

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, January 19, 2026 at 6:00 PM

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

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Moment of Silence - Martin Luther King Jr. Day**
- D. Roll Call**
- E. Public Hearing**
- F. Public Comments on Any Matter of Concern to the City**
(5 minute time limit for each person)
- G. Report of Department Officers/Department Heads/Staff/Consultants**
Clerk Snyder - the following minutes and communications have been received and placed on file:
 - 1. Presentations:
 - 2. Minutes to Receive:
 - a. Board of Public Works, 1/5/26
 - b. Board of Health, 12/10/25
 - c. Committee on Aging, 11/14/25
 - d. Plan Commission, 1/6/26
 - 3. Communications:
 - a. Sewer Plant Phosphorus Filter Project Update
- H. 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, 1/5/26
 - 2. Board of Public Works, 1/5/26, Recommends Approval of:
 - a. Change Order — Northeast Asphalt, Inc; Contract No. 2025-03; Jefferson

- Park Boat Launch; Add \$19,370.97 (Change Order No. 1)
- b. Payment — Northeast Asphalt, Inc; Contract No. 2025-03; Jefferson Park Boat Launch; \$67,228.46 (Payment No. 5)
3. Plan Commission, 1/6/26, Recommends Approval of:
- a. Certified Survey Map - Lot Line Adjustment - 355 Lake Road (Parcel No. 7-0007-00) and 359 Lake Road (Parcel No. 7-0007-01)

I. Items Removed from the Consent Agenda

J. Action Items

1. Alcohol Operator's License Application for the 2025-2027 Licensing Term
2. Accounts Payable and payroll for the term of 1/1/26 - 1/15/26 in the amount of \$12,079,449.08

K. Held Over Business

L. Ordinances and Resolutions

M. Appointments

1. Mayor's Reappointment of Tim Jacobson to the Board of Appeals for the Term of 2/1/2026 - 2/1/2029

N. Claims Against the City

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

P. Adjournment

MEETING NOTICE
February 2, 2026
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."



BOARD OF PUBLIC WORKS MINUTES

Monday, January 5, 2026 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 6:35pm.

B. ROLL CALL

Present: Aids. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella
Also Present: DPW Merten, CDD Dane, PRD Sackett, PHD Hutter, CA Struve,
Mayor Hammond, Clerk Snyder

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

D. MINUTES TO APPROVE

1. Board of Public Works, 12/15/25

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

Discussion considered the identification of unstable ground and related soil costs.

E. DISCUSSION / ACTION ITEMS

1. Change Order — Northeast Asphalt, Inc; Contract No. 2025-03; Jefferson Park Boat Launch; Add \$19,370.97 (Change Order No. 1)

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

Motion carried 8-0 on roll call.

2. Payment — Northeast Asphalt, Inc; Contract No. 2025-03; Jefferson Park Boat Launch; \$67,228.46 (Payment No. 5)

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

Motion carried 8-0 on roll call.

Staff advised that this is a progress payment for work completed this fall. There may be a pause in payments before work resumes this spring. This work includes restorations, plantings, and related work.

F. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 5 Alderperson Lewis

to adjourn the Board of Public Works meeting at 6:42pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.

CITY OF MENASHA BOARD OF HEALTH
Minutes
December 10, 2025

A. CALL TO ORDER

Meeting called to order by Candyce Rusin at 9:03 AM

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Andrew Dunn, Gary Daughtery, Kristine Hutter, Candyce Rusin, Kristene Stacker

ABSENT:

ALSO PRESENT: EHS Todd Drew, PHE Claire Holzschuh, OC Larissa Keller, RDH Claire Opsteen, PHN Linda Palmbach, PHN Liz Rosin

C. MINUTES TO APPROVE

1. Board of Health, November 5, 2025

Moved by Kristene Stacker and seconded by Andrew Dunn to approve the November 5, 2025 minutes. The motion carried.

D. PRESENTATION

1. Introduction to BOH Member Gary Daughtery

BOH member Gary Daughtery shared about his career, educational background, residence in Menasha, and what interested him in serving on the Board of Health.

E. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Administrative

a. Strategic Plan Activities Update

PHE Holzschuh presented a progress update on the 2025-2027 Strategic Plan, including key accomplishments under both priority areas.

b. 2026 Annual Budget

PHD Hutter stated that the budget adoption meeting took place on December 1 and the budget was adopted by the Common Council. There were no changes to any of the Health Department budgets and very minimal changes overall.

2. Employee Safety

EHS Drew reported that all the CVMIC safety grant funds were spent. EHS Drew conducted active threat training at the Menasha Senior Center, and he has completed risk assessments at the library and public works facility. He and MPD Officer Pete Sawyer will conduct active threat trainings for those locations in January. He is working to finalize lock out tag out procedures for the library and police department.

3. Sealer of Weights and Measures

EHS Drew reported that he was able to complete some of the gas pump inspections and will transition to scales.

4. Environmental Health

EHS Drew reported that he will be completing his annual audit next week. He is conducting routine inspections, and 5 inspections for new establishment or change of operator were completed. He has investigated 4 human health hazard complaints and completed 5 DNR

inspections. There was an instance of an animal encounter with a raccoon and a dog wherein the owner was bitten by the raccoon. Rabies prophylaxis was started for the owner, and the dog received a 60-day in home quarantine order. EHS Drew has been working on a baby formula recall and found that most of the recall was in retailers that are outside of Menasha. The initial work has begun for the city pool demolition.

5. Public Health Department

a. Respiratory Virus Data Snapshot

PHD Hutter shared the northeastern region respiratory virus data snapshot for week ending November 29, 2025. PHD Hutter will share this snapshot monthly during the respiratory virus season.

b. Communicable Disease Reports: November 2025

The Communicable Disease report for November 2025 was shared by PHD Hutter. PHN Palmbach reported that PHN Dahm is currently investigating a possible norovirus outbreak in an assisted living facility.

6. Immunization

PHD Hutter reported that PHN Pauly is working on the activities for the new 2026 grant objective. VFC clinics continue to be held monthly.

7. Health Screening 60+

PHD Hutter reported on behalf of PHN Pauly. PHN Pauly is working on the 2026 schedule.

8. Dental Program

No update.

9. Prevention

No update.

10. Maternal and Child Health

PHD Hutter reported on behalf of PHE Holzschuh. PHE Holzschuh is working with Library Director Brian Kopetsky on youth mental health programming for 2026. Kicking off activities this year with a Happy Thoughts Ornament, where people can take an ornament adorned with a happy thought or affirmation. PHE Holzschuh completed a youth mental health first aid training.

11. Bioterrorism

PHD Hutter reported on behalf of PHE Holzschuh. PHE Holzschuh is participating in a FAST training (Functional Assessment Service Team) for people with access and functional needs in shelters. A hazard vulnerability assessment was completed with the HERC, and the consortium is working to revise the public health emergency plan.

12. Childhood Lead Poisoning Prevention

PHN Rosin shared that she and EHS Drew are conducting follow up with a family with two siblings who have elevated BLLs. They are bringing the Hepa-Vac and cleaning supplies during their second home visit. PHN Rosin and EHS Drew will provide education and will refer the landlord to Winnebago County for lead grant funding.

F. DISCUSSION/ACTION ITEMS

None.

G. ADJOURNMENT

Moved by Andrew Dunn and seconded by Candyce Rusin to adjourn the meeting at 9:39 AM. The motion carried.

Next Meeting: January 7, 2026 8:30 AM – Microsoft Teams
Menasha City Center
100 Main Street, Suite 100
Menasha, WI

CITY OF MENASHA
COMMITTEE ON AGING
MINUTES
November 14, 2025

A. CALL TO ORDER

Meeting called to order by Roy Meier at 1:30PM.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Gary Coopman, Dan Kelpinski, Bea Kohanski, Roy Meier, Jeff Pommerening, Sue Wisneski, Recreation/Senior Services Manager Chloe Hansen-Dunn, PHD Kristine Hutter

ABSENT:

ALSO PRESENT: PHN Meghan Pauly

C. PUBLIC COMMENT (five-minute time limit for each person)

None.

D. MINUTES TO APPROVE

1. Committee on Aging, October 10, 2025

Moved by D. Kelpinski and seconded by G. Coopman to approve the October 10, 2025 meeting minutes.

The motion carried.

E. REPORT OF DEPT HEADS/STAFF

1. Sixty Plus Grant Program

See included 60+ Participation Numbers.

M. Pauly reported 38 people received 61 services in October. Walking Club walked a total of 311.3 miles this year.

2. Senior Center Operations and Programming

a. October 2025 Report

See included Menasha Senior Center Staff Report.

C. Hansen-Dunn reported there were 350 visitors for 1349 visits and 1438 total services. There were four up to 5-hour rentals and two 5+ hour rentals. Tunes Bingo is building in popularity. Senior Center volunteers participated in Hometown Halloween. There was a day trip to Wausau to enjoy the fall colors and the Harley Davidson Museum. A new volunteer will be assisting at the front desk a few times per month.

C. Hansen-Dunn shared the Senior Center 2026 Budget presentation.

3. Announcements

a. Sixty Plus

M. Pauly shared chair massages will be held on December 11 from 9AM-12PM. Planning for 2026 activities is underway. 2026 Memory Cafés will be a speaker series which has been planned. Mayor Hammond will be the speaker during the December 12 Friday Fix.

b. Menasha Senior Center

C. Hansen-Dunn shared the Senior Center will be closed on Thursday, November 27 and Friday, November 28 for the Thanksgiving holiday. There will be a trip to see It's a Wonderful Life at the Fireside Theater. There will be a Veteran's pinning event on Tuesday, November 18. The Senior Center is partnering with the Menasha Library for the cards for troops program.

F. DISCUSSION / ACTION ITEMS

1. 2026 Senior Center Budget
No action taken on this item.

G. ADJOURNMENT

Moved by S. Wisneski and seconded by B. Kohanski to adjourn the meeting at 2:08PM. The motion carried.

Next meeting: December 12, 2025 at 1:30 PM

Menasha City Center, Room 132

100 Main Street, Menasha, WI

**CITY OF MENASHA
Plan Commission
Menasha City Center
100 Main Street, Menasha
First Floor Conference Rooms
January 6, 2025
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order at 3:32 PM by Mayor Hammond.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Austin Hammond, Alderman Chris Rand, Commissioners Kevin Benner, Elke Werner, Dick Sturm, and Rachel Roth.

DPW James Merten arrived at 3:43 p.m.

PLAN COMMISSION MEMBERS EXCUSED:

OTHERS PRESENT: CDD Dane, PP Larsen, and AP Heim

C. PUBLIC HEARING

D. MINUTES TO APPROVE

A. Minutes of the December 2, 2025 Plan Commission Meeting

Motion by Comm. Sturm, seconded by Comm. Roth, to approve the December 2, 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. Certified Survey Map – Lot Line Adjustment – 355 Lake Road (Parcel No. 3-00007-00) and 359 Lake Road (Parcel No. 3-00007-01)

PP Larsen provided context on the proposed certified survey map including the intentions of the property owners and the compliance to the zoning codes.

General discussion ensued.

Motion by Comm. Sturm, seconded by Comm. Werner to approve the Certified Survey Map for 355 Lake Road (Parcel No. 3-00007-00) and 359 Lake Road (Parcel No. 3-00007-01).

The motion carried.

2. Potential Updates to Sign Ordinance – Billboards/Off Premise Signs

CDD Dane provided a high-level overview of possible updates to the sign ordinance pertaining to billboards/off premise signs and provided information that was obtained while researching state statutes and other municipality regulations pertaining to billboards/off premise signs.

General discussion ensued. Staff was directed by members of the Plan Commission to bring a map of the existing billboards in the City of Menasha to continue this discussion at the next meeting.

3. Comprehensive Plan Chapter Review – Land Use

PP Larsen presented a PowerPoint that highlighted key changes that are being proposed for the land use chapter of the existing Comprehensive Plan.

Key updates include:

- Community perspective pertaining to land use
- City of Menasha land use influences
- Inclusion of high-level description of current zoning districts
- Updated Goals, Actions, and Policies

General discussion ensued.

G. COMMUNICATION

1. Set Next Meeting Date

The next Plan Commission meeting was set for February 3, 2026.

H. ADJOURNMENT

Motion by Comm. Benner, seconded by Comm. Roth to adjourn at 4:47 PM. The motion carried.



MEMORANDUM

DATE January 14, 2026
TO Common Council
FROM Corey Gordon, Deputy Director of Engineering/NMSC Menasha Representative
RE Sewage Plant Phosphorus Filter Project Update

Background

The Neenah Menasha Sewerage Commission (NMSC) has been mandated by the WDNR to remove phosphorus to a significantly low limit from the effluent flow from the treatment plant. In addition to phosphorus treatment the NMSC has been discussing changing the existing sodium hypochlorite disinfection of the effluent flow to ultraviolet disinfection. This change in disinfection is not a mandated upgrade, at this time.

