor was able to complete the work due to their busy schedule and him wanting to ensure the repairs are complete to create pride in his home and to increase the aesthetic of the neighborhood.

E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Completed Major Renovations Projects Report

PP Larsen provided a summary of the completed Major Renovation projects from 2023. In total, 10 projects were completed in 2023 and 2024 with funding from the City of Menasha ranging from \$7,587-\$10,000 and an overall total of \$94,062.50 being distributed by the City for Major Renovation projects.

2. Community Development Block Grant (CDBG) Housing Revolving Loan Fund (RLF) – Program Closeout Strong Neighborhoods Menasha Housing Program Update

CDD Dane informed Housing Authority members about the closeout of the CDBG program and that there is intention to replace this program with a statewide affordable housing initiative in Fall 2026.

F. ACTION / DISCUSSION

1. Extension Request – 350 Ahnaip Street Duplex

PP Larsen echoed Mr. Jones response during the public comment section of the meeting and informed Housing Authority members that the project was completed a few days later than the deadline and that Mr. Jones did pay for the extension and showed effort to complete the project in a timely manner but due to uncontrollable circumstances the contractor was unable to complete the project in the timeframe.

General discussion ensued.

Comm. Geffers made a motion to approve the extension request for MR 2024-06. Comm. Keehan seconded the motion. The motion carried.

2. Strong Neighborhoods Menasha Home Repair Partnership Opportunity

CDD Dane, Doug Salmi (Habitat for Humanities), and Amy McGowan (Habitat for Humanities) explained the benefits of combining efforts to increase efficiency of the program while also reducing administrative burden on City of Menasha staff by leveraging Habitat for Humanity's expertise and staff.

3. Set Next Meeting

The next meeting Housing Authority meeting is scheduled for October 27, 2025

Discussion was had on scheduling a special Housing Authority meeting prior to the scheduled October 27, 2025 date and a poll will be sent out to confirm Housing Authority member availability.

G. ADJOURNMENT

A motion was made by Comm. Keehan to adjourn the meeting at 5:25pm. The motion was seconded by Comm. Geffers. The motion carried.

Minutes happily submitted by PP Larsen.

**CITY OF MENASHA
Redevelopment Authority
Menasha City Center
100 Main St, Menasha, WI 54952
First Floor Conference Rooms
Sep 9, 2025
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order by Chair Kim Vanderhyden at 5:15pm.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Kim Vanderhyden, Ald. Chris Rand, Alicia Buechler, Kyle Coenen, Matt Vanderlinden, and Stacey Milligan.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Kip Golden.

OTHERS PRESENT: CD Director Andrew Dane, Ryan Roth, Kevin Roth

C. PUBLIC HEARING

None.

D. MINUTES TO APPROVE

1. Minutes of the August 5, 2025 Redevelopment Authority Meeting

Chair Vanderhyden made a motion to approve the minutes of the August 5, 2025 RDA meeting. The motion was seconded by Vanderlinden. The motion carried.

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN ON THIS AGENDA

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

No Public Comment.

F. DISCUSSION / ACTION ITEMS

1. Letter of Intent to Purchase – Lot 10, 1173 Province Terrace (Parcel No. 7-00001-10)

- a. Comm. Vanderhyden motioned to adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Letter of Intent to Purchase - Lot 10, 1173 Province Terrace (Parcel No. 7-00001-10)). The motion was seconded by Comm. Coenen. The motion carried.

General discussion ensued on housing product types suitable for the area, site issues and challenges.

- b. Chair Vanderhyden made a motion to adjourn into Open Session. Comm. Coenen seconded. The motion carried.

Comm. Vanderlinden made a motion to lower the listing price of Lot 10, 1173 Province Terrace to \$30,000. The motion was seconded by Chairman Vanderhyden. The motion carried.

2. Letter of Intent to Purchase – 477 Ahnaip Street, Former Banta Parking Lot (Parcel No. 3-00475-00)

- a. Comm. Vanderhyden motioned to adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Letter of Intent to Purchase 477 Ahnaip Street, Former Banta Parking Lot (Parcel No. 3-00475-00). The motion was seconded by Comm. Coenen. The motion carried.

General discussion ensued on the proposed development, the overall vision of the parcel, and how it should relate to the redevelopment of the Lawson Canal Area.

- b. Chair Vanderhyden made a motion to adjourn into Open Session. Comm. Coenen seconded. The motion carried.

Comm. Coenen made a motion to remove the listing for 477 Anhaip Street, Former Banta Parking Lot (Parcel No. 3-00475-00). The motion was seconded by Comm. Rand. The motion carried.

G. COMMUNICATION

1. Demolition of 325 Broad Street and 58 Racine Street

- a. CD Director informed the RDA that staff are soliciting quotes for demolition.

2. 2 Tayco Street Discussion

- a. CD Director informed the RDA that the building may be available for purchase. There was general discussion regarding the condition of the building.

3. Comprehensive Plan Update (City Hall District and Lawson Canal Area)

- a. CD Director Dane informed RDA of the Open House scheduled for September 24th at City Hall from 4:30pm to 7:00pm.

4. Set Meeting Date

The next scheduled meeting is October 7, 2025.

H. ADJOURNMENT

Chair Coenen motioned to adjourn the meeting at 6:15 p.m., Chairman Vanderhyden seconded the motion. The motion carried.

Minutes submitted by PP Larsen

CITY OF MENASHA BOARD OF HEALTH

Minutes

August 6, 2025

A. CALL TO ORDER

Meeting called to order by Candyce Rusin at 8:31 AM

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Gary Daughtery, Dr. Andrew Dunn, Candyce Rusin, Kristene Stacker

EXCUSED: Kristine Hutter

ALSO PRESENT: PHN Kortney Dahm, PHE Claire Holzschuh, OC Larissa Keller, RDH Claire Opsteen, PHN Meghan Pauly, PHN Liz Rosin

C. MINUTES TO APPROVE

1. Board of Health, May 7, 2025

Moved by Kristene Stacker and seconded by Andrew Dunn to approve the May 7, 2025 minutes. The motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Administrative

a. New Board Member Introduction

PHN Rosin introduced new mayoral appointed Board member, Gary Daughtery. Gary shared some background information with the Board. Board and staff introductions followed.

b. WI DHS Contract Update – Immunization, Public Health Emergency Preparedness, and ARPA

PHN Rosin reported updates on WI DHS Contracts. The immunization grant contract period has been changed to reflect the federal grant timeline, with an end date of June 30, 2025 instead of December 31, 2025. A new contract will be issued in accordance with the change, with the updated contract timeline following a July 1 – June 30 calendar. We anticipate level funding for the July 1, 2025 to June 30, 2026 contract year, but may see decreased contract amounts in future years. WI DHS received notice that they would only be getting 70% of the initial award for PHEP. Currently, they are applying the reduction evenly and hope to make the budget whole by the end of the budget period, June 30, 2026. An extension has been granted for the ARPA funds. The ARPA grant had an end date of December 31, 2025, and use of ARPA funds has been extended until September 30, 2026.

c. Tri-County CHA/CHIP Update

PHE Holzschuh reported that the Tri-County Community Health Assessment (CHA) has been completed. The coalition has been meeting regularly to discuss and vote on goals, objectives, strategies and activities related to the selected priority of the Community Health Improvement Plan (CHIP); primary prevention of mental health issues. The hired consultants are contracted through August, and the CHIP is set to be completed prior to their departure.

d. School Health Aide Hiring Update

PHN Rosin reported that two new health aides were hired for Maplewood Middle School. The former health aide for Maplewood retired in May and will be replaced by two aides, one for grades 5-6 and one for grades 7-8. PHN Rosin will take over nursing duties at Gegan Elementary to balance out workload with the increased student population at Maplewood.

e. Posting Dental Assistant Position

The dental assistant from last year has decided not to return, so the dental assistant position has been posted and will close August 8th, with interviews to follow.

2. Employee Safety
No update.
3. Sealer of Weights and Measures
PHE Holzschuh reported that she completed the last two pricing audits in July and pricing inspections are now complete.
4. Environmental Health
PHE Holzschuh reported that she obtained a water sample from the municipal beach in July, and the E. coli numbers were good.
5. Childhood Lead Poisoning Prevention
PHN Rosin reported that she and EHS Drew completed a home visit for a lead level of venous 4.1 mcg after receiving a request from the parent and landlord. Another lead level result came in this week with a 9.9 mcg venous, which will require a home visit.
6. Public Health Department
 - a. Communicable Disease Reports: May 2025, June 2025, July 2025
PHN Rosin shared the Communicable Disease reports for May, June, and July 2025.
7. Immunization
PHN Pauly shared that monthly VFC clinics continue to be held, and we continue to receive many VFA vaccination requests. Planning is underway for the flu clinic, which will be held October 9th from 3-6pm. Hometown Pharmacy will administer high-dose flu and COVID-19 vaccine at the Senior Center on September 25th from 10am to 12pm.
8. Health Screening 60+
PHN Pauly reported that she and PHN Dahm taught Tai Chi in June. Walking Club has been moved from Tuesdays and Fridays to only Tuesdays. She continues to do blood pressure readings and wellness visits at the Senior Center. RDH Opsteen performed dental screenings at the Senior Center in June. Chair massage will be offered at the Senior Center on September 16th and Wellness Labs will be offered on October 23rd in collaboration with ThedaCare.
9. Dental Program
RDH Opsteen reported that the application for the Seal a Smile grant was submitted in June, and we are currently awaiting reward notification. She will attend the annual Seal a Smile meeting in Wausau at the end of August. This fall RDH Opsteen will introduce a pilot program to apply silver diamine fluoride which is a medicament to arrest tooth decay. RDH Opsteen continues to make referrals to our safety net clinics, but in special circumstances private dental offices have been able to offer exams free of charge.
10. Maternal and Child Health
PHE Holzschuh reported the Salvation Army Childcare Center had to shift priorities due to staff capacity but are continuing to work on the breast-feeding friendly designation. PHE Holzschuh is currently working on activities related to the adolescent well-being objective, including pop-up events in collaboration with Menasha Police Department and Parks & Recreation. These activities also relate to our Menasha Community Health Improvement Plan.

11. Public Health Emergency Preparedness

PHE Holzschuh reported that the deliverables for budget period 1 were submitted before June 30th, and the new budget period started July 1st. We were awarded 70% of our initial budget, and are anticipating receiving the additional 30% by the end of budget period 2, June 30th, 2026. Planning for the mass flu clinic is underway, which is used as a public health emergency preparedness drill.

E. DISCUSSION/ACTION ITEMS

1. Procedure Review: Dental Silver Diamine Fluoride Program

PHN Rosin shared the new procedure document for Dental Silver Diamine Fluoride Program. The board discussed the procedure document; no changes were proposed. This document does not require approval from the board. Procedure document will require approval from Public Health Director Kristine Hutter.

2. Emergency Epinephrine

PHN Rosin advised the Board that the EpiPen for Schools program documentation will be coming due soon and will require a signature from Dr. Dunn.

F. ADJOURNMENT

Moved by Kristene Stacker and seconded by Gary Daughtery to adjourn the meeting at 9:10 AM. The motion carried.

Next Meeting: September 3, 2025 8:30 AM – Microsoft Teams

Menasha City Center
100 Main Street, Suite 100
Menasha, WI



MEMORANDUM

DATE October 1, 2025
TO Common Council
FROM Jennifer Sassman, Finance Director
RE Financial Overview

The second quarter 2025 financial reports through 6/30/25 are attached for your review.

General Fund

- 2025 Revenues as of 6/30 are \$13,451,417 (63.08% of budget)
- 2024 Revenues as of 6/30 were \$13,218,718 (62.42% of budget)
- 2025 Expenditures as of 6/30 are \$10,880,366 (51.03% of budget)
- 2024 Expenditures as of 6/30 were \$10,501,021 (49.59% of budget)

Revenues and expenditures vary at times simply due to the timing of when certain revenues are received and when expenditures are posted in comparison to the previous year.

Keep in mind that the 2025 budget was adopted planning to utilize \$215,000 of General Fund – Fund Balance. It is our goal to make every effort to not have to utilize those funds throughout the year.

General Fund Revenues

Overall revenues are tracking favorably. Most state revenues are not received until later in the year.

A few items to note:

Licenses & Permits – overall revenue is less than last year. Most of this is due to lower commercial inspection revenues received in the early part of the year compared to last year. Less commercial inspection revenues result in a lessor expenditure to our commercial building inspector.

Parking Violations – revenues are lower than at this point last year but plan to stabilize by year end.

Interest on Investments – interest rates are holding fairly stable, and a varying investment portfolio is building predictable income.

General Fund Expenditures

There are no major concerns, and overall expenditures are tracking fairly similar to last year.

The line items with more notable variances in comparison to last year are mostly attributed to timing of those expenditures.

Please note that these reports are as of June 30, 2025, and will be updated as we move throughout the year. We will continue to provide these budget status reports to the Council on a quarterly basis.

General Fund Revenues - Second Quarter 2025
January 01, 2025 - June 30, 2025

	2024 BUDGETED REVENUES	2024 Period Ending June 30, 2024	% Received	2025 BUDGETED REVENUES	2025 Period Ending June 30, 2025	% Received
TAXES LEVIED BY CITY						
General Property Tax	\$9,901,191	\$9,907,544	100.06%	\$9,938,408	\$9,943,055	100.05%
Mobile Home Property Taxes	\$130,000	\$67,808	52.16%	\$125,000	\$78,713	62.97%
Tax from Municipal Utility	\$741,959	\$329,187	44.37%	\$727,000	\$323,203	44.46%
Tax from Housing Authority	\$19,000	\$0	0.00%	\$22,000	\$23,779	108.09%
Interest/Penalty on Taxes	\$23,000	\$22,272	96.84%	\$26,000	\$17,629	67.80%
TOTAL TAXES LEVIED	\$10,815,150	\$10,326,811	95.48%	\$10,838,408	\$10,386,379	95.83%
LICENSES & PERMITS						
Liquor License	\$21,000	\$21,152	100.72%	\$23,000	\$21,229	92.30%
Tavern Operators License	\$6,000	\$3,310	55.17%	\$17,400	\$13,225	76.01%
Cigarette License	\$1,800	\$1,800	100.00%	\$1,800	\$1,740	96.67%
Restaurant License	\$24,000	\$22,507	93.78%	\$28,000	\$18,852	67.33%
Amusement Device License	\$1,500	\$1,250	83.33%	\$1,300	\$710	54.62%
Heating License	\$1,500	\$1,380	92.00%	\$1,500	\$1,470	98.00%
Cable TV License	\$140,000	\$28,211	20.15%	\$125,000	\$25,755	20.60%
Weights & Measures License	\$26,000	\$35,007	134.64%	\$36,000	\$29,173	81.04%
Retail Food License	\$15,000	\$14,129	94.19%	\$15,500	\$13,708	88.44%
Tattoo Parlor License	\$500	\$1,210	242.00%	\$1,500	\$1,702	113.47%
Sundry License	\$400	\$475	118.75%	\$550	\$100	18.18%
Dog License	\$6,500	\$2,863	44.04%	\$6,500	\$3,227	49.65%
Cat License	\$800	\$161	20.13%	\$850	\$566	66.59%
Lodging License	\$2,700	\$1,770	65.56%	\$2,700	\$3,650	135.19%
Chicken	\$100	\$105	0.00%	\$120	\$77	64.17%
Building Permit-Residential	\$31,000	\$14,726	47.50%	\$31,000	\$19,701	63.55%
Building Permit-Commercial	\$38,000	\$38,333	100.88%	\$42,000	\$20,339	48.43%
Electrical Permit-Residential	\$12,000	\$5,201	43.34%	\$12,000	\$6,097	50.81%
Electrical Permit-Commercial	\$13,500	\$18,732	138.75%	\$15,000	\$9,200	61.33%
Plumbing Permit-Residential	\$12,000	\$5,737	47.81%	\$12,000	\$8,298	69.15%
Plumbing Permit-Commercial	\$8,000	\$5,010	62.63%	\$8,000	\$4,660	58.25%
Street Excavation Permit	\$13,000	(\$125)	-0.96%	\$14,000	\$7,000	50.00%
Heating Permit-Residential	\$12,000	\$5,370	44.75%	\$12,000	\$7,609	63.41%
Heating Permit-Commercial	\$10,000	\$13,722	137.22%	\$13,000	\$5,450	41.93%
Mobile Home Permit	\$1,300	\$1,425	109.62%	\$0	\$1,425	0.00%
Zoning Permit	\$4,100	\$2,120	51.71%	\$4,500	\$2,225	49.44%
Recreational Fire Permit	\$10,000	\$7,860	78.60%	\$10,000	\$7,400	74.00%
Sign Permit	\$5,000	\$1,875	37.50%	\$5,000	\$800	16.00%
Temporary Restaurant Permit	\$400	\$300	75.00%	\$400	\$300	75.00%
Erosion Control Permit	\$2,000	\$900	45.00%	\$2,500	\$1,350	54.00%
Pool Permit	\$1,500	\$1,948	129.87%	\$1,700	\$1,232	72.47%
Street Use Permit	\$300	\$25	8.33%	\$300	\$0	0.00%
Outdoor Service Permit	\$350	\$325	92.86%	\$350	\$475	135.71%
Pre-Inspection	\$500	\$450	90.00%	\$500	\$300	60.00%
Commercial Plan Review	\$0	\$0	0.00%	\$600	\$731	121.88%
TOTAL LICENSES & PERMITS	\$422,750	\$259,263	61.33%	\$446,570	\$239,776	53.69%
FINES & PENALTIES						
Damage Award-Law Enforcement	\$0	\$0	0.00%	\$0	\$0	0.00%
Court Penalties	\$58,000	\$32,499	56.03%	\$62,000	\$31,399	50.64%
Parking Violation	\$62,000	\$41,052	66.21%	\$67,000	\$23,056	34.41%
TOTAL FINES & PENALTIES	\$120,000	\$73,551	61.29%	\$129,000	\$54,455	42.21%
FEDERAL, STATE & COUNTY AIDS						
Federal Aid-Law Enforcement	\$3,750	\$0	0.00%	\$4,000	\$0	0.00%
Federal Aid-Fire Protection	\$0	\$0	0.00%	\$0	\$0	0.00%
State Aid-Shared Revenues	\$4,510,823	\$0	0.00%	\$4,587,756	\$0	0.00%
State Aid-Computer Credit	\$404,310	\$0	0.00%	\$404,310	\$0	0.00%
State Aid-Fire	\$61,000	\$0	0.00%	\$73,000	\$0	0.00%
State Aid-Payment for Municipal Services	\$105,500	\$0	0.00%	\$95,000	\$0	0.00%
State Aid-Law Enforcement	\$30,000	\$4,284	14.28%	\$34,000	\$1,000	2.94%
State Aid-Highway Transportation	\$931,325	\$465,662	50.00%	\$1,071,024	\$535,512	50.00%
State Aid-Connecting Highway	\$76,251	\$44,640	58.54%	\$89,410	\$44,705	50.00%
State Aid-Other	\$125	\$118	94.73%	\$120	\$113	93.83%
State Aid-Public Health	\$409,066	\$60,921	14.89%	\$131,028	\$11,937	9.11%
State Aid-Senior Center	\$26,741	\$0	0.00%	\$26,741	\$1,818	6.80%
State Aid-Personal Property	\$70,257	\$70,257	100.00%	\$172,182	\$172,182	100.00%
State Aid-Elections	\$0	\$563	100.00%	\$0	\$0	0.00%
State Aid-Video Service Provider	\$37,627	\$0	0.00%	\$37,627	\$0	0.00%
State Aid-Forestry	\$0	\$0	0.00%	\$0	\$0	0.00%
TOTAL FEDERAL, STATE & COUNTY AIDS	\$6,666,775	\$646,446	9.70%	\$6,726,198	\$767,266	11.41%

	2024 BUDGETED REVENUES	2024 Period Ending June 30, 2024	% Received	2025 BUDGETED REVENUES	2025 Period Ending June 30, 2025	% Received
MISCELLANEOUS						
Interest on Investments	\$185,000	\$241,099	130.32%	\$225,000	\$235,505	104.67%
Property Rental Revenue	\$57,160	\$23,764	41.57%	\$57,921	\$28,145	48.59%
Sale of Other Property	\$0	\$0	0.00%	\$0	\$0	0.00%
Sale of Land	\$0	\$0	0.00%	\$0	\$0	0.00%
Sale of Law Enforcement Property	\$12,000	\$665	5.54%	\$11,000	\$14,925	135.68%
Sale of Refuse Property	\$50	\$0	0.00%	\$50	\$0	0.00%
Sale of Recyclable Materials	\$0	\$0	0.00%	\$0	\$0	0.00%
Insurance Recovery-Other Equipment	\$0	\$0	0.00%	\$0	\$0	0.00%
Insurance Recovery-Law Enforcement Equip	\$0	\$0	0.00%	\$0	\$1,599	0.00%
Insurance Recovery-Highway Equip	\$20,000	\$17,820	89.10%	\$23,000	\$2,345	10.20%
Donations & Gifts	\$17,000	\$20,000	117.65%	\$21,000	\$0	0.00%
Miscellaneous Revenue	\$70,000	\$3,919	5.60%	\$55,000	\$3,970	7.22%
Credit Card Fees	\$600	(\$4)	-0.58%	\$3,000	\$0	0.00%
TOTAL MISCELLANEOUS	\$361,810	\$307,264	84.92%	\$395,971	\$286,489	72.35%
PUBLIC CHARGES						
Clerk	\$9,000	\$5,265	58.50%	\$9,000	\$3,910	43.45%
Treasurer	\$13,000	\$5,656	43.51%	\$12,000	\$5,285	44.04%
Data Processing	\$1,500	\$100	6.67%	\$500	\$110	22.00%
Law Enforcement	\$1,000	\$2,086	208.55%	\$2,500	\$794	31.76%
Fire Protection	\$500	\$0	0.00%	\$500	\$0	0.00%
Street Miscellaneous	\$500	\$150	30.00%	\$500	\$150	30.00%
Snow Removal	\$2,000	\$323	16.15%	\$2,000	\$0	0.00%
Engineering	\$0	\$0	0.00%	\$0	\$0	0.00%
Street Patching	\$10,000	\$0	0.00%	\$10,000	\$0	0.00%
Parking Lot Stickers	\$1,000	\$300	0.00%	\$1,000	\$384	38.40%
Garbage & Refuse	\$205,000	\$182,221	88.89%	\$206,000	\$179,779	87.27%
Solid Waste Disposal	\$35,000	\$34,069	97.34%	\$35,000	\$33,900	96.86%
Weed Cutting	\$4,000	\$2,825	70.61%	\$5,000	\$2,676	53.53%
Cemetery	\$15,000	\$13,325	88.83%	\$18,000	\$11,050	61.39%
Public Health	\$56,000	\$27,353	48.84%	\$58,000	\$27,313	47.09%
Library Fines	\$200	\$111	55.75%	\$300	\$31	10.44%
Library Vending Services	\$8,000	\$4,443	55.53%	\$9,000	\$3,473	38.59%
Library Misc	\$0	\$0	0.00%	\$0	\$10	0.00%
Park	\$16,000	\$11,533	72.08%	\$20,000	\$19,777	98.89%
Pool	\$66,000	\$44,687	67.71%	\$70,000	\$45,434	64.91%
Recreation	\$66,000	\$54,726	82.92%	\$76,000	\$57,504	75.66%
Boat Launch	\$27,000	\$9,962	36.90%	\$27,000	\$10,875	40.28%
Senior Center Rental	\$6,000	\$2,420	40.34%	\$6,000	\$3,360	56.00%
Boat Slip Rental	\$400	\$557	139.29%	\$500	\$400	80.00%
Pool Concession	\$22,000	\$6,264	28.47%	\$20,000	\$7,403	37.02%
Special Events-Admin Fee	\$4,500	\$386	8.58%	\$6,000	\$400	6.67%
Room Tax	\$2,500	\$379	15.18%	\$2,500	\$280	11.20%
Sen Ctr Program Revenue	\$2,300	\$2,333	101.43%	\$4,500	\$3,481	77.36%
Sen Ctr Newsletter Subscr	\$500	\$210	42.00%	\$500	\$90	18.00%
TOTAL PUBLIC CHARGES	\$574,900	\$411,685	71.61%	\$602,300	\$417,869	69.38%
INTERGOVERNMENTAL CHARGES						
Law Enforcement	\$359,000	\$205,177	57.15%	\$375,000	\$159,491	42.53%
Fire Department	\$500	\$125	25.00%	\$1,000	\$275	27.50%
Mass Transit	\$205,936	\$3,542	1.72%	\$196,384	\$93,446	47.58%
Street Misc	\$0	\$0	0.00%	\$0	\$0	0.00%
Street Patching	\$35,000	\$225	0.64%	\$36,000	\$16,106	44.74%
Garbage/Refuse	\$37,500	\$37,424	99.80%	\$37,500	\$20,540	54.77%
Public Health	\$404,909	\$172,148	42.52%	\$422,783	\$207,193	49.01%
Library Tax	\$606,981	\$607,588	100.10%	\$641,900	\$656,900	102.34%
Economic Development	\$13,750	\$16,085	116.98%	\$16,085	\$0	0.00%
City Attorney	\$12,000	\$0	0.00%	\$6,000	\$0	0.00%
Park	\$40,000	\$0	0.00%	\$35,689	\$0	0.00%
Snow Removal/Plowing	\$4,000	\$1,949	48.74%	\$4,000	\$1,808	45.21%
State-Public Health	\$40,925	\$25,298	61.82%	\$44,000	\$20,617	46.86%
State-Lift Bridges	\$42,178	\$10,467	24.82%	\$40,000	\$9,136	22.84%
TIF Admin	\$108,670	\$108,670	100.00%	\$108,670	\$108,670	100.00%
Transfer from Marina	\$5,000	\$5,000	100.00%	\$5,000	\$5,000	100.00%
Applied Fund Balance-Other	\$200,000	\$0	0.00%	\$215,000	\$0	0.00%
Applied Fund Balance-Health	\$100,000	\$0	0.00%	\$0	\$0	0.00%
Fund Balance Reservations	\$0	\$0	0.00%	\$0	\$0	0.00%
TOTAL INTERGOVERNMENTAL CHARGES	\$2,216,349	\$1,193,699	53.86%	\$2,185,011	\$1,299,182	59.46%
TOTAL REVENUES	\$21,177,734	\$13,218,718	62.42%	\$21,323,458	\$13,451,417	63.08%

