

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, April 6, 2026 at 6:00 PM

First Floor Conference Rooms  
100 Main Street, Menasha, WI

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- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Public Hearing**
- E. Public Comments on Any Matter of Concern to the City**  
(5 minute time limit for each person)
- F. Report of Department Officers/Department Heads/Staff/Consultants**  
Clerk Snyder - the following minutes and communications have been received and placed on file:
  - 1. Presentations:
    - a. How to be an Effective Common Council — Daniel Foth, JD - Local Government Specialist and Director, Certified Public Manager Program, Local Government Education Program UW Madison Extension
  - 2. Minutes to Receive:
    - a. Neenah-Menasha Sewerage Commission, 2/24/26
    - b. Police Commission, 1/20/26, 3/12/26
    - c. Special Administration Committee, 3/30/26
    - d. Special Board of Public Works, 3/30/26
    - e. Special Personnel Committee, 3/30/26
  - 3. Communications:
    - a. Menasha Senior Center 2025 Annual Report
    - b. 2025 Annual Stormwater Report
    - c. Spring Electronic Recycling Event - May 2, 2026
    - d. Arbor Day Celebration — April 24, 2026
    - e. National Public Health 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. Special Common Council Minutes, 3/30/26
2. Special Board of Public Works, 3/30/26, Recommends Approval of:
  - a. Recommend to Award — Contract Unit No. M0002-09-26-00105 Sewer & Water Main Reconstruction on Eighth Street, Third Street, and DePere Street; Donald Hietpas & Sons, Inc.; \$1,158,966.58
3. Special Personnel Committee, 3/30/26, Recommends Approval of:
  - a. Employee Handbook Update - Appendix R. Artificial Intelligence (AI) Policy, Effective June 1, 2026

#### **H. Items Removed from the Consent Agenda**

#### **I. Action Items**

1. Accounts payable and payroll for the term of 3/13/26 - 04/02/26 in the amount of \$2,083,191.22

#### **J. Held Over Business**

#### **K. Ordinances and Resolutions**

#### **L. Appointments**

#### **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**

**April 21, 2026**

**Common Council, Sine Die Meeting – 5:00 PM**

**Common Council, Organizational 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."