An alternative to upgrading the sewage plant for the removal of phosphorus is Water Quality Trading Credits. Water Quality Trading Credits is a state-approved alternative to the removal of discharged pollutants and pays other entities, like farmers, to reduce their use of phosphorus-based fertilizers. The Water Trading Credits are only good for 10 years and they then expire. At which time the NMSC would have to repurchase credits or have upgraded the sewage treatment plant.

Cost

Phosphorus Filters, Estimated	\$24,000,000
UV Disinfection, Estimated	\$11,000,000
Water Trading Credits, Estimated	\$8,370,000 or \$837,000/year

Financing Options

The NMSC has explored two options for financing the cost of the project, Revenue Bonds and Clean Water Fund Loans. There are benefits and disadvantages to each type of borrowing. Revenue Bonds would be issued directly to the NMSC and could be structured in a way to allow for existing debt to be paid off prior to substantial repayment being required but this type of loan comes with a higher interest rate and provides no principal forgiveness. Clean Water Fund Loans (CWFL) would have to be approved by each community and then can be managed by the NMSC. A CWFL offers a lower interest rate and Menasha does currently qualify for some principal forgiveness. A CWFL does not allow for deferred payments and would require payment of the existing and proposed loans simultaneously. Additionally, a CWFL would have Davis-Bacon Act and Build America, Buy America (BABA) Act requirements.

Combined Phosphorus Treatment & UV Disinfection

	25-Year Revenue Bond	20-Year Revenue Bond	20-Year CWFL	20-Yr CWFL + 6%
Est. Borrowing	\$37,125,000	\$36,270,000	\$35,000,000	\$37,100,000
Est. Interest	4.56%	4.27%	2.585%	2.585%
Est. Final Cost	\$68,885,500	\$61,486,250	\$45,274,111	\$47,990,557

Phosphorus Treatment

	25-Year Revenue Bond	20-Year Revenue Bond	20-Year CWFL	20-Yr CWFL + 6%
Est. Borrowing	\$25,125,000	\$24,895,000	\$24,000,000	\$25,440,000
Est. Interest	4.56%	4.27%	2.585%	2.585%
Est. Final Cost	\$46,601,750	\$42,190,000	\$31,045,104	\$32,907,811

Cost Breakdown

It is estimated that Menasha could qualify for 10% principal forgiveness for its portion of the project if a CWFL is used to finance the project. It is hard to estimate exactly how the federal Davis Bacon and BABA requirements would affect the project, but it is estimated to be about 6%. Menasha is estimated to discharge approximately 22% of the current phosphorus loadings at the NMSC. As an example, if the project is funded by a CWFL Menasha’s portion roughly breaks down as:

$$\begin{aligned}
 & \$25,440,000 \times 22\% && = \$5,596,800 \\
 & (\$25,440,000 \times 22\%) \times 10\% && = \$559,680 \\
 & \$5,596,800 - \$559,680 && = \$5,037,120 \\
 & \$5,037,120 @ 2.585\% \text{ for 20 years} && = \$6,483,122 \\
 & \text{Est. Monthly Payment} && = \$26,900 \text{ (Starting Jan. 2028)}
 \end{aligned}$$

The City currently has four CWFL that will end over the next several years.

$$\begin{aligned}
 & \text{Est. Monthly Payment CWFL Ends 2027} && = \$13,800 \\
 & \text{Est. Monthly Payment CWFL Ends 2031} && = \$4,300 \\
 & \text{Est. Monthly Payment CWFL Ends 2032} && = \$18,333 \\
 & \text{Est. Monthly Payment CWFL Ends 2033} && = \$2,525
 \end{aligned}$$

These costs only reflect the construction costs and not the operational costs of phosphorus treatment. The estimated annual operation cost is \$676,000.



COMMON COUNCIL MINUTES
Monday, January 5, 2026 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 6:01 pm.
- B. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.
- C. MOMENT OF SILENCE - ANA ACOSTA, ELISHA D. SMITH LIBRARIAN
A moment of silence was observed for Ana Acosta, a librarian with the Elisha D. Smith Public Library, who recently passed away. Ana was beloved by her community, including the Menasha Historical Society, Menasha Public Library, her three children, and husband, Rob. Ana is dearly missed.
- D. ROLL CALL
Present: Aids. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella
Also Present: FD Sassman, DPW Merten, CDD Dane, PRD Sackett, PC Thorn, FC Teesch, LD Kopetsky, PHD Hutter, CA Struve, Mayor Hammond, Clerk Snyder
- E. PUBLIC HEARING
- F. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
Adam Smith (321 Milwaukee Street, Menasha) commented on Water Supply Service Area Plan provided by Menasha Utilities as the Water Utilities Manager and offered to provide clarification to any elected officials or members of the public with further questions.
- G. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS
Motion by District 7 Alderperson Grade seconded by District 6 Alderperson Marshall to receive. Motion carried on voice vote.

Discussion considered the Water Supply Service Area Plan provided by Menasha Utilities.

- 1. Presentations:
 - a. Lenz–Gazecki American Legion Post 152 Donation for the Jefferson Park Pool
Representatives from the Lenz-Gazecki American Legion Post 152 spoke on the organization's history and philanthropic legacy, including its decision to donate to the new Jefferson Park Aquatic Center. Specifically, the Post spoke about its dedication to youth investments and Jefferson Park as a

community asset.

The Common Council thanked the Post for their generosity.

2. Minutes to Receive:
 - a. Neenah-Menasha Sewerage Commission, 11/18/25
 - b. Board of Health, 11/5/25
 - c. Administration Committee, 12/15/25
 - d. Board of Public Works, 12/15/25
 - e. Parks & Recreation Board, 12/18/25
 - f. Water and Light Commission, 12/17/25
3. Communications:
 - a. Water Supply Service Area Plan — Menasha Utilities
 - b. Downtown Menasha Parking Time Limit Temporary Suspension Memorandum (12/24/25–01/31/26)
 - c. Urban Forestry Survey

H. CONSENT AGENDA

1. Common Council Minutes, 12/15/25
Motion by District 7 Alderperson Grade seconded by District 4 Alderperson Perkins to approve. Motion carried on voice vote.
2. Administration Committee, 12/15/25, Recommends Approval of:
 - a. Professional Services Agreement By and Between the City of Menasha and RG Inspections, LLC for 2026 Commercial Electrical Permit Inspection Services, Subject to Autorenewal
No action was taken.

Staff advised that staff recommend no action be taken on this item because a more preferable service was found.
 - b. Professional Services Agreement By and Between the City of Menasha and Toole Design Group for Comprehensive Planning Services (Menasha Bike Feasibility Study Project), Not to Exceed \$15,000
Motion by District 2 Alderperson Eisenach, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.
3. Parks & Recreation Board, 12/18/25, Recommends Approval of:
 - a. Contract for Services with East Central Wisconsin Regional Planning Commission (ECWPRC) for the Comprehensive Outdoor Recreation Plan Update

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

Motion carried 8-0 on roll call.

I. ITEMS REMOVED FROM THE CONSENT AGENDA

J. ACTION ITEMS

1. Transfer Alcohol License Application from El Jaripeo Menasha LLC, DBA El Jaripeo to El Palenque Mexican Gastropub LLC, DBA El Palenque (890 Lake Park Road, Menasha) - "Class B" (Intoxicating Liquor) and Class "B" (Fermented Malt Beverages); Ana Griselda Rivera, Agent
Motion by District 2 Alderperson Eisenach, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

2. Professional Services Agreement(s) between the City of Menasha and MSA Professional Services, Inc. for Design and Construction Management Services - Jefferson Park Aquatic Facility
Motion by District 2 Alderperson Eisenach, seconded by District 7 Alderperson Grade to approve.

Motion carried 8-0 on roll call.

Discussion considered the contingent nature of this approval; specifically, this approval allows the City Attorney to approve the Professional Services Agreement as to form upon receipt of the final document.

3. Accounts payable and Payroll for the term of 12/12/25 - 12/31/25 in the amount of \$1,604,970.48
Motion by District 2 Alderperson Eisenach, seconded by District 5 Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

Discussion considered an expense labeled "Savannah Jekyll Island Tour". This is a week-long Senior Center bus trip to Savannah, Georgia. The Senior Center is paying vendors after collecting fees in the same amount from trip participants.

K. HELD OVER BUSINESS

L. ORDINANCES AND RESOLUTIONS

1. R-32-25 — A Resolution Increasing Commercial Electrical Permit Inspection

Fees, Effective January 6, 2026 (Introduced by Mayor Hammond)
No action was taken.

2. O-14-25 — An Ordinance Amending Title 10, Chapter 1, Article C, Sections 10-1-26(7) and 10-1-27(4) of the Code of Ordinances, to Impose a “No Parking” Regulation on Broad Street (Introduced by Ald. Eisenach)
Motion by District 2 Alderperson Eisenach, seconded by District 5 Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

3. O-16-25 — An Ordinance Amending Title 10, Chapter 1, Article C, Sections 10-1-26(49) through 10-1-26(59) of the Code of Ordinances, to Impose a “No Parking” Regulation on Second Street (Introduced by Ald. Ropella)
Motion by District 8 Alderperson Ropella, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

Discussion considered "no parking" signs installed by parties other than the City of Menasha. These are to be addressed after this meeting.

4. R-2-26 — A Resolution for Participation in the Statewide Public Safety Interoperable Communications System for Winnebago County and the City of Menasha (Introduced by Mayor Hammond)
Motion by District 2 Alderperson Eisenach, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

Staff advised that this resolution authorizes the City of Menasha to match 20% of grant dollars awarded by the Wisconsin Department of Military Affairs. A 20% match is required for participation in this grant program. The Menasha Police Department seeks to use these dollars for interoperable communications systems.

5. R-1-26 — A Resolution for the Reauthorization of State Funding for the Knowles-Nelson Stewardship Program (Introduced by Ald. Grade and Mayor Hammond)
Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

Staff advised that the Knowles-Nelson Stewardship Program is one of the State of Wisconsin's most effective tools for environmental protections. This program has bettered the Menasha community through projects such as Loop

the Lake and Heckrodt Wetland Reserve. Reauthorizing state funding through this program is a means of affirming that natural public spaces matter.

M. APPOINTMENTS

1. Mayor's appointment of Tommy Webster to the Parks and Recreation Board for the term of 1/6/26 - 10/1/28
Motion by District 7 Alderperson Grade seconded by District 1 Alderperson Rand to approve. Motion carried on voice vote.

N. CLAIMS AGAINST THE CITY

O. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

P. ADJOURNMENT

- Motion by District 6 Alderperson Marshall seconded by District 3 Alderperson Hale to adjourn the Common Council meeting at 6:32pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.

Change Order

Date: 12/30/2025 Change Order No. 1 (One)

Contractor: Northeast Asphalt, Inc.
Contract No.: 2025-03
Project: Jefferson Park Boat Launch

You are directed to make the changes noted below in the subject contract unit number.

I. 3" Clear stone do to unstable ground	697.43 Ton x \$18.79/ton =	\$13,104.71
II. 3/4" Clear stone do to unstable ground	333.14 Ton x \$12.47/ton =	\$4,154.26
III. Geotextile HR Fabric for boat launch	704 SY x 43/SY =	\$2,112.00
		<u>\$19,370.97</u>

The changes result in the following adjustments:

	CONTRACT-TOTAL	TIME
Prior to this Change Order	\$ 1,315,650.00	_____ Days
Adjustments per this Change Order	<u>\$ 19,370.97</u>	_____ Days
Current Contract Status	<u>\$ 1,335,020.97</u>	_____ Days

Directed/Authorized
 City of Menasha Department of Public Works

Accepted

By: _____

By: _____

Date: _____

Date: _____

Certificate of Payment

Date: 12/29/2025

Payment Request: 5 (Five)

Contractor: Northeast Asphalt, Inc.