General Fund Expenditures - Second Quarter 2025
January 01, 2025 - June 30, 2025

	2024 ANNUAL BUDGET	2024 Period Ending June 30, 2024	% Expended	2025 ANNUAL BUDGET	2025 Period Ending June 30, 2025	% Expended
GENERAL GOVERNMENT						
Mayor	\$127,641	\$57,617	45.14%	\$138,211	\$63,681	46.07%
Attorney	\$182,760	\$79,941	43.74%	\$184,591	\$79,934	43.30%
Personnel	\$200,354	\$108,644	54.23%	\$192,998	\$92,663	48.01%
City Clerk	\$121,953	\$55,189	45.25%	\$129,132	\$51,857	40.16%
Elections	\$87,113	\$34,343	39.42%	\$80,658	\$33,590	41.64%
Municipal Court	\$13,100	\$13,130	100.23%	\$13,520	\$14,294	105.72%
Property Insurance	\$128,234	\$64,117	50.00%	\$128,234	\$64,117	50.00%
Finance	\$623,104	\$313,701	50.34%	\$601,208	\$311,922	51.88%
Assessor	\$85,519	\$42,801	50.05%	\$103,543	\$52,394	50.60%
Common Council	\$84,254	\$46,656	55.38%	\$82,699	\$46,205	55.87%
Illegal Tax/Tax Refund	\$3,000	\$0	0.00%	\$3,000	\$0	0.00%
Uncollectable Debt	\$4,000	(\$1,355)	-33.88%	\$4,000	\$314	7.84%
Transfer to Other Funds	\$0	\$2,000	0.00%	\$0	\$0	0.00%
Employees Safety Commission	\$38,784	\$18,656	48.10%	\$36,731	\$25,956	70.67%
Municipal Buildings	\$133,687	\$100,410	75.11%	\$135,038	\$97,795	72.42%
TOTAL GENERAL GOVERNMENT	\$1,833,503	\$935,849	51.04%	\$1,833,563	\$934,721	50.98%
PUBLIC SAFETY						
Police	\$5,510,992	\$2,715,670	49.28%	\$5,692,557	\$2,921,803	51.33%
Crossing Guards	\$12,081	\$2,681	22.19%	\$6,514	\$2,151	33.03%
Community Service	\$73,642	\$32,159	43.67%	\$73,380	\$40,000	54.51%
Auxiliary Police	\$15,246	\$578	3.79%	\$15,202	\$1,060	6.97%
Jail/Prisoner Meal Charge	\$5,000	\$1,904	38.08%	\$3,000	\$1,750	58.32%
Code Enforcement	\$91,175	\$38,385	42.10%	\$81,456	\$37,783	46.38%
Traffic Cameras	\$31,000	\$13,283	42.85%	\$36,000	\$26,121	72.56%
Fire	\$3,969,215	\$2,307,234	58.13%	\$4,087,021	\$2,384,216	58.34%
Emergency Government	\$500	\$80	16.09%	\$1,000	\$82	8.15%
Weights & Measures	\$34,040	\$17,611	51.74%	\$36,508	\$18,862	51.66%
Inspection	\$211,331	\$133,887	63.35%	\$222,012	\$88,494	39.86%
TOTAL PUBLIC SAFETY	\$9,954,222	\$5,263,472	52.88%	\$10,254,650	\$5,522,320	53.85%
PUBLIC WORKS						
Engineering	\$188,790	\$87,355	46.27%	\$187,102	\$84,356	45.09%
Street Construction/Excavation	\$678,845	\$165,655	24.40%	\$706,407	\$264,710	37.47%
Snow & Ice	\$422,892	\$268,008	63.38%	\$386,516	\$268,915	69.57%
Street Signs	\$267,309	\$102,090	38.19%	\$278,099	\$123,886	44.55%
Sidewalks & Crosswalks	\$159,082	\$40,677	25.57%	\$174,493	\$13,742	7.88%
Street Lighting	\$179,416	\$63,560	35.43%	\$178,516	\$60,274	33.76%
Parking Lots	\$44,636	\$12,191	27.31%	\$41,901	\$7,250	17.30%
Canal Maintenance/Construction	\$1,075	\$435	40.49%	\$1,075	\$486	45.19%
Refuse Collection & Disposal/Commercial	\$1,023,810	\$468,038	45.72%	\$1,030,999	\$488,794	47.41%
Weed Cutting	\$36,941	\$8,693	23.53%	\$30,165	\$10,339	34.27%
Valley Transit	\$252,583	\$126,294	50.00%	\$243,749	\$121,872	50.00%
Dial-A-Ride	\$11,200	\$0	0.00%	\$11,200	\$0	0.00%
TOTAL PUBLIC WORKS	\$3,266,579	\$1,342,997	41.11%	\$3,270,222	\$1,444,624	44.18%
CULTURE, RECREATION & EDUCATION						
Library	\$2,019,985	\$1,032,391	51.11%	\$2,090,748	\$1,079,842	51.65%
Recreation	\$363,773	\$158,723	43.63%	\$382,390	\$169,151	44.24%
Pool	\$333,274	\$127,892	38.37%	\$357,668	\$127,395	35.62%
Lift Bridges	\$160,959	\$42,312	26.29%	\$148,173	\$61,362	41.41%
Civic Commemorations	\$52,850	\$47,600	90.07%	\$41,850	\$8,600	20.55%
Parks	\$1,221,352	\$708,101	57.98%	\$1,206,994	\$606,375	50.24%
TOTAL CULTURE, RECREATION & EDUCATION	\$4,152,193	\$2,117,019	50.99%	\$4,227,823	\$2,052,726	48.55%

	2024 ANNUAL BUDGET	2024 Period Ending June 30, 2024	% Expended	2025 ANNUAL BUDGET	2025 Period Ending June 30, 2025	% Expended
CONSERVATION & DEVELOPMENT						
Forestry	\$114,334	\$59,622	52.15%	\$127,722	\$62,500	48.93%
Community Development	\$330,339	\$140,988	42.68%	\$336,181	\$159,214	47.36%
Urban Redevelopment	\$6,905	\$411	5.96%	\$7,000	\$491	7.01%
TOTAL CONSERVATION & DEVELOPMENT	\$451,578	\$201,022	44.52%	\$470,903	\$222,204	47.19%
PUBLIC HEALTH						
Health	\$670,837	\$331,755	49.45%	\$687,647	\$313,771	45.63%
Environmental Health	\$94,670	\$47,580	50.26%	\$101,097	\$48,703	48.17%
Health Screening	\$24,450	\$11,550	47.24%	\$24,451	\$10,526	43.05%
Prevention	\$4,591	\$2,217	48.28%	\$5,664	\$2,468	43.58%
School Health Aids	\$69,490	\$28,454	40.95%	\$77,586	\$38,798	50.01%
Dental	\$61,162	\$27,604	45.13%	\$57,858	\$26,332	45.51%
Communicable Diseases	\$3,260	\$1,478	45.34%	\$3,308	\$1,402	42.38%
Lead Prevention Grant	\$3,117	\$1,746	56.03%	\$3,116	\$1,769	56.77%
Immunization	\$7,402	\$3,794	51.25%	\$7,952	\$4,061	51.07%
Maternal Child Health	\$11,798	\$5,065	42.93%	\$9,068	\$5,164	56.95%
Dental Sealant	\$17,413	\$7,389	42.43%	\$16,166	\$7,338	45.39%
Bio-Terrorism	\$33,172	\$15,885	47.89%	\$32,949	\$16,979	51.53%
Twenty-Four/Seven	\$3,500	\$1,388	39.67%	\$3,400	\$1,498	44.06%
Senior Center	\$153,980	\$63,280	41.10%	\$153,033	\$82,291	53.77%
COVID-19 Vaccination	\$0	\$0	0.00%	\$16,378	\$2,911	17.77%
Health ARPA Grant	\$304,234	\$68,045	22.37%	\$0	\$100,757	0.00%
Health Infrastructure Grant	\$17,043	\$8,799	51.63%	\$28,081	\$16,947	60.35%
Animal Impoundment	\$3,200	\$552	17.25%	\$3,200	\$500	15.63%
Cemetery	\$36,341	\$14,081	38.75%	\$35,348	\$21,555	60.98%
TOTAL PUBLIC HEALTH	\$1,519,660	\$640,663	42.16%	\$1,266,302	\$703,771	55.58%
100-GENERAL FUND TOTALS:	\$21,177,735	\$10,501,021	49.59%	\$21,323,463	\$10,880,366	51.03%



PROCLAMATION

Office of the Mayor

WHEREAS, Menasha Utilities provides our community with reliable, efficient, and safe electricity employing sound business practices designed to ensure the best possible service at not-for-profit rates; and

WHEREAS, Menasha Utilities is a valuable community asset that contributes to the well-being of local citizens through energy efficiency, customer service, environmental protection, economic development, and safety awareness; and

WHEREAS, Menasha Utilities is a dependable and trustworthy institution whose local operation provides many consumer protections and continues to make our community a better place to live and work, and contributes to protecting the global environment; and

NOW, THEREFORE BE IT RESOLVED: that the week of Oct. 5-11 be designated Public Power Week to recognize the immense sense of pride in Menasha Utilities and their contributions to the community and to educate customers, policymakers, and employees on the benefits of public power; and

BE IT FURTHER RESOLVED: that our community joins hands with approximately 2,000 other public power systems in the United States, all working to build strong communities in this celebration of public power.

PUBLIC POWER WEEK

Signed and Sealed this 1st day of October, 2025

A handwritten signature in blue ink, appearing to read "Austin R. Hammond".

Austin R. Hammond, Mayor





COMMON COUNCIL MINUTES
Monday, September 15, 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 6:00 pm.

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, DPW Merten, CDD Dane, PRD Sackett, FC Teesch, PC Thorn, LD Kopetsky, PHD Hutter, DDMO Brown, CA Struve, Mayor Hammond, Clerk Snyder, DC Janet

D. PUBLIC HEARING

1. Special Use Permit - Outdoor Storage - Jack's Lawn Landscaping - N8910 Oneida Street, Parcel No. 7-00725-56 & Parcel No. 7-00725-57

Mayor Hammond opened the public hearing at 6:01 pm and invited members of the public to speak.

Mayor Hammond closed the public hearing at 6:02 pm after no members of the public elected to speak.

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

Stan Sevenich (645 Ninth Street, Menasha) commented on the recycling fee proposed on the agenda, specifically on the concern of higher taxes for city residents, the rising cost of living, growing the city's population and other alternatives to the recycling fee.

Melanie Kading (669 Appleton Road, Menasha) commented on the condition of the intersection of Seventh Street and Appleton Road, desiring to have a lighted pedestrian crossing for safety reasons. Additionally commenting on the sidewalk situation in the area and the dangers of motorized scooters using them, advocating that sidewalks should be reserved for pedestrian (walking) traffic, and not for other means of transportation.

Bethanie Gengler (210 Water Street, Menasha) commented on the recycling fee proposed on the agenda, specifically regarding how funds are budgeted in the city.

Roy Kordus (809 John Street, Menasha) commented on the recycling fee proposed on the agenda today. Specifically, on how the fee can free up funds for more

projects, growing the appeal of the city, and fostering continued growth for the future of the city.

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

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

1. Presentations:
2. Minutes to Receive:
 - a. Neenah-Menasha Sewerage Commission, 7/22/25
 - b. Library Board of Trustees, 7/22/25
 - c. Board of Public Works, 9/2/25
 - d. Plan Commission, 8/5/25
 - e. Redevelopment Authority, 8/5/25
 - f. Neenah-Menasha Joint Finance & Personnel Committee Meeting, 8/26/25
 - g. Water and Light Commission Minutes, 8/27/25
3. Communications:
 - a. Quarterly Storm Water Flyer
 - b. Comprehensive Plan Consultant Selection
 - c. Project Front Porch
 - d. September 24th 2025 Comprehensive Plan Open House
 - e. Community Flu Vaccine Clinic

G. CONSENT AGENDA

1. Common Council Minutes, 9/2/25
2. Common Council Workshop (Capital Improvement Plan) Minutes, 9/2/25
Motion by District 7 Alderperson Grade seconded by District 4 Alderperson Perkins to approve minutes of the Common Council meeting held on 9/2/25 and the Common Council Workshop (Capital Improvement Plan) held on 9/2/25. Motion carried on voice vote.
3. Board of Public Works, 9/2/25, Recommends Approval of:
 - a. Street Use Application - The Otto Grunski Runski; Saturday, September 27, 2025; 6:30 a.m. to 10:30 a.m.; Menasha Parks and Recreation
Motion by District 8 Alderperson Ropella, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

- b. Street Use Application - Menasha High School Homecoming Parade;

Friday, October 3, 2025; 5:30 p.m. to 6:30 p.m.; Menasha High School
Motion by District 8 Alderperson Ropella, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-0-1 on roll call. District 5 Alderperson Lewis abstained due to employment with the Menasha Joint School District.

4. Neenah-Menasha Joint Finance & Personnel Committee, 8/26/25, Recommends Approval of:
 - a. Staff to review and verify the bids received for the Training Grounds Remodel and Improvement Project and, contingent upon compliance with bid specifications, award the project to the lowest responsible and qualified bidder.

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

Motion carried 8-0 on roll call.

Staff advised that bids have been vetted and Neenah Menasha Fire Rescue Training Grounds improvements have been approved by the City of Neenah's Common Council and that the new station construction in Neenah has been approved by Neenah's Board of Public Works.

5. Plan Commission, 8/5/25, Recommends Approval of:
 - a. Special Use Permit to allow for the outdoor storage of equipment as presented for Jack's Lawn and Landscaping located at N8910 Oneida Street, Parcel No. 7-00725-56 and Parcel No. 7-00725-57

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

Motion carried 8-0 on roll call.

Discussion considered ownership of the parcels and recent fence construction on the property.

Staff advised that the applicant owns both parcels associated with the business, and there are continued plans to extend the fence around the property boundary.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. Accounts Payable and Payroll for the term of 8/29/25 - 9/11/25 in the amount of \$1,268,821.95.

Motion by District 2 Alderperson Eisenach, seconded by District 5

Aldersperson Lewis to approve.

Motion carried 8-0 on roll call.

2. Change of Agent for Alcohol License - El Jaripeo (890 Lake Park Road, Menasha); Ana Griselda Rivera, Successor Agent
Motion by District 2 Aldersperson Eisenach, seconded by District 4 Aldersperson Perkins to approve.

Motion carried 8-0 on roll call.

3. Community Development Block Grant (CDBG) Housing Revolving Loan Fund (RLF) – Program Closeout
Motion by District 1 Aldersperson Rand, seconded by District 7 Aldersperson Grade to approve.

Motion carried 7-1 on roll call. District 8 Aldersperson Ropella voted no.

Discussion considered why this change is happening, and how residents could utilize these funds. Discussion also considered what obligations will be forthcoming, and the differences in the nature of grants and loans.

Staff advised that the Department of Housing and Urban Development has had programs to help municipalities create more housing opportunities and recent changes on a state level have made this a more regional program, with Menasha being in the Green Bay region within the state. This closeout is part of the process to switch funds over to the new program. Staff also advised that residents can apply directly to receive these funds, with future advertisements on the website for the program. Staff advised that there are continued closeout tasks to be completed regarding the grants and loans.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. O-9-25 - An Ordinance Designating Crossroads Foursquare Church (1209 London Street) as the Polling Location for Districts 5 and 7 in the City of Menasha (Introduced by Mayor Hammond)
Motion by District 7 Aldersperson Grade, seconded by District 6 Aldersperson Marshall to approve.

Motion carried 8-0 on roll call.

Discussion considered the timetable for being ready for future elections.

Staff advised that the change in polling place is effective immediately.

2. R-23-25 - A Resolution Adopting a Recycling Waste Material Collection and Disposal Charge ("Recycling Fee") for the City of Menasha (Introduced by Ald. Grade)

Motion by District 7 Alderperson Grade, seconded by District 1 Alderperson Rand to approve.

Motion failed 5-3 on roll call. District 1 Alderperson Rand, District 4 Alderperson Perkins, and District 7 Alderperson Grade voted yes.

Discussion considered the timeframe for implementing updates to the recycling center, the undetermined use of repurposed dollars and potential options thereto, and community consensus. Discussion also considered Menasha's narrow achievement of the levy limit in 2025, the merits of the accounting decision underlying this vote, and the rationale for staff repeatedly attempting to reduce Menasha's levy by caching the recycling program as a standalone service.

Staff advised that the city had less than \$1,000 in levy availability in 2025. Staff also advised that there are safeguards to raising the fee by both staff and the council, while also making the recycling program self-sufficient and freeing up levy capacity, with hopes of using those funds to improve the recycling site first, and creating future plans for the budget thereafter. Staff also advised that approving this now would create direction for drafting the upcoming budget and help staff create more proposals for using the newly available funds.

3. O-10-25 - An Ordinance Amending Title 3, Chapter 2, Section 3-2-12(a) of the Code of Ordinances, Authorizing a Special Charge for the Collection and Disposal of Recyclable Waste Materials (Introduced by Ald. Grade)
Mayor Hammond ruled this item not germane. No action was taken.
4. O-11-25 - An Ordinance Amending Title 8, Chapter 3, Section 8-3-10 of the Code of Ordinances, Removing Recycling Collection Services From the Refuse and Recycling Collection Fee Pertaining to Additional Residential Dwelling Units (Introduced by Ald. Grade)
Mayor Hammond ruled this item not germane. No action was taken.
5. O-12-25 - An Ordinance Amending Title 8, Chapter 4, Sections 8-4-6(a), (b) and Enacting Title 8, Chapter 4, Section 8-4-13 of the Code of Ordinances, Effectively Repealing the Recycling Container Fee and Imposing a Recycling Services Special Charge (Introduced by Ald. Grade)
Mayor Hammond ruled this item not germane. No action was taken.

L. APPOINTMENTS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

O. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 1 Alderperson Rand to adjourn the Common Council meeting at 7:22 pm. Motion carried on voice vote.

Minutes submitted by Deputy City Clerk Evan Janet.



Special Event Application

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. *Please see document #1 – Special Event Holders Guide for Emergency Situations*

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, Lamers School Bus 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. *Complete Document #4 – Notification of Request to Close a City Street*

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

125 E. Columbian Ave., Neenah, WI 54956

Email: jmavroff@nmfire.org

7. Will there be fireworks at your event?

Complete Document #5 - NMFR.Fireworks Display Application

☐ 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. *Complete Document #6 - NMFR.Tent Permit*

☐ 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?

Complete form #7 - Clerk.AB-220 Temporary Alcohol Beverage License, form #8 - Clerk.AB-100 Alcohol Beverage Individual Questionnaire and form #9 - Clerk.AB-101 Alcohol Beverage Appointment of Agent.

☐ Yes ☒ No

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

Complete form # 10 - Clerk.Carnival Permit Application. Permit needs to be submitted 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 documents HealthDept.Mobile Restaurant Operators Memo AND HealthDept.Food Safety Guidelines.

☐ Yes ☒ No

EVENT INFORMATION – SECTION 2

Permit Fee: A \$50 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 Hometown Halloween Total Anticipated Attendance 1200
Sponsoring Organization Menasha Parks + Recreation
Organization Address 100 Main St Ste 200
Event Location Main St in Menasha (from Milwaukee St to Center St)
Date of Event (list each date if a multi-day event) 10/23/25 closure to 6:10p
Event Set-up Time 2:30pm Event Start Time 4:00pm Event End Time 6:00pm

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.

