

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, May 5, 2025 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 - Trestle Trail Remembrance**
- 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:
 - a. Lief Larson - Sesquicentennial Paintings
 - 2. Minutes to Receive:
 - a. Neenah-Menasha Sewerage Commission, 3/24/25
 - b. Board of Public Works, 4/21/25
 - c. Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee, 4/22/25
 - d. Neenah-Menasha Fire Rescue Joint Fire Commission, 4/23/25
 - e. Plan Commission, 4/22/25
 - 3. Communications:
 - a. Hiring of Deputy City Clerk / Administrative Assistant
 - b. First Quarter Financial Update
 - c. Municipal Clerks Week Proclamation
 - d. National Police Week Proclamation
 - e. Menasha Utilities - Water Plant Filter #3 and #4 Communication
 - f. Letter Carriers' Food Drive Day Proclamation
 - g. Menasha Police Department Annual Report 2024

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, 4/21/25
2. Board of Public Works, 4/21/25, Recommends Approval of:
 - a. Payment – Janke General Contractors, Inc.; Contract Unit No. 2024-08; Water Street Corridor Reconstruction; \$182,204.25 (Payment No. 11)
 - b. Tayco Street Bridge Bridgetender Agreement with Wisconsin Department of Transportation for Fiscal Year 2026
3. Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee, 4/22/25, Recommends Approval of:
 - a. The City of Neenah and City of Menasha authorize the purchase of a used light duty pick-up truck for a cost not to exceed \$17,000.00 with funding to be from FAP money.
4. Plan Commission, 4/22/25, Recommends Approval of:
 - a. Certified Survey Map as presented consolidating 938 and 946 Gosling Way Court (Parcel No. 7-00848-20 and 7-00848-21)

I. Items Removed from the Consent Agenda

J. Action Items

1. Class “B” (Beer) Alcohol License Application from Menasha Athletic Association; Koslo Park Concessions (1200 Geneva Road, Menasha); Thomas Konetzke, Agent
2. Accounts payable and payroll for the term of 04/18/25 - 05/01/25 in the amount of \$2,518,466.30

K. Held Over Business

L. Ordinances and Resolutions

M. Appointments

1. Mayor's reappointment of Travis Mac Donald as Weed Commissioner for the term of 5/15/25 - 5/15/26
2. Mayor's reappointment of Kevin Benner to the Plan Commission for a term of 5/1/25 - 5/1/28
3. Mayor's appointment of Danielle Rand to the Landmarks Commission for the term of 5/6/25 - 3/1/28

4. Resignation of Jake Anderson from the Plan Commission
5. Mayor's appointment of Elke Werner to the Plan Commission for the term of 5/6/25 - 5/1/26
6. Mayor's appointment of Ald. Chris Rand to the Redevelopment Authority for a term of 5/6/25 - 9/1/27
7. Mayor's reappointment of Angie Demers to the Sustainability Committee for the term of 5/6/25 - 5/1/26
8. Mayor's reappointment of Eli Wickman to the Parks and Recreation Board for the term of 5/6/25 - 10/1/27
9. Mayor's reappointment of Brian Adesso to the Parks and Recreation Board for the term of 5/6/25 - 10/1/27
10. Mayor's reappointment of Matt Vanderlinden to the Redevelopment Authority for the term of 5/6/25 - 9/1/29
11. Mayor's reappointment of Debbie Galeazzi to the Police Commission for the term of 5/6/25 - 5/1/30
12. Mayor's reappointment of George Davis to the Landmarks Commission for a term of 5/6/25 - 3/1/27

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
May 19, 2025
Common Council Meeting – 6:00 PM
Committee Meetings to Follow

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

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Monday, March 24, 2025

Meeting was called to order by Commission President Mach at 8:01 a.m.

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

Also Present: Pat Bougie (MCO), Rob Franck (MCO), Anthony Kappell (McMahon)

Public Forum

No one was in attendance for the Public Forum.

Minutes

Meeting minutes. Motion made and seconded by Commissioners Zielinski/Coburn to approve the minutes from February 25, 2025, Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

March 17, 2025, email from Troy Huebner, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager.
RE: Sonoco Menasha – WWTP System March 2025 Update

Old Business

There was no old business to be discussed.

New Business

Operations, Engineering, Planning

McMahon Associates Report.

Motion made/seconded by Commissioners Zielinski/Weyenberg to discuss Phosphorus Removal & UV Disinfection Equipment. Anthony Kapell (McMahon) gave an update on the Facilities Plan Amendment progress in relation to 2025 population projections. He shared which visits have been completed so far in relation to the filter technologies being considered for the NMSC, and which visits are yet to be completed. Discussion followed.

McMahon Invoices.

Motion made/seconded by Commissioners Coburn/Zielinski to approve payment of invoice #938325, Facilities Plan Amendment, in the amount of \$1,540.00. Motion carried unanimously.

Operating Report.

Manager Much reported the everything is running well. He also gave an update that Horseshoe Beverage is meeting their phosphorus limit but are now approaching their flow limit. He reported that he explained to Horseshoe representatives on several occasions that they need to submit a formal request to the Commission if they feel they need an increase in their permit limits.

Equipment and Grounds Report.

Rob Franck reported on Equipment and Grounds items and provided additional details on: A summary of the interceptor televising completed at the end of last year was provided and Rob shared that he will be reaching out to the communities who own them to set up a meeting to discuss results and recommendations for future action. The WPPI capacity test was completed on 3/5/25 and went well. Transformer 6 is back in service. Rob provided a summary sheet in the packet materials explaining what was done. Commissioner Youngquist thanked Rob for the summary sheet and said it was very helpful. Rob reached out regarding the GBT Polymer rehab and was told it should be delivered this week. After discussion, motion was

made/seconded by Commissioners Zielinski/Youngquist to accept the Operations Report and Equipment & Grounds Report. Motion carried unanimously.

Budget, Finance Matters

Accounting Report for February 2025.

Financial Statements. Accounting Clerk Starr reported the auditors will be attending the April meeting to report on the 2024 audit results. There was net operating income for the month of February, and MCO generated approximately \$2,900 in additional income for the month. She further shared that the estimated surplus spreadsheet that was sent to the auditors for review and has been forwarded to the member communities for their review. Once finalized with the auditors, a follow-up email will be sent. After discussion, motion made/seconded by Commissioners Weyenberg/Coburn to approve the Accounting Report for February 2025. Motion carried unanimously.

Marco's Pizza Discussion.

President Mach reported that Marco's Pizza has paid their FOG permit fee and entertained a motion to strike it from the agenda. Motion made/seconded by commissioners Weyenberg/Coburn to strike the item from the agenda. Motion carries unanimously.

Contract Renewal for the Wastewater Service Agreement between Sonoco/U.S. Paper Mills and the NMSC. Motion made/seconded by Commissioners Youngquist/Weyenberg to open agenda item F for discussion. Manager Much reported no update at this time. No action taken.

Galloway Company's Pretreatment Permit. Motion made/seconded by commissioners Gordon/Coburn to discuss Galloway Company's pretreatment permit. Manager Much reported that Galloway's historical average loadings were included in the packet as requested at the last meeting and are relatively consistent year to year. Discussion followed; no action was taken.

MCO Invoices.

#31531	April 2025 Contract Operations	\$151,757.34
#31572	Use of MCO Vehicles – February 2025	\$ 356.79

Motion made/seconded by Commissioners Coburn/Zielinski to approve MCO invoice #31531, and #31572 with payment to be made after April 1, 2025. Motion carried unanimously.

Vouchers.

Operating and Payroll Vouchers #140928 through #140975 in the amount of \$301,788.27 for the month of February 2025. Motion made/seconded by Commissioners Coburn/Weyenberg to approve operating and payroll vouchers. Motion carried unanimously.

Adjournment

Motion made/seconded by Commissioners Coburn/Gordon to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:39 a.m.

President

Secretary



BOARD OF PUBLIC WORKS MINUTES

Monday, April 21, 2025 at 6:30 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by Chair Ropella at 6:30 PM.

B. ROLL CALL

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

D. MINUTES TO APPROVE

1. Board of Public Works, 4/15/25

Motion by District 6 Alderperson Marshall, seconded by District 7 Alderperson Grade to approve the minutes of the 4/15/25 Board of Public Works meeting.
Motion carried 8-0 on roll call.

E. DISCUSSION / ACTION ITEMS

1. Payment – Janke General Contractors, Inc.; Contract Unit No. 2024-08; Water Street Corridor Reconstruction; \$182,204.25 (Payment No. 11)

Motion by District 6 Alderperson Marshall, seconded by District 4 Alderperson Perkins to approve Payment - Janke General Contractors, Inc; Contract Unit No. 2024-08; Water Street Corridor Reconstruction; \$182,204.25 (Payment No. 11).

Motion carried 8-0 on roll call.

2. Tayco Street Bridge Bridgetender Agreement with Wisconsin Department of Transportation for Fiscal Year 2026

Motion by District 6 Alderperson Marshall, seconded by District 2 Alderperson Eisenach to approve Tayco Street Bridge Bridgetender Agreement with Wisconsin Department of Transportation for Fiscal Year 2026.

3. Motion carried 8-0 on roll call.

Staff advised on the routine Tayco Street Bridge Bridgetender agreement. This is an agreement by and between the State of Wisconsin Department of Transportation and the City of Menasha for services to the Tayco Street Bridge, operated from the Racine Street Bridge.

F. ADJOURNMENT

Motion by District 6 Alderperson Marshall, seconded by District 3 Alderperson Hale to adjourn 6:41pm.

Motion carried 8-0 on roll call.

Minutes recorded by City Clerk Kaija Snyder.

NMFR Joint Finance & Personnel Committee Meeting

April 22, 2025 – 4:00 p.m.

City of Menasha – Room #132

Present: Ald. Bruno, Perkins, Pollnow and Borchardt

Excused: Ald. Grade and Ald. Marshall

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

Chief Teesch called the meeting to order at 4:01 p.m.

Election of Chair: **MSC Perkins/Borchardt to elect Ald. Grade as Chair, all voting aye.**

Election of Vice-Chair: **MSC Borchardt/Perkins to elect Borchardt as Vice-Chair, all voting aye.**

Ald. Borchardt took over the meeting

Public Forum: No members of the public were present.

Minutes: **MSC Pollnow/Bruno to approve the March 25, 2025, meeting minutes, all voting aye.**

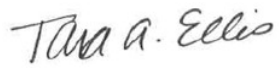
Call Summary Review: The Committee reviewed the Call Summary review. **MSC Pollnow/Perkins to approve the call summary and place on file, all voting aye.**

Review of Budget as of March 31, 2025: The Committee reviewed the budget through March 31, 2025. **MSC Pollnow/Perkins to approve the budget report as of March 31, 2025, and place on file, all voting aye.**

Consideration of Purchase of Small Vehicle Purchase: The Committee reviewed the information from Deputy Chief Krueger regarding consideration to purchase a used small pickup truck. Monies to purchase this would be from the EMS/FAP fund, which is an approved item that we can use these dollars for. Discussion was held on the small vehicle assignments for each station, what they are used for and budgetary replacement schedule. This vehicle would replace a vehicle that is an old squad car. We are requesting to move the timeline for replacing this older staff vehicle as it's not able to tow the new UTV trailer as the trailer is a double axel. The current reserve vehicle at Station 36 would be cycled out of the fleet. **MSC Pollnow/Perkins recommends the City of Neenah and City of Menasha authorize the purchase of a used light duty pick up truck for a cost not to exceed \$17,000 with funding to be from FAP money, all voting aye.**

MSC Pollnow/Perkins to adjourn at 4:25 p.m., all voting aye.

Respectfully submitted,

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

Tara Ellis

Management Assistant



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Deputy Chief Krueger

DATE: April 22, 2025

RE: Small Vehicle Used Purchase

Currently Station 35 is assigned both a boat and utv due to having a reserve pickup truck (former command 32). The station space is currently limited due to reserve apparatus and mechanic bays whereas Station 36 would be more suitable for our offroad unit (UTV). This vehicle was previously at 36 however moved due to increased weights on the upgraded UTV, E36 was no longer deemed practical for pulling a tandem trailer with axle braking. Replacement of Inspector 31 and 32 is slotted for 2030 in the current CIP schedule which will finalize our goal of a replacement schedule to allow (1) reserve pickup at each station.

We are asking for consideration and action to make an offer up to \$17,000 on an upfitted used Surplus Ram Pick-up 2018 model truck. The vehicle will be assigned to pulling the UTV and will be located at station 36. This vehicle would be replaced by the rotation schedule in 2030 and will allow NMFR to have (1) piece of secondary equipment at each of the four stations along with a tow vehicle 5 years earlier than currently budgeted. The primary objective for the UTV is for EMS care and Station 36 area has the largest section of response with terrain challenges and can be quickly deployed to the highway for response in Neenah.

The funding source for this vehicle shall come from the EMS/FAP approved funding and shall not come from any budgeted/borrowed 2025 funds.

If you have any questions, please feel free to contact me at 886-6202.

Thank you for your consideration.

Attachment

Neenah-Menasha Fire Rescue Joint Fire Commission Meeting Minutes

April 23, 2025 – 4:00 p.m.

NMFR Training Center

Present: Commissioners Kubiak, Keating, Keehan, Brehmer and Lewis

Also Present: Chief Teesch and MA Ellis

Commissioner Keehan called the meeting to order at 4:00 p.m.

Election of Chair: **MSC Keating/Kubiak nominate Commissioner Brehmer as Chair, all voting aye.**

Commissioner Brehmer took over the meeting as Chair.

Election of Vice Chair: **MSC Lewis/Keehan to nominate Commissioner Kubiak as the Vice-Chair, all voting aye.**

Public Forum: No members of the public were present.

Meeting Minutes: The Commission reviewed the meeting minutes from February 23, 2025. **MSC Keehan/Keating to approve the February 23, 2025, meeting minutes and place on file, all voting aye.**

Call Review: The Commission reviewed the call review. This is informational only and no action is required.

Promotion of Fire Officer and Driver/Operator Positions: The Commission reviewed the request for promotions for Fire Officer and Driver/Operator due to an impending retirement.

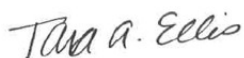
MSC Keehan/Kubiak to promote Joe Muthig to the Fire Officer position on April 28, 2025, contingent upon Jeff Ellis' retirement, all voting aye.

MSC Keehan/Keating to promote Tyler Hillen to Driver/Operator on April 28, 2025, contingent upon Jeff Ellis' retirement, all voting aye.

Assistant Chief of Training Update: Chief Teesch gave a status update of applicants from re-posting the position.

MSC Keehan/Lewis to adjourn at 4:20 p.m., all voting aye.

Respectfully submitted,



Tara Ellis

Management Assistant

**CITY OF MENASHA
Plan Commission
Menasha Public Library
440 First Street, Menasha
Company E Room, Lower Level
April 22, 2025
DRAFT MINUTES**

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Austin Hammond, DPW James Merten, Alderman Rosita Eisenach, Commissioners Rachel Roth, Kevin Benner, and Richard Sturm.

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Jacob Anderson.

OTHERS PRESENT: CDD Dane, AP Heim, PP Larsen, Eric Adelmeyer (306 Elm St.), Brittney Stanley (306 Elm St.), Fritz Piette (Fred J Piette Co, Inc.), Trevor Piette (Fred J Piette Co, Inc.), Colin Doney (938 & 946 Gosling Way Ct.), Iszabella Doney (938 & 946 Gosling Way Ct.), Jack Richeson (Martenson & Eisle), Mitch Engberg (CR Meyer), and Nick Krueger (Sonoco).

C. PUBLIC HEARING

1. Rezoning – 306 Elm Street (Parcel No. 3-00146-00) from R-2 Two-Family Residence District to R-1 Single-Family Residence District

Mayor Hammond opened the public hearing at 3:32 PM. No one from the public spoke.

The hearing was closed at 3:32 PM.

D. MINUTES TO APPROVE

1. Minutes of the March 18, 2025 Plan Commission Meeting

A motion was made by Comm. Sturm, seconded by Ald. Eisenach, to approve the March 18, 2025 Plan Commission meeting minutes. The motion carried.

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

No one from the gallery spoke.

F. DISCUSSION / ACTION ITEMS

1. Rezoning - 306 Elm Street (Parcel No. 3-00146-00) from R-2 Two-Family Residence District to R-1 Single-Family Residence District

AP Heim presented the rezoning application for the property owners of 306 Elm Street. The proposed rezoning is to align the zoning of the property with the use as a single family home. The property owners will also be razing the existing garage on the site and rezoning the property to R-1 single family residence district does allow for a new larger garage to be constructed.

AP Heim also explained that the property is bound on all sides by R-1 zoning and that the proposed rezoning will not create any non-conformities as it relates to lot size, lot width and setbacks.

Motion by PWD Merten and seconded by Comm. Roth to approve the rezoning of 306 Elm Street, Parcel No. 3-00146-00, from R-2 Two-Family Residence District to R-1 Single Family Residence District as the intended rezoning furthers the goals and objectives set forth in the City of Menasha Comprehensive Plan. The motion carried.

2. Certified Survey Map – Lot Combination – 938 Gosling Way (Parcel No. 7-00848-20) and 946 Gosling Way (Parcel No. 7-00848-21)

AP Heim described the lot combination for 938 and 946 Gosling Way Court as being proposed for construction of a new single family home. The properties are zoned R-1 Single Family Residence District and are under the same ownership. The property owners have worked with Menasha Utilities to relocate the utility pedestal east on the property to accommodate the location of the new home. The utility pedestal remains located within the existing utility easement.

The Future Land Use Map of the Comprehensive Plan shows the area as Suburban Residential, which allows single family homes and R-1 as an acceptable zoning district. The size, setbacks, and lot dimension requirements meet city standards for the R-1 zoning district.