Address: W6380 Design Drive, Greenville, WI 54942

Contract Unit No.: 2025-03

Project Description: Jefferson Park Boat Launch

	Original Contract Amount:	\$ <u>1,315,650.00</u>
Change Order 1:	\$ <u>19,370.97</u>	Total Change Orders: \$ <u>19,370.97</u>
Change Order 2:	<u> </u>	Total Contract Amount (Including Change Orders): \$ <u>1,335,020.97</u>
Change Order 3:	<u> </u>	Total Earned to Date (Summary Attached): \$ <u>1,043,762.39</u>
Change Order 4:	<u> </u>	Less Retainage: <u>2.5% of Original Contract</u> \$ <u>33,375.52</u>
	Amount Due:	\$ <u>1,010,386.87</u>

	Payment 1	\$ <u>276,060.50</u>
	Payment 2	\$ <u>147,406.75</u>
	Payment 3	\$ <u>145,307.15</u>
	Payment 4	\$ <u>374,384.01</u>
	Payment 5	<u> </u>
	Payment 6	<u> </u>
	Payment 7	<u> </u>
Current Payment		\$ <u>67,228.46</u>

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

**Itemized Bid Tabulation
City of Menasha Contract Unit No. 2025-03
Jefferson Park Boat Launch**

Item	Quantity	Description	Payment 5 (Five) 12/29/2025			
			Unit Price	Item Total	YTD	Total
Base Bid						
1	1	Common Excavation and Grading	\$ 100,000.00	\$ 100,000.00	1.00	\$ 100,000.00
2	1,600	Geotextile Fabric	\$ 3.00	\$ 4,800.00	0.00	\$ -
3	1,400	Excavation Below Subgrade (EBS)	\$ 8.50	\$ 11,900.00	1195.00	\$ 10,157.50
4	4,000	Recycled Dense Graded Base (From City Stockpile)	\$ 11.00	\$ 44,000.00	4000.00	\$ 44,000.00
5	1,400	EBS Backfill - Recycled Dense Graded Base (From City Stockpile)	\$ 11.00	\$ 15,400.00	0.00	\$ -
6	240	Crushed Clear Stone	\$ 39.00	\$ 9,360.00	0.00	\$ -
7	1,100	Curb and Gutter, 24-IN	\$ 23.40	\$ 25,740.00	1062.00	\$ 24,850.80
8	1,150	Ribbon Curb, 24-IN	\$ 35.50	\$ 40,825.00	1158.00	\$ 41,109.00
9	500	Concrete Driveway Apron, 7-IN	\$ 10.75	\$ 5,375.00	378.00	\$ 4,063.50
10	7,025	Concrete Sidewalk, 5-IN	\$ 7.60	\$ 53,390.00	7937.00	\$ 60,321.20
11	6	Truncated Dome Detectable Warning Panel, 2-FT by 5-FT	\$ 375.00	\$ 2,250.00	6.00	\$ 2,250.00
12	3	Concrete Drainage Flume	\$ 1,200.00	\$ 3,600.00	2.00	\$ 2,400.00
13	1	Concrete Trench Drain with Grate	\$ 2,900.00	\$ 2,900.00	1.00	\$ 2,900.00
14	2,400	Asphalt Pavement - Road and Parking	\$ 91.10	\$ 218,640.00	1258.48	\$ 114,647.53
15	1	Traffic Control	\$ 600.00	\$ 600.00	0.00	\$ -
16	1	Pavement Markings	\$ 18,425.00	\$ 18,425.00	0.00	\$ -
17	1	Demolition and Removals	\$ 182,000.00	\$ 182,000.00	1.00	\$ 182,000.00
18	2	4-FT Precast Manhole	\$ 8,505.00	\$ 17,010.00	1.00	\$ 8,505.00
19	2	2-FT by 3-FT Inlet	\$ 3,600.00	\$ 7,200.00	3.00	\$ 10,800.00
20	300	12-IN RCP Storm Sewer	\$ 66.00	\$ 19,800.00	169.00	\$ 11,154.00
21	3	12-IN RCP Apron End Wall	\$ 1,400.00	\$ 4,200.00	3.00	\$ 4,200.00
22	1	12-IN Outfall Through Sheet Pile Wall	\$ 100.00	\$ 100.00	0.00	\$ -
23	4	Bio-Infiltration Basin Including native seeding and plantings, engineered soil, and underdrain	\$ 27,000.00	\$ 108,000.00	2.00	\$ 54,000.00
24	3	Outlet Control Structure	\$ 5,000.00	\$ 15,000.00	1.00	\$ 5,000.00
25	3	Adjust Existing Manhole or Valve Vault Casting	\$ 850.00	\$ 2,550.00	1.00	\$ 850.00
26	1	Adjust Existing Water Valve Box	\$ 650.00	\$ 650.00	0.00	\$ -
27	1	2-IN Water Service Including Connections and Fittings, Corporation Stop, Curb Stop and Box	\$ 16,600.00	\$ 16,600.00	1.00	\$ 16,600.00
28	2,700	9-IN Reinforced Concrete Pavement (Cast-in-Place)	\$ 17.00	\$ 45,900.00	5219.00	\$ 88,723.00
29	2,900	9-IN Concrete Pavement (Precast Panels)	\$ 17.00	\$ 49,300.00	0.00	\$ -
30	4	Concrete Launch Dock Abutment	\$ 5,000.00	\$ 20,000.00	4.00	\$ 20,000.00
31	4	Boarding Dock Including Anchorage	\$ 35,000.00	\$ 140,000.00	4.00	\$ 140,000.00
32	3	Dual Luminaire Lightpole with Base	\$ 5,200.00	\$ 15,600.00	3.00	\$ 15,600.00
33	5	Single Luminaire Lightpole with Base	\$ 5,200.00	\$ 26,000.00	5.00	\$ 26,000.00
34	4	Receptacle Base	\$ 315.00	\$ 1,260.00	1.00	\$ 315.00
35	1	Conduit, Wire, Connectors, etc.	\$ 15,260.00	\$ 15,260.00	1.00	\$ 15,260.00
36	1	Install City-Supplied Electrical and Lighting Cabinet	\$ 1,815.00	\$ 1,815.00	1.00	\$ 1,815.00
37	200	Riprap	\$ 63.00	\$ 12,600.00	100.00	\$ 6,300.00
38	100	Vegetated Boulder Revetment	\$ 160.00	\$ 16,000.00	20.00	\$ 3,200.00
39	6,500	Seed Restoration with Erosion Mat Class 1 Urban, Type A	\$ 3.85	\$ 25,025.00	0.00	\$ -
40	1	Install 200 LF of 5-FT Chain-Link Fence and Salvaged Gates	\$ 13,100.00	\$ 13,100.00	0.00	\$ -
41	1	Install and Maintain Tracking Pad	\$ 1,200.00	\$ 1,200.00	1.00	\$ 1,200.00
42	300	Install and Maintain Turbidity Barrier	\$ 1.00	\$ 300.00	0.00	\$ -
43	500	Install and Maintain Silt Log	\$ 3.95	\$ 1,975.00	1562.00	\$ 6,169.90
Total Base Bid (Items 1 - 43)				\$ 1,315,650.00		\$ 1,024,391.43
Change Order 1						
CO1.1	697.43	3" Clear stone for under boat ramp do to unstable soil	\$ 18.79	\$ 13,104.71	697.43	\$ 13,104.71
CO1.2	333.14	3/4" Clear stone for under boat ramp do to unstable soil	\$ 12.47	\$ 4,154.26	333.14	\$ 4,154.26
CO1.3	704	Geotextile HR Fabric	\$ 3.00	\$ 2,112.00	704.00	\$ 2,112.00
Total Change Order 1				\$ 19,370.97		\$ 19,370.97
Total Base Bid and Change Order 1				\$ 1,335,020.97		\$ 1,043,762.39



MEMORANDUM

DATE January 19, 2026
TO Common Council
FROM Andrew Dane, Community Development Director
RE Proposed Certified Survey Map – 359 Lake Road (Parcel No. 3-00007-01)

Mike Roubal, with Martenson & Eisele, has submitted a Certified Survey Map (CSM) on behalf of the property owners to adjust the lot lines between 355 Lake Road and 359 Lake Road. Both parcels are under the same ownership and are both zoned R-1 Single-Family Residence District.

The lots as existing, both conform to the R-1 Single-Family Residence District zoning and shoreland setbacks. The owners intend to demolish the current home on 355 Lake Road and reconstruct a new home in its place. To conform with the R-1 Single-Family Residence District shoreland and setback standards and construct their new home the property owners would be required to adjust the lot line between 355 Lake Road and 359 Lake Road roughly 15' to the southwest.

Both lots, as configured in the proposed CSM, meet the zoning standards 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.

Staff Recommendation

Staff and Plan Commission recommend the approval of the Certified Survey Map as presented for 359 Lake Road (Parcel No. 3-00007-01).



City of Menasha Application Subdivision & Certified Survey Map

SUBMIT TO:
City of Menasha
Dept. of Com. Development
100 Main Street, Suite 200
Menasha, WI 54952-3190
PHONE: (920) 967-3650

APPLICANT INFORMATION

Petitioner: Mike Roubal Date: 11-20-2025

Petitioner's Address: 1377 Midway Road City: Menasha State: WI Zip: 54952

Telephone #: (920) 731-0381 Fax: () _____ Other Contact # or Email: MIKER@MARTENSON-EISELE.COM

Status of Petitioner (Please Circle): Owner Representative Tenant Prospective Buyer

Petitioner's Signature (required): [Signature] Date: 11-20-2025

OWNER INFORMATION

Owner(s): Mike & Julia Waite Joint Trust Date: 11-20-2025

Owner(s) Address: 29 Cardinal Lane City: Key Largo State: FL Zip: 33037

Telephone #: () _____ Fax: () _____ Other Contact # or Email: _____

Ownership Status (Please Circle): Individual Trust Partnership Corporation

Property Owner Consent: (required)

By signature hereon, I/We acknowledge that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Community Development Dept. for incomplete submissions or other administrative reasons.

Property Owner's Signature: _____ Date: _____

SUBDIVISION INFORMATION

(Please Circle): Residential Commercial/Industrial Other

Approvals Requested (Please Circle): Preliminary Subdivision Plat* Final Subdivision Plat Certified Survey Map

*If preliminary plat, is the entire area owned or controlled by subdivider included? Yes ___ No ___

Location of Proposed Project: 359 LAKE RD MENASHA WI 54952

Zoning Classification: Residential

Reason for Division: New House

Proposed Number of Lots: 2 Proposed Lot Sizes: Min. .415 Acres Max. .824 Acres Average .620 Acres

Acres in Parcel(s): 1.239

Proposed Project Type (include use of buildings and property): Residential

Current Use of Property (include existing structures): Residential

Staff _____ Date Rec'd _____

Significant Natural Amenities (slopes, vegetation, large tree stands, etc.): _____

N/A

Floodplains, navigable streams, wetlands, and other development restrictions: _____

Lake Winnebago Floodplain

Variations- List and explain any requested variances from the Subdivision Regulations: _____

**Please note that a meeting notice will be mailed to all abutting property owners regarding your request.

SUBMITTAL REQUIREMENTS – Must accompany the application to be complete.

➤ **Basic Materials**

- Completed Application
- Legal Description of Site
- One (1) full size paper print of the preliminary or final plat prepared in accordance with City Subdivision Regulations
- Ten (10) copy of the subdivision plat reduced to 11” x 17”
- Ten (10) copies of the Certified Survey Map
- Digital Copy of Preliminary Plat, Final Plat, or CSM in .pdf and .dwg format

➤ **Plat Data**

- Title
- Legal description and general location of property
- Date, scale and north arrow
- Names and addresses of the owner, subdivider, and land surveyor preparing the plat
- Entire area contiguous to the proposed plat owned or controlled by the subdivider shall be included on the preliminary plat
- Exterior boundaries
- Contours
- Water elevations and date observed
- Location, rights-of-way widths and names
- Location and names of any adjacent subdivisions
- Type, width and elevation of existing street pavements within the plat or adjacent thereto
- Location, size, and invert elevation of existing infrastructure items such as sewers, manholes, power poles, etc.
- Locations of all existing property boundary lines
- Dimensions of all lots with proposed lot and block numbers
- Location and dimensions of any sites to be reserved or dedicated for parks, trails, playgrounds, drainage ways, or other public use, or which are to be used for group housing, shopping centers, church sites, or other non-public uses not requiring lotting
- Radii of all curves to include curve table showing all curve data
- Corporate limit lines
- Any proposed lake and/or stream access
- Any proposed lake and stream including the notice of application for Dept. of Natural Resources’ approval, when applicable
- Location of environmentally sensitive areas (wetlands, floodplains, navigable streams, etc.)

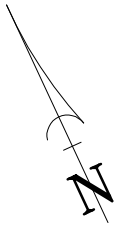
For further information see Section 14-1-1 through 14-1-19 of City of Menasha Subdivision Regulations for Submittal Requirements

FEE SCHEDULE

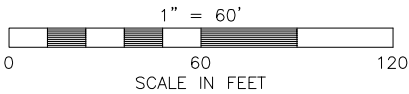
- Land Division/CSM - \$150.00 plus \$25.00 per lot
- Preliminary Plat - \$125.00
- Final Plat - \$250.00 plus \$25.00 per lot

For more information please contact the Community Development Department at (920) 967-3650

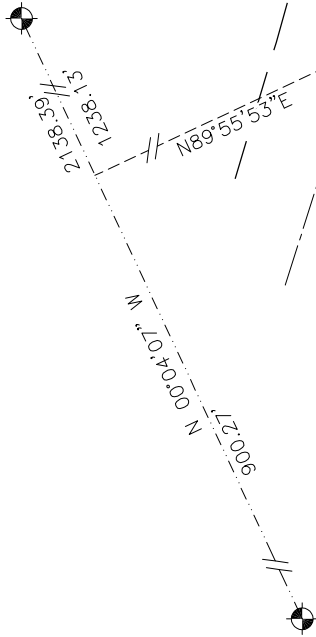
CERTIFIED SURVEY MAP NO. _____
 ALL OF LOT 1 AND LOT 2 OF CERTIFIED SURVEY MAP
 NO. 6726, BEING PART FRACTIONAL LOT 1, SECTION
 23, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF
 MENASHA, WINNEBAGO COUNTY, WISCONSIN.