1. Event Facilitator/Responsible Person Leah Aerts
Email Laerts@menashawi.gov Phone 920-422-7356
2. Day of Event Contact Name (person on site) Leah Aerts
Email Laerts@menashawi.gov Phone 920-422-7356

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.) #2 – Map.Downtown Menasha OR #3 – Map.Jefferson Park

Milwaukee St from Main St around the east side of Curtis Reed square up to the U.S bank alley; Chute St alongside the west side of Curtis Reed square; Main St from west of mill St and east of Center St

dump truck at Milwaukee / main

Organization requests use of the following FACILITY for this event (please check):

FACILITY	Resident	Non-Resident	Fees are per day unless otherwise stated.
JEFFERSON PARK (915 Third Street) ☐ West Pavilion ☐ Kitchen ☐ Bocce Ball Set Rental	\$150.00 \$35.00 \$ 5.00	\$200.00 \$65.00 \$10.00	Electricity in pavilion and kitchen. Kitchen has full refrigerator, microwave, double sink, pass-through serving area. Sixteen (16) picnic tables, and stand-up pub tables. Restrooms are part of building. Capacity approximately 200 people. <i>There is a \$25 deposit due when picking up a bocce ball set. This is in addition to the rental fee.</i>
☐ West Pavilion and Social Space	\$400.00	\$550.00	Social Space includes stage, outdoor seating, firepits and bocce ball courts.
☐ East Pavilion	\$100.00	\$150.00	Electricity in pavilion and kitchen. Twelve (12) picnic tables. Kitchen has full refrigerator, microwave, double sink, pass-through serving area. Restrooms are part of building. Capacity approximately 75 people. Available after July 4, 2025.
☐ Launch Shelter	\$25.00	\$55.00	Two (2) picnic tables. Restrooms nearby. Electricity available. Capacity approximately 25 people. Not available after July 31, 2025.
☐ Picnic Area #1 (no electricity) ☐ Picnic Area #2 or 3 (w/electricity)	\$10.00 \$20.00	\$40.00 \$50.00	
SMITH PARK (338 Cleveland Street) ☐ Pavilion ☐ Kitchen ☐ Gardens/Gazebo ☐ Gardens/Gazebo with Pavilion ☐ Memorial Building (pre-ceremony use)	\$125.00 \$35.00 \$300.00 \$375.00 \$20.00/hr	\$175.00 \$65.00 \$450.00 \$525.00 \$50.00/hr	Electricity in pavilion and kitchen. Kitchen has refrigerator, stove, microwave, pass-through serving area. Twenty-nine (29) picnic tables. Restrooms are part of the building. Capacity approximately 200 people. Includes 50 park-style benches. Pavilion can be reserved in case of inclement weather (renter responsible for set-up) or used for reception (no alcohol allowed). Use of 1 st floor only
BARKER FARM PARK (2170 Plank Road) ☐ Shelter	\$35.00	\$65.00	Four (4) picnic tables. Restrooms are part of the building. Electricity available. Capacity approximately 30 people.
CLOVIS GROVE PARK (1000 Visgro Street) ☐ Shelter	\$35.00	\$65.00	Six (6) picnic tables. Restrooms are part of the building. Electricity available. Capacity approximately 30 people.
☒ CURTIS REED SQUARE	\$30.00	\$60.00	Electricity available. Three picnic tables available.
HART PARK (700 Seventh Street) ☐ Shelter	\$35.00	\$65.00	Four (4) picnic tables. Restrooms are part of the building. Heated/can be rented in cold weather when not being used as ice rink warming house. Electricity available. Capacity approximately 30 people.
KOSLO PARK (1200 Geneva Road) ☐ Shelter (no electricity)	\$30.00	\$60.00	Five (5) picnic tables. Temporary restrooms nearby. Capacity approximately 30 people.
☐ MARINA TERRACE	\$20.00	\$20.00	Electricity available.
SHEPARD PARK (100 Mathewson Street) ☐ Shelter	\$35.00	\$65.00	Four (4) picnic tables. Restrooms nearby. Electricity available. Capacity approximately 30 people.
PARK OPEN SPACE ☐ Location:	\$25.00	\$55.00	A Park Open Space fee will apply when additional areas are needed for tents, dunk tanks, bounce houses, etc. Approx. area 40'x60'. Please note that this is in addition to the tent permit that will also apply if having a tent or bounce house.
BEER/WINE PERMIT (allowed only at Barker Farm, Jefferson, Koslo Parks)	\$5.00	\$5.00	A permit must be obtained before beer or wine can be consumed in one of these parks.
TENT PERMIT (Tents larger than 10x10')	\$10.00	\$10.00	Renter is responsible for contacting Diggers Hotline.
KEY DEPOSIT (Cash or check only)	\$25.00	\$25.00	Deposit is due when picking up key (up to two (2) days prior to rental) and will be given back when key is returned to our office (no later than two (2) days after rental).
PICNIC TABLES (Each)	\$7.00	\$7.00	Additional picnic tables are available if more than what is at the site is needed.
GARBAGE or RECYCLING CART (Each)	\$4.00	\$4.00	Additional carts are available if more than what is at the site is needed.

In addition to the listed facility rental fee, there is a fee associated with the group size. Prices shown are per day.	
Up to 400	\$275.00
401-700	\$375.00
701+	\$500.00

Additional Equipment Charges			
200 AMP Panel	\$15.00	Picnic Table (each)	\$7.00
Heavy Duty Extension Cord	\$5.00	Bench (each)	\$4.00
Stage (trailer only)	\$125.00	Garbage Can (each)	\$4.00
Stage with 2 rows	\$375.00	Recycling Cart (each)	\$4.00
3 Row Bleachers	\$25.00		

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): _____
Last First M.I.
Area that fermented malt beverages and wine will be consumed: _____
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. See document Sec5.Misc.Insurance Information for specifics. Insurance through HUB International is also offered by our office for one-time events (Document Sec5.Clerk.Insurance Application)

Name of Insurance Company CIVMIC Policy Number _____
Email _____ Phone _____
Applicant Signature _____ Date _____

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 _____
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 Leah Aerts Date 8/25/25

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: 9.15.2025
Scheduled Parks & Recreation Board Review Date: n/a
Scheduled Common Council Review Date: 10.6.2025
Staff Approval: Police Dept. act Fire Dept. / Public Works Dept. / City Attorney MA

RENTAL POLICIES

Requests for returning/reoccurring special events utilizing a park facility may be submitted up to one year prior to the event date. Priority will be given to those events that have been booked in the past, for that same weekend. All other requests will then be considered.

PARK HOURS: The City of Menasha park pavilions and shelters are available to rent for use May 1-September 30. Park hours are 6:00am-11:00pm (hours at Hart Park are 7:00am-10:00pm). Premises must be cleaned and vacated by park close time. Under no circumstances will you be allowed to place items in the kitchen/refrigerator prior to your date of rental!

CANCELLATION / REFUND POLICY: Failure to cancel a reservation at least fourteen (14) days in advance will result in forfeiture of the entire rental fee. If an event is cancelled prior to fourteen (14) days in advance, the group will forfeit a \$10 administrative fee, which will be deducted from the refund. One-time rescheduling of an event will be accepted, as long as arrangements are made at least fourteen (14) days prior to the original booking date.

KEYS: Keys may be obtained for kitchen areas and shelters/picnic areas with electricity from the MPRD office no earlier than two days prior to the event and returned no later than two days after the event. **There will be a \$25 deposit fee for all keys (cash or check at time of receiving key).** This deposit will be returned when keys are brought back to our office.

CLEAN UP & DAMAGE POLICY: Renter is responsible for cleaning kitchen and all areas utilized, including wiping off picnic tables, sweeping, taking care of spills, placing garbage and recyclables in appropriate bins and removing all decorations, personal equipment, etc. The facility is expected to be left in the same condition the renter found it. The renter will be held responsible and billed for any clean-up, losses, or damages. The City of Menasha is not responsible for any equipment or other items left in the pavilion. Removal of City property from the facility is prohibited. Please note: Cleaning supplies/brooms are not available at our facilities.

DETERMINING FEES FOR A RESIDENT RESERVATION: In order to be granted resident fee status, an event or picnic must be sponsored by a City of Menasha, Appleton, or Village of Fox Crossing business or company. **City of Menasha residents/businesses only are eligible for the early reservation period.**

FOR LEAGUES AND TOURNAMENTS: Any league that plays at a city facility must fill out a Reservation Form and submit a certificate of insurance as described below. The insurance must be submitted before the start of the league play. Diamond reservations please refer to the current park facility fee schedule for charges. Send league schedule to MPRD as soon as possible. The City reserves the right to make schedule changes (with user input) as needed to accommodate all users. All users will receive a copy of the Wet Diamond Policy and the Ball Diamond Groomer User Agreement. A complete tournament schedule must be submitted to MPRD office two weeks prior to event. A tournament representative must contact the MPRD one week prior to tournament to confirm field use and grooming plans. Park staff will groom the fields before the tournament begins Monday-Friday. Tournament organizers are responsible for further grooming. All methods of grooming, especially on wet fields, must be pre-approved by the Parks Department.

CERTIFICATE OF INSURANCE with ENDORSEMENT: Any event that is open to the public, plans to sell fermented malt beverages or wine, have amusement rides or petting zoo, must have a certificate of insurance and endorsement on file with the Parks and Recreation Department 30 days prior to the event. **This insurance must be primary.** The City of Menasha **must** be named as additional insured on both the Certificate of Insurance and the Endorsement. Organizations planning multi-day events or selling fermented malt beverages/wine at the event also must appear before the Parks and Recreation Board two months prior to the event. (Events selling alcohol may wish to obtain a combined insurance policy for the sale of fermented malt beverages and get one event coverage rather than seeking two separate policies.)

SETTING UP TENTS OR INFLATABLES: Groups planning to pound stakes, etc. below ground shall contact **Digger's Hotline at 811** at least five (5) days prior to their event. (Small, pop-up tents usually do not fall under this category.) Stakes shall not be pounded into asphalt surfaces. A Park Open Space fee will be assessed. Large tent questions should be directed to Neenah-Menasha Fire Rescue at (920)886-6200.

"KIDDIE RIDES" OR OTHER AMUSEMENT ACTIVITIES: Any event that plans to include amusement rides, petting zoo or bounce house type activities will need a Carnival Permit from the City Clerk. A copy of the ride vendor's Certificate of Insurance, naming the City of Menasha as an additional insured (including endorsement) must be provided.

CONSUMING ALCOHOLIC BEVERAGES: Fermented malt beverages and wine may be consumed only in Barker Farm Park, Jefferson Park, Koslo Park, and Curtis Reed Square. *Glass bottles/containers are not allowed in any city park.* Before beer or wine can be consumed or dispensed, a permit must be obtained from the MPRD office. **The permit fee is \$5 per day.** Alcoholic beverages may only be consumed in the area clearly defined on the permit.

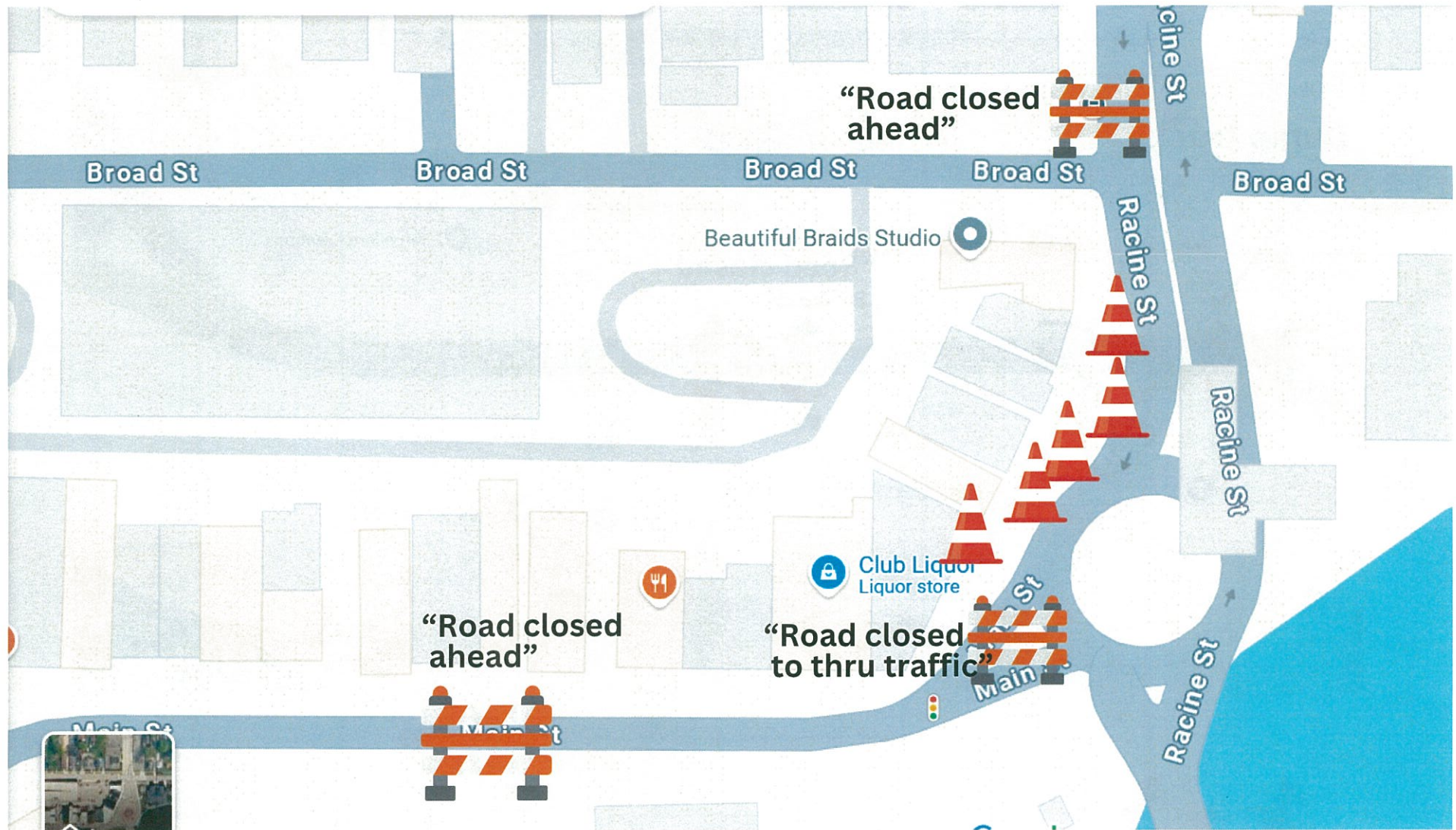
SELLING ALCOHOLIC BEVERAGES (fermented malt beverages or wine only): Event plans that include this activity will require a temporary "Class B" license that **must** be on file with the City Clerk at least 15 days prior to Common Council approval. Parks and Recreation Board approval is also needed two months prior to the event. Before obtaining a license, a Certificate of Insurance naming the City as an additional insured (plus endorsement) must be submitted.

HANGING SIGNS, BANNERS, TARPS, ETC.: All decorations used must be held in place with adhesive putty (no tape, staples, tacks, or nails are permitted) and must be removed after your event.

AMPLIFIED SOUND SYSTEM: Voice or music amplifying equipment must be controlled so that sound is not objectionable beyond the confines of the park. Note that a strong wind and its direction will cause sound to carry further and may become objectionable to neighbors. Violators will be warned and/or cited by the Menasha Police Department.

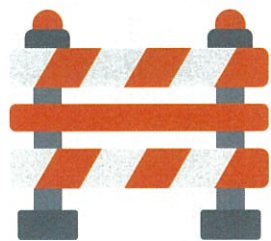
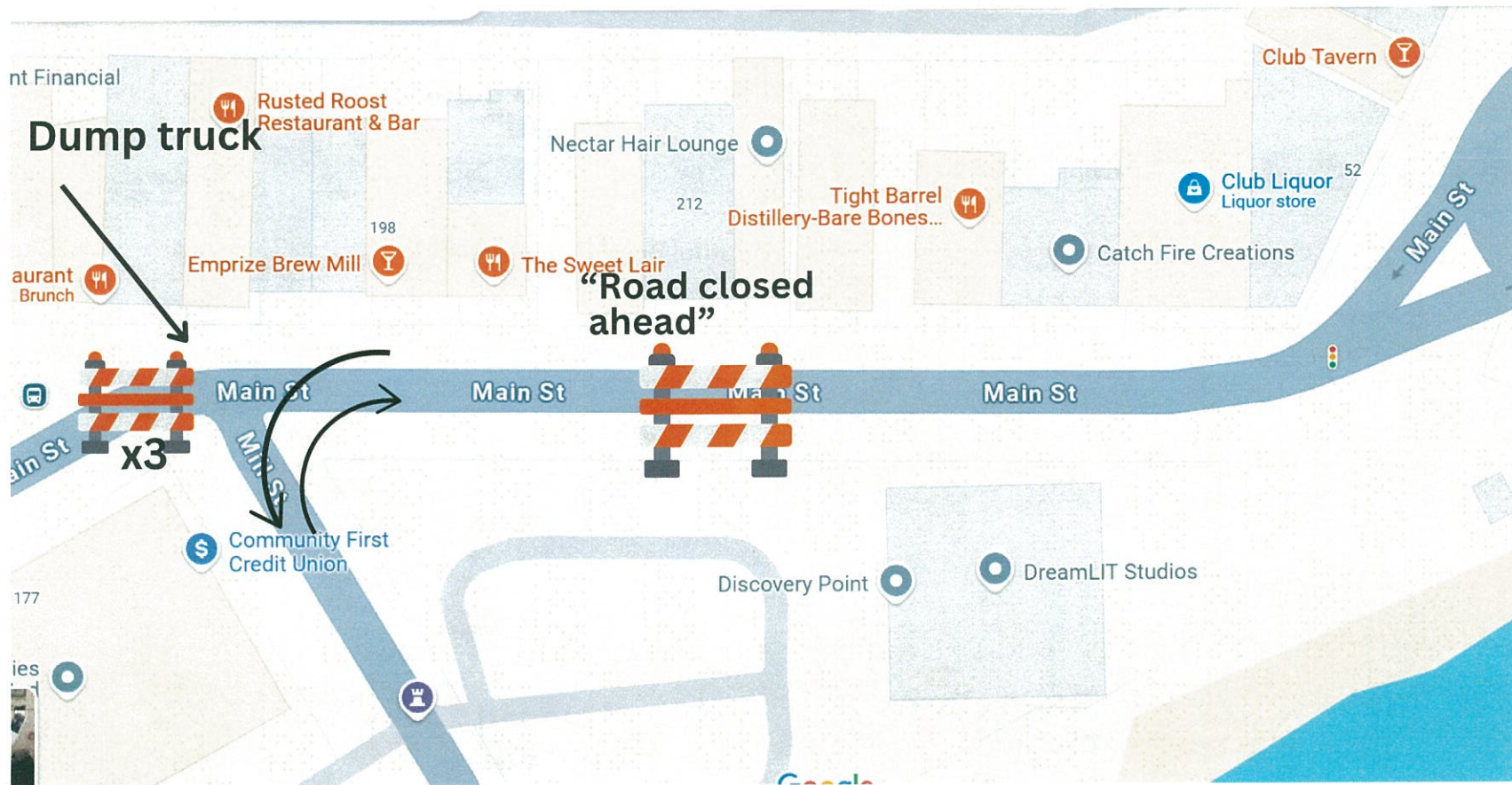
PETS IN PARKS: Dogs, cats, or other pets are prohibited in all City parks, unless permitted by the Parks and Recreation. Exception: Dogs, cats or other pets are allowed on trails provided they are on a leash that is not retractable and no more than five feet long.

St Closure for: Hometown Halloween & Gather 'Round



Tall Orange Cones to taper lane.

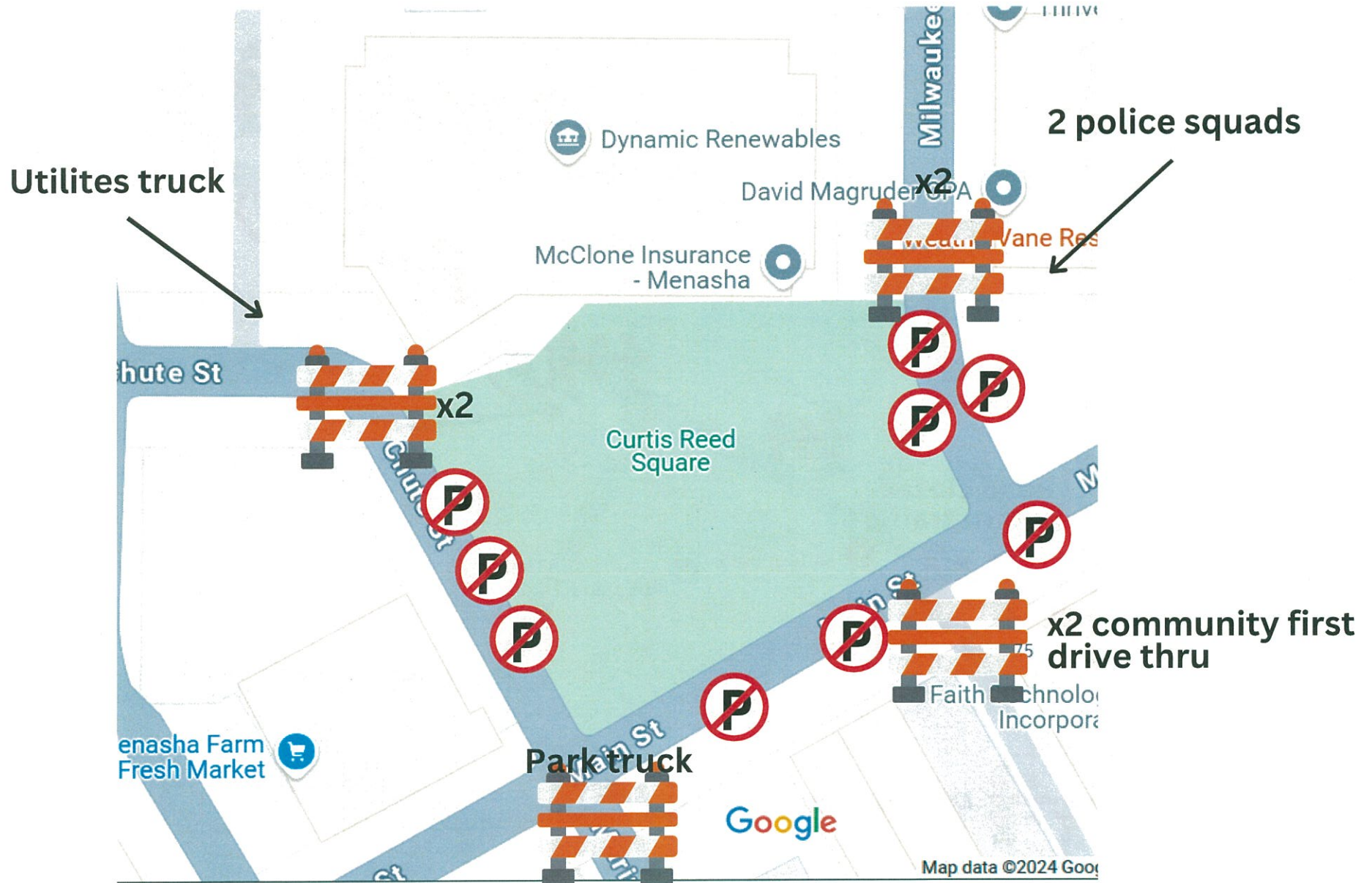
 Cars need to be able to enter onto Main St from North and South to get to downtown businesses & their residences



Barricade



Traffic



 No parking E/W of Milwaukee
 from alley to Main St
 E at Chute st bend to Main
 N/S Main from Center to Mill



Tall Orange Cones

1.Tapering on Tayco

2.Block Drive through lanes @ city hall lot,
blossom & Brew,

Certificate of Payment

Date: 9/9/2025

Payment Request: 1 (One) and Final

Contractor: Fahrner Asphalt Sealers, LLC

Address: 2800 Mecca Drive, Plover, WI 54467

Contract Unit No.: 2025-05

Project Description: Asphaltic Concrete Pavement Chip Sealing - Various City Streets

	Original Contract Amount:	\$ 64,368.00
Change Order 1:	Total Change Orders:	\$ -
Change Order 2:	Total Contract Amount (Including Change Orders):	\$ 64,368.00
Change Order 3:	Total Earned to Date (Summary Attached):	\$ 64,368.00
Change Order 4:	Less Retainage:	\$ -
	Amount Due:	\$ 64,368.00

Payment 1	
Payment 2	
Payment 3	
Payment 4	
Payment 5	
Payment 6	
Payment 7	
Current Payment	\$ 64,368.00

I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued.
(Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment.)

Date: _____ BY: _____

Recommended for Payment

Public Works Authorization: _____

Common Council Approval Date: _____

Finance Department

Account Number	Amount

Progress Billing Invoice

From: Fahrner Asphalt Sealers LLC
2800 Mecca Drive
Plover, WI 54467
Ph. 715-341-2868

Invoice #: 8300022091

Date: 08/31/25

Application #: 1

To: City of Menasha
100 Main St, Ste 200
Menasha, WI 54952

Customer Number: 170550

Customer Reference: 2025-05

Contract: 1202533402 City of Menasha, Contract 2025-05 Chip Sealing

*** FINAL INVOICE ***

Cont Item	Description	Contract				To Date		This Invoice		% Compl
		Contract	Unit		Contract	Quantity	Amount	Quantity	Amount	
		Quantity	U/M	Price	Amount	JTD	To-Date	This Period	This Period	
1	Grandview Ave: Tayco St to Pacific St	1.000	LS.	7,243.000	7,243.00	1.000	7,243.00	1.000	7,243.00	100.00%
2	Ninth St: Melissa St to Meadowview Dr	1.000	LS.	20,449.000	20,449.00	1.000	20,449.00	1.000	20,449.00	100.00%
3	Sixth St: Tayco St to 17' W of Railroad Crossing	1.000	LS.	9,589.000	9,589.00	1.000	9,589.00	1.000	9,589.00	100.00%
4	Sixth St: 17' E of Railroad Crossing to 35' W of Racine St	1.000	LS.	11,354.000	11,354.00	1.000	11,354.00	1.000	11,354.00	100.00%
5	Sixth St: 35' E of Racine St to De Pere St	1.000	LS.	15,733.000	15,733.00	1.000	15,733.00	1.000	15,733.00	100.00%

Terms: DUE UPON COMPLETION
Payment in full is due upon completion unless modified by written contract. A delinquency charge of 1 1/2% per month (18% per annum) will be assessed on any unpaid balance from the previous statement.