Motion by Comm. Benner and seconded by Ald. Eisenach to approve the Certified Survey Map as presented consolidating 938 Gosling Way (Parcel #7-00848-20) and 946 Gosling Way (Parcel #7-00848-21).

Further discussion included what the tax implications may be allowing this consolidation, and that staff will be looking at adding a maximum lot size as part of the comprehensive plan review.

The motion carried.

3. Site Plan Review – Sonoco US Mills Inc. – 69 Washington Street (Parcel No. 3-00785-00)

PP Larsen presented the site plan that Sonoco provided to staff to construct an on-site wastewater treatment plant to pre-treat the wastewater that is produced from their daily operations. The wastewater treatment plant would be on the West side of the existing building and would alleviate the demand to treat this wastewater at the Neenah-Menasha Wastewater Treatment plant located on Garfield Avenue.

General discussion ensued.

A motion was presented by Comm. Sturm to approve the site plan review for 69 Washington Street (Parcel #3-00785-00). The motion was seconded by Comm. Benner. The motion carried.

4. Site Plan Amendment – Province Terrace Holding, LLC – 1148 Province Terrace (Parcel No. 7-00001-12)

PP Larsen presented the site plan amendment that was submitted for 1148 Province Terrace and provided context on when the original site plan was approved by Plan Commission and elaborated on the proposed amendments to the original site plan.

General discussion ensued.

A motion was presented by Comm. Sturm to deny the site plan amendment for 1148 Province Terrace (Parcel #7-00001-12). The motion was seconded by Comm. Benner. The motion carried on roll call 6-0.

5. Ordinance Amendment – Section 13-1-12(f) (Architectural Design and Materials)

PP Larsen continued the discussion about amending Sec. 13-1-12(f) of the City of Menasha Code of Ordinances, which pertains to the requirements of exterior façade materials. PP Larsen explained that he took the information that he received from the previous discussion at the March 18th Plan Commission meeting and used it to alter the amendments to this code.

General discussion ensued. Members of the Plan Commission directed staff to continue their research on ways to amend this code and to continue this discussion at a future Plan Commission meeting.

G. COMMUNICATION

1. Set Next Meeting Date

The next meeting was set for May 6, 2025.

H. ADJOURNMENT

Motion by Comm. Benner, seconded by Comm. Roth to adjourn at 4:45 PM. The motion carried.

Minutes submitted by PP Larsen.



MEMORANDUM

DATE April 24, 2024
TO Common Council
FROM Kaija Snyder, City Clerk
RE Hiring of Deputy City Clerk / Administrative Assistant

City of Menasha staff are excited to inform the Common Council of the hiring of new Deputy City Clerk / Administrative Assistant Evan Janet, effective May 5, 2025. Evan recently graduated from the University of Wisconsin – La Crosse with dual degrees in Political Science and Spanish. Evan has experience in community service through various roles. Evan additionally brings experience as an election inspector in more than ten elections through the Cities of La Crosse and Eagle River.

We are very excited for Evan to join the Menasha community and staff. His passion for public service and learning make him an excellent fit for the Deputy City Clerk / Administrative Assistant position.

Welcome to Menasha, Evan!

MEMORANDUM

DATE May 5, 2025
TO Common Council
FROM Jennifer Sassman, Finance Director
RE Financial Overview

The first quarter 2025 financial reports through 3/31/25 are attached for your review.

General Fund

- 2025 Revenues as of 3/31 are \$11,155,639 (52.32% of budget)
- 2024 Revenues as of 3/31 were \$11,175,656 (52.77% of budget)
- 2025 Expenditures as of 3/31 are \$5,186,469 (24.32% of budget)
- 2024 Expenditures as of 3/31 were \$4,976,227 (23.50% of budget)

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

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

General Fund Revenues

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

The most notable item is that the Licenses & Permit revenue is less than last year. Most of this is due to lower commercial inspection revenues received in the early part of the year compared to last year. Less commercial inspection revenues result in a lessor expenditure to our commercial building inspector.

General Fund Expenditures

Overall expenditures are on track for the first quarter.

A few items to note:

- Municipal Court – our operating payment was made earlier in the year.
- Snow & Ice – more late winter costs compared to last year.
- Senior Center -increased costs due to city staff assigned to building maintenance duties at the center.

Please note that these reports are as of March 31, 2025, and will be updated as we move throughout the year. We will continue to provide these budget status reports to the Council on a quarterly basis.

General Fund Revenues - First Quarter 2025
January 01, 2025 - March 31, 2025

	2024 BUDGETED REVENUES	2024 Period Ending March 31, 2024	% Received	2025 BUDGETED REVENUES	2025 Period Ending March 31, 2025	% Received
TAXES LEVIED BY CITY						
General Property Tax	\$9,901,191	\$9,901,191	100.00%	\$9,938,408	\$9,938,408	100.00%
Mobile Home Property Taxes	\$130,000	\$78,250	60.19%	\$125,000	\$86,494	69.20%
Tax from Municipal Utility	\$741,959	\$164,594	22.18%	\$727,000	\$161,602	22.23%
Tax from Housing Authority	\$19,000	\$0	0.00%	\$22,000	\$0	0.00%
Interest/Penalty on Taxes	\$23,000	\$3,897	16.95%	\$26,000	\$3,108	11.95%
TOTAL TAXES LEVIED	\$10,815,150	\$10,147,931	93.83%	\$10,838,408	\$10,189,612	94.01%
LICENSES & PERMITS						
Liquor License	\$21,000	\$2,457	11.70%	\$23,000	\$4,879	21.21%
Tavern Operators License	\$6,000	\$1,360	22.67%	\$17,400	\$1,345	7.73%
Cigarette License	\$1,800	\$100	5.56%	\$1,800	\$400	22.22%
Restaurant License	\$24,000	\$0	0.00%	\$28,000	\$0	0.00%
Amusement Device License	\$1,500	\$140	9.33%	\$1,300	\$290	22.31%
Heating License	\$1,500	\$1,230	82.00%	\$1,500	\$1,320	88.00%
Cable TV License	\$140,000	\$0	0.00%	\$125,000	\$0	0.00%
Weights & Measures License	\$26,000	\$4,922	18.93%	\$36,000	\$0	0.00%
Retail Food License	\$15,000	\$0	0.00%	\$15,500	\$0	0.00%
Tattoo Parlor License	\$500	\$455	91.00%	\$1,500	\$0	0.00%
Sundry License	\$400	\$25	6.25%	\$550	\$100	18.18%
Dog License	\$6,500	\$2,077	31.95%	\$6,500	\$1,793	27.58%
Cat License	\$800	\$161	20.13%	\$850	\$126	14.82%
Lodging License	\$2,700	\$0	0.00%	\$2,700	\$275	10.19%
Chicken	\$100	\$91	0.00%	\$120	\$70	58.33%
Building Permit-Residential	\$31,000	\$7,465	24.08%	\$31,000	\$4,577	14.76%
Building Permit-Commercial	\$38,000	\$36,549	96.18%	\$42,000	\$3,893	9.27%
Electrical Permit-Residential	\$12,000	\$3,084	25.70%	\$12,000	\$2,300	19.17%
Electrical Permit-Commercial	\$13,500	\$17,106	126.71%	\$15,000	\$4,572	30.48%
Plumbing Permit-Residential	\$12,000	\$3,460	28.83%	\$12,000	\$3,443	28.69%
Plumbing Permit-Commercial	\$8,000	\$4,835	60.44%	\$8,000	\$1,130	14.13%
Street Excavation Permit	\$13,000	\$0	0.00%	\$14,000	\$2,375	16.96%
Heating Permit-Residential	\$12,000	\$3,084	25.70%	\$12,000	\$2,598	21.65%
Heating Permit-Commercial	\$10,000	\$13,158	131.58%	\$13,000	\$1,374	10.57%
Mobile Home Permit	\$1,300	\$0	0.00%	\$0	(\$185)	0.00%
Zoning Permit	\$4,100	\$690	16.83%	\$4,500	\$355	7.89%
Recreational Fire Permit	\$10,000	\$3,280	32.80%	\$10,000	\$2,940	29.40%
Sign Permit	\$5,000	\$1,575	31.50%	\$5,000	\$575	11.50%
Temporary Restaurant Permit	\$400	\$0	0.00%	\$400	\$0	0.00%
Erosion Control Permit	\$2,000	\$600	30.00%	\$2,500	\$150	6.00%
Pool Permit	\$1,500	\$0	0.00%	\$1,700	\$0	0.00%
Street Use Permit	\$300	\$0	0.00%	\$300	\$0	0.00%
Outdoor Service Permit	\$350	\$50	14.29%	\$350	\$50	14.29%
Pre-Inspection	\$500	\$50	10.00%	\$500	\$100	20.00%
Commercial Plan Review	\$0	\$0	0.00%	\$600	\$268	44.58%
TOTAL LICENSES & PERMITS	\$422,750	\$108,003	25.55%	\$446,570	\$41,110	9.21%
FINES & PENALTIES						
Damage Award-Law Enforcement	\$0	\$0	0.00%	\$0	\$0	0.00%
Court Penalties	\$58,000	\$13,852	23.88%	\$62,000	\$10,961	17.68%
Parking Violation	\$62,000	\$24,749	39.92%	\$67,000	\$15,539	23.19%
TOTAL FINES & PENALTIES	\$120,000	\$38,600	32.17%	\$129,000	\$26,500	20.54%
FEDERAL, STATE & COUNTY AIDS						
Federal Aid-Law Enforcement	\$3,750	\$0	0.00%	\$4,000	\$0	0.00%
Federal Aid-Fire Protection	\$0	\$0	0.00%	\$0	\$0	0.00%
State Aid-Shared Revenues	\$4,510,823	\$0	0.00%	\$4,587,756	\$0	0.00%
State Aid-Computer Credit	\$404,310	\$0	0.00%	\$404,310	\$0	0.00%
State Aid-Fire	\$61,000	\$0	0.00%	\$73,000	\$0	0.00%
State Aid-Payment for Municipal Services	\$105,500	\$0	0.00%	\$95,000	\$0	0.00%
State Aid-Law Enforcement	\$30,000	\$0	0.00%	\$34,000	\$0	0.00%
State Aid-Highway Transportation	\$931,325	\$232,831	25.00%	\$1,071,024	\$267,756	25.00%
State Aid-Connecting Highway	\$76,251	\$22,320	29.27%	\$89,410	\$22,352	25.00%
State Aid-Other	\$125	\$118	94.73%	\$120	\$113	93.83%
State Aid-Public Health	\$409,066	\$0	0.00%	\$131,028	\$8,120	6.20%
State Aid-Senior Center	\$26,741	\$0	0.00%	\$26,741	\$1,818	6.80%
State Aid-Personal Property	\$70,257	\$0	0.00%	\$172,182	\$0	0.00%
State Aid-Elections	\$0	\$563	100.00%	\$0	\$0	0.00%
State Aid-Video Service Provider	\$37,627	\$0	100.00%	\$37,627	\$0	0.00%
State Aid-Forestry	\$0	\$0	0.00%	\$0	\$0	0.00%
TOTAL FEDERAL, STATE & COUNTY AIDS	\$6,666,775	\$255,832	3.84%	\$6,726,198	\$300,159	4.46%

	2024 BUDGETED REVENUES	2024 Period Ending March 31, 2024	% Received	2025 BUDGETED REVENUES	2025 Period Ending March 31, 2025	% Received
MISCELLANEOUS						
Interest on Investments	\$185,000	\$158,154	85.49%	\$225,000	\$153,033	68.01%
Property Rental Revenue	\$57,160	\$12,153	21.26%	\$57,921	\$12,988	22.42%
Sale of Other Property	\$0	\$0	0.00%	\$0	\$0	0.00%
Sale of Land	\$0	\$0	0.00%	\$0	\$0	0.00%
Sale of Law Enforcement Property	\$12,000	\$0	0.00%	\$11,000	\$0	0.00%
Sale of Refuse Property	\$50	\$0	0.00%	\$50	\$0	0.00%
Sale of Recyclable Materials	\$0	\$0	0.00%	\$0	\$0	0.00%
Insurance Recovery-Other Equipment	\$0	\$0	0.00%	\$0	\$0	0.00%
Insurance Recovery-Law Enforcement Equip	\$0	\$0	0.00%	\$0	\$0	0.00%
Insurance Recovery-Highway Equip	\$20,000	\$7,662	38.31%	\$23,000	\$0	0.00%
Donations & Gifts	\$17,000	\$0	0.00%	\$21,000	\$0	0.00%
Miscellaneous Revenue	\$70,000	\$1,487	2.12%	\$55,000	\$469	0.85%
Credit Card Fees	\$600	(\$4)	-0.58%	\$3,000	\$0	0.00%
TOTAL MISCELLANEOUS	\$361,810	\$179,452	49.60%	\$395,971	\$166,490	42.05%
PUBLIC CHARGES						
Clerk	\$9,000	\$2,490	27.67%	\$9,000	\$1,750	19.44%
Treasurer	\$13,000	\$2,727	20.98%	\$12,000	\$2,330	19.42%
Data Processing	\$1,500	\$100	6.67%	\$500	\$110	22.00%
Law Enforcement	\$1,000	\$1,678	167.76%	\$2,500	\$335	13.42%
Fire Protection	\$500	\$0	0.00%	\$500	\$0	0.00%
Street Miscellaneous	\$500	\$150	30.00%	\$500	\$150	30.00%
Snow Removal	\$2,000	\$323	16.15%	\$2,000	\$0	0.00%
Engineering	\$0	\$0	0.00%	\$0	\$0	0.00%
Street Patching	\$10,000	\$0	0.00%	\$10,000	\$0	0.00%
Parking Lot Stickers	\$1,000	\$150	0.00%	\$1,000	\$272	27.20%
Garbage & Refuse	\$205,000	\$164,881	80.43%	\$206,000	\$166,735	80.94%
Solid Waste Disposal	\$35,000	\$33,374	95.35%	\$35,000	\$33,402	95.43%
Weed Cutting	\$4,000	\$140	3.50%	\$5,000	(\$51)	-1.02%
Cemetery	\$15,000	\$6,350	42.33%	\$18,000	\$3,600	20.00%
Public Health	\$56,000	\$13,927	24.87%	\$58,000	\$13,526	23.32%
Library Fines	\$200	\$34	0.00%	\$300	\$25	0.00%
Library Vending Services	\$8,000	\$2,650	33.13%	\$9,000	\$1,180	13.12%
Park	\$16,000	\$4,683	29.27%	\$20,000	\$9,422	47.11%
Pool	\$66,000	\$9,998	15.15%	\$70,000	\$10,524	15.03%
Recreation	\$66,000	\$30,558	46.30%	\$76,000	\$35,563	46.79%
Boat Launch	\$27,000	\$1,136	4.21%	\$27,000	\$1,490	5.52%
Senior Center Rental	\$6,000	\$1,525	25.42%	\$6,000	\$2,115	35.26%
Boat Slip Rental	\$400	\$0	0.00%	\$500	\$0	0.00%
Pool Concesstion	\$22,000	\$0	0.00%	\$20,000	\$0	0.00%
Special Events-Admin Fee	\$4,500	\$4	0.08%	\$6,000	\$250	4.17%
Room Tax	\$2,500	\$0	0.00%	\$2,500	\$0	0.00%
Sen Ctr Program Revenue	\$2,300	\$970	0.00%	\$4,500	\$1,620	36.00%
Sen Ctr Newsletter Subscr	\$500	\$150	0.00%	\$500	\$50	10.00%
TOTAL PUBLIC CHARGES	\$574,900	\$277,997	48.36%	\$602,300	\$284,400	47.22%
INTERGOVERNMENTAL CHARGES						
Law Enforcement	\$359,000	\$237	0.07%	\$375,000	\$0	0.00%
Fire Department	\$500	\$125	25.00%	\$1,000	\$0	0.00%
Mass Transit	\$205,936	\$0	0.00%	\$196,384	\$0	0.00%
Street Misc	\$0	\$0	0.00%	\$0	\$0	0.00%
Street Patching	\$35,000	\$0	0.00%	\$36,000	\$0	0.00%
Garbage/Refuse	\$37,500	\$20,540	54.77%	\$37,500	\$20,540	54.77%
Public Health	\$404,909	\$3,620	0.89%	\$422,783	\$0	0.00%
Library Tax	\$606,981	\$0	0.00%	\$641,900	\$24	0.00%
Economic Development	\$13,750	\$15,085	109.71%	\$16,085	\$0	0.00%
City Attorney	\$12,000	\$0	0.00%	\$6,000	\$0	0.00%
Park	\$40,000	\$0	0.00%	\$35,689	\$0	0.00%
Snow Removal/Plowing	\$4,000	\$1,612	40.30%	\$4,000	\$0	0.00%
State-Public Health	\$40,925	\$10,735	26.23%	\$44,000	\$11,771	26.75%
State-Lift Bridges	\$42,178	\$2,216	5.25%	\$40,000	\$1,364	3.41%
TIF Admin	\$108,670	\$108,670	100.00%	\$108,670	\$108,670	100.00%
Transfer from Marina	\$5,000	\$5,000	100.00%	\$5,000	\$5,000	100.00%
Applied Fund Balance-Other	\$200,000	\$0	0.00%	\$215,000	\$0	0.00%
Applied Fund Balance-Health	\$100,000	\$0	0.00%	\$0	\$0	0.00%
Fund Balance Reservations	\$0	\$0	0.00%	\$0	\$0	0.00%
TOTAL INTERGOVERNMENTAL CHARGES	\$2,216,349	\$167,840	7.57%	\$2,185,011	\$147,368	6.74%
TOTAL REVENUES	\$21,177,734	\$11,175,656	52.77%	\$21,323,458	\$11,155,639	52.32%