BEARINGS ARE REFERENCED TO THE
 WINNEBAGO COUNTY COORDINATE SYSTEM, IN
 WHICH THE WEST LINE OF FRACTIONAL LOT 1,
 SECTION 23, BEARS N00°04'07"W



WITNESS CORNER FOR
 THE NORTH 1/4 CORNER
 SECTION 23, T20N-R17E



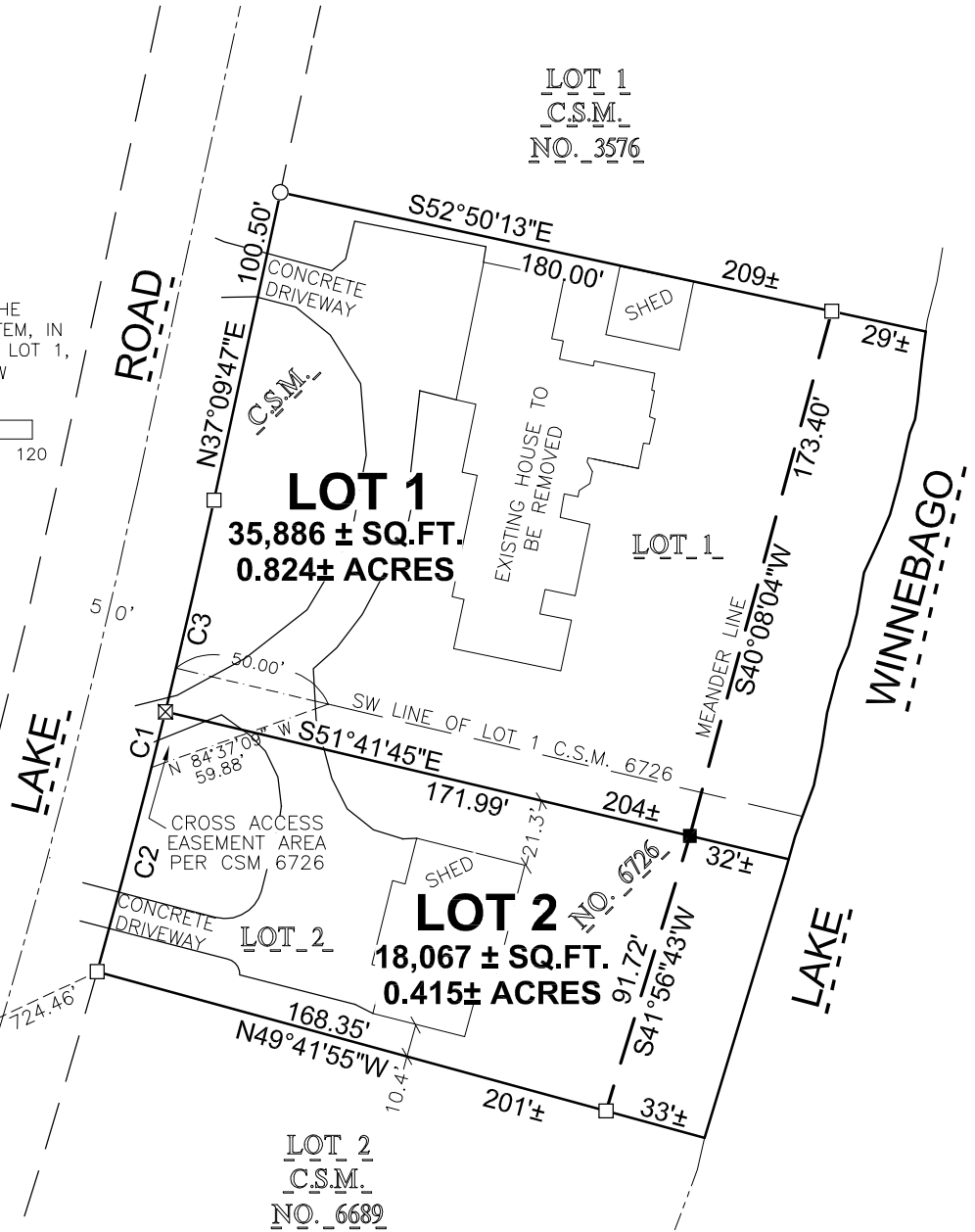
SOUTHWEST CORNER
 FRACTIONAL LOT 1
 AND CENTER
 OF SECTION 23,
 T20N-R17E

- LEGEND**
- 1" O.D. ROUND IRON PIPE SET, 24" LONG, WEIGHING 1.13 LBS. PER LINEAL FOOT
 - 1" O.D. IRON PIPE FOUND
 - 3/4" REBAR FOUND
 - ⊠ CHISELED "X" SET
 - ⊙ GOVERNMENT CORNER

CURVE TABLE

Curve	Radius	Delta	Length	Chord Bearing	Chord	Tangent In	Tangent Out
1	2537.25'	003°29'57"	154.95'	N38°54'44.5"E	154.93'	N40°39'43"E	N37°09'46"E
2	2537.25'	001°56'07"	85.70'	N39°41'39.5"E	85.70'	N40°39'43"E	N38°43'36"E
3	2537.25'	001°33'50"	69.25'	N37°56'41.0"E	69.25'	N38°43'36"E	N37°09'46"E

LOT 1
 C.S.M.
 NO. 3576



Martenson & Eisele, Inc.



1377 Midway Road
 Menasha, WI 54952
 www.martenson-eisele.com
 info@martenson-eisele.com
 920.731.0381 1.800.236.0381

Planning
 Environmental
 Surveying
 Engineering
 Architecture

SURVEY FOR:
 JULIE S. WAITE
 359 LAKE STREET
 MENASHA WI 54952

PROJECT NO. 1-0401-016
 FILE 1-0401-016csm.dwg SHEET 1 OF 3
 THIS INSTRUMENT WAS DRAFTED BY: L.Lucht



MEMORANDUM

DATE January 7, 2026
TO Common Council
FROM Evan Janet, Deputy City Clerk
RE Alcohol Operator's License Application for the 2025-2027 Licensing Term

The City of Menasha Clerk's Office received an Alcohol Operator's (Bartender's) License to serve and sell alcohol in the City of Menasha during the current licensing term from an applicant by the name of Kerri Stanaway. Stanaway has not achieved the criteria for license issuance outlined in the City of Menasha Policy Guidelines for Operator Licenses (attached) as approved by the Menasha Common Council.

The Clerk's Office, with consultation from the Menasha Police Department, advises that the Common Council deny Kerri Stanaway's Alcohol Operator's License Application on this basis.

Recommendation: Move to deny the Alcohol Operator's License Application submitted by Kerri Stanaway for the 2025-2027 licensing term.



January 7, 2026

Kerri Jo Stanaway



Re: City of Menasha Alcohol Operators License Application

Dear Kerri Jo Stanaway

In conducting a background investigation into your Alcohol Operators application, the following applicable convictions were noted:

346.63(1) Operating While Intoxicated – Convicted October 25, 2019
346.63(1)(A) Operating While Under the Influence / 346.65(2)(G)2- PAC Enhancer – Felony
Convicted February 2, 2023
343.44(1)(B) Operating While Revoked – Misdemeanor Convicted March 24, 2022
946.49(1)(B) – Felony Bail Jumping – Convicted May 15, 2023
946.49(1)(B)- Felony Bail Jumping- Convicted February 17, 2023

It was also found that you are currently under active supervision and as part of your rules identified as SP017.OWI - Not Possess or Consume Alcohol.

The listed offenses are substantially related to the license for which you have applied for. Under City of Menasha Policy Guidelines for Alcohol Operator Licenses, you do not meet the guideline as described in Guideline 1 that indicates “any person who has been convicted of any FELONY unless duly pardoned, does not qualify for an operator’s license.” Individuals granted an operator’s license must act in cooperation with law enforcement to enforce the alcohol beverage laws; drunk driving laws and assist with minimizing disturbances of the peace and maintaining the safety of the community. The incidents you have been convicted of demonstrate your disregard for following the law.

The Police Department is recommending to the Common Council that they deny your application for an Alcohol Operator’s License within the City of Menasha. The recommendation will be given to the Common Council at their next meeting on January 19th at 6:00 p.m., or shortly thereafter. Should you wish to provide a comment to the Common Council on your application, you may do so during the public participation portion of the meeting.

Sincerely,

Lt. Peter Sawyer
Investigative Services
Menasha Police Department



City of Menasha Alcohol Operators License


Applications and payment should be submitted to the Clerk's Office at 100 Main Street, Suite 200, Menasha, WI 54952
Cash or Check **ONLY**. Call (920) 967-3608 with questions.

Last Name Stanaway		First Name Kerri		Middle Name JO	Previous Name(s) Heiskanen
Street Address		City	State	Zip Code	
Date of Birth	Age	Birthplace	Gender	Race	
Height	Weight	Eye Color	Hair Color	Primary Phone Number	
Driver License or State ID No.			Expiration Date	State of Issuance	
Scars, marks, tattoos, etc. (Visible Only)					If Approved, I would like to: <input checked="" type="checkbox"/> Pick-Up License at City Hall <input type="checkbox"/> Mail license and send it to: <input type="checkbox"/> Home OR <input type="checkbox"/> Business
Name of Establishment where license will be used at: Moto Mart					

NOTE: A license may be denied if applicant fails to provide accurate information or if the information is incomplete. Please read this section carefully. Please explain all "Yes" answers on the back of this form.

- YES NO (1) Do you currently have any criminal charges pending against you?
- YES NO (2) Have you ever been convicted of a felony?
- YES NO (3) Have you ever been convicted of a misdemeanor?
- YES NO (4) Have you ever been convicted of operating a motor vehicle while under the influence of an intoxicant or drug?
- YES NO (5) Have you ever been convicted of a violation of any law, statute, or ordinance pertaining to the use or sale of alcohol (including drinking alcohol underage)?
- YES NO (6) Have you ever been convicted of a violation of any law, statute, or ordinance pertaining to the possession, use, or sale of illegal drugs?
- YES NO (7) Have you ever been convicted of a criminal traffic offense?

I understand the fee is due at the time of application and no refunds will be given if the application is deemed incomplete or denied.

Signature  Date **01/06/2026**

Expires 6/30/27		For Office Use Only	
<input checked="" type="checkbox"/> New License (\$50)		Applicant meets guidelines for issuance of Beverage Operator's License	
<input type="checkbox"/> Renewal (\$50)		<input checked="" type="checkbox"/> Taken Responsible Server Training OR has held a license in the past 2 years <input checked="" type="checkbox"/> Copy provided or <input type="checkbox"/> Viewed in-person	
<input type="checkbox"/> Provisional (\$15)		<input checked="" type="checkbox"/> Copy of driver license provided	
<input type="checkbox"/> Temporary (\$25)		<input checked="" type="checkbox"/> Payment Received	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Completed and passed police background check	
		• Date of Approval E- mail _____	
Clerk/Deputy Clerk Signature		Date	

Explain all "YES" answers to the questions from the front of this form completely. Include question number, correct charges, date(s) of offense(s), and sentences. Failure to include all information or providing inaccurate information may result in denial of your application.

(1) I was homeless and living in my car. I went out to dinner with a friend and had a couple drinks. I had the car running, and had my son in there, and was charged as a felon. I have done probation, and have been compliant, and being discharged after doing 3 years.

(3) _____

(4) _____

(5) _____

(6) _____

(7) _____

CITY OF MENASHA POLICY GUIDELINES FOR OPERATOR LICENSES

1. Intent: It is the responsibility of the Menasha Police Chief to screen applications for operators' licenses (bartender licenses) for the City of Menasha. The following guidelines are adopted in order to specify the reasons for denying, non-reviewing or revoking an operator's license and outlines the steps and considerations given, for any denials that are appealed to the Menasha Common Council.

All applications for operators' license applications are submitted to the Menasha Police Department for a background check. The Menasha Police Chief makes the decision on licensing by either accepting, deferring or rejecting the application.

*Due to the discretionary nature of the alcohol beverage licensing process, it is not possible to state every circumstance that may result in approval of a license application and what circumstances will result in approval of a license application. However, it is possible to enumerate what will be considered in the decision-making and what circumstances are more likely to result in the **denial** of a license application.*

Individuals granted an operator's license must act in cooperation with law enforcement to enforce the alcohol beverage laws, drunk driving laws, and assist with minimizing disturbances of the peace and maintain the safety of the community. Therefore, individuals with a past history of negative or uncooperative contacts with police agencies will be scrutinized.

It is with these goals in mind that these guidelines are adopted. Furthermore, to the extent that Wis. Statutes Ch. 125 or Menasha City Ordinances provide additional grounds for denial, suspension, revocation or non-renewal, the Police Chief may also rely on such provisions.