Total Contract:	64,368.00		
Total Billed:	100.00%	64,368.00	64,368.00
Less Retainage:		0.00	0.00
Net Invoices:		64,368.00	64,368.00
Less Previous Applications:		0.00	-
Total Due This Invoice:		64,368.00	64,368.00



MEMORANDUM

DATE October 6, 2025
TO Common Council
FROM Kristi Heim, Associate Planner
RE Proposed Rezoning – 437 Ahnaip Street (Parcel No. 3-00491-00): C-1 General Commercial District to R-1 Single Family Residence District
and
Certified Survey Map – 437 Ahnaip Street (Parcel No. 3-00491-00) and 441 Ahnaip Street (Parcel No. 3-00489-00)

Davel Engineering, on behalf of property owners John Lorbiecki and Tom Dercks, has submitted two related applications:

1. A rezoning request for 437 Ahnaip Street (Parcel No. 3-00491-00).
2. A Certified Survey Map (CSM) to clarify deed descriptions at 437 Ahnaip Street (Parcel No. 3-00491-00) and 441 Ahnaip Street (Parcel No. 3-00489-00).

Rezoning Request

The applicant seeks to rezone 437 Ahnaip Street from C-1 General Commercial District to R-1 Single Family Residence District. The parcel is approximately 0.30 acres and is currently a vacant parking lot. Rezoning would allow the construction of a single-family residence. While the existing C-1 zoning permits residential uses through a special use permit, the applicant intends to pursue rezoning to R-1 to align more closely with adjacent land uses.

The surrounding land to the south, east, and west are zoned R-1 Single Family Residence District. Uses include single-family residences (south), single and two-family residences (east), and a vacant parking lot (west).

The land to the north is zoned C-2 Central Business District and is currently vacant land used as parking and greenspace, intended for future development. This parcel, along with additional parcels along the north side of Ahnaip Street, was rezoned in 2018 following the 2017 Downtown Vision Plan allowing mixed-use and compact and multiple story developments along the corridor.

The City of Menasha Comprehensive Plan identifies this parcel as Neighborhood Mixed Use (NMU). This designation supports well-connected, integrated neighborhoods serving nearby residents, with a mix of residential and compatible commercial uses. Staff finds that the

proposed rezoning to R-1 and future use as a single-family residence is consistent with existing neighborhood character and the Comprehensive Plan.

Certified Survey Map (CSM)

The CSM ensures accurate deed descriptions of the two parcels with no lot line changes proposed. Lot 1 (441 Ahnaip Street) consists of 9,480 square feet and Lot 2 (437 Ahnaip Street) consists of 9,502 square feet. Both properties are currently paved parking lots. The CSM also formalizes a water and sewer easement within Lot 1 for the benefit of Lot 2. If rezoning is approved, the owners propose to construct single-family residences on both parcels.

Both lots, as configured in the CSM, meet the minimum lot size and width requirements of the R-1 Single Family Residence District. The proposed actions will not result in zoning nonconformities and are consistent with the City of Menasha Comprehensive Plan.

At the September 9, 2025 Plan Commission meeting, the Plan Commission recommended approval of both the rezoning and CSM.

Staff Recommendation

Staff recommends the following:

Approval of the rezoning as presented for 437 Ahnaip Street (Parcel No. 3-00491-00) from C-1 General Commercial District to R-1 Single Family Residence District.

Approval of the Certified Survey Map as presented at 437 Ahnaip Street (Parcel No. 3-00491-00) and 441 Ahnaip Street (Parcel No. 3-00489-00) with the following condition:

1. An ordinance amending the zoning classification of 437 Ahnaip Street (Parcel No. 3-00491-00) is approved by the Common Council.

Certified Survey Map No. _____

Part of Lots 103, 148, 149, 150, 161, and all of Lot 147, All Lots being in Block "A" of the Plat of the Town of the Island; Located in Part Government Lot 1 Section 22, Township 20 North, Range 17 East, Also in the Third Ward, City of Menasha, Winnebago County, Wisconsin

SEE NOTES ON SHEET 2

LEGEND

●

3/4" x 18" Steel Rebar
@ 1.50lbs/LF SET

□

1" Iron Pipe Found

▣

2" Iron Pipe Found

⊠

Chiseled "X" Found

⦿

Government Corner

()

Recorded As

—○—

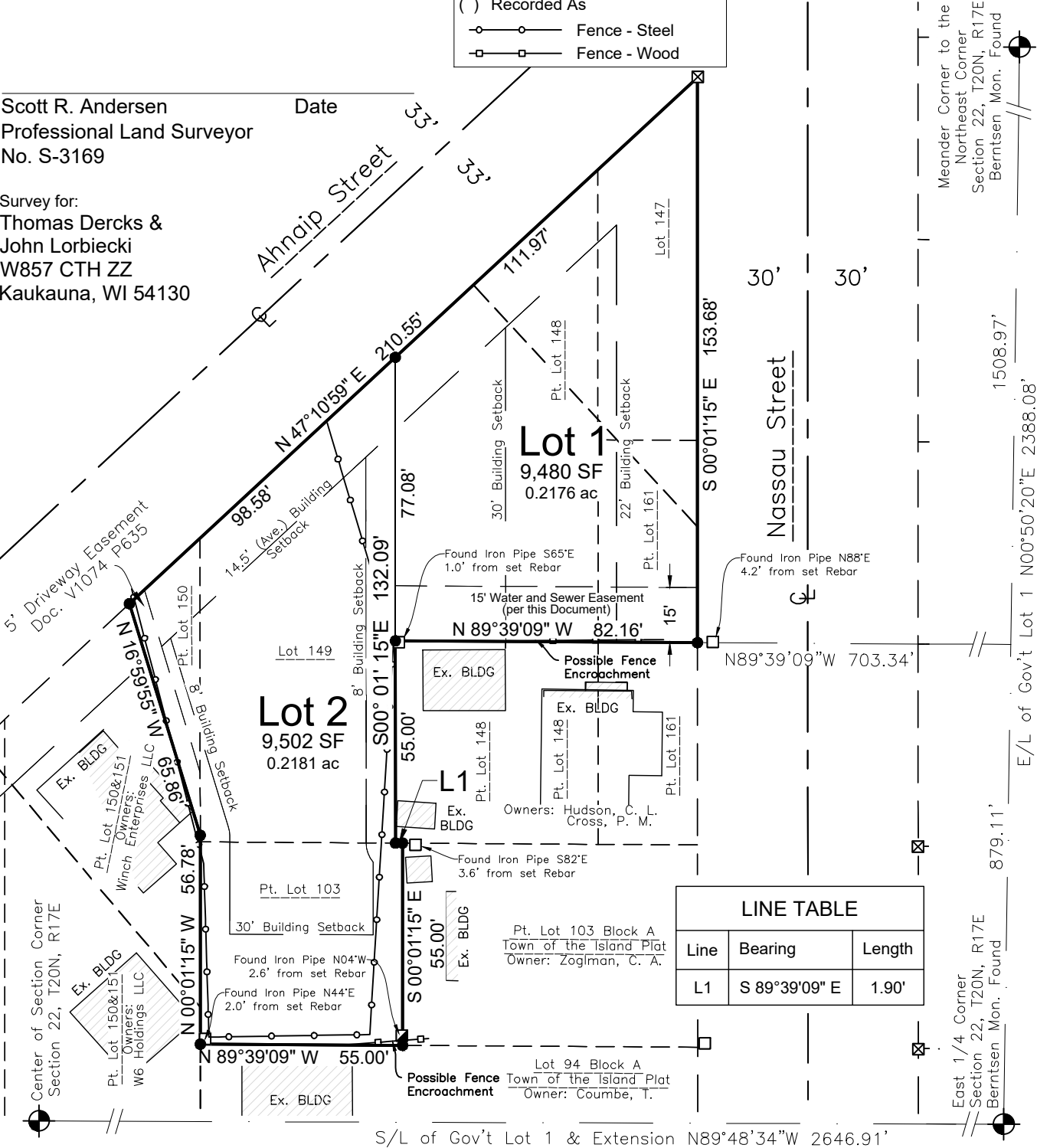
Fence - Steel

—□—

Fence - Wood

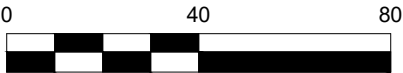
Scott R. Andersen
Professional Land Surveyor
No. S-3169

Survey for:
Thomas Dercks &
John Lorbiecki
W857 CTH ZZ
Kaukauna, WI 54130



DAVEL ENGINEERING &
ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro



Bearings are referenced to the East line of Government Lot 1, Section 22, T20N, R17E, assumed to bear N00°50'20"E, base on the Winnebago County Coordinate System.

File: 8673CSM.dwg
Date: 07/24/2025
Drafted By: scott
Sheet: 1 of 4

Certified Survey Map No. _____

Part of Lots 103, 148, 149, 150, 161, and all of Lot 147, All Lots being in Block "A" of the Plat of the Town of the Island; Located in Part Government Lot 1 Section 22, Township 20 North, Range 17 East, Also in the Third Ward, City of Menasha, Winnebago County, Wisconsin

Surveyor's Certificate

I, Scott R. Andersen, Professional Land Surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Menasha, and under the direction of Thomas W. Dercks and John D. Lorbiecki, the property owners of said land, I have surveyed, combined and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is Part of Lots 103, 148, 149, 150, 161, and all of Lot 147, All Lots being in Block "A" of the Plat of the Town of the Island; Located in Part Government Lot 1 Section 22, Township 20 North, Range 17 East, Also in the Third Ward, City of Menasha, Winnebago County, Wisconsin, containing 18,982 Square Feet (0.4358 Acres) of land described as follows:

Commencing at the East 1/4 corner of Section 22; thence N00°50'20"E along the East line of Government Lot 1 of said Section 22, 879.11 feet; thence N89°39'09"W, 703.34 feet to the point of beginning on the West right of way of Nassau Street; thence N89°39'09"W, 82.16 feet; thence S00°01'15"E, 55.00 feet; thence S89°39'09"E, 1.90 feet; thence S00°01'15"E, 55.00 feet to the north line of Lot 94 Block "A" of the Plat of the Town of The Island; thence N89°39'09"W, 55.00 feet along said line to the Northwest corner of Lot 94 Block "A" of the Plat of the Town of The Island; thence N00°01'15"W, 56.78 feet; thence N16°59'55"W, 65.86 feet to the South right of way of Ahnaip Street; thence N47°10'59"E, 210.55 feet along the said right of way to the Southwest Intersection of Ahnaip Street and Nassau Street, also being the Northeast corner of Lot 147; thence S00°01'15"E, 153.68 feet along the West right of way of Nassau Street to the point of beginning. Described Parcel is subject to all easements, and restrictions of record.

Given under my hand this _____ day of _____, 2025.

Scott R. Andersen, Wisconsin Professional Land Surveyor No. S-3169

Caveat: Building zones depicted are based on building setbacks in effect at the time of the survey and should not be relied upon without first obtaining written verification thereof from the City of Menasha and any other local agencies.

Additional action is required. This map does NOT transfer ownership of the property or properties shown. Sale or transfer of ownership requires a separate document to be recorded at the Register of Deeds office.

Certified Survey Map No. _____

Part of Lots 103, 148, 149, 150, 161, and all of Lot 147, All Lots being in Block "A" of the Plat of the Town of the Island; Located in Part Government Lot 1 Section 22, Township 20 North, Range 17 East, Also in the Third Ward, City of Menasha, Winnebago County, Wisconsin

Owner's Certificate

Thomas W. Dercks and John D. Lorbiecki, as the property owners, does hereby certify that we caused the land above described to be surveyed, combined, and mapped all as shown and represented on this map.

We do further certify this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

City of Menasha

Dated this _____ day of _____, 2025

Thomas W. Dercks
Owner

John D. Lorbiecki
Owner

State of Wisconsin)
)SS
_____County)

Personally came before me on the _____ day of _____, 20_____, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

_____ My Commission Expires _____
Notary Public, Wisconsin

15' Sewer and Water Easements

- 1. This Easement is exclusive to the Owner of Lot 2.
- 2. Owner of Lot 2 and their hired contractors may use this Easements to inspect, construct, install, operate, repair, maintain, and replace all lawful equipment and facilities that are consistent with the Owner of Lot 2 services provided. Owner of Lot 2 and their hired contractors must restore, or cause to be restored, the property to a condition that is substantially similar to the property condition before the Owner of Lot 2 and their hired contractors' performed their work.
- 3. Diggers hotline is always required before maintenance and installation. Otherwise, the surface of the Easement must remain clear of buildings, structures, and vegetation except lawn grass. Fences compliant with the Municipal Code are only allowed as long as the owner of Lot 1 provides uninterrupted access to the Owner of Lot 2 and their hired contractors for maintenance and installation of underground Sewer and Water utilities.
- 4. Owner of Lot 2 and their hired contractors are not responsible for damage to roots or vegetation primarily located in adjoining property but extending into the Easement, whether above or below ground. Owner of Lot 2 and their hired contractors are allowed to trim trees or vegetation within the Easement that may limit their ability to maintain and install the underground Sewer and Water utilities as allowed by law.
- 5. All use of the Easement, whether by the property owner or by Owner of Lot 2 and their hired contractors, must be compliant with the Municipal Code and nothing in the foregoing easement conditions alter, limit, or waive any requirement of the Municipal Code.

Certified Survey Map No. _____

Part of Lots 103, 148, 149, 150, 161, and all of Lot 147, All Lots being in Block "A" of the Plat of the Town of the Island; Located in Part Government Lot 1 Section 22, Township 20 North, Range 17 East, Also in the Third Ward, City of Menasha, Winnebago County, Wisconsin

Common Council Resolution

Resolved, that this certified survey map in the City of Menasha, Winnebago County, John D. Lorbiecki, and Thomas W. Dercks, the property owners, is hereby approved by the Common Council of the City of Menasha.

Mayor	Print Name	Date
-------	------------	------

I hereby certify that the foregoing is a copy of a resolution adopted by the Common Council of the City of Menasha.

City Clerk _____ Print Name _____ Date _____

Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the City of Menasha and Winnebago County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

City Treasurer _____ Print Name _____ Date _____

County Treasurer	Print Name	Date

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

the property owners of record:	Recording Information:	Parcel Number(s):
John D. Lorbiecki	Doc. 1914547	730049100
John D. Lorbiecki & Thomas W. Dercks	Doc. 1907851	730048900

Scott R. Andersen
Professional Land Surveyor
No. S-3169

Sep 02, 2025 - 03:09 PM J:\Projects\8673der\dwg\Civil 3D\8673CSM.dwg Printed by: scott

File: 8673CSM.dwg
Date: 09/02/2025
Drafted By: scott
Sheet: 4 of 4

City of Menasha Disbursements
09/12/25-10/02/25

Weekly Accounts Payable	09/18, 09/25, 09/26 & 10/02/25 Checks # 86356-86568	\$1,240,829.35
-------------------------	--	----------------

	Void Check #86004	(\$100.00)
--	-------------------	------------

Bi-Weekly Payroll	9/19/2025 & 10/2/25	\$510,071.71
-------------------	---------------------	--------------

Additional Regular Cycle Accounts Payables -Paid Electronically

Home Depot ACH	09/15/25	\$290.71
Banking Fees	09/16/25	\$125.00
HUB (Special Event Insurance) ACH	09/16/25	\$958.68
Delta Dental	09/17/25	\$264.00
Spectrum ACH	09/17/25	\$80.00
Returned Check	09/18/25	\$36.00
Employee Benefits-Flex Spending	09/18/25	\$3,270.89
Civic Plus ACH	09/18/25	\$6,111.11
Community First CU-Payroll Deduction	09/18/25	\$738.40
Nationwide Deferred Compensation	09/19/25	\$3,487.50
Wisconsin Support Collections	09/19/25	\$823.91
Wisconsin Deferred Compensation	09/19/25	\$11,080.75
Sugar Maple Properties ACH	09/21/25	\$74,651.82
Sales Tax	09/22/25	\$1,331.03
Delta Dental	09/24/25	\$2,336.26
Federal Tax Withholding	09/24/25	\$93,609.31
Home Depot ACH	09/24/25	\$113.57
State Tax Withholding	09/26/25	\$14,420.99
State Tax Withholding	09/26/25	\$15,858.22
Employee Trust Funds (WRS)	09/26/25	\$158,330.76
FSA/HRA Admin Fees	09/30/25	\$617.80
Wisconsin Support Collections	10/02/25	\$823.91
Community First CU-Payroll Deduction	10/02/25	\$743.60
Nationwide Deferred Compensation	10/02/25	\$3,487.50
		\$ 393,591.72
Total		\$2,144,392.78

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.

Yessi Laracuent
Yessi Laracuent
Finance Manager

10/02/25
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: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LEAH AERTS	86356	9/18/2025	BASKETBALL HOOP	100-0702-552.30-18	20.00	INDOOR BASKETBALL HOOP
					35.00	INDOOR BASKETBALL HOOP
					Total for check: 86356	
					55.00	
ALV INSPECTIONS	86357	9/18/2025	1137	100-0301-523.21-06	2,036.43	INSPECTIONS
					Total for check: 86357	
					2,036.43	
AMAZON CAPITAL SERVICES	86358	9/18/2025	161G-CGLL-4CDY	100-0801-521.29-04	63.47	LEVELING KIT/PUSH BROOMS
			16D4-9RRP-Y43Q	100-0801-521.34-03	20.52	EVIDENCE TRAINING
			176W-TCTC-1YY3	100-0801-521.30-10	103.84	BULLETIN BOARDS
			19MJ-HXRV-9197	100-0903-531.30-18	39.84	GERM GEL
			1HG7-PJLR-67KK	100-0801-521.29-04	57.28	PHONE HOLDER/CHARGER CORD
			1KRT-4Q9R-3Y9P	100-0101-511.30-10	27.12	PARCHMENT PAPER
				100-0201-512.30-10	37.10	LETTER SIZE PERF PAPER
				100-0203-512.30-10	27.12	PARCHMENT PAPER
		9/18/2025	1KTL-DJGT-4NPM	100-0301-523.30-18	19.97	LED FLASHLIGHT
		9/18/2025	1YCX-NMP4-4CX1	100-0801-521.30-10	66.86	NOTE PADS/ENVELOPES
			Total for check: 86358			
			463.12			
ARING EQUIPMENT COMPANY INC	86359	9/18/2025	917839	731-1022-541.38-03	326.74	BRAKE KIT/PARTS
					Total for check: 86359	
					326.74	
ARROW AUDIO INC	86360	9/18/2025	26871	100-0703-553.24-03	565.49	BLUETOOTH RECEIVER/ SERVICE-KOSLO
					Total for check: 86360	
					565.49	
ASCAP	86361	9/18/2025	500583777	100-0702-552.32-01	452.79	MUSIC LICENSE
					Total for check: 86361	
					452.79	

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BENEFIT COORDINATORS CORP	86362	9/18/2025	B0K71V	734-0416-513.21-06	2,589.26	MONTHLY FAHP FEE-SEPT
			Total for check: 86362		2,589.26	
BERGSTROM FORD LINCOLN	86363	9/18/2025	428999	100-0801-521.29-04	501.52	VEHICLE REPAIR 2021 INTERCEPTOR
			Total for check: 86363		501.52	
BOBCAT PLUS	86364	9/18/2025	IA21820	731-1022-541.38-03	59.54	FILTER OIL
			Total for check: 86364		59.54	
CINTAS	86365	9/18/2025	1905878140	100-0703-553.24-03	202.00	PARK SUPPLIES
		9/18/2025	1905878176	100-0703-553.24-03	168.00	CAN LINERS
		9/18/2025	4242372095	100-0801-521.20-01	50.25	MATS
				100-0801-521.30-13	362.79	CLEANING SUPPLIES
		9/18/2025	4243091144	100-0920-531.30-13	265.37	CLEANING SUPPLIES
				731-1022-541.20-01	161.00	CLEANING SERVICE
			Total for check: 86365		1,209.41	
COMPLETE OFFICE OF WISCONSIN	86366	9/18/2025	986220	100-0304-562.30-10	27.24	SCISSORS/DUSTER
			Total for check: 86366		27.24	
E.H. WOLF & SONS, INC	86367	9/18/2025	106370	207-0707-552.38-01	2,898.91	GAS 8/29/25
			Total for check: 86367		2,898.91	
ELAN FINANCIAL SERVICES	86375	9/18/2025	0013	256-0304-562.34-03	28.63	EPA CONFERENCE MEAL COMMUNITY DEVELOPMENT
		9/18/2025	0081	100-0801-521.30-18	52.25	EVIDENCE SUPPLIES POLICE
		9/18/2025	0137	100-0601-551.30-14	14.99	MONTHLY SUBSCRIPTION LIBRARY
		9/18/2025	0164	100-0801-521.30-18	2.88	EVENT PHOTOS POLICE
		9/18/2025	0216	100-0601-551.30-14	31.50	CLOUD SUBSCRIPTION LIBRARY
		9/18/2025	0424	100-0801-521.34-03	17.50	TRANING MEALS POLICE
		9/18/2025	0452	100-0601-551.30-11	5.03	ILL POSTAGE LIBRARY
		9/18/2025	0606	100-0801-521.30-10	7.75	SQUAD CELL CASE POLICE

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ELAN FINANCIAL SERVICES...	86375...	9/18/2025	0641	100-0601-551.30-16	10.44	MONTHLY SUBSCRIPTION LIBRARY
		9/18/2025	0855	100-0702-552.34-02	100.00	WEBINARS
		9/18/2025	1060	100-0601-551.30-14	28.47	ROKUS LIBRARY
		9/18/2025	1189	100-0903-531.21-12	98.75	TRANSLATION (SWAHILI) HEALTH DEPARTMENT
		9/18/2025	1323	100-0601-551.30-14	65.00	POST CRESCENT SUBSCRIPTONLIBRARY
		9/18/2025	1463	100-0903-531.32-01	560.00	WALHDAB/NE REGION DUES HEALTH DEPARTMENT
		9/18/2025	1525	100-0601-551.30-16	60.00	SUMMER READING PROGRAM LIBRARY
		9/18/2025	1543	826-0702-552.30-18	245.54	SNACKS/CONCESSIONS PARKS & REC
		9/18/2025	1567	100-0801-521.30-10	14.37	CELL PHONE CASES POLICE
		9/18/2025	1634	743-0403-513.30-15	94.94	IT SUPPLIES
		9/18/2025	1643	100-0601-551.30-14	26.24	ROKUS LIBRARY
		9/18/2025	1754	100-0801-521.30-10	13.48	CELL PHONE CASES POLICE
		9/18/2025	2065	100-0601-551.30-14	28.47	ROKUS LIBRARY
		9/18/2025	2074	100-0601-551.30-14	24.99	ROKUS LIBRARY
		9/18/2025	2252	731-1022-541.24-03	36.64	ELECTRICAL PUBLIC WORKS
		9/18/2025	2342	731-1022-541.38-03	15.98	FLOOR SCRUBBER PARTS PUBLIC WORKS
		9/18/2025	2458	100-0916-531.34-03	169.00	SAS CONFERENCE LODGING DENTAL SEALANT
		9/18/2025	2669	100-0801-521.32-01	75.00	TRANSUNION POLICE
		9/18/2025	3065	100-0702-552.30-18	60.58	BACK TO SCHOOL BASH
		9/18/2025	3066	100-0703-553.30-18	23.99	ALGEACIDE PARKS
		9/18/2025	3069	256-0304-562.34-03	21.51	EPA CONFERENCE MEAL COMMUNITY DEVELOPMENT
		9/18/2025	3183	256-0304-562.34-03	16.83	EPA CONFERENCE MEAL COMMUNITY DEVELOPMENT
		9/18/2025	3526	731-1022-541.38-03	49.70	PARKS PUBLIC WORKS
		9/18/2025	3572	100-0704-552.32-01	110.00	LGI RECERTIFICATION POOL
		9/18/2025	3574	100-0801-521.30-11	36.93	POSTAGE POLICE
		9/18/2025	3732	100-0601-551.30-16	118.16	SUMMER READING PROGRAM LIBRARY
		9/18/2025	3772	100-0801-521.34-03	391.99	TRANING MEALS POLICE
		9/18/2025	3808	100-0903-531.21-12	15.80	TRANSLATION (KINYARWANDA)HEALTH DEPARTMENT
		9/18/2025	3839	100-0801-521.38-01	40.84	EQUIPMENT FUEL POLICE
		9/18/2025	3882	100-0703-553.24-03	107.89	AED PARTS PARKS & REC
		9/18/2025	3912	100-0801-521.24-05	703.93	NEW PD BACKDROP POLICE
		9/18/2025	3957	470-1003-541.82-02	136.74	TRAFFIC LIGHTS STR-2025-006
		9/18/2025	4077	100-0801-521.21-06	14.63	FACEBOOK ADS POLICE
		9/18/2025	4099	100-0203-512.34-03	824.32	CONFERENCE LODGING CLERK
		9/18/2025	4188	100-0704-552.32-01	165.00	LGI CLASS POOL