General Fund Expenditures - First Quarter 2025
January 01, 2025 - March 31, 2025

	2024 ANNUAL BUDGET	2024 Period Ending March 31, 2024	% Expended	2025 ANNUAL BUDGET	2025 Period Ending March 31, 2025	% Expended
GENERAL GOVERNMENT						
Mayor	\$127,641	\$23,114	18.11%	\$138,211	\$28,953	20.95%
Attorney	\$182,760	\$34,710	18.99%	\$184,591	\$35,083	19.01%
Personnel	\$200,354	\$42,263	21.09%	\$192,998	\$42,363	21.95%
City Clerk	\$121,953	\$23,438	19.22%	\$129,132	\$21,121	16.36%
Elections	\$87,113	\$19,144	21.98%	\$80,658	\$16,805	20.83%
Municipal Court	\$13,100	\$4,130	31.53%	\$13,520	\$14,294	105.72%
Property Insurance	\$128,234	\$0	0.00%	\$128,234	\$0	0.00%
Finance	\$623,104	\$119,506	19.18%	\$601,208	\$118,526	19.71%
Assessor	\$85,519	\$19,382	22.66%	\$103,543	\$23,354	22.55%
Common Council	\$84,254	\$26,539	31.50%	\$82,699	\$26,124	31.59%
Illegal Tax/Tax Refund	\$3,000	\$0	0.00%	\$3,000	\$0	0.00%
Uncollectable Debt	\$4,000	(\$56)	-1.40%	\$4,000	(\$3)	-0.07%
Employees Safety Commission	\$38,784	\$7,564	19.50%	\$36,731	\$8,197	22.32%
Municipal Buildings	\$133,687	\$86,765	64.90%	\$135,038	\$73,046	54.09%
TOTAL GENERAL GOVERNMENT	\$1,833,503	\$406,498	22.17%	\$1,833,563	\$407,864	22.24%
PUBLIC SAFETY						
Police	\$5,510,992	\$1,173,491	21.29%	\$5,692,557	\$1,354,508	23.79%
Crossing Guards	\$12,081	\$1,244	10.30%	\$6,514	\$98	1.51%
Community Service	\$73,642	\$13,984	18.99%	\$73,380	\$14,196	19.35%
Auxiliary Police	\$15,246	\$28	0.19%	\$15,202	\$0	0.00%
Jail/Prisoner Meal Charge	\$5,000	\$978	19.55%	\$3,000	\$618	20.58%
Code Enforcement	\$91,175	\$18,687	20.50%	\$81,456	\$18,408	22.60%
Traffic Cameras	\$31,000	\$13,283	42.85%	\$36,000	\$20,000	55.56%
Fire	\$3,969,215	\$1,318,166	33.21%	\$4,087,021	\$1,362,389	33.33%
Emergency Government	\$500	\$40	8.05%	\$1,000	\$41	4.08%
Weights & Measures	\$34,040	\$7,829	23.00%	\$36,508	\$7,472	20.47%
Inspection	\$211,331	\$84,713	40.09%	\$222,012	\$30,790	13.87%
TOTAL PUBLIC SAFETY	\$9,954,222	\$2,632,445	26.45%	\$10,254,650	\$2,808,519	27.39%
PUBLIC WORKS						
Engineering	\$188,790	\$36,797	19.49%	\$187,102	\$35,453	18.95%
Street Construction/Excavation	\$678,845	\$77,524	11.42%	\$706,407	\$55,173	7.81%
Snow & Ice	\$422,892	\$194,612	46.02%	\$386,516	\$232,432	60.14%
Street Signs	\$267,309	\$41,532	15.54%	\$278,099	\$48,073	17.29%
Sidewalks & Crosswalks	\$159,082	\$11,136	7.00%	\$174,493	\$5,905	3.38%
Street Lighting	\$179,416	\$25,180	14.03%	\$178,516	\$24,758	13.87%
Parking Lots	\$44,636	\$6,773	15.17%	\$41,901	\$5,152	12.30%
Canal Maintenance/Construction	\$1,075	\$174	16.20%	\$1,075	\$194	18.07%
Refuse Collection & Disposal/Commercial	\$1,023,810	\$215,539	21.05%	\$1,030,999	\$229,926	22.30%
Weed Cutting	\$36,941	\$716	1.94%	\$30,165	\$694	2.30%
Valley Transit	\$252,583	\$63,147	25.00%	\$243,749	\$60,936	25.00%
Dial-A-Ride	\$11,200	\$0	0.00%	\$11,200	\$0	0.00%
TOTAL PUBLIC WORKS	\$3,266,579	\$673,131	20.61%	\$3,270,222	\$698,697	21.37%
CULTURE, RECREATION & EDUCATION						
Library	\$2,019,985	\$503,789	24.94%	\$2,090,748	\$539,833	25.82%
Recreation	\$363,773	\$62,181	17.09%	\$382,390	\$63,887	16.71%
Pool	\$333,274	\$10,190	3.06%	\$357,668	\$12,789	3.58%
Lift Bridges	\$160,959	\$8,086	5.02%	\$148,173	\$11,680	7.88%
Civic Commemorations	\$52,850	\$0	0.00%	\$41,850	\$8,000	19.12%
Parks	\$1,221,352	\$280,052	22.93%	\$1,206,994	\$230,066	19.06%
TOTAL CULTURE, RECREATION & EDUCATION	\$4,152,193	\$864,298	20.82%	\$4,227,823	\$866,254	20.49%
CONSERVATION & DEVELOPMENT						
Forestry	\$114,334	\$37,556	32.85%	\$127,722	\$47,123	36.89%
Community Development	\$330,339	\$64,127	19.41%	\$336,181	\$70,976	21.11%
Urban Redevelopment	\$6,905	\$201	2.92%	\$7,000	\$222	3.18%
TOTAL CONSERVATION & DEVELOPMENT	\$451,578	\$101,885	22.56%	\$470,903	\$118,321	25.13%

	2024 ANNUAL BUDGET	2024 Period Ending March 31, 2024	% Expended	2025 ANNUAL BUDGET	2025 Period Ending March 31, 2025	% Expended
PUBLIC HEALTH						
Health	\$670,837	\$145,530	21.69%	\$687,647	\$146,454	21.30%
Environmental Health	\$94,670	\$21,599	22.82%	\$101,097	\$21,905	21.67%
Health Screening	\$24,450	\$5,270	21.55%	\$24,451	\$5,239	21.43%
Prevention	\$4,591	\$1,011	22.01%	\$5,664	\$1,112	19.64%
School Health Aids	\$69,490	\$14,885	21.42%	\$77,586	\$19,229	24.78%
Dental	\$61,162	\$12,723	20.80%	\$57,858	\$12,158	21.01%
Communicable Diseases	\$3,260	\$808	24.80%	\$3,308	\$713	21.55%
Lead Prevention Grant	\$3,117	\$500	16.05%	\$3,116	\$961	30.83%
Immunization	\$7,402	\$1,753	23.68%	\$7,952	\$1,754	22.06%
Maternal Child Health	\$11,798	\$2,411	20.44%	\$9,068	\$2,329	25.68%
Dental Sealant	\$17,413	\$3,889	22.34%	\$16,166	\$3,939	24.37%
Bio-Terrorism	\$33,172	\$8,826	26.61%	\$32,949	\$7,291	22.13%
Twenty-Four/Seven	\$3,500	\$854	24.40%	\$3,400	\$769	22.63%
Senior Center	\$153,980	\$27,026	17.55%	\$153,033	\$40,683	26.58%
COVID-19 Vaccination	\$0	\$0	0.00%	\$16,378	\$940	5.74%
Health ARPA Grant	\$304,234	\$42,274	13.90%	\$0	\$907	0.00%
Health Infrastructure Grant	\$17,043	\$3,335	19.57%	\$28,081	\$12,880	45.87%
Animal Impoundment	\$3,200	\$0	0.00%	\$3,200	\$316	9.88%
Cemetery	\$36,341	\$5,274	14.51%	\$35,348	\$7,235	20.47%
TOTAL PUBLIC HEALTH	\$1,519,660	\$297,970	19.61%	\$1,266,302	\$286,814	22.65%
100-GENERAL FUND TOTALS:	\$21,177,735	\$4,976,227	23.50%	\$21,323,463	\$5,186,469	24.32%



PROCLAMATION

Office of the Mayor

WHEREAS, the city clerk is the liaison between the public and their government promoting democracy and fair access to local government; and

WHEREAS, the city clerk administers elections, registration, and voting; key elements in the democratic process which must be done correctly for the whole system to function effectively; and

WHEREAS, a city clerk is the keeper of community history and vital records, as well as providing access to city records and legislative actions ensuring transparency to the public; and

WHEREAS, a city clerk administers oaths, as well as issues licenses and permits; and

WHEREAS, the Wisconsin Municipal Clerks Association was formed in 1980 and has over 1,400 members.

NOW, THEREFORE, BE IT PROCLAIMED, that I Austin R. Hammond, Mayor of the City of Menasha, do hereby proclaim the week of *May 4th -10th, 2025* to be:

Municipal Clerks Week

in the City of Menasha, recognizing the essential role Municipal Clerks play in local government; and to further extend appreciation to our Municipal Clerk, Kaija Snyder, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Signed and Sealed this 4th day of May, 2025

Austin R. Hammond, Mayor





PROCLAMATION

Office of the Mayor

WHEREAS, National Police Week was initiated by President Kennedy in 1962 in recognition of those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others; and,

WHEREAS, police officers serve our community by safeguarding life and property, by protecting citizens against violence, disorder, and deception and by protecting the weak against oppression; and,

WHEREAS, the Menasha Police Department continuously provides a vital public service, built upon the model of modern police services, strong partnerships, and using respect, creativity, and technology to find solutions and improve the quality of life for all; and,

WHEREAS, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the City of Menasha Police Department; and,

WHEREAS, these women and men by their distinctive service and dedicated efforts as law enforcement officers, community service officers, communication technicians, and auxiliary officers have earned our highest respect and deepest gratitude.

NOW, THEREFORE, BE IT PROCLAIMED, that I Austin R. Hammond, Mayor of the City of Menasha, do hereby proclaim the week of *May 11th – 17th, 2025* to be:

NATIONAL POLICE WEEK

in the City of Menasha

Signed and Sealed this 2nd day of May, 2025

Austin R. Hammond, Mayor





Date: April 30, 2025

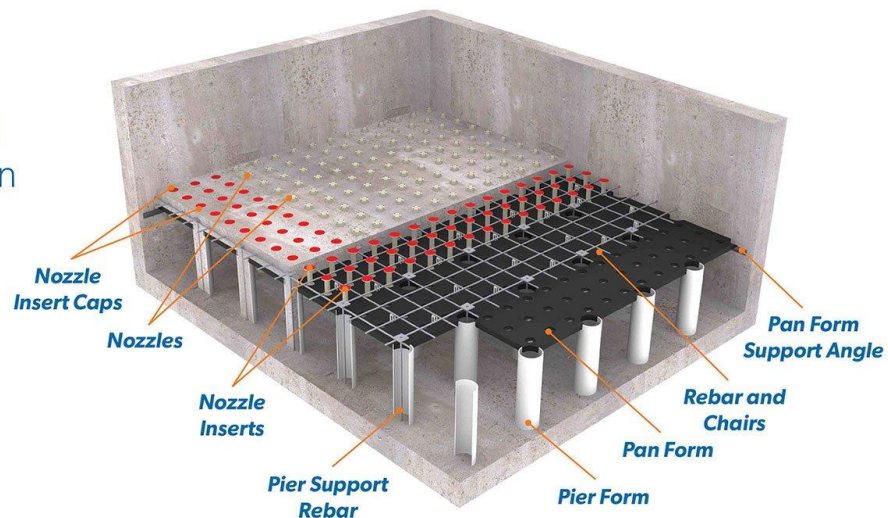
To: City of Menasha Common Council

From: Adam Smith, Water Utility Manager
Melanie Krause, General Manager

RE: *Water Plant Filter #3 and #4 Communication*

We wanted to provide the Council with communication on our Filters. Starting in February we have updated the Commission on the Filter Floor Failure in two of our four filters. The inspection revealed that the 6-inch-thick concrete floor had cracked, and large chunks were missing from the edges with rebar exposed. The two filters were taken out of service, one in February and one in March. The filters were drained, the media was removed and a complete inspection done by Staff, McMahon, and Westech who designed the system. It is believed that the backwashing process generated excess pressure under the slab resulting in an upward force causing the floor to crack.

MULTICRETE™ II Filter Underdrain



We secured quotes from multiple contractors to rebuild the filters and improve the integrity of the system. This was expedited so that mobilization could start this week to be completed before the summer. During this time the water treatment at the Water Plant has been running utilizing two filters that were cleaned and inspected earlier this year. Each filter is rated at 2 million gallons per day with our average yearly demand below that. We have processes and procedures in place to continue to monitor the system to ensure the water quality to our customers in Menasha.



PROCLAMATION

Office of the Mayor

WHEREAS, Every year on the second Saturday in May, letter carriers across the country collect non-perishable food as part of the nation's largest one-day food drive, distributing the donations to local food banks; and

WHEREAS, The Letter Carriers' Stamp Out Hunger Food Drive is just one example of how letter carriers work to make a difference in the lives of those they serve. Since the pilot drive was held in 1991, more than 1.82 billion pounds of food have been collected; and

WHEREAS, last year alone, 14,000 pounds of non-perishable food items were collected locally; and

WHEREAS, we recognize all letter carriers for their hard work and their commitment to their communities. All of the food collected in our community stays in our community and we support carriers' efforts to help those in need in our community.

NOW, THEREFORE, BE IT PROCLAIMED, that I Austin R. Hammond, Mayor of the City of Menasha, do hereby proclaim the week of *May 12th, 2025* to be:

Letter Carriers' Food Drive Day

in the City of Menasha

in the City of Menasha, we encourage citizens to support the food drive by placing non-perishable food items in or near their mailbox on Food Drive Day. Your letter carrier will pick it up while delivering the mail and together, we can all help to feed our hungry.

Signed and Sealed this 2nd day of May, 2025

A handwritten signature in black ink that reads "Austin R. Hammond".

Austin R. Hammond, Mayor





ANNUAL REPORT

2024



Prepared By:

**Menasha Police
Department**



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MISSION STATEMENT



Our mission is to be the model of modern police services, built upon a strong partnership with the community, using respect, creativity and technology to find solutions and improve the quality of life for all.



CHIEF'S MESSAGE

Welcome,

Thank you for your continued interest in the Menasha Police Department and the City of Menasha. Over the past year, our dedicated officers and support staff have gone above and beyond to uphold our mission of protecting and serving our community. We're excited to share the highlights of our work and accomplishments in 2024.

Delivering Unparalleled Service

In 2024, our department responded to 13,742 calls for service, marking a 0.84% increase from the 13,628 calls in 2023. Whether it's conducting welfare checks or handling 911 assists, our team demonstrates compassion and professionalism in every interaction. Traffic enforcement also remains a cornerstone of our efforts, as we focus on high-crash areas and heed the requests of residents seeking extra support.

Excellence Through Accreditation

We pride ourselves on continuously raising the bar in law enforcement. Our ongoing commitment to the WILEAG accreditation program—a testament to our adherence to the highest professional standards—has helped us maintain full accreditation since 2017. This achievement underscores our dedication to transparency, accountability, and unwavering quality of service.

Investing in Our Future

This year, we focused intently on recruitment and training to ensure the next generation of Menasha officers carries our tradition of excellence forward. Through robust professional development and succession planning, we're grooming our current team members to become tomorrow's leaders—all while welcoming new talent that aligns with our core values and commitment to community-based policing.

Strengthening Community Bonds

We know that effective policing thrives on trust, communication, and partnership. From hosting outreach programs to participating in local events, we continually seek new ways to connect with those who live, work, and play in Menasha. Our promise is simple: to stand beside our community and work tirelessly to make our city an even safer, more vibrant place for everyone.

On behalf of the entire Menasha Police Department, thank you for your unwavering support and for taking the time to review our 2024 Annual Report. We look forward to serving you in the year ahead and remain committed to exceeding your expectations at every turn. Together, we'll continue building a bright future for Menasha.

Chief Nick Thorn

Chief Nick Thorn



CITY OF MENASHA



A THRIVING COMMUNITY IN THE OF THE VALLEY

Nestled in the heart of the Fox Valley, the City of Menasha sits along the north shore of Lake Winnebago, offering a vibrant and diverse community of 18,069 residents. We are proud to serve a city that is experiencing an exciting period of economic growth and revitalization. Over the past year, significant progress has been made in the continued development of our downtown district and other key areas, fostering a renewed sense of energy and opportunity.

A CITY OF UNIQUE NEIGHBORHOODS & EXPANDING OPPORTUNITIES

Menasha spans 7.72 square miles, crossing both Winnebago and Calumet Counties, and is home to a variety of distinct neighborhoods. From the central core with its classic ranch and two-story homes to lakefront residences and newly developed subdivisions to the east, each neighborhood brings its own charm and character. This diversity enriches the fabric of our city, creating a welcoming and dynamic place to live and work.