In the event an individual with an operator's license is considered for non-renewal, suspension or revocation, all offenses will be considered, the circumstances of which are substantially related to the license regardless of whether some of the offenses occurred prior to the adoption of these guidelines.

Upon request, a copy of these guidelines shall be provided to each person who applies for a license.

Guidelines: What is meant by substantially related? The law does not specifically define this term although there are many court decisions on the topic. The Wisconsin Supreme Court has stated that the purpose of the test is to assess whether the tendencies and inclinations to behave a certain way in a particular context are likely to reappear later in a related context, based on the traits revealed. The "**substantially related**" test looks at the circumstances of an offense, where it happened, when, what, etc. compared to the circumstances of the licensed activity.

Where does the licensed activity typically occur, when and what is involved in performing the licensed activity, etc.

Examples of “substantially related” in the context of an operator’s license: There is a substantial relationship between the illegal purchase, use and sale of controlled substances and engaging in bartending, which involves the purchase and sale of a closely regulated substance. The same is true for offenses involving alcohol, e.g. drunk driving, selling to underage, possession and/or consuming as an underage, committing law violations while under the influence of alcohol or drugs, etc.

- **Guideline 1.** Provided the offense is substantially related to the circumstances of the license activity, circumstances of the offense substantially relate to the circumstances of the job or licensed activity, **any person who has been convicted of any FELONY, unless duly pardoned, does not qualify for an operator’s license.** Sec. 125.04(5)(b), Wis. Stats. (To the extent the other guidelines reference a specific offense; this guideline shall apply if the offense constitutes a *felony*.)
- **Guideline 2.** Provided the circumstances of the offense substantially relate to the circumstances of the job or licensed activity, **offense is substantially related to the circumstances of the licensed activity**, any person who has been convicted of or has a current charge pending, for two (2) or more offenses within the last five (5) years or for two (2) or more offenses, arising out of separate incidents, within the last five (5) years in the following subcategories, does not qualify for an operator’s license:
 - Violent crimes against the person of another, including but not limited to battery, criminal disorderly conduct, sexual assault, injury by negligent use of a vehicle, intimidation of a victim or witness.
 - Crimes involving cooperation (or lack thereof) with law enforcement officials, including but not limited to, resisting or obstructing a police officer, bribery of public officers/employees, eluding police, bail jumping, hit and run, perjury, or acts/threats of terrorism.
 - Manufacturing, distributing, delivering a controlled substance or a controlled substance analog; maintaining a drug trafficking place; possessing with intent to manufacture, distribute, or deliver a controlled substance or a controlled substance analog. Sec. 111.335(1)(c), Wis. Stats.
- **Guideline 3.** Provided the circumstances of the offense substantially relate to the circumstances of the job or licensed activity, offense is **substantially related to circumstances of the license activity**, any person who has been convicted of or has a current charge pending, for two (2) or more offenses, arising out of separate incidents, within the last three (3) years in the following subcategories, does not qualify for an operator’s license:
 - Disorderly conduct, criminal damage to property, solicitation of prostitution or other prostitutions-related offenses, wherein the offense involves an incident at a place that is, or should have been licensed under Wis. Stat. Ch. 125.
 - Alcohol beverage offenses (under Wis. Stat. Ch. 125 or Menasha City Ordinances).

- Possessing a controlled substance, controlled substance analog without a valid prescription, or possessing drug paraphernalia.
- Operating a motor vehicle while under the influence of intoxicants or drugs.
- Operating a motor vehicle with a prohibited alcohol concentration (PAC) in excess of .08% by weight.
- Open intoxicants in a public places or in a motor vehicle.

What is a **habitual law offender**? The term “habitual” refers to multiple convictions or pending charges and could include an offender with two (2) offenses occurring within a relatively short period of time. The term “offender” refers to a person with civil violations such as ordinance convictions and/or misdemeanor convictions (or pending charges), which substantially relate to the licensing activity. A legal opinion rendered by the League of Wisconsin Municipalities states that a person with two drunk driving convictions within the last couple years would be considered a habitual offender under the alcohol beverage licensing laws. Intoxicating Liquors #890 (1991). Some examples include:

- Two (2) or more offenses, each with a separate incident, within the immediately preceding one (1) year.
 - Three (3) or more offenses, each a separate incident, within the immediately preceding five (5) years.
 - Six (6) or more offenses, each a separate incident, within the preceding ten (10) years.
- **Guideline 4.** Applicants must truthfully and completely fill out applications:
 - If an applicant provides false information on an application, that application shall be denied and the applicant shall not be eligible to reapply for an operator license for a period of one (1) year from the date of denial of such application.
 - If the Police Chief determines that information was *intentionally* omitted from an application, the application shall be denied and the applicant shall not be eligible to reapply for an operator license for a period of one (1) year from the date of the denial of such application.
 - If the Police Chief determines that information was OMITTED from an application due to inadvertence, mistake or excusable neglect, the Chief may allow the applicant to submit a corrected application and recommend granting of the license, if the applicant is otherwise qualified.
 - **Guideline 5.** Recommending approval of an operator’s license application for an applicant who would otherwise be denied under these policy guidelines:
 - The Common Council may approve an operator’s license application if the application would otherwise be denied under this policy if the applicant presents substantial, credible evidence of rehabilitation. Such evidence includes letters of recommendation from Alcohol and Other Drug (“AODA”) counselors, probation agents or other relevant service providers, other professional counselors, certificates and/or letters confirming satisfactory completion of an AODA or other relevant counseling program. Any such letters shall be on the letterhead of the agency offering the recommendation in order for the letter to be considered credible evidence of rehabilitation. Any evidence must be in the form of

documents submitted to the Common Council and may not be statements of the applicant at the time of the hearing.

- The reason for any recommendation of approval of an operator's license application under this paragraph must be clearly stated in the record.

- **Guideline 6.** If the Police Chief recommends denial of an operator's license application, the reasons for the denial must be clearly stated on the record and shall be consistent with the criteria outlines above.

City of Menasha Disbursements
01/01/26- 01/15/2026

Weekly Accounts Payable	1/08/26 & 1/15/26 Checks # 89413-89549	\$11,604,581.73
	Void Check #89180	(\$75.00)
Bi-Weekly Payroll	01/08/26	\$289,833.32
 Additional Regular Cycle Accounts Payables -Paid Electronically		
Returned Check	1/2/2026	\$219.56
Delta Dental	1/7/2026	\$779.60
Wisconsin Support Collections	1/8/2026	\$823.91
US Bank ACH	1/8/2026	\$81.42
Nationwide Deferred Compensation	1/8/2026	\$3,507.50
Wisconsin Deferred Compensation	1/9/2026	\$11,745.75
Community First CU-Payroll Deduction	1/9/2026	\$784.20
Employee Benefits-Flex Spending	01/12/26	\$2,983.04
Federal Tax Withholding	01/14/26	\$99,422.12
Wisconsin Law Enforcement	01/14/26	\$650.00
Delta Dental	01/14/26	\$2,103.96
Federal Tax Withholding	01/15/26	\$62,007.97
		\$185,109.03
Total		\$12,079,449.08

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 Laracuente
Yessi Laracuente
Finance Manager

01/15/26
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: 1/8/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ALL-SPORT TROPHY	89413	1/8/2026	058310	100-0803-521.19-03	32.00	CSO NAME TAGS
Total for check: 89413					32.00	
AMAZON CAPITAL SERVICES	89414	1/8/2026	11CQ-MLPQ-33CF	100-0202-512.29-01	169.31	W2 EMPLOYEE TAX FORMS
		1/8/2026	17X7-MCNJ-RJLJ	100-0803-521.19-03	22.99	WATERPROOF CART COVER
		1/8/2026	1KV9-FDTG-7KLP	100-1002-541.30-12	40.98	WIRELESS MOUSE FOR ENGINEERING TECH
		1/8/2026	1T6J-JQHW-939D	824-0807-521.30-15	61.98	DOG FOOD FOR KODA
		1/8/2026	1V3Q-TPX7-97GQ	100-0801-521.19-03	72.72	MEN'S TACTICAL PANTS
		1/8/2026	1XVG-73MR-K6MD	100-0801-521.19-02	29.99	MEN'S TACTICAL BELT
				100-0801-521.34-04	24.99	HEAVY DUTY PLASTIC FOLDER
Total for check: 89414					422.96	
APPLETON SCHOOL DISTRICT	89415	1/8/2026	TAX COLLECTIONS	100-0000-203.05-00	1,018,595.15	PROPERTY TAX COLLECTIONS
Total for check: 89415					1,018,595.15	
ASSOCIATED APPRAISAL CONSULTANTS	89416	1/8/2026	184131	100-0402-513.21-04	153.96	INTERNET POSTING-PARCELS
				100-0402-513.21-09	7,083.37	JANUARY ASSESSMENT SVCS
				100-0402-513.30-11	34.78	POSTAGE
Total for check: 89416					7,272.11	
BENEFIT COORDINATORS CORP	89417	1/8/2026	B0LFV1	734-0416-513.21-06	2,758.71	MONTHLY FAHP FEE-JAN
Total for check: 89417					2,758.71	
CALUMET COUNTY TREASURER	89418	1/8/2026	TAX COLLECTIONS	100-0000-203.01-00	720,401.55	PROPERTY TAX COLLECTIONS
Total for check: 89418					720,401.55	
CARDINAL CONSTRUCTION	89419	1/8/2026	PAYMENT #6	255-0000-201.04-00	14,912.69	CONTRACT 2024-10 JEFFERSON PARK SHELTER
				470-0703-553.82-02	586.83	CONTRACT 2024-10 JEFFERSON PARK SHELTER
Total for check: 89419					15,499.52	

AP Check Register

Check Date: 1/8/2026

Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CHARTER COMMUNICATIONS	89420	1/8/2026	095528601010126	100-0101-511.22-01	3.42	PHONE BILL-MAYOR
				100-0201-512.22-01	2.17	PHONE BILL-ATTORNEY
				100-0202-512.22-01	5.49	PHONE BILL-PERSONNEL
				100-0203-512.22-01	4.51	PHONE BILL-CLERK
				100-0301-523.22-01	4.95	PHONE BILL-BUILD INSPECT
				100-0304-562.22-01	8.12	PHONE BILL-COM DEV
				100-0401-513.22-01	10.96	PHONE BILL-FINANCE
				100-0402-513.22-01	2.23	PHONE BILL-ASSESSOR
				100-0502-522.22-01	13.60	PHONE BILL-EOC
				100-0601-551.22-01	57.73	PHONE BILL-LIBRARY
				100-0702-552.22-01	9.18	PHONE BILL-RECREATION
				100-0703-553.22-01	15.43	PHONE BILL-PARKS
				100-0704-552.22-01	4.79	PHONE BILL-POOL
				100-0801-521.22-01	85.13	PHONE BILL-POLICE
				100-0903-531.22-01	16.66	PHONE BILL-HEALTH
				100-0920-531.22-01	4.48	PHONE BILL-SENIOR CTR
				100-1001-514.22-01	24.58	PHONE BILL-CITY HALL
				100-1002-541.22-01	14.31	PHONE BILL-ENGINEERING
				100-1008-541.22-01	1.29	PHONE BILL-SIGN
				207-0000-123.00-00	9.12	PHONE BILL-MARINA
				731-1022-541.22-01	8.82	PHONE BILL-GARAGE
				743-0403-513.22-01	5.21	PHONE BILL-I.T.
Total for check: 89420					312.18	
CINTAS	89421	1/8/2026	1906036277	100-0703-553.24-03	389.00	GLASS CLEANER, TISSUE, PAPER TOWELS
				100-0703-553.24-03	148.00	CAN LINERS
				731-1022-541.20-01	187.67	MATS, UNIFORMS
				731-1022-541.20-01	187.67	MATS, UNIFORMS
				731-1022-541.20-01	187.67	UNIFORMS, TOWELS
				731-1022-541.30-13	254.12	CLEANING SUPPLIES
Total for check: 89421					1,354.13	

AP Check Register

Check Date: 1/8/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
COMPLETE OFFICE OF WISCONSIN	89422	1/8/2026	39548	100-0301-523.30-18	44.23	PAPER
			Total for check: 89422		44.23	
COONEY'S EMBROIDERY LLC	89423	1/8/2026	22791	100-0801-521.19-02	104.00	POLO'S, JACKETS E99 CLOTHING ALLOWANCE
			Total for check: 89423		104.00	
KORTNEY DAHM	89424	1/8/2026	MILEAGE	100-0903-531.33-01	29.05	MILEAGE REIMBURSEMENT NOVEMBER 2025
					40.60	MILEAGE REIMBURSEMENT DECEMBER 2025
			Total for check: 89424		69.65	
GANNON DEMLER	89425	1/8/2026	40038400	100-0000-212.00-00	288.83	OVERPAYMENT TAXES GANNON DEMLER
			Total for check: 89425		288.83	
EMBLEM AUTHORITY	89426	1/8/2026	50550	100-0804-521.30-15	651.00	MENASHA PD UNIFORM BADGES
			Total for check: 89426		651.00	
ENVIROTECH EQUIPMENT	89427	1/8/2026	25-0026857	731-1022-541.38-03	475.80	JOYSTICK SWITCHES
			Total for check: 89427		475.80	
ENVISIONINK PRINTING SOLUTIONS	89428	1/8/2026	257097	100-0405-513.29-01	10,727.77	CITY OF MENASHA CALENDAR 2026
				100-1016-543.29-01	4,042.00	OVERFLOW/BULKY ITEM STICKERS
		1/8/2026	257596	100-0703-553.29-01	285.00	2026 BOAT LAUNCH PARKING PERMIT LABELS
			Total for check: 89428		15,054.77	
FIRELINE SPRINKLER LLC	89429	1/8/2026	7122	731-1022-541.24-03	177.00	FIRE SPRINKLER INSPECTION
			Total for check: 89429		177.00	