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ELAN FINANCIAL SERVICES...	86375...	9/18/2025	4196	100-0801-521.30-18	371.70	TOURNIQUETS POLICE
		9/18/2025	4479	100-0903-531.21-12	47.40	TRANSLATION (SWAHILI) HEALTH DEPARTMENT
		9/18/2025	4538	100-0601-551.30-16	51.52	SUMMER READING PRIZES LIBRARY
		9/18/2025	4546	100-0904-531.34-02	450.00	NEHA CONFERENCE REG ENVIROMENTAL HEALTH
		9/18/2025	4594	100-0601-551.30-14	11.59	ROKUS LIBRARY
		9/18/2025	4596	826-0702-552.30-18	58.08	SNACKS/CONCESSIONS PARKS & REC
		9/18/2025	4631	100-0920-531.33-02	145.00	WASC CONFERENCE SENIOR CENTER
		9/18/2025	4650	100-0304-562.32-01	532.00	APA REGISTRATION COMMUNITY DEVELOPMENT
		9/18/2025	4891	100-0601-551.30-16	139.87	PROGRAMMING LIBRARY
		9/18/2025	5082	100-0601-551.30-14	20.99	MONTHLY SUBSCRIPTION LIBRARY
		9/18/2025	5143	100-0703-553.24-03	445.00	AED PARTS PARK & REC
		9/18/2025	5313	100-0903-531.30-18	20.70	SAFE SUMMER TOTE BAGS HEALTH DEPARTMENT
		9/18/2025	5371	100-1008-541.30-18	116.75	TRAFFIC CAMERA PARTS STREET
		9/18/2025	5415	100-0601-551.30-16	42.42	FACEBOOK ADS LIBRARY
		9/18/2025	5438	100-0601-551.30-16	50.00	SUMMER READING PRIZES LIBRARY
		9/18/2025	5495	100-0903-531.32-01	70.00	CHES CERT RENEWAL HEALTH DEPARTMENT
		9/18/2025	5649	100-0202-512.30-21	55.22	HEALTH SCREEN SUPPLIES
		9/18/2025	5689	100-0909-531.32-01	74.00	DENTAL HYGIENE LICENSE DENTAL
		9/18/2025	5734	100-0903-531.21-12	35.55	TRANSLATION (SWAHILI) HEALTH DEPARTMENT
		9/18/2025	5819	100-0801-521.24-03	15.99	SOCKET CONVERTERS POLICE
		9/18/2025	5861	100-0909-531.32-01	1.67	SERVICE FEE DENTAL
		9/18/2025	5911	100-0909-531.32-01	1.67	SERVICE FEE DENTAL
		9/18/2025	6005	100-0801-521.30-18	155.82	EVIDENCE SUPPLIES POLICE
		9/18/2025	6095	100-0601-551.30-14	31.65	MONTHLY SUBSCRIPTION LIBRARY
		9/18/2025	6306	100-0702-552.30-18	104.50	BINGO & BURGERS PRIZES
		9/18/2025	6366	100-0601-551.30-14	10.54	ROKUS LIBRARY
		9/18/2025	6387	100-0903-531.21-12	19.75	TRANSLATION (SWAHILI) HEALTH DEPARTMENT
		9/18/2025	6444	100-1016-543.25-01	12.76	TRANSPORTER LICENSE SANITATION
		9/18/2025	6621	100-0904-531.30-11	15.17	EH SHIPPING ENVIROMENTAL HEALTH
		9/18/2025	6683	100-0000-201.14-00	9.51	BUS TRIP PHOTOS SENIOR CENTER
		9/18/2025	6768	100-0601-551.30-16	845.07	TOTE BAGS LIBRARY
		9/18/2025	6901	100-0904-531.34-02	185.00	ASBESTOS TRAINING ENVIROMENTAL HEALTH
		9/18/2025	6929	743-0403-513.24-04	600.00	GO TO ASSIST IT
		9/18/2025	6935	100-0704-552.30-17	6.49	ICE CONSESSIONS POOL
		9/18/2025	6981	601-1020-543.30-18	82.00	LIFT STATION PARTS SEWER

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ELAN FINANCIAL SERVICES...	86375...	9/18/2025	7001	100-0801-521.30-11	10.92	POSTAGE POLICE
		9/18/2025	7091	100-0601-551.30-16	29.99	ADOBE STOCK SUBSCRIPTION LIBRARY
		9/18/2025	7107	256-0304-562.34-03	30.00	EPA CONFERENCE MEAL COMMUNITY DEVELOPMENT
		9/18/2025	7128	100-0601-551.30-16	20.00	SUMMER READING PROGRAM LIBRARY
		9/18/2025	7148	100-0920-531.30-18	70.50	BINGO PRIZES SENIOR CENTER
		9/18/2025	7355	100-0601-551.34-03	426.40	CONFERENCE LODGING LIBRARY
		9/18/2025	7393	100-0903-531.21-12	197.50	TRANSLATION (SWAHILI) HEALTH DEPARTMENT
		9/18/2025	7463	256-0304-562.34-03	972.27	EPA CONFERENCE LODGING COMMUNITY DEVELOPMEN
		9/18/2025	7485	100-0601-551.30-14	15.00	ILL LIBRARY ASSOCIATION LIBRARY
		9/18/2025	7630	100-0601-551.30-16	40.00	SUMMER READING PROGRAM LIBRARY
		9/18/2025	7673	100-0601-551.32-01	39.00	DONOR SOFTWARE LIBRARY
		9/18/2025	7731	100-1016-543.25-01	638.00	TRANSPORTER LICENSE STREET
		9/18/2025	7914	100-0601-551.30-11	17.00	ILL POSTAGE LIBRARY
		9/18/2025	8110	100-0601-551.30-16	72.20	SUMMER READING PROGRAM LIBRARY
		9/18/2025	8167	470-0703-553.82-01	328.50	CAMERA-JEFFERSON PR-2024-006
		9/18/2025	8251	100-0601-551.34-03	36.56	CONFERENCE MEALS LIBRARY
		9/18/2025	8429	100-0601-551.34-03	426.40	CONFERENCE LODGING LIBRARY
		9/18/2025	8536	100-0301-523.34-02	20.00	BIANEW WISCONSIN INSPECTION
		9/18/2025	8684	100-0601-551.30-16	42.90	PROGRAMMING LIBRARY
		9/18/2025	8786	100-0801-521.21-06	175.00	EXAM POLICE
		9/18/2025	8913	824-0807-521.30-15	15.83	K-9 NAILS
		9/18/2025	9083	100-0801-521.24-03	105.98	REDUCERS /LIGHTS POLICE
		9/18/2025	9256	100-0702-552.30-18	139.90	BINGO & BURGERS
		9/18/2025	9260	100-0702-552.32-02	29.65	SCHEDULING SOFTWARE PARK & REC
		9/18/2025	9855	100-0909-531.32-01	74.00	MOBILE DENTISTRY LICENSE DENTAL
		9/18/2025	9895	100-0601-551.30-16	21.00	PROGRAMMING LIBRARY
	Total for check: 86375				13,496.56	
ENVISIONINK PRINTING SOLUTIONS	86376	9/18/2025	254722	100-0702-552.29-01	2,960.00	FALL/WINTER ACTIVITY GUIDE 2025
				100-0702-552.30-11	2,593.77	FALL/WINTER ACTIVITY GUIDE 2025
				100-0703-553.29-01	1,200.00	FALL/WINTER ACTIVITY GUIDE 2025

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ENVISIONINK PRINTING SOLUTIONS...	86376...	9/18/2025...	254722...	625-1002-541.30-18	300.00	FALL/WINTER ACTIVITY GUIDE 2025
			Total for check: 86376		7,053.77	
EZ GLIDE GARAGE DOORS AND OPENERS	86377	9/18/2025	0191370-IN	731-1022-541.24-03	3,580.10	GARAGE DOOR SERVICE
			Total for check: 86377		3,580.10	
FACTORY MOTOR PARTS CO	86378	9/18/2025	18-2309276	731-1022-541.38-03	449.43	LUBE FILTER/PARTS
		9/18/2025	18-Z34108	731-1022-541.38-03	(179.17)	MEDIUM BATTERY CORE WARRANTY CREDIT
			Total for check: 86378		270.26	
FARRELL EQUIPMENT & SUPPLY CO INC	86379	9/18/2025	261644	100-1009-541.30-18	188.99	SUPPLIES
			Total for check: 86379		188.99	
FASTSIGNS OF APPLETON	86380	9/18/2025	APP-200386	100-0703-553.29-01	75.00	SIGNS
			Total for check: 86380		75.00	
FIVE STAR TELECOM INC	86381	9/18/2025	58804	470-0703-553.82-02	11,574.24	CAMERA EQUIPMENT/LICENSE PR-2024-006
			Total for check: 86381		11,574.24	
FOX VALLEY COMMUNICATIONS	86382	9/18/2025	10087	100-0801-521.21-06	125.00	SPANISH TRANSLATOR FEE
			Total for check: 86382		125.00	
FOX VALLEY TECHNICAL COLLEGE	86383	9/18/2025	5434766795	100-0801-521.34-02	195.00	COURSE FEE
			Total for check: 86383		195.00	
GLAXOSMITHKLINE LLC	86384	9/18/2025	8254693149	100-0903-531.30-18	4,137.21	FLU VACCINES
		9/18/2025	8269166968	100-0903-531.30-18	(892.25)	FLU VACCINES-CREDIT 2024-25 SEASON
			Total for check: 86384		3,244.96	

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GUNDERSON CLEANERS 6	86385	9/18/2025	KY-08-060025	100-0804-521.30-15	18.89	ALTERATIONS & CLEANING
			Total for check: 86385		18.89	
JOE'S POWER CENTER	86386	9/18/2025	199835	100-1003-541.30-15	119.99	PORTABLE PRESSURIZED WATER TANK
			Total for check: 86386		119.99	
LARRY KAUP	86387	9/18/2025	DEPOSIT REFUND	100-0000-201.11-00	100.00	RENTAL SECURITY DEPOSIT REFUND
			Total for check: 86387		100.00	
KLINK HYDRAULICS LLC	86388	9/18/2025	48766	731-1022-541.38-03	133.85	PARTS
			Total for check: 86388		133.85	
KWIK TRIP INC	86389	9/18/2025	00244691	100-0801-521.38-01	37.20	8/28/25 FUEL
			Total for check: 86389		37.20	
MICHAEL LAWNICZAK	86390	9/18/2025	REFUND VARIANCE	100-0000-441.01-00	350.00	REFUND OF VARIANCE PYMT
			Total for check: 86390		350.00	
LEVENHAGEN OIL CORPORATION	86391	9/18/2025	106334	207-0707-552.38-01	3,740.75	GASOLINE
			Total for check: 86391		3,740.75	
LINCOLN CONTRACTORS SUPPLY INC	86392	9/18/2025	J65841	100-1009-541.30-15	149.99	STAINLESS TANK SPRAYER
			Total for check: 86392		149.99	
LARRY LOSSELYONG	86393	9/18/2025	REFUND	100-0000-441.25-00	34.00	PICKELBALL REFUND
			Total for check: 86393		34.00	
MATTHEWS TIRE INC	86394	9/18/2025	98625	731-1022-541.38-02	326.00	TIRE SERVICE

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MATTHEWS TIRE INC...	86394...	9/18/2025	98646	731-1022-541.38-02	1,322.88	TIRE SERVICE
			Total for check: 86394		1,648.88	
MENARDS-APPLETON EAST	86395	9/18/2025	81902	100-0703-553.30-18	80.58	PARTS/SUPPLIES
			Total for check: 86395		80.58	
MENASHA JOINT SCHOOL DISTRICT	86396	9/18/2025	MOBILE HOME	100-0000-412.00-00	5,240.99	MOBILE HOME PERMIT FEE SEPT 2025
			Total for check: 86396		5,240.99	
MENASHA UTILITIES	86397	9/18/2025	5178	601-0401-513.25-01	26,183.21	AUGUST SEWER CHARGES
				625-0401-513.25-01	2,411.24	AUGUST STORMWATER CHARGES
		9/18/2025	AUGUST 2025	100-1012-541.22-03	11,474.19	AUGUST STREET LIGHTING
		9/18/2025	MENASHA UTIL.	100-0000-123.00-00	1,823.19	07/31/25-08/29/25 -ELECTRIC
					303.94	07/31/25-08/29/25 -WATER/SEWER
					77.69	07/31/25-08/29/25 -STORM
					8.75	07/31/25-08/29/25 -ELECTRIC
					11.58	07/31/25-08/29/25 -ELECTRIC
				100-0304-562.22-03	13.40	07/31/25-08/29/25 -ELECTRIC
				100-0305-562.22-03	20.83	07/31/25-08/29/25 -ELECTRIC
				100-0305-562.22-06	4.18	07/31/25-08/29/25 -STORM
				100-0601-551.22-03	5,583.21	07/31/25-08/29/25 -ELECTRIC
				100-0601-551.22-05	549.36	07/31/25-08/29/25 -WATER/SEWER
				100-0601-551.22-06	173.47	07/31/25-08/29/25 -STORM
				100-0703-553.22-03	2,729.25	07/31/25-08/29/25 -ELEC
				100-0703-553.22-05	2,105.18	07/31/25-08/29/25 -WATER/SEWER
				100-0703-553.22-06	1,835.05	07/31/25-08/29/25 -STORM
				100-0704-552.22-03	2,674.47	07/31/25-08/29/25 -ELECTRIC
				100-0704-552.22-05	4,774.65	07/31/25-08/29/25 -WATER/SEWER
				100-0801-521.22-03	2,544.15	07/31/25-08/29/25 -ELECTRIC
				100-0801-521.22-05	419.73	07/31/25-08/29/25 -WATER/SEWER
				100-0801-521.22-06	107.28	07/31/25-08/29/25 -STORM
				100-0920-531.22-03	351.87	07/31/25-08/29/25 -ELECTRIC
				100-0920-531.22-05	148.21	07/31/25-08/29/25 -WATER/SEWER

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description				
MENASHA UTILITIES...	86397...	9/18/2025...	MENASHA UTIL....	100-1001-514.22-03	85.00	07/31/25-08/29/25 -ELECTRIC				
				100-1008-541.22-03	448.04	07/31/25-08/29/25 -ELECTRIC				
				100-1008-541.22-05	16.68	07/31/25-08/29/25 -WATER/SEWER				
				100-1012-541.22-03	579.38	07/31/25-08/29/25 -ELECTRIC				
				100-1013-541.22-03	80.32	07/31/25-08/29/25 -ELECTRIC				
				100-1013-541.22-06	73.15	07/31/25-08/29/25 -STORM				
				100-1019-552.22-03	22.66	07/31/25-08/29/25 -ELECTRIC				
				207-0707-552.22-03	1,502.69	07/31/25-08/29/25 -ELECTRIC				
				207-0707-552.22-05	365.34	07/31/25-08/29/25 -WATER/SEWER				
				207-0707-552.22-06	42.85	07/31/25-08/29/25 -STORM				
				501-0304-562.22-03	640.56	07/31/25-08/29/25 -ELECTRIC				
				501-0304-562.22-05	208.24	07/31/25-08/29/25 -WATER/SEWER				
				501-0304-562.22-06	326.95	07/31/25-08/29/25 -STORM				
				601-1020-543.22-03	209.94	07/31/25-08/29/25 -ELECTRIC				
				731-1022-541.22-03	1,722.38	07/31/25-08/29/25 -ELECTRIC				
				731-1022-541.22-05	1,641.20	07/31/25-08/29/25 -WATER/SEWER				
				731-1022-541.22-06	1,629.16	07/31/25-08/29/25 -STORM				
				Total for check: 86397				75,922.62		
				METRO SALES INC	86398	9/18/2025	INV2887727	743-0403-513.29-01	1,062.76	PRINTER/COPIER USAGE 8/17/25-9/16/25
1,062.76										
MICROSPUNK LLC	86399	9/18/2025	20251251	743-0403-513.21-04	2,362.50	IT CONSULTING SERVICES				
							Total for check: 86399			
							2,362.50			
MORTON SAFETY	86400	9/18/2025	234913	731-1022-541.30-18	177.00	DRIVER GLOVE				
							Total for check: 86400			
							177.00			
NEENAH MAIN AUTO BODY INC	86401	9/18/2025	5514	100-0801-521.29-04	3,300.60	VEHICLE ACCIDENT REPAIR				
							Total for check: 86401			
							3,300.60			

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NORTHEAST ASPHALT INC	86402	9/18/2025	30-00029944	100-1003-541.30-18	1,176.57	ASPHALT 9/5/25
			Total for check: 86402		1,176.57	
ONE SOURCE TECHNOLOGIES LLC	86403	9/18/2025	16595	100-0501-522.24-03	650.00	IT NEEDS/PARTS
				470-0501-522.82-01	1,829.00	DOOR CONTROL F2025-008
		9/18/2025	16599	470-0501-522.82-01	3,555.00	ACCESS CONTROL DOORS F2025-008
			Total for check: 86403		6,034.00	
PACKER CITY INTL TRUCKS INC	86404	9/18/2025	X103156549:01	731-1022-541.38-03	30.62	AIR FILTER
			Total for check: 86404		30.62	
PETERS CONCRETE COMPANY	86405	9/18/2025	2257077	625-1003-541.30-18	988.00	CONCRETE
		9/18/2025	2257130	470-1003-541.82-02	1,690.00	CONCRETE STR-2025-006
			Total for check: 86405		2,678.00	
RANDALL'S AUTO HAUS INC	86406	9/18/2025	CART REFUND	100-0000-441.13-00	140.00	426 BROAD ST REFUSE CART REFUND
			Total for check: 86406		140.00	
RIECKMANN CREATIONS & FABRICATIONS	86407	9/18/2025	313	100-0801-521.29-04	1,150.00	SQUAD CAR MAINTENANCE
			Total for check: 86407		1,150.00	
SECURIAN FINANCIAL GROUP INC	86408	9/18/2025	002832L	100-0000-204.07-00	3,340.87	OCTOBER-LIFE INSURANCE
			Total for check: 86408		3,340.87	
SHERWIN WILLIAMS CO	86409	9/18/2025	1816-7	100-0703-553.24-03	142.80	PAINT
		9/18/2025	1817-5	731-1022-541.30-18	571.20	PAINT FUEL STATION
			Total for check: 86409		714.00	
SMILEMAKERS	86410	9/18/2025	9791644	100-0909-531.30-18	206.69	TOOTHPASTE

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SMILEMAKERS...	86410...	9/18/2025...	9791644...	100-0916-531.30-18	206.69	TOOTHPASTE
			Total for check: 86410		413.38	
MELISSA STRIKE	86411	9/18/2025	0068139	100-0000-201.14-00	55.00	FALL RIDDLES BUS TRIP CANCELLATION-REFUND
			Total for check: 86411		55.00	
SUPERION LLC	86412	9/18/2025	445726	743-0403-513.24-04	3,689.82	FINANCIAL SOFTWARE-OCT
			Total for check: 86412		3,689.82	
SUPERIOR VISION INSURANCE PLAN	86413	9/18/2025	917232	100-0000-204.10-00	1,040.13	OCTOBER-VISION INSURANCE
			Total for check: 86413		1,040.13	
TAPCO	86414	9/18/2025	1809125	470-1003-541.82-02	955.12	RACINE ST/SIGNAL PARTS STR-2025-006
			Total for check: 86414		955.12	
THEDACARE AT WORK	86415	9/18/2025	373920	100-0202-512.21-05	194.00	PRE-EMPLOYMENT SCREEN 9/4/25
			Total for check: 86415		194.00	
TRUGREEN PROCESSING CENTER	86416	9/18/2025	215329631	100-0501-522.24-03	116.89	LAWN MAINTENANCE N-M FIRE DEPT
			Total for check: 86416		116.89	
ULTRADENT PRODUCTS INC	86417	9/18/2025	26099932	100-0909-531.30-18	254.98	ENAMELAST
				100-0916-531.30-18	254.99	ENAMELAST
			Total for check: 86417		509.97	
US BANK EQUIPMENT FINANCE	86418	9/18/2025	563454826	743-0403-513.24-02	89.56	PW COPIER LEASE-SEPT
			Total for check: 86418		89.56	
WE ENERGIES	86419	9/18/2025	5620278587	100-0701-533.22-03	16.25	NORTH ST-ELECTRICITY 8/8/25-9/8/25

AP Check Register

Check Date: 9/18/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WE ENERGIES...	86419...	9/18/2025	5621836452	100-0701-533.22-03	16.25	NORTH ST-ELECTRICITY 8/8/25-9/8/25
			Total for check: 86419		32.50	
WERNER ELECTRIC SUPPLY CO	86420	9/18/2025	S7760390.002	470-1003-541.82-02	3,702.44	RACINE CONTROL CABINET STR-2025-006
			Total for check: 86420		3,702.44	
WEYERS EQUIPMENT INC	86421	9/18/2025	01-247603	731-1022-541.38-03	66.06	BOLTS/WASHER PARTS
			Total for check: 86421		66.06	
TERMINIX WIL-KIL	86422	9/18/2025	82799321	100-0601-551.24-03	43.87	PEST CONTROL MAINT MENASHA LIBRARY
		9/18/2025	82800054	100-1019-552.20-07	37.45	PEST CONTROL MAINT RACINE ST TENDER HOUSE
		9/18/2025	82800657	100-0703-553.20-07	37.45	PEST CONTROL MAINT KOSLO PARK
			Total for check: 86422		118.77	
DUSTIN WILSON	86423	9/18/2025	GATHER ROUND 25	100-0702-552.20-05	650.00	GATHER 'ROUND 2025 LED SHOW & ENTERTAINMENT
			Total for check: 86423		650.00	
WDATCP	86424	9/18/2025		100-0000-421.04-00	2,483.50	LICENSES RESTAURANT
				100-0000-421.10-00	1,140.00	RETAIL FOOD
				100-0000-421.15-00	193.50	LODGING
				100-0000-422.10-00	123.00	TEMP RESTAURANT
				100-0000-422.12-00	181.00	SWIMMING POOL
			Total for check: 86424		4,121.00	
STATE OF WI - DSPS	86425	9/18/2025		100-0000-422.06-00	185.00	WIDSPS-AGENT REIMBURSE
			Total for check: 86425		185.00	
					176,673.63	