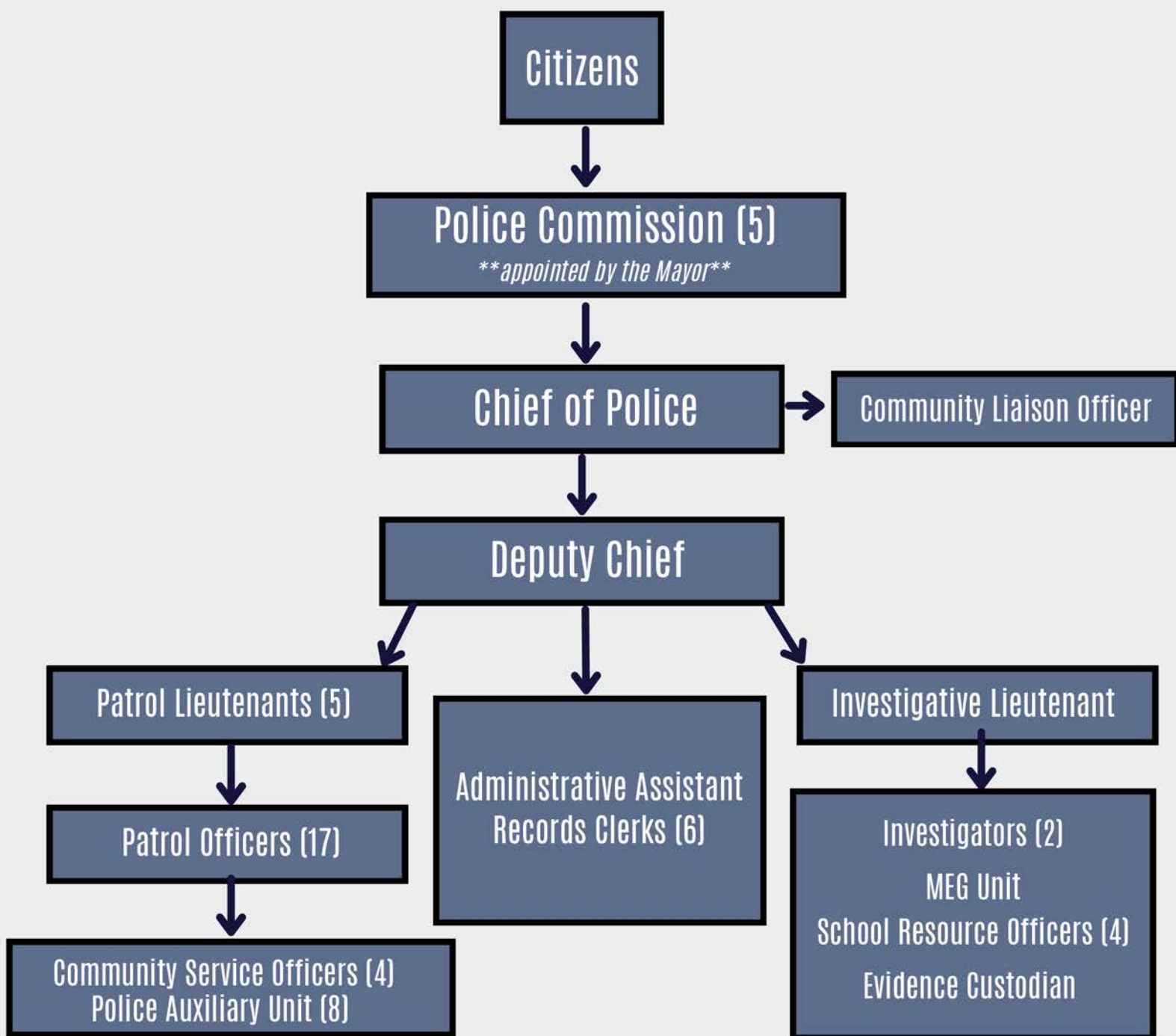
SAFE STREETS AND VIBRANT NEIGHBORHOODS: MENASHA'S PATH TO CONTINUED GROWTH

Our officers are dedicated to keeping Menasha safe, patrolling more than 90 miles of city streets that range from private roads to major transportation routes, including U.S. Highway 10 and State Highways 47 and 114. Whether navigating residential streets, commercial districts, or high-traffic thoroughfares, our team remains committed to providing responsive, community-focused policing across the city.

Menasha is a city on the rise, and we are honored to be part of its ongoing transformation. As we continue to grow, we remain committed to fostering strong community partnerships and enhancing public safety for all who call Menasha home.



ORGANIZATIONAL CHART



LEADERSHIP TEAM



Chief Nick Thorn

Chief Nicholas Thorn joined the department as a Patrol Officer in 2009. He served as a Patrol Lieutenant before taking on the role of Investigative Lieutenant in 2019. Chief Thorn holds a Bachelor's degree in law enforcement from Metropolitan State University and shares his expertise as an adjunct instructor of criminal justice at Fox Valley Technical College.



Deputy Chief Angela Hanchek

Deputy Chief Hanchek relocated from Upper Michigan to join the Menasha Police Department as an Officer in 2001. Over the years, she has been grateful for the many opportunities that have come her way throughout her career. Since being appointed Deputy Chief in 2020, she has had the privilege of serving in this role and looks forward to continuing her dedicated service for many more years to come.



Lt. Pete Sawyer

Lt. Sawyer currently serves as the Lieutenant of Investigations, and has been with the department since 2008. Throughout his career, he has held roles as a Patrol Officer, an investigator with the Lake Winnebago Area Metropolitan Enforcement Group-Drug Unit, and a general investigator. In addition to serving as a tactical instructor.

Lt. Matt Albrecht

Lt. Albrecht has enjoyed a 24-year career with MPD, starting as a CSO and have been involved in many different roles including: instructor, FTO, OIC, CRT Team Leader, vehicle fleet manager, and many others. In 2019 Lt. Albrecht was given the rare opportunity to attend FBI National Academy and is a graduate of Session #276.



Lt. Matt Lenss

Lt. Lenss began his career at Menasha PD in 2003 as an Auxiliary officer. He was hired as a Patrol Officer in 2005 and was promoted to Patrol Lieutenant in 2016. Lt. Lenss has been involved in many different facets of our agency throughout his career, including new officer training, firearms training, equipment maintenance and many other areas.

Lt. Adam Schulz

Lt. Schulz has been with the Menasha Police Department since 2016 and served in law enforcement since 2007. Lt. Schulz is assigned to evening shift as a patrol Lieutenant. Lt. Schulz currently holds multiple roles, including PTO(FTO) Coordinator, Accreditation Manager, Taser Instructor, Firearms Instructor and Wellness Instructor.



Lt. Matt Spiegel

Lt. Spiegel has been with the department for approximately sixteen years. Throughout his time, he has been involved in the Crisis Response Team, served as a K-9 handler, a Field Training Officer, taught Vehicle Contacts, and overseen several different areas of the department. In his free time, Lt. Spiegel enjoys being outdoors and spending time with family and friends.

Administrative Assistant Sandra Goerning

Sandy joined the police department's leadership team in 2017 as the first-ever non-sworn Administrative Assistant, bringing experience from the Sheriff's Department. She manages training, budgetary tasks, and communications, ensuring seamless support across multiple units. Sandy continues to expand her responsibilities to meet the department's needs. Despite working part-time, her dedication and expertise fulfill a vital full-time role.



The Menasha Police Department's leadership team is dedicated to fostering a safe and supportive community through proactive policing, transparent communication, and a commitment to continuous improvement. Comprised of experienced leaders who bring a range of expertise—from community engagement to specialized investigative work—this team works collaboratively to maintain trust, promote outreach initiatives, and uphold the highest standards of professionalism. By prioritizing accountability, partnerships with local organizations, and open dialogue with residents, the Menasha Police leadership exemplifies their guiding mission of protecting and serving everyone who calls Menasha home.

Chance D. Van Stippen Patrol Room



HONORY OFFICER VAN STIPPEN E.O.W.

01/12/2024

IN AUGUST 2024, WE DEDICATED THE POLICE DEPARTMENT'S PATROL ROOM AS THE CHANCE D. VAN STIPPEN MEMORIAL PATROL ROOM—A WARM, ENDURING TRIBUTE TO OUR BELOVED HONORARY OFFICER. ON JANUARY 6, 2023, CHANCE OFFICIALLY BECAME PART OF OUR LAW ENFORCEMENT FAMILY, DESPITE FACING AN AGGRESSIVE BRAIN CANCER DIAGNOSIS. FROM THE VERY MOMENT HE STEPPED THROUGH OUR DOORS, HIS INFECTIOUS SMILE AND UNWAVERING SPIRIT TOUCHED EVERY MEMBER OF THE DEPARTMENT, REMINDING US OF WHY WE CHOSE TO SERVE.



Wisconsin teen fighting brain cancer becomes police officer for a day

APB Team Published February 28, 2023 @ 6:00 am PST



CHANCE'S BRIGHT PRESENCE AND CAN-DO ATTITUDE FOREVER CHANGED OUR DEPARTMENT AND THE COMMUNITY WE PROTECT, SERVING AS A POWERFUL REMINDER THAT HOPE AND COURAGE CAN SHINE THROUGH EVEN THE HARDEST BATTLES.

BY CREATING THIS SPECIAL SPACE IN HIS HONOR, WE CELEBRATE THE JOY AND POSITIVITY HE BROUGHT INTO OUR DAILY LIVES. THE HONORARY OFFICER VAN STIPPEN MEMORIAL PATROL ROOM STANDS NOT JUST AS A TRIBUTE TO CHANCE, BUT AS A BEACON OF UNITY AND COMPASSION. IT REFLECTS THE LOVING BOND THAT FORMS WHEN WE COME TOGETHER TO SUPPORT ONE ANOTHER—ESPECIALLY IN TIMES OF ADVERSITY. WE HOPE THAT EACH OFFICER AND COMMUNITY MEMBER WHO ENTERS THIS ROOM WILL FEEL A SPARK OF CHANCE'S ENDURING SPIRIT, CARRYING HIS EXAMPLE OF RESILIENCE, KINDNESS, AND HEARTFELT SERVICE FORWARD INTO EVERYTHING WE DO.

RETIREMENTS

Officer Sara Swenson

After 26 years of dedicated service, we proudly honor and celebrate the retirement of Officer Sara Swenson, a true cornerstone of the Menasha Police Department. Throughout her remarkable career, she has exemplified integrity, professionalism, and unwavering commitment to both her colleagues and the community she so faithfully served. More than just an officer, she was a mentor, coach, and guiding light, shaping the next generation of law enforcement professionals with her wisdom, patience, and leadership.

Officer Swenson's presence has left an indelible mark on this department—her steady hand in times of challenge, her compassion in moments of need, and her steadfast dedication to keeping Menasha safe. While we will deeply miss her presence in our ranks, her legacy will continue to thrive in the many lives she has touched. As she embarks on this well-earned new chapter, we extend our deepest gratitude and warmest wishes for a retirement filled with joy, adventure, and the same boundless spirit she brought to her career. Congratulations, Officer Swenson—your impact will be felt for years to come!



NEW HIRES

OFFICER BRAEDEN HECKERT

Officer Heckert started with the Menasha Police Department as an Auxiliary Police Officer. He completed the hiring process for a Police Officer position with our agency and was sponsored as a Cadet Officer to attend Fox Valley Technical College's Law Enforcement Academy. Officer Heckert graduated from the Law Enforcement Academy on October 11th, 2024. We welcomed him into the department as a Police Officer on October 14, 2024. Off. Heckert enjoys fishing regardless of season, and spending meaningful time with friends and family.



OFFICER DARIUS BANKS

With a strong background in corrections and policing, Darius Banks exemplifies dedication and passion for public service. He began his career as a deputy at the Outagamie County Sheriff's Office—working in the jail—before starting at UW Oshkosh Police Department as a Patrol Officer. Officer Banks has now brought his steady presence and teamwork-oriented approach to the Menasha Police Department. Off-duty, Darius makes the most of Wisconsin's great outdoors by hunting, fishing, and snowmobiling. Whether on patrol or out in the field, he consistently demonstrates the unwavering commitment and collaborative spirit that define our team.



NEW HIRES

KATE CLAUSING

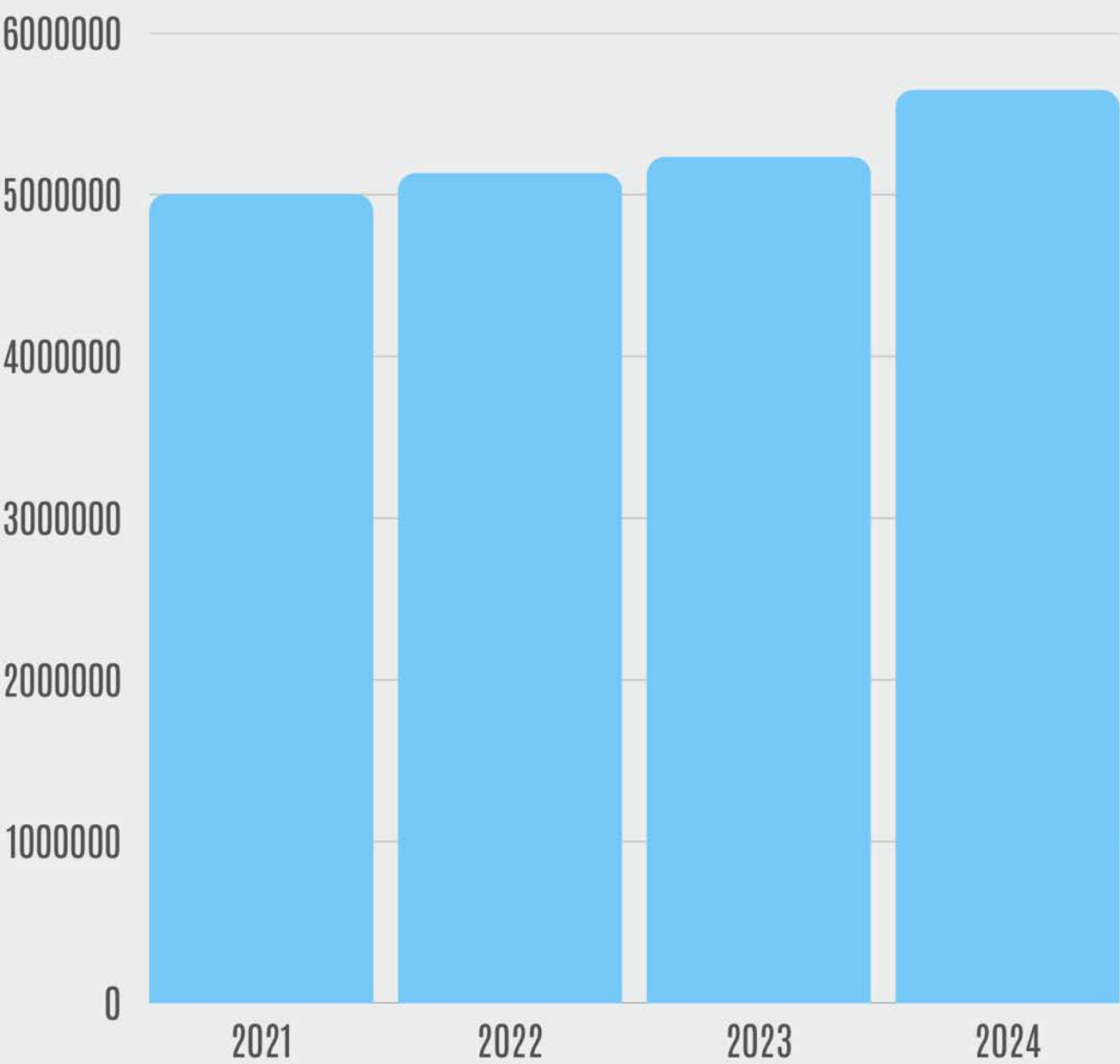
Kate Clausing began her service with the Menasha Police Department on August 8, 2024, as a Part-Time Administrative Assistant. Before joining the department, she worked for the City of Menasha starting on May 9, 2001, and served as the cities Payroll Clerk for 23 years. Kate retired on May 9, 2024, and now brings her extensive experience and dedication to the Menasha Police Department in her new role. In her free time Kate enjoys spending time with family and friends, traveling, and daily strolls with her labrador retriever.



Budget

The graph below illustrates the Menasha Police Department’s budget for the last five years. As it is with most organizations, personnel costs make up the largest portion of the budget. The capital outlay and operating expenses provide the officers with the equipment they need to adequately serve the community.

Also listed below is the total number of training hours put in by each officer within the department in an effort to continue learning how to best serve our community.



Training



1,494 hours of training total training hours



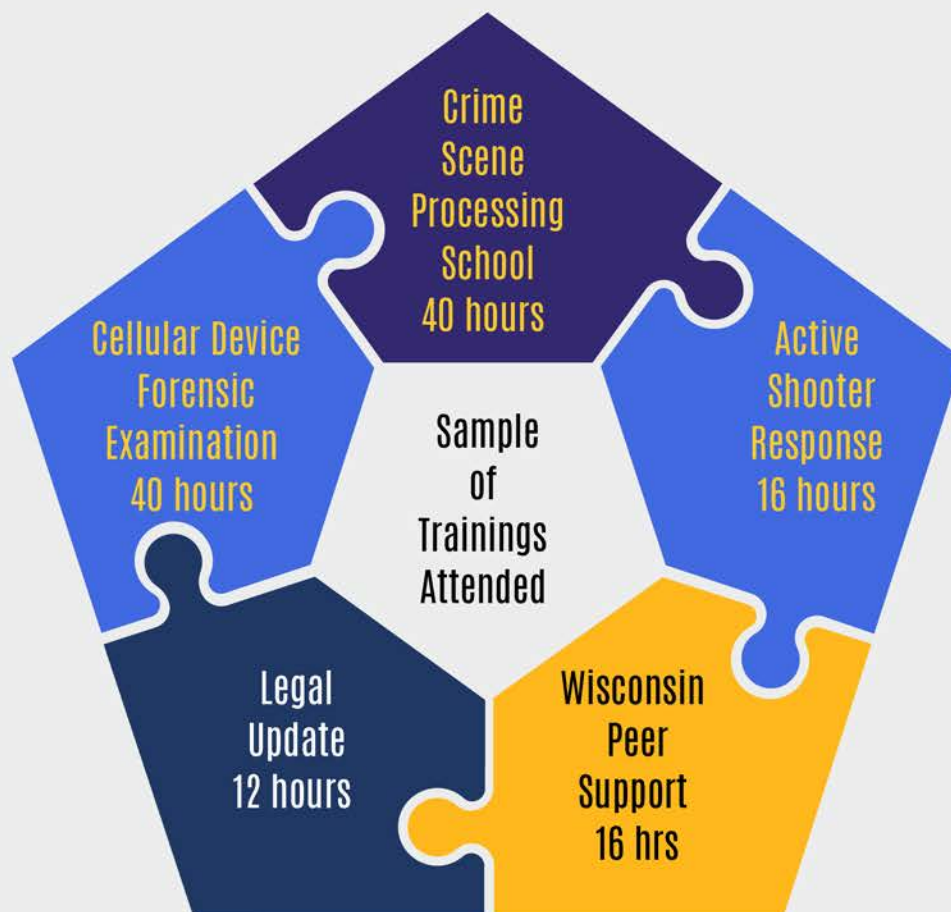
62.25 hours of training per officer



24 hours of training per officer required by Department of Justice

The Wisconsin Law Enforcement Standards Board (LESB) sets annual training requirements designed to maintain a consistent standard of professionalism, safety, and effectiveness among law enforcement officers.