AP Check Register

Check Date: 1/8/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FIRESIDE THEATER	89430	1/8/2026	1043519	100-0000-201.14-00	3,119.54	BEEHIVE BUS TRIP-2/1/26 39 TICKETS
			Total for check: 89430		3,119.54	
FOX CROSSING UTILITIES	89431	1/8/2026	127-17542	100-0703-553.22-06	10.50	STANDBY WATER 9/15/25-12/15/25
			Total for check: 89431		10.50	
VILLAGE OF FOX CROSSING	89432	1/8/2026	BOUNDARY #2	100-0305-562.73-01	6,000.00	BOUNDARY AGREEMENT PAYMENT #2
			Total for check: 89432		6,000.00	
FOX VALLEY TECHNICAL COLLEGE	89433	1/8/2026	TAX COLLECTIONS	100-0000-203.04-00	566,258.67	PROPERTY TAX COLLECTIONS
			Total for check: 89433		566,258.67	
FOX-WOLF WATERSHED ALLIANCE	89434	1/8/2026	NEWSC	625-1010-541.32-01	2,055.00	2026 NEWSC MEMBERSHIP
			Total for check: 89434		2,055.00	
GANNETT WISCONSIN LOCALIQ	89435	1/8/2026	0007467264	100-0203-512.29-02 100-0405-513.29-02	54.97 221.48	LEGAL PUBLISHINGS-DEC LEGAL PUBLISHINGS-DEC
			Total for check: 89435		276.45	
GARROW OIL MARKETING	89436	1/8/2026	451812	100-0000-131.00-00	4,132.45	GAS
			Total for check: 89436		4,132.45	
REBECCA GONNERING	89437	1/8/2026	70020025	100-0000-121.01-00	260.17	OVERPAYMENT TAXES REBECCA GONNERING
			Total for check: 89437		260.17	
HARRISON UTILITIES	89438	1/8/2026	001-0220-00	100-0703-553.22-05	65.30	2170 PLANK ROAD 11/19/25-12/18/25
			Total for check: 89438		65.30	
HEARTLAND BUSINESS SYSTEMS	89439	1/8/2026	853411-H	743-0403-513.24-04	10,068.17	CROWDSTRIKE RENEWAL

AP Check Register

Check Date: 1/8/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
HEARTLAND BUSINESS SYSTEMS...	89439...	1/8/2026	853412-H	743-0403-513.24-04	3,674.10	NETMOTION RENEWAL
			Total for check: 89439		13,742.27	
ITOUCH BIOMETRICS LLC	89440	1/8/2026	7877	743-0403-513.24-04	2,180.00	LIVESCAN FINGER PRINTER MAINT. 2/13/26-2/12/27
			Total for check: 89440		2,180.00	
DELORES JACOBSON	89441	1/8/2026	30075500	100-0000-212.00-00	478.24	OVERPAYMENT TAXES DELORES JACOBSON
			Total for check: 89441		478.24	
JOHNSON CONTROLS SECURITY SOLUTIONS	89442	1/8/2026	41984802	100-0601-551.24-03	3,490.68	ANNUAL SERVICE CHARGE 01/01/26-12/31/26
			Total for check: 89442		3,490.68	
KEE CONSTRUCTION	89443	1/8/2026	1674	204-0308-562.70-01	3,244.05	ROOFING
			Total for check: 89443		3,244.05	
KITZ & PFEIL INC	89444	1/8/2026	56732/3	100-1001-514.30-13	12.59	BROOM & DUSTPAN
		1/8/2026	56734/3	100-1008-541.30-18	17.18	PACK TAPE/NUTS & BOLTS
				731-1022-541.38-03	11.45	PACK TAPE/NUTS & BOLTS
		1/8/2026	56827/3	100-1003-541.30-15	168.76	SNOW PUSHERS
		1/8/2026	56839/3	731-1022-541.30-18	23.72	WELDING HELMETS
		1/8/2026	56876/3	100-0801-521.30-10	10.79	WIRE HOOKS
		1/8/2026	56942/3	100-0601-551.24-03	12.48	NUTS & BOLTS
		1/8/2026	56953/3	731-1022-541.38-03	26.56	HARDWARE PARTS
		1/8/2026	56983/3	731-1022-541.30-18	62.08	FANS
		1/8/2026	57021/3	100-1008-541.30-18	4.49	RAZOR BLADE
		1/8/2026	57062/3	731-1022-541.38-03	3.78	NUTS & BOLTS
		1/8/2026	D38029	100-0601-551.30-15	(40.74)	TOOLS/EQUIPMENT RETURN
			Total for check: 89444		313.14	

AP Check Register

Check Date: 1/8/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DENNIS KOSITZKE	89445	1/8/2026	60119700	100-0000-121.01-00	27.55	OVERPAYMENT TAXES DENNIS KOSITZKE
			Total for check: 89445		27.55	
LEAGUE OF WISCONSIN MUNICIPALITIES	89446	1/8/2026	10318	100-0405-513.32-01	6,994.71	2026 LEAGUE MEMBERSHIP
			Total for check: 89446		6,994.71	
LEXIPOL LLC	89447	1/8/2026	INVLEX11261246	100-0801-521.21-06	7,440.09	ANNUAL LAW ENFORCEMENT POLICY MANUAL
			Total for check: 89447		7,440.09	
LIBERTY VOTE USA INC	89448	1/8/2026	LV161746	100-0204-512.24-04	2,670.00	VOTING MACHINE MAINT., SUPPORT FOR 2026
			Total for check: 89448		2,670.00	
JOSEPH LINGNOFSKI	89449	1/8/2026	REFUND	100-0000-441.13-00	140.00	RECYCLE CART/REFUSE CART REFUND FROM 2025 TAX E
				100-0000-441.14-00	5.00	RECYCLE CART/REFUSE CART REFUND FROM 2025 TAX E
			Total for check: 89449		145.00	
LIVING WATERS CHEMISTRY	89450	1/8/2026	1662	100-0601-551.24-03	110.00	BOILER CHEMISTRY TESTS
			Total for check: 89450		110.00	
MATTHEWS TIRE INC	89451	1/8/2026	100198	731-1022-541.38-02	417.25	TIRES
			Total for check: 89451		417.25	
NATALIE MCGOVERN	89452	1/8/2026	REFUND	100-0000-441.25-00	20.00	SESSION 4 GYMNASTICS REFUND
			Total for check: 89452		20.00	
MENARDS-APPLETON EAST	89453	1/8/2026	87417	100-0501-522.24-03	45.97	TOTE, EXPANSION TANK
		1/8/2026	87803	100-0703-553.30-18	191.11	ICE MELT SALT, SUPPLIES
			Total for check: 89453		237.08	

AP Check Register

Check Date: 1/8/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENARDS-APPLETON WEST	89454	1/8/2026	31984	470-1003-541.82-02	2,436.24	WOOD FOR DOCK
			Total for check: 89454		2,436.24	
MENASHA JOINT SCHOOL DISTRICT	89455	1/8/2026	TAX COLLECTIONS	100-0000-203.03-00	6,351,910.65	PROPERTY TAX COLLECTIONS
			Total for check: 89455		6,351,910.65	
MENASHA NEENAH MUNICIPAL COURT	89456	1/8/2026	REPORT #25-0171	100-0000-201.03-00	363.00	REPORT #25-0171
			Total for check: 89456		363.00	
MENASHA TREASURER	89457	1/8/2026	PETTY CASH	100-0801-521.30-11	55.08	PETTY CASH-POSTAGE
				100-0801-521.30-18	15.31	PETTY CASH-SUPPLIES
				100-0801-521.33-03	10.07	PETTY CASH-PRISONER MEALS
				100-0801-521.34-03	17.50	PETTY CASH-TRAINING (MEALS/LODGING)
				100-0801-521.34-04	12.00	PETTY CASH-TRAINING (OTHER EXP)
			Total for check: 89457		109.96	
MENASHA UTILITIES	89458	1/8/2026	MENASHA UTIL.	100-0703-553.22-06	174.52	STORM-PARKS 11/07/25-12/08/25
				100-1012-541.22-03	17.21	ELECTRIC-STREET LIGHTS 11/07/25-12/08/25
			Total for check: 89458		191.73	
MORTON SAFETY	89459	1/8/2026	236044	601-1020-543.30-15	4,983.25	AIR MONITORS
		1/8/2026	236350	100-0801-521.30-15	36.80	EAR PLUGS
			Total for check: 89459		5,020.05	
MUNICIPAL PROPERTY INSURANCE CO	89460	1/8/2026	48-10146	733-0206-512.51-03	74,127.00	MUNI PROPERTY INSURANCE 1/1/26-1/1/27
			Total for check: 89460		74,127.00	

AP Check Register

Check Date: 1/8/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CITY OF NEENAH	89461	1/8/2026	FIRE/RESCUE	100-0501-522.25-01	356,833.00	FIRE/RESCUE SERVICES -JANUARY
			Total for check: 89461		356,833.00	
OMNISITE	89462	1/8/2026	104268	743-0403-513.24-04	1,160.00	WIRELESS SERVICE LIFT STATION MONITORING
			Total for check: 89462		1,160.00	
ANDREA OSKEY	89463	1/8/2026	MILEAGE	743-0403-513.33-01	6.30	MILEAGE REIMBURSEMENT NOV-DEC 2025
			Total for check: 89463		6.30	
LINDA PALMBACH	89464	1/8/2026	MILEAGE	100-0903-531.33-01	22.54	MILEAGE REIMBURSEMENT DECEMBER 2025
			Total for check: 89464		22.54	
MEGHAN PAULY	89465	1/8/2026	MILEAGE	100-0903-531.33-01	5.60	MILEAGE REIMBURSEMENT NOV-DEC 2025
			Total for check: 89465		5.60	
POWERDMS INC	89466	1/8/2026	INV-151066	100-0801-521.30-20	2,100.00	POWERPOLICY PROFESSIONAL SETUP
			Total for check: 89466		2,100.00	
RG INSPECTIONS LLC	89467	1/8/2026	1261	100-0301-523.21-06	431.25	COMMERCIAL ELEC INSPECT.
			Total for check: 89467		431.25	
SCHROTH WHOLESALE SUPPLY CO	89468	1/8/2026	422701	100-0703-553.24-03	27.75	XMAS VELVET
			Total for check: 89468		27.75	
STERICYCLE INC	89469	1/8/2026	8012890817	100-0801-521.21-05	15.66	STERI-SAFE BUDGET SUBSCRIPTION-JAN 2026
		1/8/2026	8013116540	100-0801-521.30-10	91.01	SHREDDING SERVICE
			Total for check: 89469		106.67	

AP Check Register

Check Date: 1/8/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SUPERION LLC	89470	1/8/2026	452621	743-0403-513.24-04	3,689.82	FINANCIAL SOFTWARE-JAN
	Total for check: 89470					3,689.82
THEDACARE AT WORK	89471	1/8/2026	378373	100-0202-512.21-05	68.00	EMPLOYEE SCREENING
		1/8/2026	378388	100-0202-512.21-05	616.00	EMPLOYEE SCREENING
	Total for check: 89471					684.00
THOMSON REUTERS - WEST	89472	1/8/2026	853056592	100-0201-512.32-02	496.74	WESTLAW LEGAL RESEARCH SOFTWARE SUBSCRIPTIO
	Total for check: 89472					496.74
UNITEL LLC	89473	1/8/2026	5172	743-0403-513.24-04	75.00	VOICEMAIL ISSUE
	Total for check: 89473					75.00
US ALLIANCE FIRE PROTECTION INC	89474	1/8/2026	1046-F166978	100-0601-551.24-03	441.00	SPRINKLER INSPECTION MENASHA LIBRARY
	Total for check: 89474					441.00
VON BRIESEN & ROPER SC	89475	1/8/2026	514567	100-0201-512.21-01	73.00	PROFESSIONAL SERVICES P.D.
	Total for check: 89475					73.00
WE ENERGIES	89476	1/8/2026	5746923941	100-0703-553.22-04	11.22	11/14/25-12/17/25 GAS 2170 PLANK RD
		1/8/2026	5753713021	100-0000-123.00-00	1,789.60	GAS-N-M FIRE 11/17/25-12/17/25
				100-0601-551.22-04	2,426.06	GAS-LIBRARY 11/17/25-12/17/25
				100-0703-553.22-04	1,143.20	GAS-PARKS 11/17/25-12/17/25
				100-0704-552.22-04	383.46	GAS-POOL 11/17/25-12/17/25
				100-0801-521.22-04	2,471.36	GAS-POLICE 11/17/25-12/17/25
				100-0920-531.22-04	431.22	GAS-SENIOR CENTER 11/17/25-12/17/25
				100-1019-552.22-03	84.19	GAS-BRIDGE 11/17/25-12/17/25
				207-0707-552.22-04	64.09	GAS-MARINA 11/17/25-12/17/25
		1/8/2026	5757709211	100-1012-541.22-03	106.65	LED STREET LIGHTS