AP Check Register

Check Date: 9/25/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
ACCURATE	86426	9/25/2025	2510740	470-1003-541.82-02	119.50	SIGNAL PARTS	STR-2025-006
		9/25/2025	2510741	470-1003-541.82-02	310.54	SIGNAL PARTS	STR-2025-006
	Total for check: 86426				430.04		
AMAZON CAPITAL SERVICES	86427	9/25/2025	14C3-77H3-4L39	100-0903-531.30-10	10.49	SHARPIES	
				100-0903-531.30-18	49.96	ALCOHOL WIPES/EXAM GLOVES	
	9/25/2025	1VKJ-6D9W-FFW3	100-0903-531.30-10	8.99	ENVELOPE MOISTENER		
	Total for check: 86427				69.44		
BAY BUS LLC	86428	9/25/2025	14865	100-0000-201.14-00	1,350.00	COACH SERVICE-RIB MTN	ON 10/3/25
					1,350.00	COACH SERVICE-FIRESIDE	ON 11/15/25
	Total for check: 86428				2,700.00		
CDW GOVERNMENT INC	86429	9/25/2025	AG1TF4G	743-0403-513.24-04	23,696.64	VMWARE	
					Total for check: 86429		23,696.64
CELLCOM	86430	9/25/2025	170145	100-0101-511.22-01	33.83	CELL PHONE	-MAYOR
				100-0201-512.22-01	33.83	CELL PHONE	-ATTORNEY
				100-0203-512.22-01	33.83	CELL PHONE	-CLERK
				100-0301-523.22-01	33.83	CELL PHONE	-BUILDING INSPECTOR
				100-0304-562.22-01	67.66	CELL PHONE	-COMMUNITY DEVELOPMENT
				100-0401-513.22-01	33.83	CELL PHONE	-FINANCE
				100-0601-551.22-01	23.00	CELL PHONE	-BUILDING SERVICES
					210.17	CELL PHONE	-LIBRARY
				100-0702-552.22-01	177.03	CELL PHONE	-PARK LOCATIONS
				100-0703-553.22-01	13.53	CELL PHONE	-BUILDING SERVICES
					180.76	CELL PHONE	-PARKS
				100-0801-521.22-01	15.56	CELL PHONE	-BUILDING SERVICES
					1,812.01	CELL PHONE	-POLICE
					0.01	CELL PHONE	-POLICE
				100-0811-521.22-01	33.83	CELL PHONE	-CODE ENFORCEMENT
				100-0904-531.22-01	33.83	CELL PHONE	-ENVIRONMENTAL HEALTH

AP Check Register

Check Date: 9/25/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
CELLCOM...	86430...	9/25/2025...	170145...	100-0919-531.22-01	243.33	CELL PHONE	-HEALTH
				100-1001-514.22-01	15.56	CELL PHONE	-BUILDING SERVICES
				100-1002-541.22-01	176.77	CELL PHONE	-ENGINEERING
				100-1008-541.22-01	13.42	CELL PHONE	-STREET SIGNS
				100-1019-552.22-01	16.74	CELL PHONE	-BRIDGES
				601-1020-543.22-01	7.24	CELL PHONE	-SEWER TRUCK
				625-1002-541.22-01	58.92	CELL PHONE	-ENGINEERING
				731-1022-541.22-01	135.99	CELL PHONE	-CITY GARAGE
				743-0403-513.22-01	67.66	CELL PHONE	-IT
				Total for check: 86430			
CINTAS	86431	9/25/2025	4243827651	100-0920-531.30-13	631.47	CLEANING SUPPLIES	
				731-1022-541.20-01	161.00	CLEANING SERVICE	
		9/25/2025	4243832698	100-0601-551.20-01	48.00	RUGS/CLEANING SUPPLIES	
				100-0601-551.30-13	219.20	RUGS/CLEANING SUPPLIES	
		9/25/2025	4243832729	100-0801-521.20-01	50.00	RUGS/TP/TOWELS	
				100-0801-521.30-13	85.91	RUGS/TP/TOWELS	
		Total for check: 86431				1,195.58	
COMPLETE OFFICE OF WISCONSIN	86432	9/25/2025	987783	100-0204-512.30-10	27.83	OFFICE SUPPLIES	
		9/25/2025	988500	100-0204-512.30-10	99.84	ENVELOPE APPLICATOR	
		Total for check: 86432				127.67	
CRESCENT ELECTRIC SUPPLY COMPANY	86433	9/25/2025	S513530673.001	470-1003-541.82-02	17.19	SIGNAL PARTS	STR-2025-006
		9/25/2025	S513531304.001	470-1003-541.82-02	127.34	SIGNAL PARTS	STR-2025-006
		Total for check: 86433				144.53	
KORTNEY DAHM	86434	9/25/2025	AUGUST 2025	100-0903-531.33-01	12.95	MILEAGE-AUGUST	
					Total for check: 86434		

AP Check Register

Check Date: 9/25/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DEBBIE DEMARS	86435	9/25/2025	REFUND	100-0000-201.14-00	55.00	FALL RIDDLES BUS TRIP -CANCELLATION
			Total for check: 86435		55.00	
DIAMOND TOURS INC	86436	9/25/2025	2135805	100-0000-201.14-00	28,892.00	TOUR # 2135805 ARK ENCOUNTER BUS TRIP
		9/25/2025	2226597	100-0000-201.14-00	2,625.00	TOUR # 2226597 DOWN PAYMENT
			Total for check: 86436		31,517.00	
TODD DREW	86437	9/25/2025	SEPTEMBER 2025	100-0904-531.34-03	18.00	PARKING/DINNER REIMBURSE.
				100-0904-531.34-04	10.00	PARKING/DINNER REIMBURSE.
			Total for check: 86437		28.00	
VILLAGE OF FOX CROSSING	86438	9/25/2025	16292	625-0410-571.61-02	2,567.37	TAYCO POND INTEREST
			Total for check: 86438		2,567.37	
GANNETT WISCONSIN LOCALIQ	86439	9/25/2025	0007261636	100-0405-513.29-02	278.67	POST CRESCENT SUBSCRIPT.
			Total for check: 86439		278.67	
GRAINGER INC	86440	9/25/2025	9599905180	731-1022-541.30-18	30.76	PARTS KIT
			Total for check: 86440		30.76	
GREEN BAY PRESSURE SYSTEMS LLC	86441	9/25/2025	30570	731-1022-541.24-03	295.00	SHOP SUPPLIES
			Total for check: 86441		295.00	
HD INSTALLATIONS LLC	86442	9/25/2025	64	100-0801-521.29-04	470.00	BRACKETS/SHIMS/INSTALL
			Total for check: 86442		470.00	
HEARTLAND BUSINESS SYSTEMS	86443	9/25/2025	825623-H	743-0403-513.24-04	35.00	POLICE DOMAIN RENEWAL
			Total for check: 86443		35.00	

AP Check Register

Check Date: 9/25/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
PAUL JANSEN	86444	9/25/2025	REFUND	100-0000-201.14-00	55.00	FALL RIDDLES BUS TRIP -CANCELLATION
			Total for check: 86444		55.00	
MATTHEWS TIRE INC	86445	9/25/2025	97033	731-1022-541.38-02	3,591.80	TIRES
		9/25/2025	97869	731-1022-541.38-02	486.00	TIRES/REPAIR
			Total for check: 86445		4,077.80	
MENARDS-APPLETON EAST	86446	9/25/2025	82348	100-0703-553.30-18	(33.89)	QUICK LINK/WIRE SPLICE CREDIT
		9/25/2025	82351	100-0703-553.30-18	87.46	RUBBER CORD SUPPLIES
			Total for check: 86446		53.57	
MENASHA TREASURER	86447	9/25/2025	DRIVER TIP	100-0000-201.14-00	100.00	DRIVER TIP -FALL RIDDLE TRIP
		9/25/2025	LUNCH	100-0000-201.14-00	510.00	LUNCHES 10-51 TRAVELERS
		9/25/2025	PETTY CASH	100-0702-552.30-11	20.20	MAIL ATTRACTION TIX
				100-0702-552.30-18	10.50	HART PARK POP -UP EVENT
			Total for check: 86447		640.70	
MENASHA UTILITIES	86448	9/25/2025	MENASHA UTIL.	100-0305-562.22-05	50.04	7/29/25-8/28/25-WAT/SEW
				100-0305-562.22-06	16.72	7/29/25-8/28/25-STORM
				100-0601-551.22-07	63.23	7/29/25-8/28/25-LIBRARY -DARK FIBER
				100-0703-553.22-05	960.93	7/29/25-8/28/25-WAT/SEW
				100-0703-553.22-06	126.46	7/29/25-8/28/25-STORM
				100-0704-552.22-07	446.36	7/29/25-8/28/25-POOL -DARK FIBER
				100-1012-541.22-03	85.76	7/29/25-8/28/25-ELEC
				100-1013-541.22-03	12.36	7/29/25-8/28/25-ELEC
				100-1013-541.22-05	52.72	7/29/25-8/28/25-WAT/SEW
				100-1013-541.22-06	246.63	7/29/25-8/28/25-STORM
				100-1014-543.22-05	16.68	7/29/25-8/28/25-WAT/SEW
				100-1014-543.22-06	80.47	7/29/25-8/28/25-STORM
				100-1019-552.22-05	51.81	7/29/25-8/28/25-WAT/SEW
				100-1019-552.22-07	317.42	7/29/25-8/28/25 -DARK FIBER
				207-0707-552.22-07	57.44	7/29/25-8/28/25-MARINA -DARK FIBER

AP Check Register

Check Date: 9/25/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	86448...	9/25/2025...	MENASHA UTIL....	487-0305-562.22-06	14.63	7/29/25-8/28/25-STORM
				501-0304-562.22-06	235.13	7/29/25-8/28/25-STORM
				731-1022-541.22-07	595.45	7/29/25-8/28/25-GARAGE -DARK FIBER
				743-0403-513.21-04	165.69	7/29/25-8/28/25-IT -INTERNET
				743-0403-513.22-07	504.59	7/29/25-8/28/25-IT -DARK FIBER
				Total for check: 86448	4,100.52	
CITY OF NEENAH	86449	9/25/2025	FIRE/RESCUE	100-0501-522.25-01	339,585.00	OCTOBER
					339,585.00	
NUTRITION SERVICE - SHERWOOD	86450	9/25/2025	SI-79538	100-0703-553.30-18	259.96	GENERIC ROUND UP
					259.96	
OFFICE ENTERPRISES INCORPORATED	86451	9/25/2025	586081	100-1001-514.30-10	267.68	POSTAGE MACHINE INK
					267.68	
PERSONNEL EVALUATION INC	86452	9/25/2025	55774	100-0801-521.21-06	98.00	APPLICANT PERS EVAL TEST 8/01/25-8/31/25
					98.00	
PETERS CONCRETE COMPANY	86453	9/25/2025	2257372	470-1003-541.82-02	2,366.00	CONCRETE-3RD & RACINE ST STR-2025-006
			2257391	470-1003-541.82-02	52.00	CONCRETE STR-2024-004
			2257426	470-1009-541.82-02	1,064.00	CONCRETE-3RD & RACINE ST SW-2025-001
			2257557	100-1004-541.30-18	760.00	CONCRETE 920 MEADOWVIEW DR
			2257605	470-1003-541.82-02	1,888.00	CONCRETE-514 RACINE ST STR-2024-004
			2257664	100-1004-541.30-18	1,521.00	CONCRETE-312 MILWAUKEE ST
			Total for check: 86453		7,651.00	
SAFETY-KLEEN SYSTEMS	86454	9/25/2025	97985252	731-1022-541.32-01	215.79	PARTS-WASHER CONTRACT
					215.79	

AP Check Register

Check Date: 9/25/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SECURITY FENCE & SUPPLY CO INC	86455	9/25/2025	2025-49027	470-0801-521.82-01	19,042.13	FENCE PARTS PPF-2025-001
			Total for check: 86455		19,042.13	
SITEONE LANDSCAPE SUPPLY	86456	9/25/2025	158516170-001	470-0703-553.82-02	42.98	FERTILIZER-RIVERWALK PR-2025-004
			Total for check: 86456		42.98	
STRATEGIES LTD	86457	9/25/2025	2965	100-0801-521.30-15	32.80	SHIPPING CHARGES FOR FITNESS BOTTLES
			Total for check: 86457		32.80	
TAPCO	86458	9/25/2025	1809289	470-1003-541.82-02	108.28	SIGNAL PARTS STR-2025-006
		9/25/2025	1809293	470-1003-541.82-02	53,372.00	SIGNAL PARTS STR-2025-006
		9/25/2025	1809633	470-1003-541.82-02	500.00	SIGNAL PARTS STR-2025-006
			Total for check: 86458		53,980.28	
THEDACARE AT WORK	86459	9/25/2025	374216	100-0202-512.21-05	233.00	EMPLOYEE SCREENING
			Total for check: 86459		233.00	
UNIFORM SHOPPE	86460	9/25/2025	10895	100-0801-521.19-02	14.00	E14 UNIFORM ALLOW
			Total for check: 86460		14.00	
WE ENERGIES	86461	9/25/2025	5632890001	100-0703-553.22-04	9.90	GAS SERVICE-2170 PLANK RD8/18-9/16
			Total for check: 86461		9.90	
WHITE CAP LP	86462	9/25/2025	50033419859	470-0703-553.82-02	764.96	STRAW BLANKET-RIVERWALK PR-2025-004
			Total for check: 86462		764.96	
TERMINIX WIL-KIL	86463	9/25/2025	82799728	100-0920-531.20-07	149.48	EXTERIOR INSECT TREATMENT-SENIOR CENTER

AP Check Register **Check Date: 9/25/2025**

Date: 10/2/2025

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
TERMINIX WIL-KIL...	86463...	9/25/2025	82800128	100-1019-552.20-07	124.55	EXTERIOR INSECT TREATMENTBRIDGE-1/2 DOT
			Total for check: 86463		274.03	
WINNEBAGO COUNTY TREASURER	86464	9/25/2025	31902	470-1003-541.82-02	202.23	CTH P COST SHARE STR-2026-003
			Total for check: 86464		202.23	
					498,727.15	

AP Check Register

Check Date: 9/26/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AMAZON CAPITAL SERVICES	86468	9/26/2025	113P-LCRQ-9MYP	100-0601-551.30-14	6.51	LIBRARY MATERIALS
		9/26/2025	11ML-W3G3-JL41	100-0601-551.30-14	32.17	LIBRARY MATERIALS
		9/26/2025	11WC-HP7P-4FCJ	100-0601-551.30-16	59.68	PROMOTIONAL SUPPLIES
		9/26/2025	131M-RDWT-LLFN	100-0601-551.30-16	79.57	PROMOTIONAL SUPPLIES
		9/26/2025	139J-PYXN-6C1R	100-0601-551.30-18	39.55	DEPARTMENT SUPPLIES
		9/26/2025	14HR-P9LV-HV33	100-0601-551.30-14	234.74	LIBRARY MATERIALS
		9/26/2025	167Y-3P3Y-6VT4	100-0601-551.30-14	17.96	LIBRARY MATERIALS
		9/26/2025	16GV-PWHV-7TVL	100-0601-551.30-14	79.00	LIBRARY MATERIALS
		9/26/2025	16LC-DY67-4CWF	100-0601-551.30-16	256.68	PROMOTIONAL SUPPLIES
		9/26/2025	16LC-DY67-VJLC	100-0601-551.30-14	54.99	LIBRARY MATERIALS
		9/26/2025	173Y-XYYP-73W7	100-0601-551.30-14	11.99	LIBRARY MATERIALS
		9/26/2025	179T-TVV1-77X4	100-0601-551.30-16	92.25	PROMOTIONAL SUPPLIES
		9/26/2025	17Q7-XVJ9-6HQC	100-0601-551.30-18	330.70	DEPARTMENT SUPPLIES
		9/26/2025	193W-HW7J-RPCN	100-0601-551.30-14	36.18	LIBRARY MATERIALS
		9/26/2025	19KM-QNTK-661M	100-0601-551.30-12	11.49	COMPUTERS
		9/26/2025	1DDJ-RXJD-66FY	100-0601-551.30-16	17.78	PROMOTIONAL SUPPLIES
		9/26/2025	1F47-QTYP-4VYK	100-0601-551.30-14	19.99	LIBRARY MATERIALS
		9/26/2025	1FT7-77Q7-9NGY	100-0601-551.30-14	69.00	LIBRARY MATERIALS
		9/26/2025	1G9F-K1Q1-9FR4	100-0601-551.30-12	41.49	COMPUTERS
		9/26/2025	1GWG-F6H4-DJHW	100-0601-551.30-14	389.88	LIBRARY MATERIALS
		9/26/2025	1HY7-Y9V9-9DPD	100-0601-551.30-16	58.36	PROMOTIONAL SUPPLIES
		9/26/2025	1J1Y-71MP-3W4C	100-0601-551.30-16	60.79	PROMOTIONAL SUPPLIES
		9/26/2025	1JQH-HW9D-4FML	100-0601-551.30-14	6.18	LIBRARY MATERIALS
		9/26/2025	1K1N-RJNK-YFG3	100-0601-551.30-14	20.31	LIBRARY MATERIALS
		9/26/2025	1K6T-WVGJ-1JJC	100-0601-551.30-14	18.86	LIBRARY MATERIALS
		9/26/2025	1LRW-PT3D-4K6M	100-0601-551.30-14	15.70	LIBRARY MATERIALS
		9/26/2025	1MTN-FVXK-YRJP	100-0601-551.30-12	21.62	COMPUTERS
		9/26/2025	1N4Q-39LT-64H6	100-0601-551.30-16	91.96	PROMOTIONAL SUPPLIES
		9/26/2025	1NCF-PVG1-4G7Q	100-0601-551.30-10	11.75	OFFICE SUPPLIES
		9/26/2025	1PPQ-KFJF-6L9H	100-0601-551.30-12	198.89	COMPUTERS
		9/26/2025	1PWR-RLPL-M6CY	100-0601-551.30-14	15.94	LIBRARY MATERIALS
		9/26/2025	1Q4X-CV7D-7JN7	100-0601-551.30-14	19.07	LIBRARY MATERIALS
		9/26/2025	1QMX-RG14-4DD6	100-0601-551.30-10	18.02	OFFICE SUPPLIES
		9/26/2025	1TDQ-3FWY-7KJ1	100-0601-551.30-18	59.94	DEPARTMENT SUPPLIES
		9/26/2025	1VT6-MDMX-614G	100-0601-551.30-16	23.39	PROMOTIONAL SUPPLIES

AP Check Register

Check Date: 9/26/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AMAZON CAPITAL SERVICES...	86468...	9/26/2025	1VXM-GPR1-9RND	100-0601-551.30-10	8.99	OFFICE SUPPLIES
		9/26/2025	1W4H-K4DP-4DNH	100-0601-551.30-16	93.44	PROMOTIONAL SUPPLIES
		9/26/2025	1W6L-KKWV-7RFH	100-0601-551.30-14	181.00	LIBRARY MATERIALS
		9/26/2025	1WHJ-WL41-PV VH	100-0601-551.30-16	506.92	PROMOTIONAL SUPPLIES
		9/26/2025	1WLF-J7XV-1HMC	100-0601-551.30-14	69.00	LIBRARY MATERIALS
		9/26/2025	1WLN-C9YL-9MTL	100-0601-551.30-14	49.96	LIBRARY MATERIALS
		9/26/2025	1X76-FVFP-4LCM	100-0601-551.30-14	6.88	LIBRARY MATERIALS
		9/26/2025	1Y41-DKY3-4HRP	100-0601-551.30-16	153.14	PROMOTIONAL SUPPLIES
		9/26/2025	INJD-YQ6Q-4WV V	100-0601-551.30-16	285.87	PROMOTIONAL SUPPLIES
		Total for check: 86468			3,877.58	
BAKER & TAYLOR INC	86469	9/26/2025	2039239100	100-0601-551.30-14	31.46	LIBRARY MATERIALS
		9/26/2025	2039257931	100-0601-551.30-14	21.20	LIBRARY MATERIALS
		9/26/2025	H73134480	100-0601-551.30-14	35.98	LIBRARY MATERIALS
		9/26/2025	H73134481	100-0601-551.30-14	17.99	LIBRARY MATERIALS
		9/26/2025	H73153600	100-0601-551.30-14	40.30	LIBRARY MATERIALS
		9/26/2025	H73160900	100-0601-551.30-14	43.18	LIBRARY MATERIALS
		9/26/2025	H73205910	100-0601-551.30-14	683.01	LIBRARY MATERIALS
		9/26/2025	H73226910	100-0601-551.30-14	263.34	LIBRARY MATERIALS
		9/26/2025	H73226911	100-0601-551.30-14	28.79	LIBRARY MATERIALS
		9/26/2025	H73237230	100-0601-551.30-14	90.68	LIBRARY MATERIALS
		9/26/2025	H73237231	100-0601-551.30-14	33.10	LIBRARY MATERIALS
		9/26/2025	H73244290	100-0601-551.30-14	43.20	LIBRARY MATERIALS
		Total for check: 86469			1,332.23	
BETH BLUM	86470	9/26/2025	PROGRAM	100-0601-551.20-05	150.00	CONTRACT SERVICE-ENT. 9/15/25
		Total for check: 86470			150.00	
CENGAGE LEARNING INC/GALE	86471	9/26/2025	999100953022	100-0601-551.30-14	49.48	LIBRARY MATERIALS
		Total for check: 86471			49.48	

AP Check Register

Check Date: 9/26/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CENTER POINT LARGE PRINT	86472	9/26/2025	2192519	100-0601-551.30-14	303.24	LIBRARY MATERIALS
			Total for check: 86472		303.24	
CONQUER BOOKS	86473	9/26/2025	CONQUER BOOKS	100-0601-551.20-05	170.00	CONTRACT SERVICES-ENT. OCT 2025
			Total for check: 86473		170.00	
CRIMSON MULTIMEDIA	86474	9/26/2025	023084	100-0601-551.30-14	171.47	LIBRARY MATERIALS
		9/26/2025	023085	100-0601-551.30-14	80.00	LIBRARY MATERIALS
		9/26/2025	023086	100-0601-551.30-14	40.00	LIBRARY MATERIALS
		9/26/2025	023370	100-0601-551.30-14	396.32	LIBRARY MATERIALS
		9/26/2025	023709	100-0601-551.30-14	206.23	LIBRARY MATERIALS
		9/26/2025	023710	100-0601-551.30-14	30.00	LIBRARY MATERIALS
		9/26/2025	023711	100-0601-551.30-14	60.00	LIBRARY MATERIALS
		9/26/2025	023712	100-0601-551.30-14	80.00	LIBRARY MATERIALS
			Total for check: 86474		1,064.02	
DEMCO	86475	9/26/2025	7690072	100-0601-551.30-18	272.16	DEPARTMENT SUPPLIES
		9/26/2025	7693424	100-0601-551.30-18	32.73	DEPARTMENT SUPPLIES
			Total for check: 86475		304.89	
JENNI DREYER	86476	9/26/2025	COOKING SERIES	100-0601-551.20-05	150.00	CONTRACT SERVICES-ENT. 10/17/25
			Total for check: 86476		150.00	
GENERAL BOOK COVERS	86477	9/26/2025	25282	100-0601-551.30-18	95.00	DEPARTMENT SUPPLIES
			Total for check: 86477		95.00	
GORDON FLESCH CO LEASING	86478	9/26/2025	I01049715	100-0601-551.24-01	329.68	OFFICE EQUIPMENT -CANON PRO 4600
			Total for check: 86478		329.68	
INGRAM LIBRARY SERVICES	86480	9/26/2025	89594841	100-0601-551.30-14	402.36	LIBRARY MATERIALS