The Menasha Police Department goes beyond these minimum training hours each year to strengthen its service to the community. By investing in additional, specialized instruction—such as crisis intervention, mental health awareness, and advanced investigative techniques—Menasha officers are able to sharpen the skills necessary for responding to a broad range of situations. This commitment to continual learning not only helps ensure the safety of Menasha's citizens but also fosters strong community trust through a demonstrated dedication to quality policing.



POLICE COMMISSION

Menasha's Police Commission is the dynamic civilian powerhouse ensuring our police department remains a model of excellence and integrity. Appointed by the Mayor and approved by the Common Council—but operating independently from both—this board holds the reins on hiring, promotions, and the appointment of the Chief. Rooted in Wisconsin Statute, their mandate is clear: assemble the finest team possible to protect and serve the people of Menasha. They conduct these vital responsibilities with unwavering commitment and transparency, meeting on the third Thursday of every even-numbered month at the Public Safety Building. In short, the Police Commission isn't just a governing body—it's the guardian of Menasha's promise for safe, forward-thinking policing.



Jerry Jakubek

Debbie Galeazzi

James Meinke

Nancy Ball

Trevor Martin



SUPPORT STAFF



In 2023, our department experienced the largest transformation with restructuring our non-sworn clerical staff positions and their hours of availability. Like many surrounding agencies, our department transitioned from a 24/7 hour front desk to Monday through Friday with lobby hours from 8:00 a.m. to 4:00 p.m., closed on weekends and most holidays. Our police officers continue to be available 24/7; however, our lobby and front desk areas have restricted hours.

To better serve our community, we began vigorous cross training to ensure each Record Clerk is fully trained in records, traffic, and communications. Historically, these positions were stand alone positions, but after years of process improvements, the department made the change to better serve our community.

Our talented Records Clerks handle multiple responsibilities on a daily basis and are responsible for transcribing all incident reports, Municipal warrants, traffic citations, crashes, assisting citizens and more. There is never a dull moment, but this teams strives for excellence in all areas of the department.

Records Clerks

Jennifer Groeschel
Sharon Hartman
Julie Bohn

Madison Bushke
Lindsey Hunter

CROSSING GUARD

The Menasha Police Department views the safety of our community seriously and understands the importance of having a Crossing Guard at high traffic intersections to ensure safety of those crossing streets while heading to school. The Crossing Guard Program was recently changed as we have partnered with the Menasha Joint School District to assist in covering several intersections where safety of children is vital near elementary schools. The Menasha Police Department currently employs one crossing guard, along with one volunteer relief crossing guard, to cover the Racine Street at Sixth Street intersection while the Menasha Joint School District employees cover the remaining traffic intersections. We are very thankful for this new partnership with the Menasha Joint School district.



COMMUNITY SERVICE OFFICERS



Many law enforcement agencies offer entry-level, non-sworn positions for individuals exploring a policing career. Our Community Service Officer (CSO) program goes a step further by providing hands-on training, structured mentorship, and professional development for post-secondary students preparing to become sworn officers.

CSOs handle tasks such as animal control, ordinance enforcement, parking regulation, traffic direction, and paper service—collectively responding to over 1,100 calls for service each year. Working alongside Patrol Officers for 12 hours a day, they gain invaluable field experience, sharpen communication skills, and deepen their understanding of community policing.

If you're interested in joining the next generation of law enforcement professionals, visit our website to apply or contact CSO Advisor Lt. M. Spiegel at m Spiegel@menashawi.gov.



AUXILIARY POLICE



Dating back to 1963, the City of Menasha has had an Auxiliary Police unit that provides community service to Menasha. Several of the members are interested in pursuing a career in criminal justice while others are looking for a way to get involved in the community.

Traditionally the Menasha Auxiliary work 26 events, with nearly all of them occurring after Memorial Day. These events include parades, Easter egg hunt, the Fox Cities Marathon, Race the Lake, Menasha High School football games, Jazz Fest, and several other City sponsored events.

We take great pride in being able to lay a foundation for our Auxiliary officers to further their law enforcement careers. If you have any interest in applying for the Menasha Auxiliary Police, please contact SRO Rick Heinen (rheinen@menashawi.gov) or Officer Aaron Schaefer (aschaefer@menashawi.gov)

Auxiliary Officers

Sgt. Jeffrey Witt

Jonathon Pagel
Deluander Davis
Mikayla Bruene
Ronnie Cooper
Shayla Rademaker

Marita Houts
Owen Bakken
Amber Hammond
Devin Newbert
Jacob Reckner

PATROL DIVISION



Patrol officers responded to approximately 13,742 calls for service in 2024. This encompassed a multitude of calls for service ranging from citizen assists, disturbances, burglaries, robberies, drug and alcohol complaints, to drug overdoses. In addition to responding to criminal complaints, officers often focus on preventative measures like checking business doors at night, patrolling parks and other public spaces like the Trestle Trail and school properties.

Often times, residents will report specific concerns in their neighborhoods and we will direct added patrol time to address those concerns in that area. It is imperative that as citizens of a strong community that if something looks “not normal,” it needs to be checked out. We help create a stronger community when we work together. Simply put, *“If you see something, say something.”*



Patrol Officers

Nick Oleszak
Amy Cook
Chris Groeschel
Dan Hoernke
Kelly Gennrich
Braeden Heckert

Mike Oney
Aaron Schaefer
Jason Eake
Brian Van Alstyne
Nate Brownie
Kate Lynch
Darius Banks

HONOR GUARD

The Menasha Police Department's Honor Guard is a distinguished unit comprised of ten sworn officers, each hand-selected by the Honor Guard Commander and the Chief of Police. These dedicated officers serve as ceremonial representatives of our department, honoring law enforcement traditions and paying tribute to those who have made the ultimate sacrifice.

All Honor Guard members undergo specialized training in drill and ceremonial movements. This rigorous training ensures the highest level of professionalism and precision during official ceremonies. Throughout 2024, the Honor Guard proudly represented the City of Menasha at numerous events across the community and the state. They participated in the Memorial Day and Labor Day parades, presented colors at a Wisconsin Timber Rattlers game, and attended the Elks Club Flag Day ceremony.



The team also played a solemn role in honoring fallen officers by attending the Wisconsin Law Enforcement Memorial and the Fox Valley Law Enforcement Candlelight Vigil. Additionally, they were present at funerals for officers who lost their lives in the line of duty, as well as retired members of the Menasha Police Department.

The presence of the Honor Guard at these events exemplifies our unwavering support for the law enforcement community, our dedication to tradition, and, most importantly, our deep respect for those who have given their lives in service. Their commitment ensures that the sacrifices of our fallen officers are never forgotten.

K9 PROGRAM



Koda, a three-year-old Golden Retriever/Yellow Labrador, continues to serve as the Menasha Police Department's newest K9 "officer," providing invaluable support to our community. Thanks to a partnership with Can Do Canines—an ADI-accredited organization—Koda was selected to meet our department's unique needs. Working side by side with Elementary School Resource Officer Rick Heinen, she offers a reassuring presence in the school environment, whether she's offering emotional support, diffusing stressful situations, or assisting individuals in crisis.

Koda's training encompasses around 40 specialized commands, all designed to foster comfort and stability. From providing a calming influence during tense moments to lifting spirits with her friendly, patient nature, she has quickly become a beloved member of our team. Beyond her daily service in the school, Koda's positive impact extends to staff, families, and the broader Menasha community, reflecting our department's commitment to care and collaboration.

In partnership with the Menasha Joint School District, the integration of Koda into the school environment has not only enhanced emotional support services but has also contributed to a measurable decrease in use-of-force incidents involving students. From 2023 to 2024, the number of such incidents has significantly declined, a testament to the power of proactive engagement and trauma-informed strategies in school-based policing.

If you'd like to learn more about supporting our K9 Program, please contact SRO Rick Heinen at rheinen@menashawi.gov. Your partnership ensures that Officer Koda continues to serve as a steadfast source of compassion and comfort for all who need it.



INVESTIGATIONS



The Investigative Services Team is led by the Investigative Lieutenant, who oversees a team of Investigators, including the MEG Unit Investigator, School Resource Officers, and the Evidence Custodian.

Throughout 2024, the team handled a wide range of complex cases with skill and precision. Their responsibilities include investigating homicides, robberies, sensitive crimes, identity theft, forgeries, burglaries, and more. Investigators work closely with patrol officers to identify witnesses, process crime scenes, and gather critical information to support case resolution.

Committed to staying at the forefront of law enforcement, the Investigative Services Team continually embraces technological advancements and leverages digital evidence to enhance investigative efforts. The team is dedicated to finding innovative ways to strengthen overall investigative capabilities.

Collaboration is a key pillar of the team's success. Throughout the year, they worked closely with residents, businesses, community leaders, and both federal and local agencies. As criminal activities evolve with advancements in technology, the team remains adaptive and responsive, ensuring a proactive approach to law enforcement.

INVESTIGATIVE LIEUTENANT

Peter Sawyer



INVESTIGATORS

Denton Heidemann

Vicki Strebel

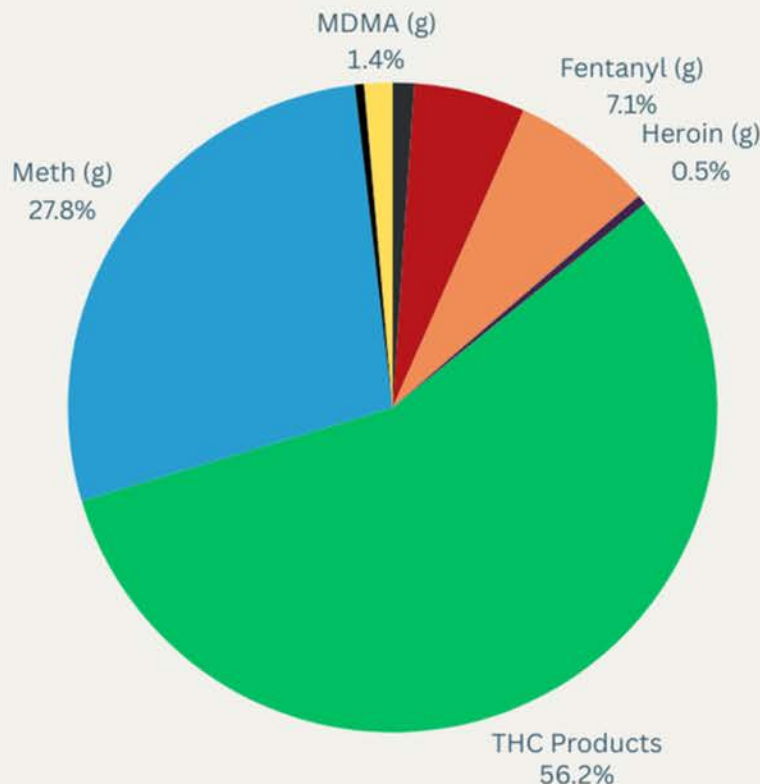
INVESTIGATIONS - MEG UNIT



The Lake Winnebago Area Metropolitan Enforcement Group (MEG Unit) is a collection of investigators from local law enforcement agencies within Outagamie, Winnebago, Fond Du Lac and Calumet Counties that are dedicated to helping maintain a drug free environment in which citizens can thrive.

The City of Menasha Police Department provides a full time Investigator to the Lake Winnebago Area Metropolitan Enforcement Group (MEG Unit). Their focus is on the distribution and manufacturing of illegal drugs within the quad county area. Suspected drug activity may be reported to the Menasha Police Department, or directly to the MEG Unit.

The chart below depicts the amount of controlled substances seized by the MEG Unit in 2024 in addition to the 80 firearms seized.



MEG UNIT DRUGS SEIZED

THC Products	75,600 grams
Meth products	37,400 grams
Fentanyl	9,500 grams
Cocaine	2,900 grams
MDMA	1,800 grams
Heroin	650 grams

INVESTIGATIONS - SCHOOL RESOURCE OFFICERS



Our four School Resource Officers Officer Gallagher, Officer Abrahamson, Officer Schaefer, and Officer Heinen with K9 Koda are an integral part of our police services, working closely with the Menasha Joint School District across elementary, middle, and high schools. These officers excel in adapting to the unique challenges of engaging with students from early childhood through high school, addressing a variety of issues that arise throughout the school day.

SROs collaborate with school administrators to maintain a safe and supportive learning environment. Their daily responsibilities include working closely with parents, students, social workers, and counselors, as well as monitoring hallways, supervising lunches, providing mental health resources, and delivering educational presentations on topics such as internet safety and drug awareness. Establishing strong connections among students, staff, and the community is key to the program's success.

As part of our ongoing commitment to school safety, we continue to work with the Menasha Joint School District on security enhancements and infrastructure improvements. In collaboration with the district, we designed a new squad for our School Resource Officer units, reflecting our strong partnership and shared commitment to campus safety.

INVESTIGATIONS - SCHOOL RESOURCE OFFICERS

ELEMENTARY SCHOOLS

SRO Rick Heinen & Koda

- Virtual Learning
- Clovis Grove
- Gegan

SRO Aaron Schaefer

- Butte Des Morts
- Banta
- Jefferson



Maplewood MIDDLE SCHOOL

SRO Josh Gallagher

Menasha HIGH SCHOOL

SRO John Abrahamson

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

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

INVESTIGATIONS - PROPERTY & EVIDENCE

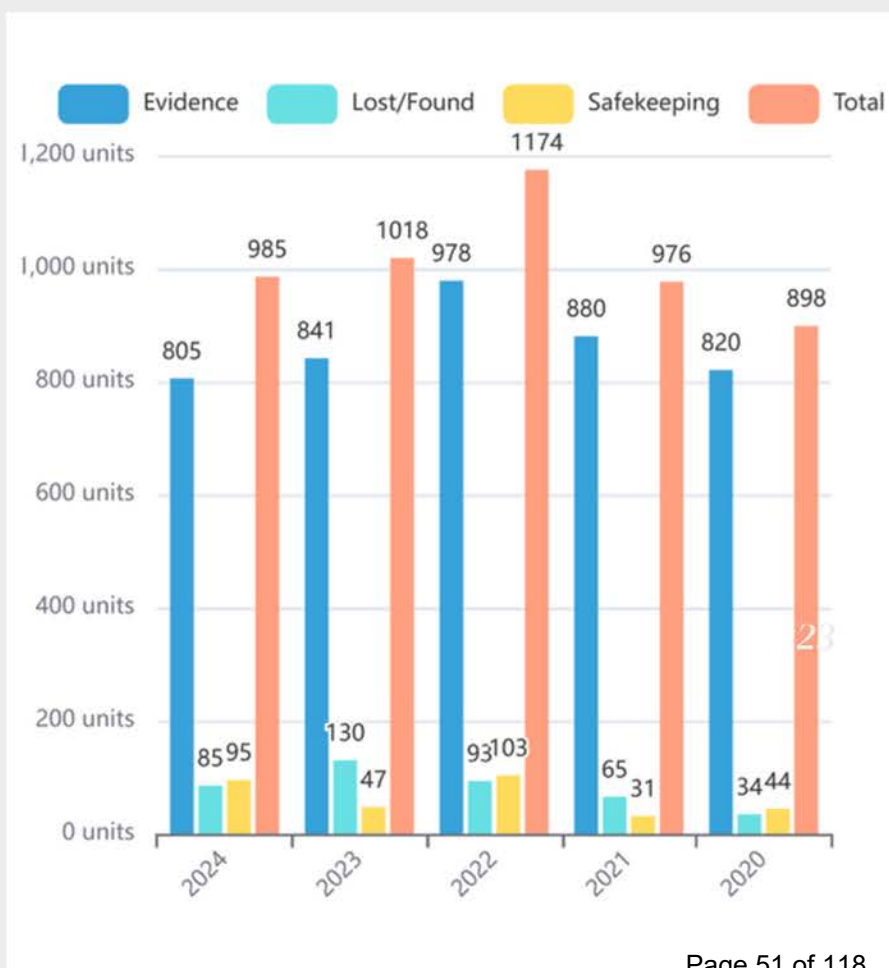
Maintaining proper procedures and standards for the collection and retention of property and evidence is an essential role.

Cyndel Sawall, a Certified Property and Evidence Specialist (C.P.E.S.), is the Department's Evidence Custodian. Cyndel specializes in the field of Forensic Science to include evidence room management and crime scene processing. She was our agencies first civilian employee to manage the evidence room and process crime scenes.

Cyndel is the Chairman for the Property and Evidence Committee through the Wisconsin Association for Identification (the WAI) and in 2024, she served as the 1st Vice President. The WAI provides educational seminars to members of law enforcement agencies throughout the State of Wisconsin and encourages the highest ethical standards in the collection, preservation, and examination of evidence.