AP Check Register

Check Date: 1/8/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WE ENERGIES...	89476...	1/8/2026	5758260816	100-1012-541.22-03	1,052.01	STREET LIGHTS
			Total for check: 89476		9,963.06	
ROBERT WEILAND	89477	1/8/2026	TERM PAYOUT	100-0601-551.10-01	17,545.13	TERM PAYOUT ANAACOSTA
			Total for check: 89477		17,545.13	
WEYERS EQUIPMENT INC	89478	1/8/2026	01-252272	100-0703-553.24-03	410.38	FIRE PIT JEFFERSON PARK
			Total for check: 89478		410.38	
WINNEBAGO COUNTY CLERK OF COURTS	89479	1/8/2026	REPORT #25-9232	100-0000-201.03-00	285.00	REPORT #25-9232
			Total for check: 89479		285.00	
WINNEBAGO COUNTY TREASURER	89480	1/8/2026	TAX COLLECTIONS	100-0000-203.02-00	1,854,646.04	PROPERTY TAX COLLECTIONS
			Total for check: 89480		1,854,646.04	
WISCONSIN DEPT OF JUSTICE	89481	1/8/2026	G3228	100-0202-512.21-06	7.00	GENERAL
			Total for check: 89481		7.00	
WPPI ENERGY	89482	1/8/2026	INV23985	310-0409-571.61-01	494.50	JAN STREET LIGHTING PROJ.
					1,010.30	JAN LED STREETLIGHT PROJ.
					283.33	JAN LED STREETLIGHT PROJ.
				731-1022-541.82-01	1,176.09	JAN SOLAR PV-PUBLIC WORKS
					769.99	JAN SOLAR PV-PUBLIC WORKS
			Total for check: 89482		3,734.21	
4IMPRINT INC	89483	1/8/2026	30742808	100-0702-552.29-03	312.03	SUNGLASSES

AP Check Register
Check Date: 1/8/2026

Date: 1/15/2026

<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>
4IMPRINT INC...	89483...	1/8/2026...	30742808...	100-0702-552.29-03...	314.56	POWER CLIP
			Total for check: 89483		<u>626.59</u>	
				<u>11,094,730.44</u>		

AP Check Register

Check Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
JF AHERN CO	89484	1/15/2026	785386	100-0703-553.24-03	2,725.50	FIRE EQUIP INSPECTION PUBLIC WORKS
		1/15/2026	785389	100-0801-521.24-03	173.10	FIRE EQUIP INSPECTION POLICE
		1/15/2026	785392	731-1022-541.24-03	533.58	FIRE EQUIP INSPECTION PARKS
	Total for check: 89484					3,432.18
AMAZON CAPITAL SERVICES	89485	1/15/2026	119H-9196-ND1N	100-0000-201.14-00	21.03	SUPPLIES SENIOR CENTER
				100-0702-552.30-10	200.68	OFFICE SUPPLIES-MPR
				100-0702-552.30-18	1,575.70	SUPPLIES-MPR
				100-1001-514.30-18	23.54	NAPKINS, PLASTIC FORKS
		1/15/2026	1FKD-XCWT-1DCV	100-0702-552.30-18	(58.19)	WOMEN'S WINTER COATS CREDIT
		1/15/2026	1LYW-P66D-1CQW	100-0702-552.30-18	(116.36)	WOMEN'S WINTER COATS CREDIT
		1/15/2026	1WPV-VJPX-47DL	100-0702-552.30-18	32.79	WASHER TOSS GAME
		1/15/2026	1WYK-WRD9-KM3N	100-0203-512.30-10	9.99	BATTERIES
			100-0203-512.30-15	79.99	INK FOR CARD PRINTER	
			100-0204-512.30-18	183.84	ABSENTEE BALLOT SUPPLIES	
Total for check: 89485					1,953.01	
AMPLITEL TECHNOLOGIES	89486	1/15/2026	26744	731-1022-541.24-03	480.00	SECURITY SYSTEM MONITORINGANNUAL FEE
Total for check: 89486					480.00	
CITY OF APPLETON	89487	1/15/2026	19174	100-0918-531.21-06	500.00	EMERGENCY PREPAREDNESS- JANUARY 2026
Total for check: 89487					500.00	
ARING EQUIPMENT COMPANY INC	89488	1/15/2026	921163	731-1022-541.38-03	135.03	SPRAY PAINT
Total for check: 89488					135.03	
BLAKE EQUIPMENT	89489	1/15/2026	312027730-00	100-1019-552.30-18	902.73	SUMP PUMP BRIDGE
Total for check: 89489					902.73	

AP Check Register

Check Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BOBCAT PLUS	89490	1/15/2026	IA22265	731-1022-541.38-03	173.11	BATTERY DISPLAY
			Total for check: 89490		173.11	
CINTAS	89491	1/15/2026	4254268508	100-0601-551.20-01	48.00	MATS
				100-0601-551.30-13	447.90	CLEANING SUPPLIES
		1/15/2026	4254268525	100-0801-521.20-01	50.25	MATS, CLEANING SUPPLIES
				100-0801-521.30-13	358.55	MATS, CLEANING SUPPLIES
		1/15/2026	42555703664	100-0601-551.20-01	48.00	MATS/SUPPLIES
				100-0601-551.30-13	219.20	MATS/SUPPLIES
		1/15/2026	4255697939	100-0703-553.30-13	389.49	UNIFORMS/SUPPLIES
				100-1001-514.30-13	250.00	UNIFORMS/SUPPLIES
				731-1022-541.20-01	161.00	UNIFORMS/SUPPLIES
		1/15/2026	4255703569	100-0801-521.20-01	50.25	MATS/SUPPLIES
				100-0801-521.30-13	151.45	MATS/SUPPLIES
			Total for check: 89491		2,174.09	
CIVICPLUS LLC	89492	1/15/2026	361021	100-0405-513.21-08	136.33	MEETING RECORDING CLOSED CAPTIONING-DEC
			Total for check: 89492		136.33	
COLONY HARDWARE CORPORATION	89493	1/15/2026	INV-2779377	731-1022-541.30-18	149.99	IMPACT DRIVER
		1/15/2026	INV-2786938	731-1022-541.30-18	34.99	DRILL & DRIVE SET
		1/15/2026	INV-3109481	731-1022-541.30-15	345.00	FUEL COMPRESSOR
			Total for check: 89493		529.98	
COMPLETE OFFICE OF WISCONSIN	89494	1/15/2026	44779	731-1022-541.38-03	12.18	FILE FOLDERS
			Total for check: 89494		12.18	
DAVEL ENGINEERING & ENVIRONMENTAL	89495	1/15/2026	3184545	470-1003-541.82-02	2,000.00	TRAFFIC FACILITY EASEMENTSTR-2025-006
			Total for check: 89495		2,000.00	

AP Check Register

Check Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UNEMPLOYMENT INSURANCE	89496	1/15/2026	692132-000-5	100-1019-552.15-09	1,826.60	BENEFIT CHARGES FOR 12/1/25-12/31/25
			Total for check: 89496		1,826.60	
DIAMOND TOURS INC	89497	1/15/2026	2226597	100-0000-201.14-00	371.00	SAVANNAH BUS TRIP 3/7/26-3/14/26
			Total for check: 89497		371.00	
TONY EIKLAND	89498	1/15/2026	REFUND	100-0000-421.13-00	6.00	WINN DOG LIC REFUND
			Total for check: 89498		6.00	
ENVIRONMENTAL MGT & TESTING SERVICE	89499	1/15/2026	4330	501-0304-562.21-02	4,875.00	DEMO INSPECTION 325 BROAD STREET
			Total for check: 89499		4,875.00	
FACTORY MOTOR PARTS CO	89500	1/15/2026	18-2333861	731-1022-541.30-18	119.88	LUBE FILTERS/SUPPLIES
				731-1022-541.38-03	163.25	LUBE FILTERS/SUPPLIES
		1/15/2026	18-2334049	731-1022-541.38-03	28.90	SEALED BEAM BOX
		1/15/2026	18-2334637	731-1022-541.38-04	36.08	VALVE
		1/15/2026	18-Z35132	731-1022-541.38-03	(14.57)	BATTERY CORES
		1/15/2026	50-6501602	731-1022-541.38-03	14.45	SEALED BEAM BOX
			Total for check: 89500		347.99	
GILA LLC	89501	1/15/2026	INV13800	743-0403-513.24-04	99.99	ANNUAL CREDIT CARD FEE
			Total for check: 89501		99.99	
GRAINGER INC	89502	1/15/2026	9759106249	731-1022-541.30-18	53.32	DOOR SWEEP BRUSH
			Total for check: 89502		53.32	
GREEN BAY HIGHWAY PRODUCTS LLC	89503	1/15/2026	3375	100-1008-541.30-22	2,168.44	SCHOOL GUARDRAIL
			Total for check: 89503		2,168.44	

AP Check Register

Check Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KIM GREENWOOD	89504	1/15/2026	REFUND	100-0000-201.11-00	100.00	SECURITY DEPOSIT REFUND
			Total for check: 89504		100.00	
SUSAN GUTH	89505	1/15/2026	70081629	100-0000-121.01-00	164.55	OVERPAYMENT TAXES SUSAN GUTH
			Total for check: 89505		164.55	
HEADWATER WHOLESAL	89506	1/15/2026	342032982-00	100-1019-552.30-18	291.04	SUMP PUMP BRIDGE
			Total for check: 89506		291.04	
INSIGHT PUBLICATIONS	89507	1/15/2026	2025CI-4915	100-0304-562.21-10	500.00	MARKETING COMMUNITY DEVELOPMENT
			Total for check: 89507		500.00	
JT ENGINEERING INC	89508	1/15/2026	250126-5	470-0703-553.80-05	11,619.21	HIGH CLIFF CONNECT DESIGNPR-2027-005
			Total for check: 89508		11,619.21	
JX ENTERPRISES INC	89509	1/15/2026	24136177P	731-1022-541.38-03	1,049.98	VALVES
		1/15/2026	24136324P	731-1022-541.38-03	(72.99)	VALVE
			Total for check: 89509		976.99	
LAZER UTILITY LOCATING LLC	89510	1/15/2026	2338	601-1020-543.21-02	225.00	UTILITY LOCATING
				625-1010-541.21-02	291.00	UTILITY LOCATING
			Total for check: 89510		516.00	
LIBERTY VOTE USA INC	89511	1/15/2026	LV162236	100-0204-512.30-18	314.50	VOTING MACHINE SUPPLIES -PAPER, INK
			Total for check: 89511		314.50	
MAC TOOLS	89512	1/15/2026	33168	743-0403-513.24-04	1,499.99	MAC UPDATE
			Total for check: 89512		1,499.99	

AP Check Register

Check Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MATTHEWS TIRE INC	89513	1/15/2026	100291	731-1022-541.38-02	75.31	VALVE STEM/MOUNT
		1/15/2026	100306	731-1022-541.38-02	2,115.24	TIRES/VALVE STEM
	Total for check: 89513					2,190.55
MCMAHON	89514	1/15/2026	941775	625-1010-541.24-05	464.50	VEGETATIVE MAINTENANCE -NOVEMBER
		Total for check: 89514				
MENARDS-APPLETON EAST	89515	1/15/2026	88103	470-1003-541.82-02	14.99	NAILS STR-2024-003
		1/15/2026	88118	100-0702-552.30-18	334.38	GATHER 'ROUND-ELECTRICAL
		1/15/2026	88152	470-1003-541.82-02	13.00	2X12 WOOD STR-2024-003
		1/15/2026	88381	470-1003-541.82-02	5,803.30	WATER ST DOC MATERIAL STR-2024-003
Total for check: 89515					6,165.67	
MENARDS-APPLETON WEST	89516	1/15/2026	34780	100-0703-553.30-18	1,028.02	ICE MELT
		Total for check: 89516				
MENASHA JOINT SCHOOL DISTRICT	89517	1/15/2026	RENT	100-0903-531.29-06	8,316.00	BUILDING RENT JANUARY-JUNE
				100-1001-514.29-06	33,265.00	BUILDING RENT JANUARY-JUNE
				Total for check: 89517		
MENASHA UTILITIES	89518	1/15/2026	MENASHA UTIL.	100-0000-123.00-00	999.06	11/26/25-12/31/25-ELEC
					329.51	11/26/25-12/31/25-WAT/SEW
					77.69	11/26/25-12/31/25-STORM
					13.51	11/26/25-12/31/25-ELEC
					15.49	11/26/25-12/31/25-ELEC
					13.52	11/26/25-12/31/25-ELEC
					32.20	11/26/25-12/31/25-ELEC
					4.18	11/26/25-12/31/25-STORM
					2,727.37	11/26/25-12/31/25-ELEC
					550.85	11/26/25-12/31/25-WAT/SEW
					173.47	11/26/25-12/31/25-STORM