AP Check Register
Check Date: 9/26/2025

Date: 10/2/2025

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
INGRAM LIBRARY SERVICES...	86480...	9/26/2025	89594842	100-0601-551.30-14	2,500.17	LIBRARY MATERIALS
		9/26/2025	89650266	100-0601-551.30-14	469.11	LIBRARY MATERIALS
		9/26/2025	89658660	100-0601-551.30-14	877.08	LIBRARY MATERIALS
		9/26/2025	89672622	100-0601-551.30-14	104.36	LIBRARY MATERIALS
		9/26/2025	89686064	100-0601-551.30-14	114.62	LIBRARY MATERIALS
		9/26/2025	89705498	100-0601-551.30-14	184.98	LIBRARY MATERIALS
		9/26/2025	89737547	100-0601-551.30-14	211.25	LIBRARY MATERIALS
		9/26/2025	89764787	100-0601-551.30-14	485.39	LIBRARY MATERIALS
		9/26/2025	89797622	100-0601-551.30-14	211.88	LIBRARY MATERIALS
		9/26/2025	89797623	100-0601-551.30-14	280.69	LIBRARY MATERIALS
		9/26/2025	89813045	100-0601-551.30-14	315.40	LIBRARY MATERIALS
		9/26/2025	89813046	100-0601-551.30-14	427.05	LIBRARY MATERIALS
		9/26/2025	89843835	100-0601-551.30-14	174.59	LIBRARY MATERIALS
		9/26/2025	89875937	100-0601-551.30-14	183.89	LIBRARY MATERIALS
		9/26/2025	89910322	100-0601-551.30-14	455.27	LIBRARY MATERIALS
		9/26/2025	89939317	100-0601-551.30-14	434.70	LIBRARY MATERIALS
		9/26/2025	89971713	100-0601-551.30-14	56.22	LIBRARY MATERIALS
		9/26/2025	89971714	100-0601-551.30-14	1,030.31	LIBRARY MATERIALS
		9/26/2025	89988893	100-0601-551.30-14	1,112.07	LIBRARY MATERIALS
		9/26/2025	90013601	100-0601-551.30-14	110.99	LIBRARY MATERIALS
		9/26/2025	90029426	100-0601-551.30-14	28.43	LIBRARY MATERIALS
		9/26/2025	90064368	100-0601-551.30-14	94.54	LIBRARY MATERIALS
		9/26/2025	90093228	100-0601-551.30-14	173.96	LIBRARY MATERIALS
		9/26/2025	90103352	100-0601-551.30-14	19.07	LIBRARY MATERIALS
		9/26/2025	90124719	100-0601-551.30-14	198.20	LIBRARY MATERIALS
		9/26/2025	90150965	100-0601-551.30-14	83.60	LIBRARY MATERIALS
	Total for check: 86480				10,740.18	
JRAAR EDUCATIONAL EVENTS	86481	9/26/2025	000162	100-0601-551.20-05	257.00	CONTRACT SERVICES-ENT 10/23/25
	Total for check: 86481				257.00	

AP Check Register

Check Date: 9/26/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KAEL KING	86482	9/26/2025	COMIC BOOK CLUB	100-0601-551.20-05	50.00	CONTRACT SERVICES-ENT. 10/11/25
			Total for check: 86482		50.00	
KITZ & PFEIL INC	86483	9/26/2025	48089/2	100-0601-551.30-15	9.18	TOOLS & EQUIPMENT
			Total for check: 86483		9.18	
MAKERS TOGETHER	86484	9/26/2025	MAKERS TOGETHER	100-0601-551.20-05	150.00	CONTRACT SERVICES-ENT. 10/20/25
			Total for check: 86484		150.00	
MANDERFIELD'S HOME BAKERY	86485	9/26/2025	570150	100-0601-551.30-16	46.00	PROMOTIONAL SUPPLIES
			Total for check: 86485		46.00	
METRO SALES INC	86486	9/26/2025	INV2872231	100-0601-551.24-04	748.76	REPAIR/MAINTENANCE
			Total for check: 86486		748.76	
MIDWEST TAPE	86487	9/26/2025	507550002	100-0601-551.30-14	14.99	LIBRARY MATERIALS
			Total for check: 86487		14.99	
TERRA MITCHELL	86488	9/26/2025	REFUND	100-0000-201.10-00	100.00	STREET OCCUPANCY REFUND PERMIT #14666
			Total for check: 86488		100.00	
CINDY SCHAEFER-KEMPS	86489	9/26/2025	MILEAGE	100-0601-551.33-01	24.50	MILEAGE AUGUST-SEPT 2025
					3.50	MILEAGE 9/16/25
		9/26/2025	SUPPLIES	100-0601-551.30-16	279.30	PROMOTIONAL SUPPLIES AUGUST-SEPT 2025
					252.00	PROMOTIONAL SUPPLIES 9/16/25
			Total for check: 86489		559.30	

AP Check Register

Check Date: 9/26/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SERVICEMASTER BUILDING MAINTENANCE	86490	9/26/2025	47659	100-0601-551.20-01	2,760.00	JANITORIAL
			Total for check: 86490		2,760.00	
JOSHUA SPOTTS	86491	9/26/2025	ROLE PLAYING	100-0601-551.20-05	75.00	CONTRACT SERVICES-ENT. 10/21/25
			Total for check: 86491		75.00	
STAPLES	86492	9/26/2025	6040423012	100-0601-551.30-10	343.80	OFFICE SUPPLIES
			Total for check: 86492		343.80	
WALT ULBRICHT	86493	9/26/2025	HOLLYWOOD FILMS	100-0601-551.20-05	100.00	CONTRACT SERVICES-ENT. 9/10/25 AND 10/8/25
			Total for check: 86493		100.00	
WINNEBAGO COUNTY-BARLOW PLANETARIUM	86494	9/26/2025	102525	100-0601-551.20-05	500.00	CONTRACT SERVICES-ENT. 10/25/25
			Total for check: 86494		500.00	
WINNEFOX LIBRARY SYSTEM	86495	9/26/2025	WLS3952	100-0601-551.30-11	155.55	POSTAGE
				100-0601-551.30-12	2,500.00	COMPUTERS
				100-0601-551.32-01	292.80	DUES/MEMBERSHIPS
			Total for check: 86495		2,948.35	
WISCONSIN IMAGING LLC	86496	9/26/2025	5035882872	100-0601-551.24-01	406.83	OFFICE EQUIPMENT
			Total for check: 86496		406.83	
ROB ZIMMER	86497	9/26/2025	NATURE TALKS	100-0601-551.20-05	150.00	CONTRACT SERVICES-ENT. 10/20/25
			Total for check: 86497		150.00	
					27,785.51	

AP Check Register

Check Date: 10/2/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	86498	10/2/2025	2510912	731-1022-541.38-03	212.54	LOCK WASHER PINS
			Total for check: 86498		212.54	
LEAH AERTS	86499	10/2/2025	REFUND	100-0702-552.30-18	24.00	POP UP TENTS/MUG
			Total for check: 86499		24.00	
AMAZON CAPITAL SERVICES	86500	10/2/2025	11PV-9TVN-6YMV	100-0801-521.29-04	56.10	OUTDOOR EXTENSION CORDS
		10/2/2025	11VP-PTQ3-CJRJ	100-0401-513.30-10	133.21	OFFICE SUPPLIES
		10/2/2025	1PDH-Q7C7-1DH6	100-0920-531.30-10	13.67	OFFICE SUPPLIES SENIOR CENTER
				100-0920-531.30-18	40.98	SUPPLIES SENIOR CENTER
		10/2/2025	IHM4-C7RN-H496	100-0304-562.30-15	107.10	EASEL DISPLAY STAND
			Total for check: 86500		351.06	
APPLETON NAIL NURSE LLC	86501	10/2/2025	NAILS	100-0920-531.20-05	400.00	AUGUST 2025
			Total for check: 86501		400.00	
CITY OF APPLETON	86502	10/2/2025	18240	100-0302-542.25-01	20,312.00	SEPT TRANSIT SERVICES
			Total for check: 86502		20,312.00	
ASSOCIATED APPRAISAL CONSULTANTS	86503	10/2/2025	182624	100-0402-513.21-09	153.96	INTERNET POSTING-PARCELS
					6,666.67	OCT ASSESSMENT SERVICES
				100-0402-513.30-11	40.70	POSTAGE
			Total for check: 86503		6,861.33	
AUTOMOTIVE SUPPLY COMPANY	86504	10/2/2025	012219936	731-1022-541.38-04	39.88	RESISTER BLOWER PARTS
		10/2/2025	012219964	731-1022-541.38-04	85.33	BLOWER MOTOR PARTS
			Total for check: 86504		125.21	
BAYCOM INC	86505	10/2/2025	EQUIPINV_057962	470-0703-553.82-02	354.00	J PARK PAVILION CAMERAS PR-2024-006

AP Check Register

Check Date: 10/2/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BAYCOM INC...	86505...	10/2/2025	EQUIPINV_057963	470-0703-553.82-02	326.00	J PARK PAVILION CAMERAS PR-2024-002
			Total for check: 86505		680.00	
BENEFIT COORDINATORS CORP	86506	10/2/2025	B0KJSV	734-0416-513.21-06	2,589.26	MONTHLY FAHP FEE-OCT
			Total for check: 86506		2,589.26	
CINTAS	86507	10/2/2025	1905792599	100-0703-553.24-03	160.00	GARBAGE CAN LINER
		10/2/2025	4244595016	731-1022-541.20-01	179.65	MATS/CLOTHING SERVICES
			Total for check: 86507		339.65	
COONEY'S EMBROIDERY LLC	86508	10/2/2025	22521	100-0801-521.19-02	154.00	POLO'S
			Total for check: 86508		154.00	
CUMMINGS SALES AND SERVICE	86509	10/2/2025	F4-250991591	731-1022-541.38-03	3,339.48	TURBOCHARGER KIT
		10/2/2025	F4-250991816	731-1022-541.38-03	237.09	NUTS/BOLTS/HOSE
			Total for check: 86509		3,576.57	
ANDREW DANE	86510	10/2/2025	MILEAGE	100-0304-562.34-01	245.00	SEPT 2025-MILEAGE
			Total for check: 86510		245.00	
E.H. WOLF & SONS, INC	86511	10/2/2025	106383	207-0707-552.38-01	3,978.13	MARINA GAS-9/4/25
		10/2/2025	106433	207-0707-552.38-01	2,211.30	GAS-9/19/25
			Total for check: 86511		6,189.43	
EHLERS & ASSOCIATES INC	86512	10/2/2025	102898	100-0000-201.03-00	4,025.00	PROFORMA ANALYSIS -PROVINCE TERRACE
			Total for check: 86512		4,025.00	

AP Check Register

Check Date: 10/2/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
EVERGREEN POWER	86513	10/2/2025	28740	731-1022-541.38-03	96.48	REPLACEMENT POWER BLADES
			Total for check: 86513		96.48	
FACTORY MOTOR PARTS CO	86514	10/2/2025	18-2311706	731-1022-541.38-03	22.92	LUBE FILTER
		10/2/2025	18-2311902	731-1022-541.38-04	48.86	SWITCH ASSEMBLY
		10/2/2025	18-2313065	731-1022-541.38-03	11.46	OIL FILTER
		10/2/2025	18-Z34228	731-1022-541.30-18	22.20	BATTERIES/SHOP SUPPLIES
				731-1022-541.38-03	139.03	BATTERIES
			Total for check: 86514		244.47	
FARRELL EQUIPMENT & SUPPLY CO INC	86515	10/2/2025	265735	470-1003-541.82-02	189.99	SEALER FOR CONCRETE STR-2024-004
			Total for check: 86515		189.99	
FASTSIGNS OF APPLETON	86516	10/2/2025	APP-175746	100-0801-521.24-03	972.59	WINDOW/DOOR GRAPHICS
			Total for check: 86516		972.59	
FIRESIDE THEATER	86517	10/2/2025	980708	100-0000-201.14-00	3,797.50	BUS TRIP-11/15/25
			Total for check: 86517		3,797.50	
FOX CITIES PARTY RENTAL	86518	10/2/2025	10725	826-0702-552.30-18	580.00	TENT RENTAL 9/27/25
			Total for check: 86518		580.00	
FOX VALLEY HUMANE ASSOCIATION	86519	10/2/2025	6207	100-0806-532.25-01	396.00	MAY-ANIMALS
		10/2/2025	6217	100-0806-532.25-01	368.00	JUNE-ANIMALS
			Total for check: 86519		764.00	
GARROW OIL CORP	86520	10/2/2025	1279546	100-0000-131.00-00	7,173.29	GAS/DELIVERY
			Total for check: 86520		7,173.29	

AP Check Register

Check Date: 10/2/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
STEPHANIE GREEN	86521	10/2/2025	VENDOR	100-0702-552.20-05	300.00	HOMETOWN HALLOWEEN 10/23/25
			Total for check: 86521		300.00	
HARRISON UTILITIES	86522	10/2/2025	000-5700-00	501-0304-562.22-05	5.88	2011 MANITOWOC RD 8/28/25-9/26/25
		10/2/2025	001-0220-00	100-0703-553.22-05	78.46	2170 PLANK ROAD 8/21/25-9/18/25
			Total for check: 86522		84.34	
JX ENTERPRISES INC	86523	10/2/2025	24133341P	731-1022-541.38-03	42.99	FUEL FILTER
			Total for check: 86523		42.99	
KITZ & PFEIL INC	86524	10/2/2025	55288/3	470-1003-541.82-02	23.38	GROUNDING PLUGS (2) STR-2025-006
		10/2/2025	55291/3	100-1008-541.30-15	57.56	WRENCHES/HAMMER
		10/2/2025	55353/3	100-1003-541.30-18	92.68	SCREWS
		10/2/2025	55380/3	731-1022-541.24-03	4.13	FASTENERS/PANIC BUTTON
		10/2/2025	55460/3	100-0703-553.24-03	4.79	NUTS & BOLTS
		10/2/2025	55487/3	100-0702-552.30-18	16.19	GYMNASTICS MAT TAPE
		10/2/2025	55638/3	100-0801-521.24-03	14.38	BATTERY
		10/2/2025	55683/3	100-1003-541.30-18	7.19	ROLLER
		10/2/2025	55700/3	100-0801-521.30-18	26.98	GARDEN HOSE/NOZLE CELL BLOCK
			Total for check: 86524		247.28	
KLINK HYDRAULICS LLC	86525	10/2/2025	TV1067	731-1022-541.38-03	114.63	HYDRAULIC FITTINGS-PARTS
			Total for check: 86525		114.63	
INTERSTATE BILLING SERVICES	86526	10/2/2025	X105081822:01	731-1022-541.38-03	2,164.88	FUEL TANK
			Total for check: 86526		2,164.88	
LAZER UTILITY LOCATING LLC	86527	10/2/2025	2194	601-1020-543.21-02	650.00	AUGUST SANITARY LOCATES

AP Check Register

Check Date: 10/2/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LAZER UTILITY LOCATING LLC...	86527...	10/2/2025...	2194...	625-1010-541.21-02	707.00	AUGUST STORM LOCATES
			Total for check: 86527		1,357.00	
ROBERT E LEE & ASSOCIATES	86528	10/2/2025	89220	470-1003-541.82-02	136.00	ENGINEERING DESIGN -WATERSTR2024-003
			Total for check: 86528		136.00	
INC LOWNEY'S LANDSCAPING CENTER	86529	10/2/2025	34126	625-1010-541.24-05	4,791.60	1501 DRIFTWOOD WAY REAR YARD DRAIN
			Total for check: 86529		4,791.60	
BETH LUNDT	86530	10/2/2025	REIMBURSEMENT	826-0702-552.30-18	22.47	GRUNSKI RUNSKI-9/27/25 AIRHORN AND BIB PINS
					7.90	GRUNSKI RUNSKI-9/27/25 RACE BIB SAFETY PINS
					7.90	GRUNSKI RUNSKI-9/27/25 RACE BIB SAFETY PINS
			Total for check: 86530		38.27	
MACQUEEN EQUIPMENT	86531	10/2/2025	W08706	731-1022-541.29-04	1,373.81	OUTSIDE SERVICE BILLING
			Total for check: 86531		1,373.81	
MATTHEWS TIRE INC	86532	10/2/2025	98752	731-1022-541.38-02	1,504.04	TIRES
		10/2/2025	98757	731-1022-541.38-02	315.36	TIRE REPAIR
			Total for check: 86532		1,819.40	
IAN MCLLNAY	86533	10/2/2025	0080214	100-0000-201.11-00	100.00	RENTAL SECURITY DEPOSIT REFUND
			Total for check: 86533		100.00	
MCMAHON	86534	10/2/2025	940334	625-1010-541.24-05	4,378.75	STORM POND VEGETATIVE MAINTENANCE
			Total for check: 86534		4,378.75	

AP Check Register

Check Date: 10/2/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENARDS-APPLETON EAST	86535	10/2/2025	31110275	625-1010-541.30-18	5.38	CONCRETE BLOCK
			Total for check: 86535		5.38	
MENASHA NEENAH MUNICIPAL COURT	86536	10/2/2025	REPORT #24-0145	100-0000-201.03-00	237.00	REPORT #24-0145
			Total for check: 86536		237.00	
MENASHA UTILITIES	86537	10/2/2025	MENASHA UTIL.	100-0703-553.22-06	174.52	STORM-PARKS 8/8/25-9/8/25
				100-1012-541.22-03	17.32	ELECTRIC-STREET LIGHTS 8/8/25-9/8/25
			Total for check: 86537		191.84	
MSA	86538	10/2/2025	020910	100-0301-523.21-06	9,069.50	PLUMBING INSPECTION SVCS 4/6/25-9/6/25
			Total for check: 86538		9,069.50	
N&M AUTO SUPPLY	86539	10/2/2025	846931	731-1022-541.30-18	13.80	INLINE ATM FUSEHOLDER
		10/2/2025	847044	731-1022-541.38-04	55.87	GROTE LIGHT RED
		10/2/2025	847103	731-1022-541.38-04	3.73	LAMP/PARTS
			Total for check: 86539		73.40	
NICOLET NATIONAL BANK	86540	10/2/2025	RAMP INCENTIVE	493-0304-562.21-11	358,266.80	TID 13 INCENTIVE -PARKINGRAMP
			Total for check: 86540		358,266.80	
NORTHEAST ASPHALT INC	86541	10/2/2025	30-00030910	100-1003-541.30-18	65.75	ASPHALT FOR STREETS
				100-1004-541.30-18	534.55	ASPHALT FOR EXCAVATION
		10/2/2025	30-00031047	100-1003-541.30-18	3,788.09	ASPHALT FOR STREETS
				100-1004-541.30-18	1,899.71	ASPHALT FOR EXCAVATION
			Total for check: 86541		6,288.10	

AP Check Register

Check Date: 10/2/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
OUTAGAMIE COUNTY CLERK OF COURTS	86542	10/2/2025	REPORT #25-6599	100-0000-201.03-00	250.00	REPORT #25-6599
			Total for check: 86542		250.00	
PACKER CITY INTL TRUCKS INC	86543	10/2/2025	X103156668:01	731-1022-541.38-03	372.40	FILTER/OIL/BRAKE CHAMBER
		10/2/2025	X103156668:02	731-1022-541.38-03	66.71	AIR FILTERS/PARTS
			Total for check: 86543		439.11	
PETERS CONCRETE COMPANY	86544	10/2/2025	2257706	100-1004-541.30-18	50.18	CONCRETE
				470-1009-541.82-02	557.82	CONCRETE SW-2025-001
				625-1003-541.30-18	152.00	CONCRETE
		10/2/2025	2257817	100-1004-541.30-18	1,183.00	CONCRETE
				470-1009-541.82-02	845.00	CONCRETE SW-2025-001
		10/2/2025	2258055	100-1004-541.30-18	1,267.50	CONCRETE-EXCAVATIONS
				625-1003-541.30-18	1,436.50	CONCRETE- C&G
		10/2/2025	2258127	625-1003-541.30-18	1,014.00	CONCRETE
		10/2/2025	2258190	100-1009-541.30-18	1,352.00	CONCRETE FOR SIDEWALKS
			Total for check: 86544		7,858.00	
PLYMOUTH LUBRICANTS	86545	10/2/2025	6210074	731-1022-541.38-03	2,787.03	OIL DELIVERY
			Total for check: 86545		2,787.03	
POYNETTE IRON WORKS INC	86546	10/2/2025	50346	731-1022-541.38-04	9,823.00	DUMPSTERS FOR SCHOOL DIST
		10/2/2025	50372	731-1022-541.38-04	(1,957.00)	CREDIT-DUMPSTER RETURNED HIGH SCHOOL-PARTS
			Total for check: 86546		7,866.00	
RIESTERER & SCHNELL INC	86547	10/2/2025	9168808	731-1022-541.38-04	178.45	BALL BEARING/BRAKE KIT
			Total for check: 86547		178.45	

AP Check Register

Check Date: 10/2/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
RUEKERT & MIELKE INC	86548	10/2/2025	159192	601-1020-543.21-02	190.00	JULY 2025-SEWER BILLING SUMMARIES REVIEW
			Total for check: 86548		190.00	
CYNDEL SAWALL	86549	10/2/2025	MILEAGE	100-0801-521.38-01	44.15	FUEL
			Total for check: 86549		44.15	
SCHMALZ CUSTOM LANDSCAPING	86550	10/2/2025	17602	470-0703-553.82-02	440.96	SOCIAL SPACE PLANTS PR-2024-002
		10/2/2025	17603	470-1003-541.82-02	1,418.91	WATER ST PLANTS STR-2024-003
			Total for check: 86550		1,859.87	
SECURITAS TECHNOLOGY CORPORATION	86551	10/2/2025	6005262668	100-0601-551.24-03	71.07	MONITORING & MAINT SVCS 10/1/25-12/31/25
			Total for check: 86551		71.07	
SECURITY FENCE & SUPPLY CO INC	86552	10/2/2025	2025-49064	100-1008-541.30-18	2,055.25	SIGN POST
			Total for check: 86552		2,055.25	
SHERWIN WILLIAMS CO	86553	10/2/2025	2740-8	100-0703-553.24-03	81.12	PAINT DOOR
			Total for check: 86553		81.12	
SPEEDY CLEAN DRAIN & SEWER INC	86554	10/2/2025	89077	625-1010-541.21-02	1,310.19	3RD ST STORM/SEWER CLEAN & TV
			Total for check: 86554		1,310.19	
STRATEGIES LTD	86555	10/2/2025	2606	100-0801-521.30-15	470.17	GLOSSY BLUE PENS
		10/2/2025	3010	100-0801-521.30-15	185.48	NATIONAL NIGHT OUT T-SHIRTS
		10/2/2025	3062	100-0000-123.00-00	173.16	NATIONAL NIGHT OUT SHIRTS
				100-0801-521.30-15	840.30	NATIONAL NIGHT OUT SHIRTS
				100-0811-521.30-15	37.12	NATIONAL NIGHT OUT SHIRTS
				100-0903-531.30-18	46.68	NATIONAL NIGHT OUT SHIRTS

AP Check Register

Check Date: 10/2/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
STRATEGIES LTD...	86555...	10/2/2025...	3062...	731-1022-541.30-15	46.68	NATIONAL NIGHT OUT SHIRTS
			Total for check: 86555		1,799.59	
US BANK EQUIPMENT FINANCE	86556	10/2/2025	564803427	743-0403-513.24-02	76.98	ENGINEERING COPIER LEASE -SEPT
		10/2/2025	564803690	743-0403-513.24-02	224.02	PRODUCTON COPIER LEASE -SEPT
			Total for check: 86556		301.00	
BRITTNEY VANASTEN	86557	10/2/2025	REFUND	100-0000-441.25-00	12.00	REFUND-KIDS NIGHT OUT
			Total for check: 86557		12.00	
VINTON CONSTRUCTION COMPANY	86558	10/2/2025	25454.1	100-1003-541.30-18	5,043.05	CRUSHING 1.25" GRAVEL
				601-1020-543.30-18	20,000.00	CRUSHING 1.25" GRAVEL
				625-1003-541.30-18	17,500.00	CRUSHING 1.25" GRAVEL
				625-1010-541.30-18	10,000.00	CRUSHING 1.25" GRAVEL
			Total for check: 86558		52,543.05	
WE ENERGIES	86559	10/2/2025	5640827413	100-0000-123.00-00	217.36	GAS-N-M FIRE 8/19/25-9/17/25
				100-0601-551.22-04	582.09	GAS-LIBRARY 8/19/25-9/17/25
				100-0703-553.22-04	358.67	GAS-PARKS 8/19/25-9/17/25
				100-0704-552.22-04	188.84	GAS-POOL 8/19/25-9/17/25
				100-0801-521.22-04	300.17	GAS-POLICE 8/19/25-9/17/25
				100-0920-531.22-04	30.63	GAS-SENIOR CENTER 8/19/25-9/17/25
				100-1019-552.22-03	11.34	GAS-BRIDGE 8/19/25-9/17/25
				207-0707-552.22-04	25.52	GAS-MARINA 8/19/25-9/17/25
			Total for check: 86559		1,714.62	
WESTWOOD PROFESSIONAL SVCS INC	86560	10/2/2025	1250900974	470-1003-541.82-02	1,540.74	DESIGN-PAVEMENT MARKING STR-2025-05
			Total for check: 86560		1,540.74	
WEYERS EQUIPMENT INC	86561	10/2/2025	01-248305	731-1022-541.38-03	92.61	OIL/OIL FILTER