The Evidence Custodian is responsible for the intake of Property & Evidence for the Menasha Police Department, and assists in processing crime scenes, as well as organizing annual training for the Evidence Technicians within the department. Cyndel has done many career and crime scene processing trainings at local schools and events.

Part of Cyndel's job duties also include Accreditation as one of two Accreditation Manager's for the department.



COMMUNITY POLICING

At the Menasha Police Department, we're passionate about building genuine connections with our community by harnessing engagement, outreach, and cutting-edge technology. We understand how vital it is for citizens to have straightforward ways to reach us, share their concerns, and work side by side with us to keep Menasha safe. Whether you're dealing with a landlord-tenant conflict, a traffic issue, a public nuisance, or any safety concern, we stand ready to respond swiftly and thoroughly—because your voice matters and our commitment to serving you never wavers.

FACEBOOK

Our social media presence continues to flourish, providing an essential platform for community engagement. By the end of 2024, our Facebook page reached 20,193 followers—encompassing citizens, businesses, and community organizations. We use this channel to share safety bulletins, updates on active incidents, community events, and general law enforcement information, keeping everyone connected and informed.



E-LERTS

Our E-lert program helps Menasha landlords and business owners stay informed about activity at their properties. After providing us with a list of addresses and an email contact, participants receive email notifications shortly after officers are dispatched to their location. This allows them to promptly address any issue with tenants or involved individuals, or reach out to us for additional support. We send thousands of E-lerts each year, underscoring our commitment to proactive community collaboration. If you'd like to sign up, please call our non-emergency line at (920) 967-3500.



COMMUNITY POLICING

SHOP WITH A COP

This year's Shop with a Cop program was bigger than ever, as the Menasha Police Benevolent Association adopted seven families and provided for a total of 38 family members. We were absolutely overwhelmed by the outpouring of support from our community sponsors—including Festival Foods, Kwik Trip, Inland Printing, Lamers, Dunkin Donuts, Boys and Girls Club, Walmart, Parker Johns, and many generous private donors. Thanks to you, we were able to brighten the holiday season for families in need and showcase the caring spirit of Menasha.



BOYS & GIRLS CLUB PROGRAMMING

In 2024 we continued our partnership with the Fox Cities Kiwanis Club and the Boys & Girls Club to introduce the Kiwanis 'N Cops 'N Kids reading program. On the first Thursday of every month, our officers bring stories to life for the kids in after-school care—then every child receives a copy of the book to take home. It's a wonderful way to foster a love of reading, and we're grateful to the Kiwanis Club for donating the books that make this program possible.



LIGHTS OF CHRISTMAS

The Q90FM Lights of Christmas initiative unites dozens of police departments, Culver's, and other organizations across the state to collect donations of money, hygiene items, and warm clothing for those in need. Organized by Q90FM, officers show their support through events like "Cops at Culver's Day," where we serve customers and gather contributions for this important cause. In 2024, 78 agencies joined forces to raise an astounding \$225,000, proving once again how generous and compassionate our community can be—especially during the holiday season.



COMMUNITY POLICING

VIRTUAL WATCH

Our Virtual Neighborhood Watch program provides residents and businesses with a weekly email roundup of police calls in Menasha. While we remove specific names and addresses to protect privacy, this initiative keeps the community informed about local activities and fosters a sense of shared responsibility.



SPECIAL OLYMPICS

This year, our officers proudly took part in both the Special Olympics Torch Run and the Special Olympics Run with the Cops, demonstrating our commitment to these incredible athletes. We look forward to continuing our support by participating in more events throughout 2025.



National Night Out

Our third annual National Night Out was bigger and better than ever! Held at Barker Farms Park in early August, this nationally celebrated event brought the Menasha community together to enjoy exciting law enforcement demonstrations, an up-close “touch a truck” experience, a thrilling fly-in from ThedaStar, a variety of food trucks, and fantastic prize giveaways. The turnout was phenomenal, the energy was electric, and we can’t wait to make 2025’s celebration even more unforgettable.



USE OF FORCE



Officers are often forced to make split-second decisions about the amount of force that reasonably appears necessary in a particular situation, with limited information and in circumstances that are tense, uncertain and rapidly evolving.

The collection and distribution of use of force data is important for transparency purposes as well as to provide a mechanism to assess any deficiencies in training or procedures. Officers rely heavily on their training and experience to resolve situations without having to resort to the use of force. As the statistics show, this is often very successful.

Our agency classifies a use of force as “activity other than administrative tasks against a person to physically prevent their movement about an incident or to overcome that person’s resistance to accomplish a law enforcement duty.” When an officer needs to engage in this type of activity a Use of Force form is completed, and each incident is reviewed by a Lieutenant. This process includes reviewing the written reports as well as watching any video (body camera / squad video) associated with that incident.

In 2024, the Menasha Police Department responded to 13,741 calls for service. Of all the calls for service, 78 required some application of force. This correlates to force being used 0.57% of all interactions. By comparison, in 2023 officers utilized force on 0.58% of all interactions and there were 13,626 calls for service.

Of the 78 incidents, all but one of them were found to be in compliance with the City of Menasha Use of Force policies, procedures and established best practices. There were 3 incidents that complied with policy and procedures but needed further clarification. Those three incidents involved more information needed in the report, a coaching session with the officer on tactics and dialog, and one other example of further information needed in the report. The incident that was not in compliance resulted in remedial training, and education, provided for the officers.

In 2024 we continued collecting data on officer and suspect injuries in relation to use of force. Of the 78 incidents involving the use of force there were 10 incidents involving injuries to the suspect. All of the incidents involved minor injuries including minor cuts, scrapes, Taser probe sites, complaints of pain and a less lethal bean bag impact site on the suspect’s thigh. In comparison, there were 5 incidents of injuries or complaints of injury to suspects in 2023.

USE OF FORCE



POLICE LINE DO NOT CROSS

Regarding officer injuries in 2024, there were 6 incidents of injuries sustained by officers. Those incidents involved officers receiving scrapes and knee pain, being bitten, injuries to the calf and hand, facial injuries as well as concussions. One officer sustained a concussion that required them to be off work for several weeks and then light duty for additional time before returning to full duty. In comparison, in 2023 there were 8 incidents where officers were injured. Those injuries consisted of bite marks, minor cuts and abrasions and also an OC exposure.

USE OF FORCE

COMPARISON

2023

Total Calls for Service 13,628

Calls Requiring Force 79

Interactions Resulting in Force 0.580%

Incidents Per Day

One every 4.62 days

2024

Total Calls for Service 13,741

Calls Requiring Force 78

Interactions Resulting in Force 0.570%

Incidents Per Day

One every 4.68 days

MENASHA POLICE BENEVOLENT ASSOCIATION

The Menasha Police Benevolent Association (MPBA) is comprised of current full-time employees and retirees. The Benevolent exists to support its members and to provide a medium for the exchange of knowledge and experience that fosters high professional standards. One of the primary functions of the MPBA is to conduct charitable, educational, and recreational activities for the benefits of its members and the community. Members pay dues and an annual fundraiser is held to support the Benevolent Association's activities.

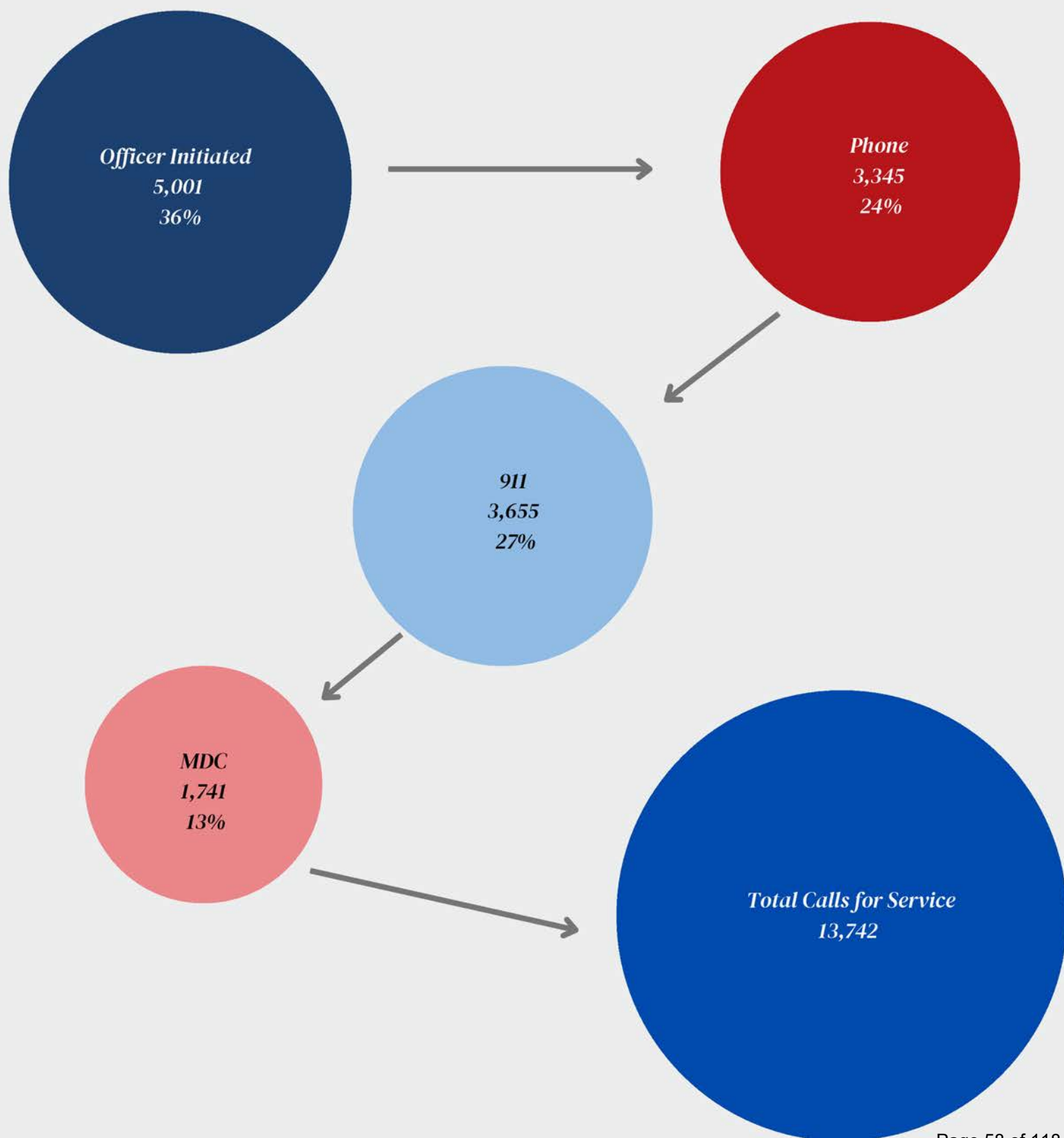
The MPBA focuses on ways to give back to our community. In 2023 we were able to do this in a myriad of ways, including but not limited to: sponsoring youth baseball and softball teams, events between students at the High School and officers, Menasha High School post-prom, donations to statewide agencies for officer deaths and injuries, supporting Share the Dream Christmas Giving and multiple donations to Special Olympics. The funds for these donations come from MPBA dues, our annual concert and 50/50 raffles.

Our Benevolent program also values the importance of showing appreciation for its members. As a way of getting our members involved with one another and celebrating the accomplishments of the department, there is a family outing and Christmas party, a dinner and awards ceremony in celebration of National Police Week, and recognition and celebration of our retirees.



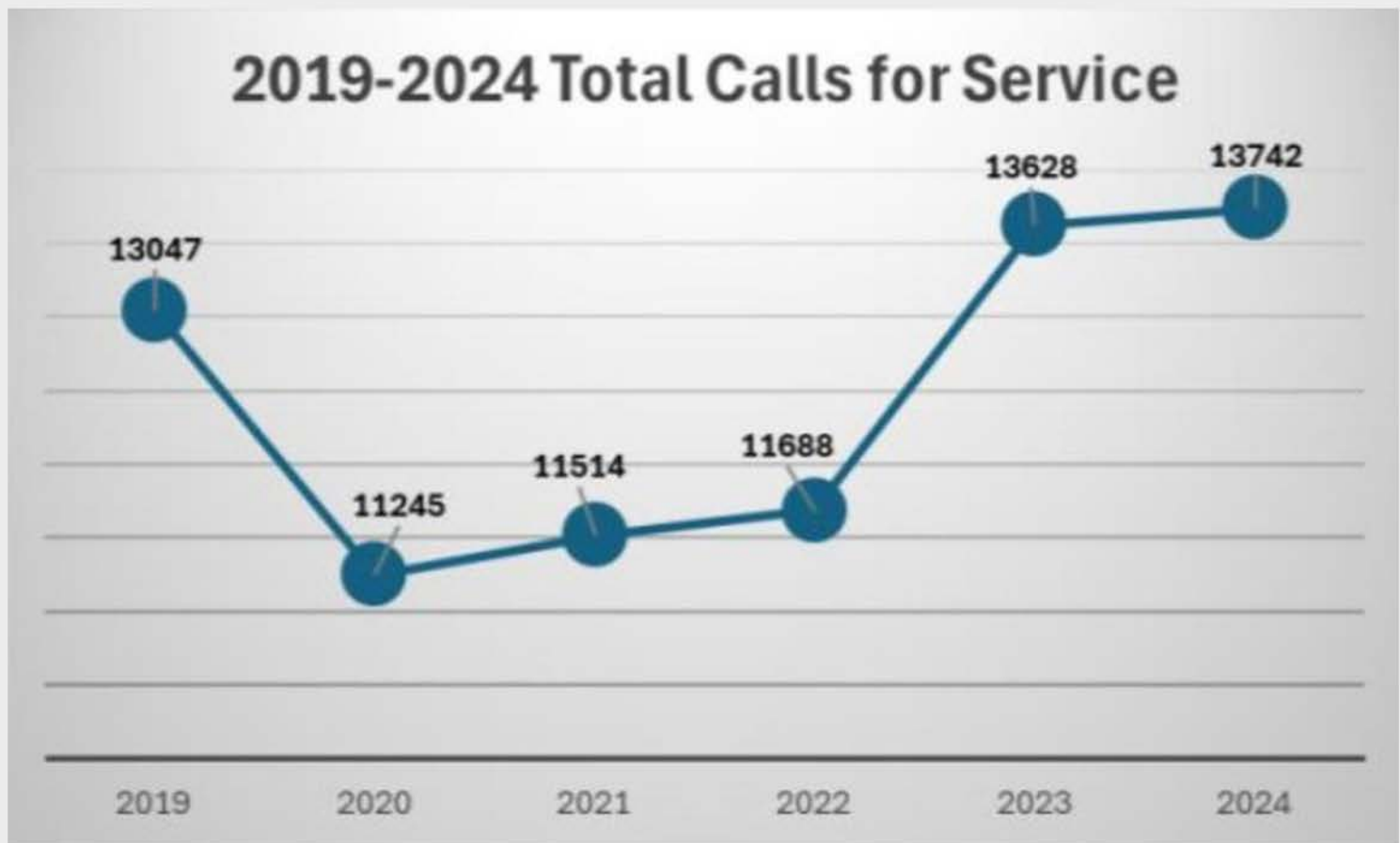
CALLS FOR SERVICE

The chart below depicts the total number of calls for service for the past year. These calls for service came from dispatch, our front desk and field initiated by the officers.



CALLS FOR SERVICE

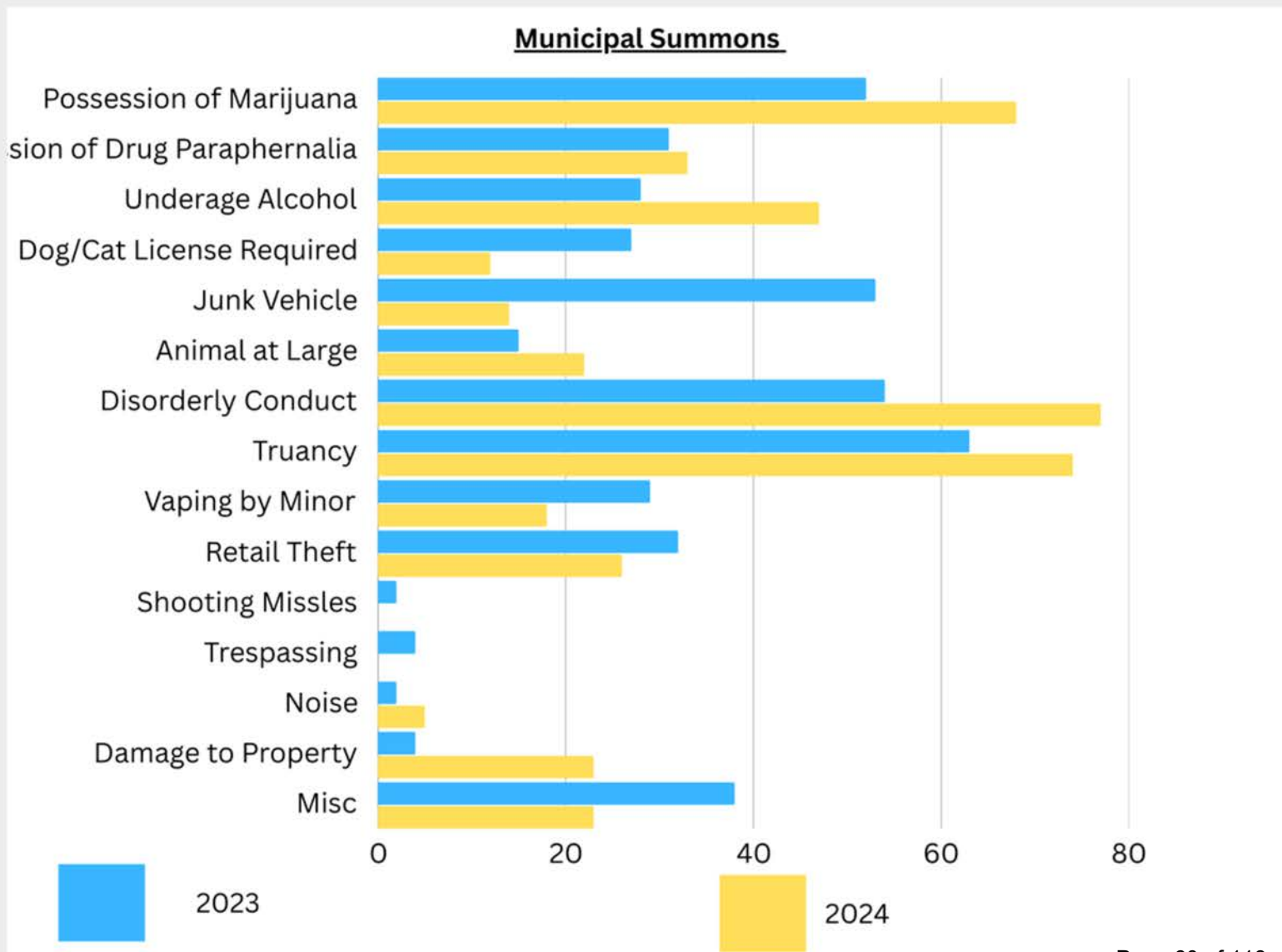
The chart below depicts the total number of calls per month in 2024, and the calls per days of week.