AP Check Register

Check Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	89518...	1/15/2026...	MENASHA UTIL....	100-0703-553.22-03	1,803.80	11/26/25-12/31/25-ELEC
				100-0703-553.22-05	1,843.80	11/26/25-12/31/25-WAT/SEW
				100-0703-553.22-06	1,835.05	11/26/25-12/31/25-STORM
				100-0704-552.22-03	279.05	11/26/25-12/31/25-ELEC
				100-0704-552.22-05	533.00	11/26/25-12/31/25-WAT/SEW
				100-0801-521.22-03	1,382.86	11/26/25-12/31/25-ELEC
				100-0801-521.22-05	455.04	11/26/25-12/31/25-WAT/SEW
				100-0801-521.22-06	107.28	11/26/25-12/31/25-STORM
				100-0920-531.22-03	293.33	11/26/25-12/31/25-ELEC
				100-0920-531.22-05	164.41	11/26/25-12/31/25-WAT/SEW
				100-1001-514.22-03	127.32	11/26/25-12/31/25-ELEC
				100-1008-541.22-03	777.07	11/26/25-12/31/25-ELEC
				100-1008-541.22-05	16.68	11/26/25-12/31/25-WAT/SEW
				100-1012-541.22-03	594.74	11/26/25-12/31/25-ELEC
					10,769.36	DECEMBER STREET LIGHTING
				100-1013-541.22-03	95.32	11/26/25-12/31/25-ELEC
				100-1013-541.22-06	73.15	11/26/25-12/31/25-STORM
				100-1019-552.22-03	22.69	11/26/25-12/31/25-ELEC
				207-0707-552.22-03	375.26	11/26/25-12/31/25-ELEC
				207-0707-552.22-05	228.75	11/26/25-12/31/25-WAT/SEW
				207-0707-552.22-06	42.85	11/26/25-12/31/25-STORM
				501-0304-562.22-03	131.86	11/26/25-12/31/25-ELEC
				501-0304-562.22-05	50.04	11/26/25-12/31/25-WAT/SEW
				501-0304-562.22-06	285.29	11/26/25-12/31/25-STORM
				601-1020-543.22-03	463.50	11/26/25-12/31/25-ELEC
				731-1022-541.22-03	3,032.70	11/26/25-12/31/25-ELEC
				731-1022-541.22-05	2,444.94	11/26/25-12/31/25-WAT/SEW
731-1022-541.22-06	1,629.16	11/26/25-12/31/25-STORM				
	Total for check: 89518					
		34,795.15				
MSA	89519	1/15/2026	024528	470-0703-553.80-05	7,800.00	POOL DESIGN-JEFF PARK PO-2025-001
					Total for check: 89519	7,800.00

AP Check Register

Check Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
N&M AUTO SUPPLY	89520	1/15/2026	852643	731-1022-541.38-03	34.04	SEALED BEAM LAMPS	
		1/15/2026	852783	731-1022-541.38-03	11.89	AUTO PARTS	
		1/15/2026	852837	731-1022-541.38-03	5.18	FILTER	
	Total for check: 89520					51.11	
NEENAH-MENASHA SEWERAGE COMMISSION	89521	1/15/2026	2026-002	601-1021-543.25-01	32,806.31	NOV-WASTEWATER TREATMENT	
		1/15/2026	2026-008	601-1021-543.25-01	2,264.00	CWFL-INTEREST	
						11,111.00	CWFL-DEBT
						550.00	SS BLDG-INTEREST
						1,499.00	SS BLDG-DEBT
Total for check: 89521					48,230.31		
SANDI NEUMAN	89522	1/15/2026	REFUND	100-0000-441.23-00	50.00	HOUSEHOLD CREDIT REFUND	
Total for check: 89522					50.00		
NORTH STAR ENVIRONMENTAL TESTING	89523	1/15/2026	250-1830	470-0703-553.80-05	260.00	JEFF PARK POOL INSPECTIONPO-2025-001 /OPEN BALANC	
Total for check: 89523					260.00		
TODD OSKEY	89524	1/15/2026	REFUSE CAN REFD	100-0000-441.13-00	104.00	LARGER REFUSE CAN CANCEL.REFUND	
Total for check: 89524					104.00		
PACKER CITY INTL TRUCKS INC	89525	1/15/2026	X103160154:02	731-1022-541.38-03	55.44	AIR FILTERS	
		1/15/2026	X103160189:02	731-1022-541.38-03	30.62	AIR FILTER	
		1/15/2026	X103160470:01	731-1022-541.38-03	125.00	AIR DRYER	
	Total for check: 89525					211.06	
PONTEM SOFTWARE	89526	1/15/2026	00014639	743-0403-513.24-04	1,150.00	ANNUAL SUPPORT MAINT. SUBSCRIPTION	
Total for check: 89526					1,150.00		

AP Check Register

Check Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
R.N.O.W. INC	89527	1/15/2026	2025-77443	741-0000-193.00-00	208,467.05	FRONT LOADER & CAN MOUNT
			Total for check: 89527		208,467.05	
REDI-WELDING CO	89528	1/15/2026	15574	731-1022-541.38-03	240.00	METAL FABRICATION PARTS
			Total for check: 89528		240.00	
RUEKERT & MIELKE INC	89529	1/15/2026	161156	601-1020-543.21-02	1,426.50	INDUSTRIAL USER DISCHARGE PREP 11/1/25-11/28/25
		1/15/2026	161157	601-1020-543.21-02	475.00	SEWER BILLING SERVICES 11/1/25-11/28/25
			Total for check: 89529		1,901.50	
MEGAN SACKETT	89530	1/15/2026	REIMBURSEMENT	100-0702-552.30-10	100.00	FLOWERS FOR LIBRARY
			Total for check: 89530		100.00	
SECURIAN FINANCIAL GROUP INC	89531	1/15/2026	002832L	100-0000-204.07-00	3,490.20	JANUARY LIFE INSURANCE
			Total for check: 89531		3,490.20	
SERVICE MOTOR COMPANY	89532	1/15/2026	P19571	731-1022-541.38-03	34.29	FREIGHT
		1/15/2026	P19672	731-1022-541.38-03	32.30	SWITCH
			Total for check: 89532		66.59	
SERVICEMASTER BUILDING MAINTENANCE	89533	1/15/2026	48260	100-0801-521.20-01	2,016.00	JANITORIAL SERV CONTRACT POLICE
		1/15/2026	48267	731-1022-541.20-01	2,730.00	JANITORIAL SERV CONTRACT PUBLIC WORKS
		1/15/2026	48268	100-0920-531.20-01	480.00	JANITORIAL SERV CONTRACT SENIOR CENTER
			Total for check: 89533		5,226.00	
SPEEDY CLEAN DRAIN & SEWER INC	89534	1/15/2026	87835	601-1020-543.21-02	2,401.00	TELEVISION-BROAD ST
			Total for check: 89534		2,401.00	

AP Check Register

Check Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
JOSHUA SPOTTS	89535	1/15/2026	CONTRACT	100-0601-551.20-05	75.00	CONTRACT 12/16/25
			Total for check: 89535		75.00	
STRUCTURES UNLIMITED LLC	89536	1/15/2026	2026-501	731-1022-541.82-02	21,784.00	DEPOSIT-SALT SHED ROOF
			Total for check: 89536		21,784.00	
SUPERION LLC	89537	1/15/2026	454864	743-0403-513.24-04	3,689.82	FINANCIAL SOFTWARE-FEB
			Total for check: 89537		3,689.82	
TAPCO	89538	1/15/2026	1811656	100-1008-541.30-22	5,276.00	TRAFFIC SIGNAL PARTS
		1/15/2026	1812392	100-1008-541.30-22	111.70	TRAFFIC SIGNAL PARTS
		1/15/2026	1814689	100-1008-541.24-04	8,040.00	TRAFFIC SIGNAL CABINET EQUIPMENT
				100-1008-541.30-15	47.00	TRAFFIC SIGNAL WRENCH
				100-1012-541.24-04	1,359.90	TRAFFIC SIGNAL POLE BASES
			Total for check: 89538		14,834.60	
THEDACARE AT WORK	89539	1/15/2026	378533	100-0202-512.21-06	325.83	EAP CONTRACT-JAN 2026
			Total for check: 89539		325.83	
TRANSCENDENT TECHNOLOGIES	89540	1/15/2026	M8822	743-0403-513.24-04	650.00	PET LICENSING SOFTWARE -ANNUAL
		1/15/2026	M8905	743-0000-124.00-00	(450.00)	2025 OVERPAYMENT
				743-0403-513.24-04	7,651.00	PROPERTY TAX SOFTWARE -ANNUAL MAINTENANCE
					10,593.00	PROPERTY TAX SOFTWARE -HOSTING
			Total for check: 89540		18,444.00	
QUANISA TURNER	89541	1/15/2026	REFUND	100-0000-201.03-00	5.25	INVOICE 23217 OVERPAYMENTREFUND
			Total for check: 89541		5.25	

AP Check Register

Check Date: 1/15/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UTILITY SALES AND SERVICE	89542	1/15/2026	0217290-IN	731-1022-541.38-04	126.10	HOSE/FITTINGS
			Total for check: 89542		126.10	
NATHAN WALKER	89543	1/15/2026	40083600	100-0000-121.01-00	236.95	OVERPAYMENT TAXES NATHAN WALKER
			Total for check: 89543		236.95	
WE ENERGIES	89544	1/15/2026	5761541922	100-0703-553.22-03	37.15	LED STREET LIGHTS US HWY 10 & STH 114 E
		1/15/2026	5766678203	731-1022-541.22-04	4,867.20	GAS 12/4/25-1/6/26 PUBLIC WORKS FACILITY
			Total for check: 89544		4,904.35	
WERNER ELECTRIC SUPPLY CO	89545	1/15/2026	S7950104.001	601-1020-543.24-04	168.56	LIFT STATION REPAIR
		1/15/2026	S7950104.002	100-1008-541.30-15	34.44	WIRE STRIPPER
			Total for check: 89545		203.00	
TERMINIX WIL-KIL	89546	1/15/2026	90421971	100-0601-551.24-03	46.87	PEST CONTROL MAINTENANCE LIBRARY
			Total for check: 89546		46.87	
WINNEBAGO COUNTY TREASURER	89547	1/15/2026	135420	100-1016-543.25-01	22,406.76	LANDFILL FEES-RES
				100-1017-543.25-01	5,209.38	LANDFILL FEES-COM
				266-1027-543.25-01	885.15	LANDFILL FEES-SS
			Total for check: 89547		28,501.29	
SCOTT WINTER	89548	1/15/2026	DUES	100-0301-523.32-01	25.00	2026 ANNUAL DUES EAST WI PLUMBING INSPECT
			Total for check: 89548		25.00	
WISCONSIN DEPT OF TRANSPORTATION	89549	1/15/2026	395-0000393461	470-1003-541.82-02	2,206.28	PLANK ROAD REAL ESTATE STR-2025-002
					890.58	PLANK ROAD DESIGN STR-2024-006
		1/15/2026	395-0000397702	470-1003-541.82-02	871.95	PLANK ROAD DESIGN STR-2024-006
		1/15/2026	395-0000402953	470-1003-541.82-02	1,124.69	PLANK ROAD DESIGN STR-2024-006
		1/15/2026	395-0000406624	470-1003-541.82-02	1,226.84	PLANK ROAD DESIGN STR-2024-006

AP Check Register
Check Date: 1/15/2026

<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>	
WISCONSIN DEPT OF TRANSPORTATION...	89549...	1/15/2026	395-0000411481	470-1003-541.82-02	1,499.39	PLANK ROAD DESIGN	STR-2024-006
		1/15/2026	395-0000414348	470-1003-541.82-02	2,459.83	PLANK ROAD DESIGN	STR-2024-006
		1/15/2026	395-0000417215	470-1003-541.82-02	575.00	PLANK ROAD REAL ESTATE	STR-2025-002
					1,631.90	PLANK ROAD DESIGN	STR-2024-006
		1/15/2026	395-0000421530	470-1003-541.82-02	29.80	PLANK ROAD DESIGN	STR-2024-006
			Total for check: 89549		12,516.26		
					509,851.29		