AP Check Register

Check Date: 10/2/2025

Date: 10/2/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WEYERS EQUIPMENT INC...	86561...	10/2/2025	01-248358	731-1022-541.38-03	93.28	BELT DRIVE-MOWER PARTS
			Total for check: 86561		185.89	
DUSTIN WILSON	86562	10/2/2025	ENTERTAINMENT	100-0702-552.20-05	650.00	GATHER ROUND 2025 ENT.
			Total for check: 86562		650.00	
WINNEBAGO COUNTY CLERK OF COURTS	86563	10/2/2025	REPORT #25-6640	100-0000-201.03-00	500.00	REPORT #25-6640
			Total for check: 86563		500.00	
WINNEBAGO LIQUID WASTE	86564	10/2/2025	15229	100-0703-553.20-09	195.00	PORTABLE RESTROOM RENTAL 8/4/25-9/3/25
		10/2/2025	15281	100-0703-553.20-09	100.00	PORTABLE RESTROOM RENTAL 8/15/25-9/14/25
		10/2/2025	15282	100-0703-553.20-09	195.00	PORTABLE RESTROOM RENTAL 8/15/25-9/11/25
		10/2/2025	15283	100-0703-553.20-09	195.00	PORTABLE RESTROOM RENTAL 8/15/25-9/14/25
			Total for check: 86564		685.00	
WISCONSIN DEPT OF ADMINISTRATION	86565	10/2/2025	25-002083	100-0301-523.30-18	502.60	BUILDING PERMIT SEALS
			Total for check: 86565		502.60	
WISCONSIN DEPT OF JUSTICE	86566	10/2/2025	CIB CONF 2025	100-0801-521.34-02	600.00	CLASS REGISTRATION 32100 4552E00LES R-CIBCON
			Total for check: 86566		600.00	
WISCONSIN PARK & RECREATION ASSN	86567	10/2/2025	9921	100-0000-441.25-00	80.00	2025 SUMMER TICKET PRGM
		10/2/2025	9930	100-0702-552.34-02	125.00	LEAH AERTS-FALL WORKSHOP REGISTRATION
			Total for check: 86567		205.00	

AP Check Register
Check Date: 10/2/2025

Date: 10/2/2025

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
ZEP SALES & SERVICE	86568	10/2/2025	9011784423	731-1022-541.30-18	428.99	PARTS CLEANER
			Total for check: 86568		<u>428.99</u>	
					<u>537,643.06</u>	



MEMORANDUM

DATE October 6, 2025
TO Common Council
FROM Jennifer Sassman, Finance Director
RE Resolution R-24-25 Neenah-Menasha Fire Rescue Levy Limit Exception

Wisconsin Statutes 66.0602(2) limits the amount a municipality may impose on its tax levy. Under Wis. Stat. 66.0602(3)(h), the State allows communities to adjust the levy limit if they are a participant of a joint fire department. In order for any community that is part of the joint fire department to utilize this levy limit exception, all participating communities must pass a resolution authorizing any community to participate.

Passing the resolution does not commit any one community to using the exception but rather the resolution gives permission to any participating community to use the exception should they choose to.

Having this resolution in place prior to the adoption of the budget allows either community to use this exception during budget adoption.

An appropriate motion would be to:

Approve resolution R-24-25 A Resolution Authorizing any Signatory Municipality to Exceed the Levy Limit for Neenah-Menasha Fire Rescue for Fiscal Year 2026 as recommended by the Neenah-Menasha Joint Finance & Personnel Committee.



RESOLUTION R-24-25

A RESOLUTION AUTHORIZING A SIGNATORY MUNICIPALITY TO EXCEED THE LEVY LIMIT FOR NEENAH-MENASHA FIRE RESUE FOR FISCAL YEAR 2026

INTRODUCED BY: Alderman Grade

WHEREAS, pursuant to Section 66.0602(2) Wis. Stats. The State of Wisconsin has adopted levy limits that limit the amount a municipality may impose on its tax levy; and

WHEREAS, the City of Neenah and the City of Menasha are parties to a joint fire department within the definition of Section 66.0602(1)(am) Wis. Stats; and

WHEREAS, pursuant to Section 66.0602(3)(h) Wis. Stats. The State of Wisconsin allows for adjustments to the levy limit calculation to account for the contribution to a joint fire department; and

WHEREAS, Section 66.0602(3)(h)2.b. requires that each municipality that is served by a joint fire department to adopt a resolution pursuant to that subsection in order for any participating municipality to apply the levy limit exception of Section 66.0602(3)(h) Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Common Council of the City of Menasha that any participating municipality is authorized to exceed the levy limit in accordance with Section 66.0602(3)(h) if they are so qualified and so elect.

Adopted this 6th day of October 2025 as recommended by the Neenah-Menasha Fire Rescue Joint Finance and Personnel Committee.

Recommended by:

Motion/Second:

Pass/Fail: _____

Requires: _____ Majority Vote
_____ 2/3 Vote

Austin R. Hammond, Mayor

ATTEST:

Kaija Snyder, City Clerk



MEMORANDUM

DATE October 6, 2025
TO Common Council
FROM Kristi Heim, Associate Planner
RE Proposed Rezoning – 437 Ahnaip Street (Parcel No. 3-00491-00): C-1 General Commercial District to R-1 Single Family Residence District
and
Certified Survey Map – 437 Ahnaip Street (Parcel No. 3-00491-00) and 441 Ahnaip Street (Parcel No. 3-00489-00)

Davel Engineering, on behalf of property owners John Lorbiecki and Tom Dercks, has submitted two related applications:

1. A rezoning request for 437 Ahnaip Street (Parcel No. 3-00491-00).
2. A Certified Survey Map (CSM) to clarify deed descriptions at 437 Ahnaip Street (Parcel No. 3-00491-00) and 441 Ahnaip Street (Parcel No. 3-00489-00).

Rezoning Request

The applicant seeks to rezone 437 Ahnaip Street from C-1 General Commercial District to R-1 Single Family Residence District. The parcel is approximately 0.30 acres and is currently a vacant parking lot. Rezoning would allow the construction of a single-family residence. While the existing C-1 zoning permits residential uses through a special use permit, the applicant intends to pursue rezoning to R-1 to align more closely with adjacent land uses.

The surrounding land to the south, east, and west are zoned R-1 Single Family Residence District. Uses include single-family residences (south), single and two-family residences (east), and a vacant parking lot (west).

The land to the north is zoned C-2 Central Business District and is currently vacant land used as parking and greenspace, intended for future development. This parcel, along with additional parcels along the north side of Ahnaip Street, was rezoned in 2018 following the 2017 Downtown Vision Plan allowing mixed-use and compact and multiple story developments along the corridor.

The City of Menasha Comprehensive Plan identifies this parcel as Neighborhood Mixed Use (NMU). This designation supports well-connected, integrated neighborhoods serving nearby residents, with a mix of residential and compatible commercial uses. Staff finds that the

proposed rezoning to R-1 and future use as a single-family residence is consistent with existing neighborhood character and the Comprehensive Plan.

Certified Survey Map (CSM)

The CSM ensures accurate deed descriptions of the two parcels with no lot line changes proposed. Lot 1 (441 Ahnaip Street) consists of 9,480 square feet and Lot 2 (437 Ahnaip Street) consists of 9,502 square feet. Both properties are currently paved parking lots. The CSM also formalizes a water and sewer easement within Lot 1 for the benefit of Lot 2. If rezoning is approved, the owners propose to construct single-family residences on both parcels.

Both lots, as configured in the CSM, meet the minimum lot size and width requirements of the R-1 Single Family Residence District. The proposed actions will not result in zoning nonconformities and are consistent with the City of Menasha Comprehensive Plan.

At the September 9, 2025 Plan Commission meeting, the Plan Commission recommended approval of both the rezoning and CSM.

Staff Recommendation

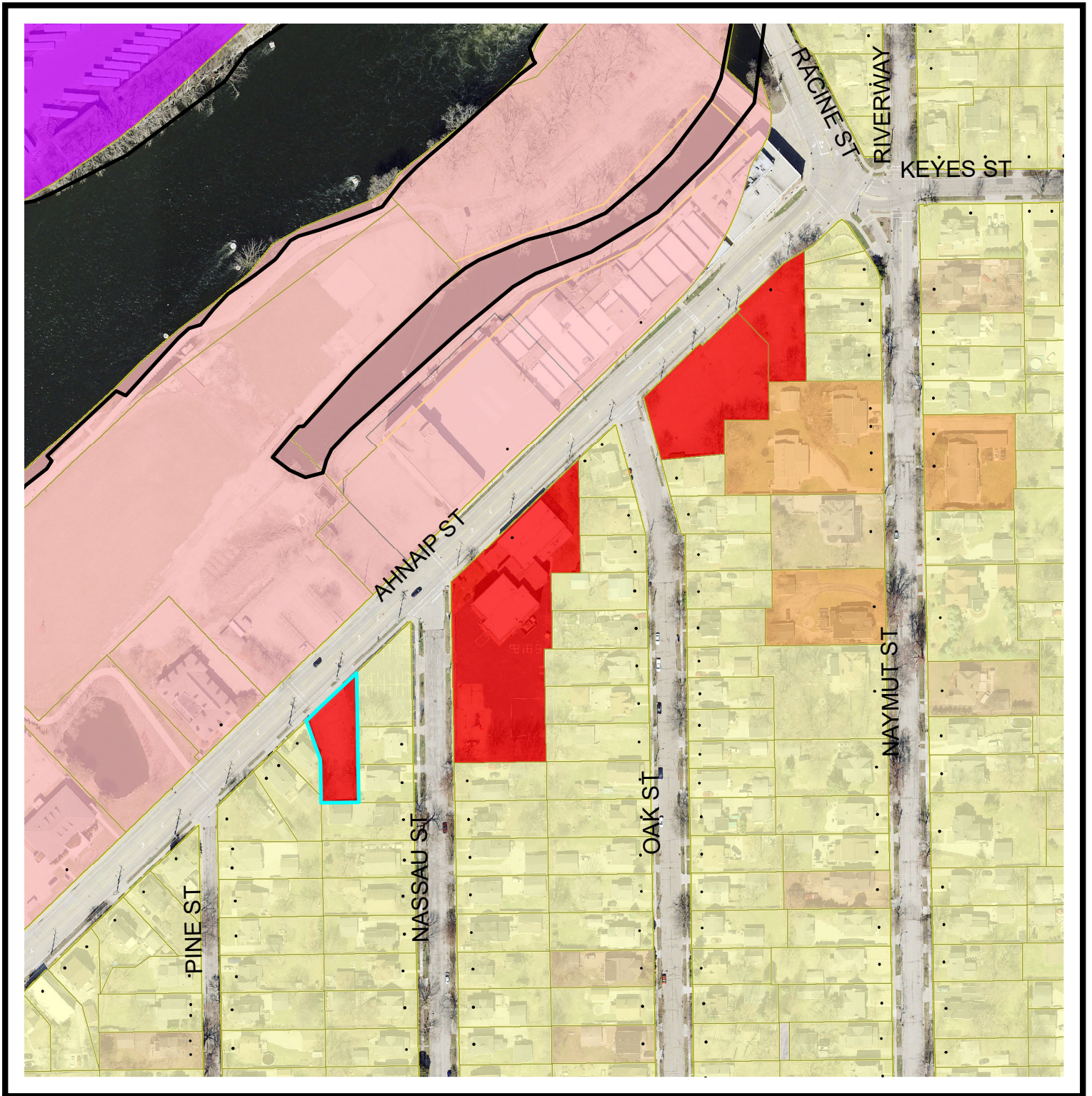
Staff recommends the following:

Approval of the rezoning as presented for 437 Ahnaip Street (Parcel No. 3-00491-00) from C-1 General Commercial District to R-1 Single Family Residence District.

Approval of the Certified Survey Map as presented at 437 Ahnaip Street (Parcel No. 3-00491-00) and 441 Ahnaip Street (Parcel No. 3-00489-00) with the following condition:

1. An ordinance amending the zoning classification of 437 Ahnaip Street (Parcel No. 3-00491-00) is approved by the Common Council.

Proposed Rezoning from C-1 General Commerical District to R-1 Single Family Residence District

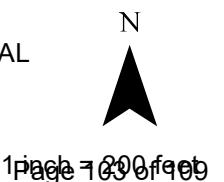


LEGEND

The City of Menasha creates and provides maps for INFORMATIONAL PURPOSES ONLY. The City makes no claims to accuracy or completeness, provides no warranties of any kind and assumes no liability for their use.

- PROPOSED REZONING
437 Ahnaip St
Parcel No. 3-00491-00
- R-1 SINGLE FAMILY
- R-2 TWO-FAMILY

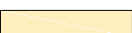
- R-3 MEDIUM DENSITY RESIDENTIAL
- C-1 GENERAL COMMERCIAL
- C-2 CENTRAL BUSINESS
- I-2 GENERAL INDUSTRIAL

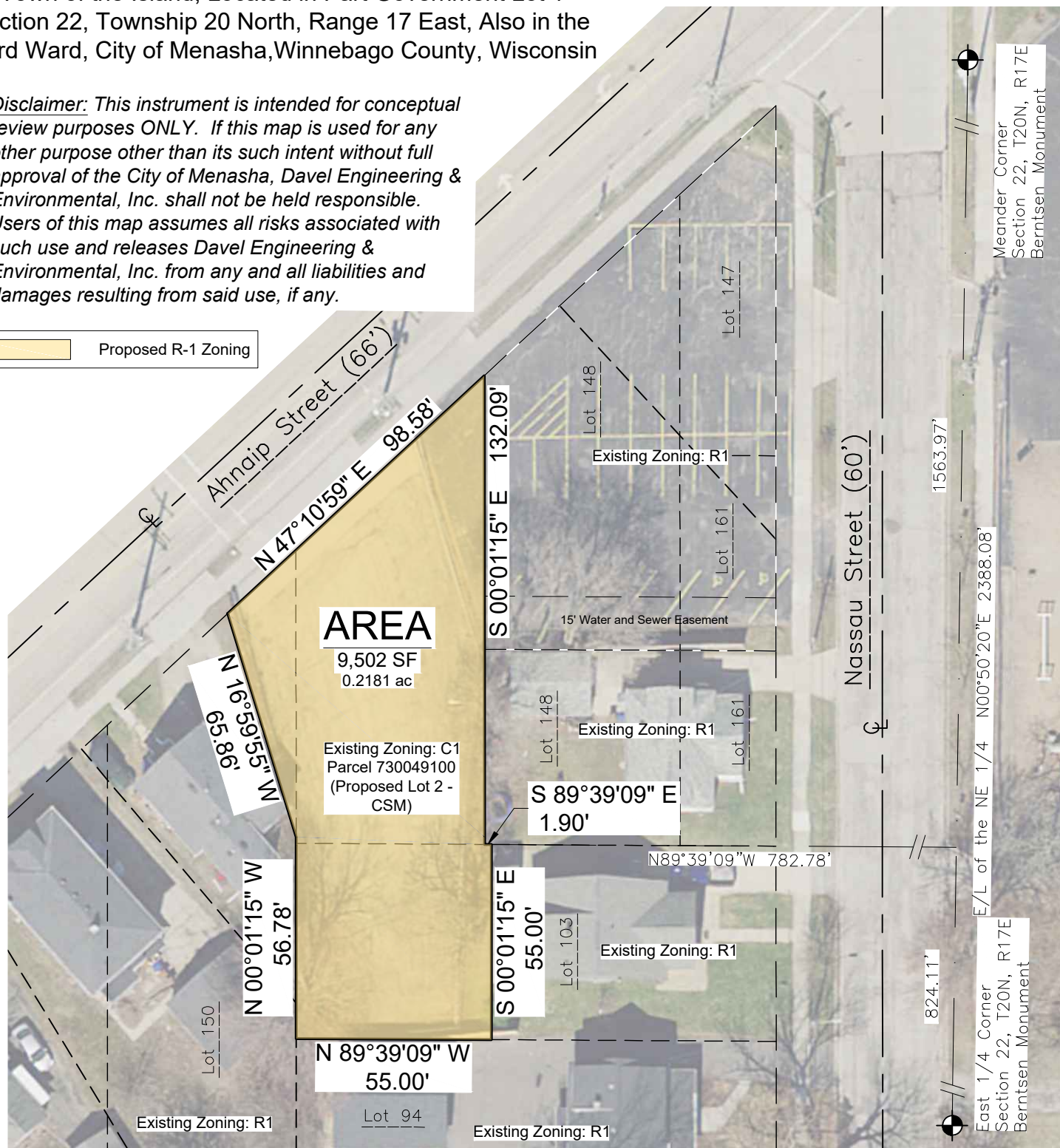


Rezoning Exhibit

Part of Lots 103, 149, and 150, in Block "A" of the Plat of the
Town of the Island; Located in Part Government Lot 1
Section 22, Township 20 North, Range 17 East, Also in the
Third Ward, City of Menasha, Winnebago County, Wisconsin

Disclaimer: This instrument is intended for conceptual review purposes ONLY. If this map is used for any other purpose other than its such intent without full approval of the City of Menasha, Davel Engineering & Environmental, Inc. shall not be held responsible. Users of this map assumes all risks associated with such use and releases Davel Engineering & Environmental, Inc. from any and all liabilities and damages resulting from said use, if any.

 Proposed R-1 Zoning



**DAVEL ENGINEERING &
ENVIRONMENTAL, INC.**
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro



File: 8673Rezone.dwg
Date: 07/24/2025
Drafted By: scott
Sheet: 1 of 2

Area Description

Rezone Area Description:

Existing Zoning: C1 - General Commercial District

Proposed Zoning: R1 - Single Family Residence District

Area being Part of Lots 103, 149, and 150, in Block "A" of the Plat of the Town of the Island; Located in Part Government Lot 1 Section 22, Township 20 North, Range 17 East, Also in the Third Ward, City of Menasha, Winnebago County, Wisconsin containing 9,502 Square Feet (0.2181 Acres) of land described as follows:

Commencing at the East 1/4 Corner of Section 22, Township 20 North, Range 17 East; thence, N00°50'20"E, along the east line of the Northeast 1/4 of said Section 22, 824.11 feet; thence, N89°39'09"W, 782.78 feet to the Point Of Beginning of the Area being proposed to be Zoned R1; thence, S00°01'15"E, 55.00 feet; thence, N89°39'09"W, 55.00 feet; thence, N00°01'15"W, 56.78 feet; thence, N16°59'55"W, 65.86 feet to the south Right-Of-Way Line of Ahnaip Street; thence, N47°10'59"E, along said Right-Of-Way Line, 98.58 feet; thence, S00°01'15"E, 132.09 feet; thence, S89°39'09"E, 1.90 feet to the Point Of Beginning. Described area subject to all easements and restrictions of record.

Scott R. Andersen, Wisconsin Professional Land Surveyor No. S-3169



**DAVEL ENGINEERING &
ENVIRONMENTAL, INC.**
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro

File: 8673Rezone.dwg
Date: 07/24/2025
Drafted By: scott
Sheet: 2 of 2



AN ORDINANCE AMENDING TITLE 13, BY MAKING CERTAIN CHANGES TO THE DISTRICT

(437 Ahnaip Street – Parcel No. 3-00491-00)

Introduced by Ald. Rand.

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

SECTION 1: Zoning Map Amendment. The Zoning Ordinance Title 13 and Zoning District made a part thereof is hereby amended by changing the following property from C-1 General Commercial District to R-1 Single Family Residence District, described as follows:

437 Ahnaip Street – (Parcel No. 3-00491-00)

Area being Part of Lots 103, 149, and 150, in Block “A” of the Plat of the Town of the Island; Located in Part Government Lot 1 Section 22, Township 20 North, Range 17 East, Also in the Third Ward, City of Menasha, Winnebago County, Wisconsin.

SECTION 2: Effective Date. This amending Ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of _____, 2025.

Recommended by:

Motion/Second:

Pass/Fail: _____

Requires: _____ Majority Vote
_____ 2/3 Vote

Austin Hammond, Mayor

ATTEST:

Kaija Snyder, City Clerk



MEMORANDUM

DATE October 6, 2025
TO Common Council
FROM Austin Hammond, Mayor
RE R-25-25 - A Resolution Establishing the Downtown Menasha Forward Ad-Hoc Committee to lay the Groundwork for the Creation of a Downtown Non-Profit Organization (Introduced by Mayor Hammond)

The proposed formation of the Downtown Menasha Forward Ad-Hoc Committee represents a strategic and timely step in supporting the continued growth and vibrancy of Downtown Menasha. This initiative directly supports the goals outlined in the City's Downtown Plan (2017–2027) and reflects a strong commitment to community and economic development.

The ad-hoc committee will be responsible for laying the groundwork for a dedicated non-profit focused on downtown. This initiative aligns with our goal of being a welcoming and dynamic waterfront destination within the Fox Cities.

Staff Recommendation: The City of Menasha Common Council approve R-25-25 -- A Resolution Establishing the Downtown Menasha Forward Ad-Hoc Committee to lay the Groundwork for the Creation of a Downtown Non-Profit Organization (Introduced by Mayor Hammond).



RESOLUTION R-25-25

A RESOLUTION ESTABLISHING THE DOWNTOWN MENASHA FORWARD AD-HOC COMMITTEE TO LAY THE GROUNDWORK FOR THE CREATION OF A DOWNTOWN NON-PROFIT ORGANIZATION

INTRODUCED BY: Mayor Hammond

WHEREAS, the City of Menasha Mayor and Common Council recognize the vital role the downtown plays in the city's overall success and its continued reputation as a welcoming, vibrant community; and

WHEREAS, the establishment of a non-profit organization dedicated to advocating for, marketing, and supporting the economic development of Downtown Menasha is expected to contribute significantly to the city's ongoing growth and prosperity; and

WHEREAS, the need for a downtown non-profit group was identified as a priority in the City of Menasha Downtown Plan 2017 – 2027; and

WHEREAS, Sec. 2-2-5 (b) of the City of Menasha Code of Ordinances authorizes the Mayor to appoint a Special Committee as provided by resolution stating the number of members to perform such duties as may be assigned to them; and

WHEREAS, this ad-hoc committee, to be known as the **Downtown Menasha Forward Ad-hoc Committee**, shall consist of nine members, including the mayor and eight at-large members; The eight at-large members will have full voting rights, while the mayor shall serve as a voting member only in the case of a tie; and

WHEREAS, the primary purpose of the committee will be to prepare *draft* bylaws to create the framework for establishing a downtown non-profit organization, to recruit members to serve on the non-profit organization's board, to assist in the creation of the non-profit organization by drafting mission and vision statement as needed, and to prepare short-term action plan for the non-profit; and

WHEREAS, this initiative aligns with the City's commitment to enhancing and promoting the downtown area as "**Your Place on the Water**," a destination for residents, businesses, and visitors alike;

NOW, THEREFORE, BE IT RESOLVED, that the **Downtown Menasha Forward Ad-hoc Committee** shall be formally established and shall remain active until the official formation of the downtown non-profit organization, at which time the committee shall dissolve.

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