CALLS FOR SERVICE - MUNICIPAL SUMMONS

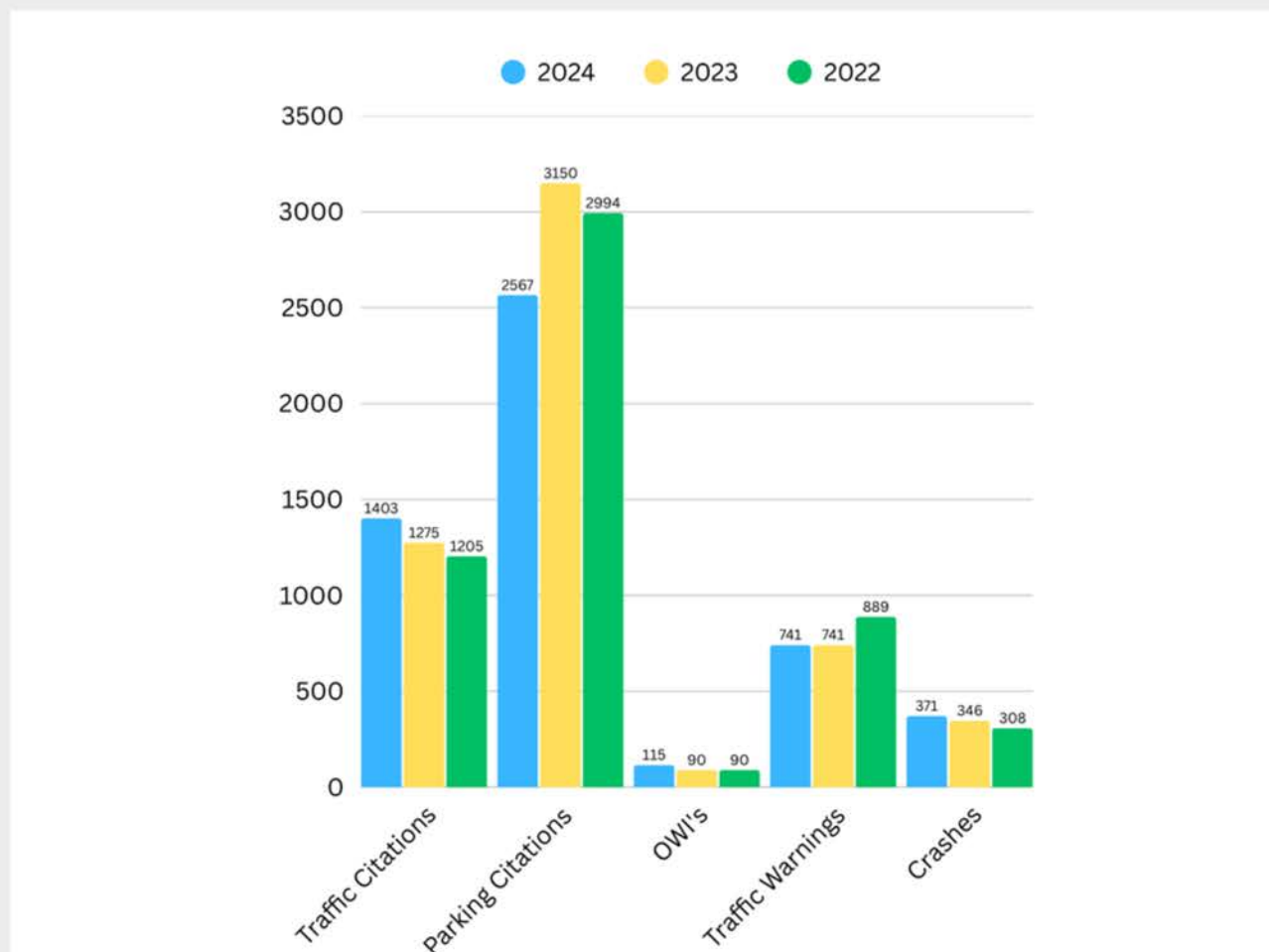


The chart below depicts the total number of Municipal Summons issued in 2024



CALLS FOR SERVICE - TRAFFIC ENFORCEMENT

The chart below depicts the total amount of traffic enforcement in the City of Menasha from 2022 - 2024.



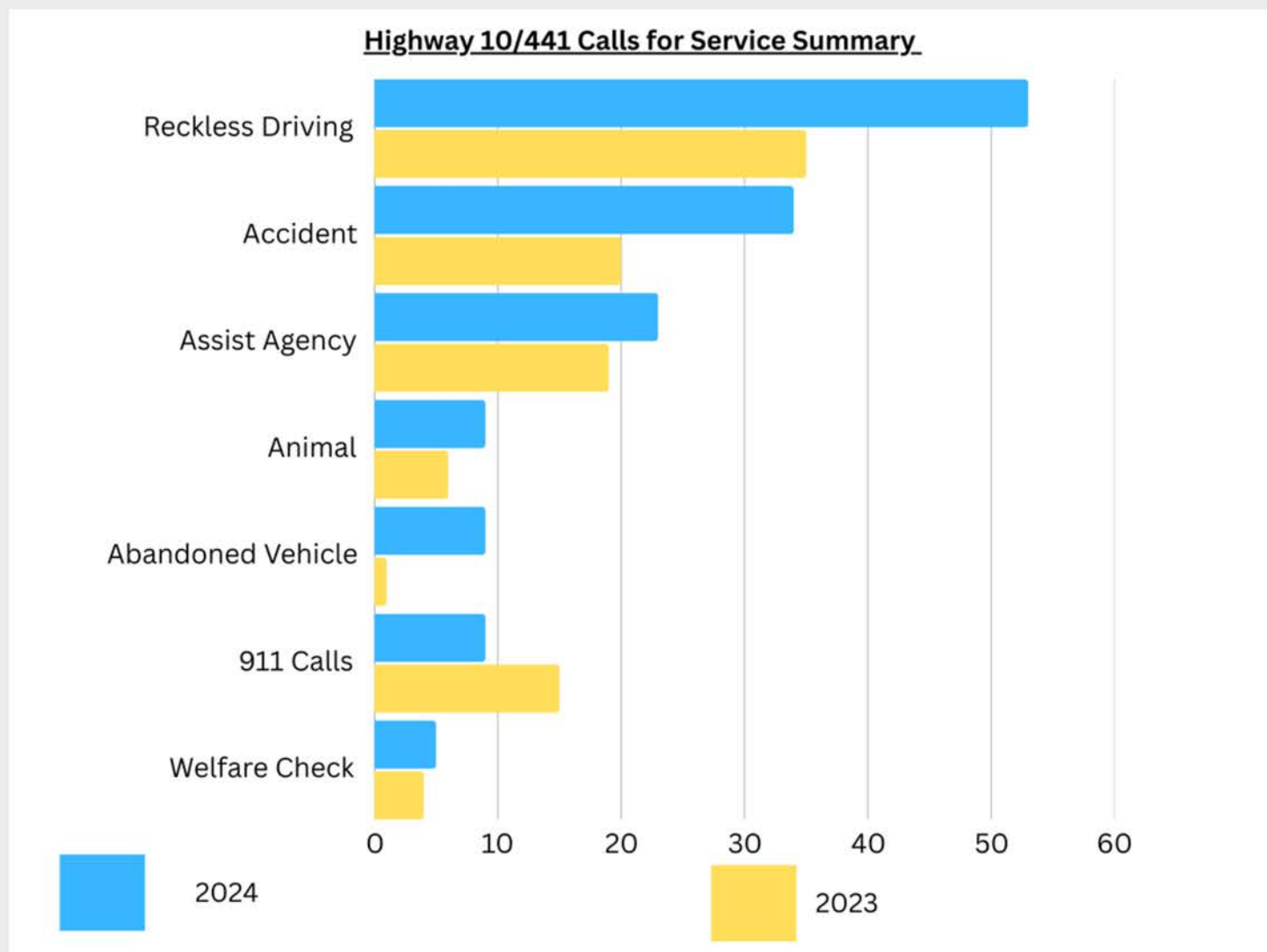
In 2024, our department remained involved in the Bureau of Transportation Safety (BOTS) traffic grant program; taking part in an OWI grant, Speed/Aggressive Driving grant, as well as a Seatbelt grant. During the four-hour grant shifts, the state reimburses our department for its hard work. Additionally, the department is obligated by the state to record a portion of matching hours in traffic enforcement during their regular patrol shifts.



CALLS FOR SERVICE - TRAFFIC ENFORCEMENT



In 2023 the Menasha Police Department took over as the primary agency in handling incidents which occurred on Highway 10/441 from Midway Road to Oneida Street. Reference the chart below for a breakdown of those calls by incident type for the year 2024.



TRAFFIC PROGRAM

To enhance services for our community, the Menasha Police Department has implemented a Community Traffic Safety Program. We understand that traffic concerns are a common issue in many neighborhoods, and we are committed to improving safety for all residents.

Previously, when we received traffic complaints, officers would conduct additional patrols in the area. However, we found this approach to be insufficient. To better track our efforts, we developed a structured program that allows us to document enforcement time and the specific actions taken in response to each traffic complaint.

Once a complaint is received, it is logged into our Traffic Program, and officers record their enforcement activities at the specified location. After a designated period of enforcement, an assigned officer will follow up with the original complainant to share details on the actions taken. To report a traffic concern, please visit our website, and complete the provided form.

If you have any questions about the program, please direct them to Lt. M. Spiegel at m Spiegel@menashawi.gov.



CLOSING REMARKS

As we wrap up this year's annual report, we reflect on the Menasha Police Department's commitment to serving our community with integrity, professionalism, and compassion. Over the past twelve months, our officers and staff have met new challenges head-on, strengthened partnerships with local organizations, and implemented new strategies to enhance public safety. Each step in this journey has been guided by our core promise to protect and support every member of the Menasha community.

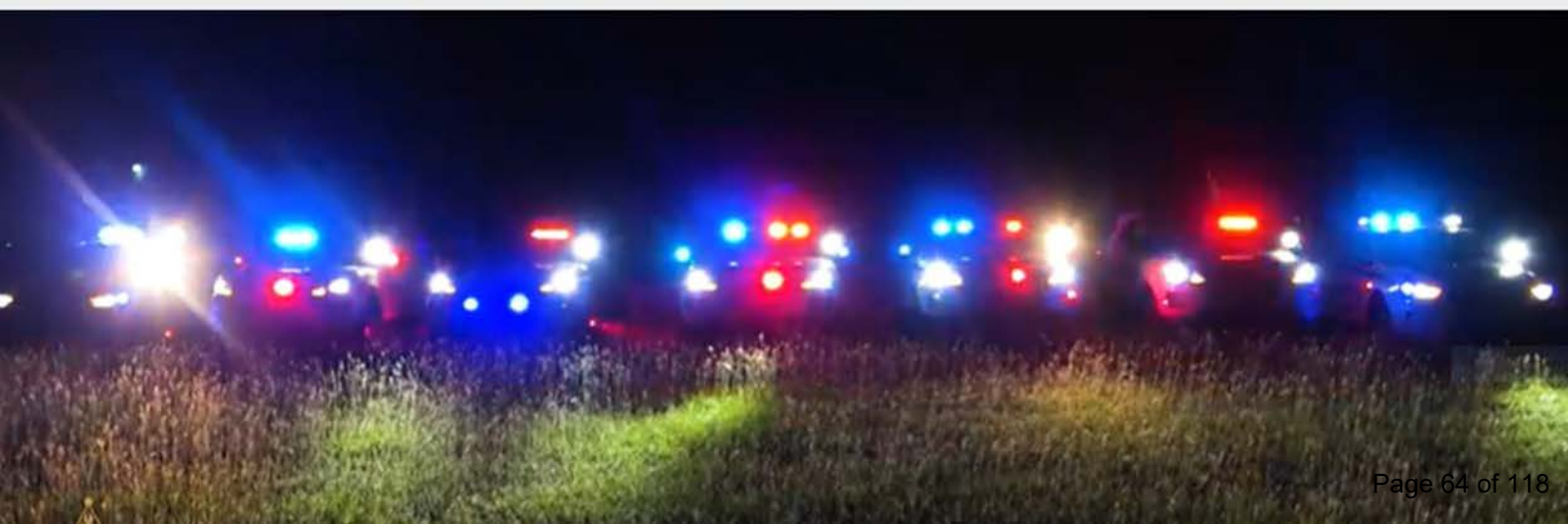
Our successes this year stem from the dedication of our officers, the collaboration with fellow agencies, and the trust placed in us by our residents. From community outreach events to advanced training programs, we have continually sought ways to improve our services, broaden our impact, and build stronger bonds throughout the city. These efforts underscore our belief that public safety is only possible when we work hand-in-hand with neighbors, businesses, and community leaders alike.

Looking ahead, we remain focused on promoting transparency, boosting engagement, and adapting to the evolving needs of Menasha. Whether we are implementing cutting-edge technology, refining our response protocols, or expanding opportunities for citizen involvement, our mission remains the same: to create an environment where every person can feel secure and supported.

Thank you for taking the time to review our progress in this annual report. The Menasha Police Department stands proud of the work accomplished so far and remains confident in the path ahead. With shared dedication and cooperation, we will continue upholding our commitment to public service and ensuring that Menasha remains a safe and welcoming place for all.

Chief Thorn

Chief Nick Thorn





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

- A. **CALL TO ORDER**
Meeting called to order by Mayor Hammond at 6:03 PM.
- B. **PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was recited.
- C. **ROLL CALL**
Present: Aids. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella
Also Present: FD Sassman, DPW Merten, CDD Dane, PHD Hutter, LD Kopetsky, PC
Thorn, FC Teesch, NSA Oskey, Attorney Walsh, Mayor Hammond
- D. **PUBLIC HEARING**
- E. **PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY**
- F. **REPORT OF DEPARTMENT OFFICERS/DEPARTMENT
HEADS/STAFF/CONSULTANTS**
Motion by District 7 Alderperson Grade, seconded by District 6 Alderperson
Marshall to receive minutes and communications a-d.

Motion carried 8-0 on roll call.

- 1. **Presentations:**
- 2. **Minutes to Receive:**
 - a. Administration Committee, 4/15/25
 - b. Board of Public Works, 4/15/25
 - c. Personnel Committee, 4/15/25
- 3. **Communications:**
 - a. Electronic Recycling Event (May 10th, 2025)
 - b. Racine Street Closure Notice
 - c. Arbor Day Celebration
 - d. Arbor Day Proclamation
- G. **CONSENT AGENDA**
Motion by District 7 Alderperson Grade, seconded by District 8 Alderperson
Ropella to approve minutes of the 4/15/25 Common Council meetings (Sine Die
and Organizational).

Motion carried 8-0 on roll call.

- 1. **Minutes to Approve**

- a. Common Council (Sine Die), 4/15/25
- b. Common Council (Organization), 4/15/25

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 04/11/25 - 04/17/25 in the amount of \$633,564.89

Motion by District 2 Alderperson Eisenach, seconded by District 4 Alderperson Perkins to approve accounts payable and payroll for the term of 4/11/25 - 4/17/25 in the amount of \$633,564.89.

Motion carried 8-0 on roll call.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. R-13-25 A Resolution Terminating City of Menasha Tax Increment District No. 4, Authorizing City Treasurer to Distribute Excess Increment to Overlying Taxing Districts

Motion by District 7 Alderperson Grade, seconded by District 3 Alderperson Hale to approve R-13-25 - A Resolution Terminating City of Menasha Tax Increment District No. 4, Authorizing City Treasurer to Distribute Excess Increment to Overlying Taxing Districts.

Motion carried 8-0 on roll call.

Staff advised on the purpose of the TID. Specifically, this TID encompassed downtown business developments. This TID requires closure due to statutory requirements.

L. APPOINTMENTS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

O. ADJOURNMENT

Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to adjourn at 6:15pm.

Motion carried 8-0 on roll call.

Minutes recorded by City Clerk Kaija Snyder.

REQUEST AND CERTIFICATE FOR PAYMENT

PROJECT: Water Street Corridor Reconstruction

REQUEST NO.: 11

REQUEST DATE: 4/14/2025

OWNER: City of Menasha
Corey Gordon

CONTRACTOR: Janke General Contractors
1224 Mount View Lane
Athens, WI 54411

ENGINEER: Robert E. Lee & Associates
Aaron Breitenfeldt

CHANGE ORDER SUMMARY			
Previously Approved Change Orders:		Additions	Deductions
CCO.1	Gas Line Conflicts with Cofferdam - Sand Bagging	\$ 16,251.24	
CCO.2	CIP Coping Modifications - JT Engineering Revised Coping	\$ 79,232.23	
Current Change Order		Additions	Deductions
	Net Change by Change Orders:	\$ 95,483.47	\$ -

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of work completed under the contract referred to above have been applied to discharge in full, all obligations of CONTRACTOR incurred in connection with the work covered by prior applications for payment numbered _1_ through _1_ inclusive (none); and (2) title to all materials and equipment incorporated in said work or otherwise listed in or covered by this application for payment will pass to OWNER at time of payment free and clear of all liens, claims, security interests, and encumbrances (except such as covered by Bond acceptable to OWNER).

Submitted by Contractor: Mike Rausch Date: 4.14.25

I herby certify that I have reviewed the work and that to the best of my knowledge and belief, the quantities shown in this estimate are correct. This application is in conformance with the Contract Documents, therefore, I recommend payment of

Recommended by Engineer: _____ Date: _____

Approved by Owner: _____ Date: _____

Request is made for payment, as shown below, in connection with the contract. Continuation Sheet is attached.

The present status of the contract is as follows:

ORIGINAL CONTRACT SUM:.....	\$	2,871,546.50
NET CHANGE BY CHANGE ORDERS:.....	\$	95,483.47
CONTRACT SUM TO DATE:.....	\$	2,967,029.97
TOTAL COMPLETED TO DATE:.....	\$	2,907,385.57
RETAINAGE %:..... 5.00% RETAINAGE:.....	\$	72,194.94
TOTAL EARNED LESS RETAINAGE:.....	\$	2,835,190.63
LESS PREVIOUS CERTIFICATES FOR PAYMENT:.....	\$	2,652,986.38
CURRENT PAYMENT DUE:.....	\$	182,204.25

CONTINUATION SHEET

REQUEST AND CERTIFICATE FOR PAYMENT -CONTRACTOR'S SIGNED CERTIFICATE IS ATTACHED

Item No. (A)	Description of Work (B)	Unit of Measure	Scheduled Quantity (C)	Unit Price (D)	Item Total (C * D)	Work Completed				Total Completed To Date (E + F)		Percent Complete
						Previous Requests (E)		This Request (F)				
						Quantity	Amount	Quantity	Amount	Quantity	Amount	
1	Removing Guardrail	LF	1075	\$ 4.00	\$ 4,300.00	1,075.00	\$ 4,300.00		\$ -	1,075.00	\$ 4,300.00	100.00%
2	Removing Storm Manholes	EA	3	\$ 800.00	\$ 2,400.00	2.00	\$ 1,600.00		\$ -	2.00	\$ 1,600.00	66.67%
3	Removing Storm Inlets	EA	10	\$ 400.00	\$ 4,000.00	8.00	\$ 3,200.00		\$ -	8.00	\$ 3,200.00	80.00%
4	Removing Storm Sewer	LF	630	\$ 10.00	\$ 6,300.00	540.00	\$ 5,400.00		\$ -	540.00	\$ 5,400.00	85.71%
5	Profile Cutting Concrete Curb Head	LF	100	\$ 35.00	\$ 3,500.00	88.00	\$ 3,080.00		\$ -	88.00	\$ 3,080.00	88.00%
6	Unclassified Excavation	CY	6410	\$ 15.50	\$ 99,355.00	6,410.00	\$ 99,355.00		\$ -	6,410.00	\$ 99,355.00	100.00%
7	3" Base Aggregate Dense, 7" Depth	SY	5900	\$ 5.50	\$ 32,450.00	5,900.00	\$ 32,450.00		\$ -	5,900.00	\$ 32,450.00	100.00%
8	1-1/4" Base Aggregate Dense, 5" Depth	SY	7675	\$ 4.00	\$ 30,700.00	7,675.00	\$ 30,700.00		\$ -	7,675.00	\$ 30,700.00	100.00%
9	Geogrid Reinforcement, Type I	SY	500	\$ 2.40	\$ 1,200.00		\$ -		\$ -	0.00	\$ -	0.00%
10	Concrete Curb and Gutter, Standard 30-Inch	LF	3000	\$ 16.40	\$ 49,200.00	3,098.00	\$ 50,807.20		\$ -	3,098.00	\$ 50,807.20	103.27%
11	Concrete Curb and Gutter, Mountable 30-Inch	LF	740	\$ 15.90	\$ 11,766.00	728.00	\$ 11,575.20		\$ -	728.00	\$ 11,575.20	98.38%
12	Concrete Curb and Gutter, 18-Inch	LF	175	\$ 42.00	\$ 7,350.00	170.00	\$ 7,140.00		\$ -	170.00	\$ 7,140.00	97.14%
13	Asphalt Binder Course Pavement 2 1/4" Thick	SY	5900	\$ 9.90	\$ 58,410.00	5,657.00	\$ 56,004.30	115.00	\$ 1,138.50	5,772.00	\$ 57,142.80	97.83%
14	Asphalt Surface Course Pavement 1 3/4" Thick	SY	5900	\$ 7.45	\$ 43,955.00	5,657.00	\$ 42,144.65	115.00	\$ 856.75	5,772.00	\$ 43,001.40	97.83%
15	3/4" Base Aggregate Dense for Trail, 12" Thick	SY	1760	\$ 11.00	\$ 19,360.00	1,760.00	\$ 19,360.00		\$ -	1,760.00	\$ 19,360.00	100.00%
16	Asphalt Surface Course Trail Pavement 3" Thick	SY	1400	\$ 19.00	\$ 26,600.00	1,538.00	\$ 29,222.00		\$ -	1,538.00	\$ 29,222.00	109.86%
17	Asphalt Driveways, Surface Course 2" Thick	SY	1000	\$ 4.00	\$ 4,000.00	2,886.00	\$ 11,544.00		\$ -	2,886.00	\$ 11,544.00	288.60%
18	Concrete Sidewalk, Remove and Replace, 4" Thick	SF	7700	\$ 6.50	\$ 50,050.00	8,536.00	\$ 55,484.00		\$ -	8,536.00	\$ 55,484.00	110.86%
19	Colored Concrete Sidewalk, 4" Thick	SF	300	\$ 11.20	\$ 3,360.00		\$ -		\$ -	0.00	\$ -	0.00%
20	Concrete Sidewalk, 6" Thick	SF	1000	\$ 8.30	\$ 8,300.00	1,810.00	\$ 15,023.00		\$ -	1,810.00	\$ 15,023.00	181.00%
21	Concrete Sidewalk Ramps, 6" Thick	SF	700	\$ 8.90	\$ 6,230.00	556.00	\$ 4,948.40		\$ -	556.00	\$ 4,948.40	79.43%
22	Concrete Sidewalk along Canal Wall, 4" Thick	SF	6200	\$ 6.45	\$ 39,990.00	5,845.00	\$ 37,700.25		\$ -	5,845.00	\$ 37,700.25	94.27%
23	Concrete Driveway Apron, 6" Thick	SF	4800	\$ 8.30	\$ 39,840.00	3,283.00	\$ 27,248.90		\$ -	3,283.00	\$ 27,248.90	68.40%
24	Detectable Warning Field	SF	100	\$ 35.00	\$ 3,500.00	100.00	\$ 3,500.00		\$ -	100.00	\$ 3,500.00	100.00%
25	Reinforced Concrete Stairway	LS	1	\$ 19,000.00	\$ 19,000.00	0.68	\$ 12,920.00		\$ -	0.68	\$ 12,920.00	68.00%
26	12" RCP (Class III) Storm Sewer	LF	726	\$ 76.00	\$ 55,176.00	656.00	\$ 49,856.00		\$ -	656.00	\$ 49,856.00	90.36%
27	15" RCP (Class III) Storm Sewer	LF	121	\$ 87.00	\$ 10,527.00	128.00	\$ 11,136.00		\$ -	128.00	\$ 11,136.00	105.79%
28	18" RCP (Class III) Storm Sewer	LF	75	\$ 92.00	\$ 6,900.00		\$ -		\$ -	0.00	\$ -	0.00%
29	12" RCP Apron Endwall	EA	3	\$ 2,300.00	\$ 6,900.00	3.00	\$ 6,900.00		\$ -	3.00	\$ 6,900.00	100.00%
30	2' x 3' Storm Inlets	EA	16	\$ 4,500.00	\$ 72,000.00	14.00	\$ 63,000.00		\$ -	14.00	\$ 63,000.00	87.50%
31	2.5' Dia. Storm Inlet	EA	1	\$ 4,000.00	\$ 4,000.00	1.00	\$ 4,000.00		\$ -	1.00	\$ 4,000.00	100.00%
32	4' Dia. Storm Manholes	VF	22	\$ 900.00	\$ 19,800.00	16.00	\$ 14,400.00		\$ -	16.00	\$ 14,400.00	72.73%
33	2" Sch. 40 PVC Conduit	LF	1135	\$ 9.00	\$ 10,215.00	2,350.00	\$ 21,150.00		\$ -	2,350.00	\$ 21,150.00	207.05%
34	Utility Adjustment 0"- 6" on Reconstructed Street	EA	3	\$ 400.00	\$ 1,200.00	3.00	\$ 1,200.00		\$ -	3.00	\$ 1,200.00	100.00%
35	Utility Adjustment 7"- 12" on Reconstructed Street	EA	2	\$ 950.00	\$ 1,900.00	2.00	\$ 1,900.00		\$ -	2.00	\$ 1,900.00	100.00%
36	Sanitary Sewer Manhole Reconstruction	EA	1	\$ 2,900.00	\$ 2,900.00	1.00	\$ 2,900.00		\$ -	1.00	\$ 2,900.00	100.00%
37	Water Valve Adjustment	EA	10	\$ 800.00	\$ 8,000.00		\$ -		\$ -	0.00	\$ -	0.00%
38	Relocate Fire Hydrant	EA	1	\$ 3,000.00	\$ 3,000.00		\$ -		\$ -	0.00	\$ -	0.00%
39	Lawn and Terrace Restoration	SY	8500	\$ 7.20	\$ 61,200.00	9,144.00	\$ 65,836.80		\$ -	9,144.00	\$ 65,836.80	107.58%
40	4-Inch Solid, Yellow Epoxy Pavement Marking	LF	350	\$ 4.50	\$ 1,575.00	366.00	\$ 1,647.00		\$ -	366.00	\$ 1,647.00	104.57%
41	4-Inch Solid, White Epoxy Pavement Marking	LF	60	\$ 1.65	\$ 99.00		\$ -		\$ -	0.00	\$ -	0.00%
42	Crosswalk, 6-Inch White Epoxy Pavement Marking	LF	400	\$ 13.50	\$ 5,400.00		\$ -		\$ -	0.00	\$ -	0.00%
43	4-Inch Solid, Yellow Parking Lot Striping	LF	650	\$ 4.75	\$ 3,087.50	560.00	\$ 2,660.00		\$ -	560.00	\$ 2,660.00	86.15%
44	Removing Masonry (WisDOT 204.0185)	LS	1	\$ 31,000.00	\$ 31,000.00	1.00	\$ 31,000.00		\$ -	1.00	\$ 31,000.00	100.00%
45	Cofferdams (WisDOT 206.5001)	EA	1	\$ 200,000.00	\$ 200,000.00	1.00	\$ 200,000.00		\$ -	1.00	\$ 200,000.00	100.00%
46	Rubberized Membrane Waterproofing (WisDOT 516.0500)	SY	12	\$ 42.00	\$ 504.00	12.00	\$ 504.00		\$ -	12.00	\$ 504.00	100.00%
47	Concrete Collars for Pipe (WisDOT 520.8000) 1,300.00	EA	5	\$ 1,300.00	\$ 6,500.00	5.00	\$ 6,500.00		\$ -	5.00	\$ 6,500.00	100.00%
48	Riprap Heavy (WisDOT 606.0300)	CY	435	\$ 84.00	\$ 36,540.00	435.00	\$ 36,540.00		\$ -	435.00	\$ 36,540.00	100.00%
49	Pipe Underdrain Wrapped 6-Inch (WisDOT 612.0406)	LF	1285	\$ 12.00	\$ 15,420.00		\$ -		\$ -	0.00	\$ -	0.00%
50	Geotextile Type HR (WisDOT 645.0120)	SY	1165	\$ 5.00	\$ 5,825.00	1,165.00	\$ 5,825.00		\$ -	1,165.00	\$ 5,825.00	100.00%
51	Railing Aluminum Special (SPV.0090.01)	LF	603	\$ 307.00	\$ 185,121.00		\$ -	587.00	\$ 180,209.00	587.00	\$ 180,209.00	97.35%
52	Selected Crushed Material (SPV.0195.01)	TON	195	\$ 29.00	\$ 5,655.00	304.35	\$ 8,826.15		\$ -	304.35	\$ 8,826.15	156.08%
53	Wall Modular Block (SPV.0165.01)	SF	12420	\$ 113.00	\$ 1,403,460.00	12,420.00	\$ 1,403,460.00		\$ -	12,420.00	\$ 1,403,460.00	100.00%
54	Erosion Control	LS	1	\$ 6,000.00	\$ 6,000.00	1.00	\$ 6,000.00		\$ -	1.00	\$ 6,000.00	100.00%
55	Traffic Control	LS	1	\$ 8,500.00	\$ 8,500.00	1.00	\$ 8,500.00		\$ -	1.00	\$ 8,500.00	100.00%
56	Construction Mobile/Demobile; Project Coordination;	LS	1	\$ 100,000.00	\$ 100,000.00	1.00	\$ 100,000.00		\$ -	1.00	\$ 100,000.00	100.00%
57	6' Tall White Vinyl Fence	LF	56	\$ 121.00	\$ 6,776.00		\$ -		\$ -	0.00	\$ -	0.00%
58	8" Concrete Pavement Remove and Replace	SY	150	\$ 75.00	\$ 11,250.00	150.00	\$ 11,250.00		\$ -	150.00	\$ 11,250.00	100.00%

Original Contract Total:

\$ 2,871,546.50

\$ 2,629,697.85

\$ 182,204.25

\$ 2,811,902.10

Change Orders

REQUEST AND CERTIFICATE FOR PAYMENT -CONTRACTOR'S SIGNED CERTIFICATE IS ATTACHED

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Item No. (A)	Description of Work (B)	Unit of Measure	Scheduled Quantity (C)	Unit Price (D)	Item Total (C * D)	Work Completed				Total Completed To Date (E + F)		Percent Complete
						Previous Requests (E)		This Request (F)				
						Quantity	Amount	Quantity	Amount	Quantity	Amount	
CCO.1	Gas Line Conflicts with Cofferdam - Sand Bagging	LS	1	\$ 16,251.24	\$ 16,251.24	1.00	\$ 16,251.24		\$ -	1.00	\$ 16,251.24	100.00%
CCO.2	CIP Coping Modifications - JT Engineering Revised Coping	LS	1	\$ 79,232.23	\$ 79,232.23	1.00	\$ 79,232.23		\$ -	1.00	\$ 79,232.23	100.00%
					\$ -		\$ -		\$ -	0.00	\$ -	
					\$ -		\$ -		\$ -	0.00	\$ -	
					\$ -		\$ -		\$ -	0.00	\$ -	
					\$ -		\$ -		\$ -	0.00	\$ -	
					\$ -		\$ -		\$ -	0.00	\$ -	
					\$ -		\$ -		\$ -	0.00	\$ -	
					\$ -		\$ -		\$ -	0.00	\$ -	
					\$ -		\$ -		\$ -	0.00	\$ -	
Subtotal - Change Orders:					\$ 95,483.47		\$ 95,483.47		\$ -		\$ 95,483.47	
Project Total With Change Order:					\$ 2,967,029.97		\$ 2,725,181.32		\$ 182,204.25		\$ 2,907,385.57	

Routine Bridge Maintenance and Operation Agreement

Wisconsin Department of Transportation

Fiscal Year 2026 (July 1, 2025 – June 30, 2026)

City of Menasha

This Agreement is made by and between the State of Wisconsin Department of Transportation, a Wisconsin state agency, (the “Department”) and the City of Menasha, a Wisconsin municipal body corporate, (the “City”) in accordance with Wis. Stat. §§ 84.07(1), (2) and 83.015.

1. The Department authorizes the Services described in Section 2, and the City, represented by its City Board of Public Works and Deputy Director of Municipal Operations, agrees to perform the Services. It is understood that the Services authorized under this Agreement shall be accomplished in compliance with state and federal law, the Wisconsin Department of Transportation State Highway Maintenance Manual (the “Maintenance Manual”), and under the general direction of the Department.

2. The City shall provide the labor needed to perform operation of the following movable bridge located on the State Trunk System in the City:

B-70-0097 Tayco Street Bridge

(the “Services”). The total estimated City costs of the Services is: \$40,000. Charge ID: 0070-05-25.

3. Payment for Services shall be made to the City based on actual labor, including fringe benefit costs on half the actual labor, including fringe benefit costs as specified in the current Maintenance Manual, Chapter 2, and material purchases authorized by the Department. Itemized invoices for the Services shall be submitted monthly, within one-month end of the period in which the work was performed, as required by Wis. Stat. § 84.07(2)(a). Invoices shall be emailed to Jason Lahm at jason.lahm@dot.wi.gov. The Department shall make payments after the Department verifies the invoices according to Department policy. All payments are subject to audit by the Department.

4. Either party may, with 90-day written notice, unilaterally terminate this Agreement, effective if given/served prior to July 1st, 2026. Should the Department be given due and sufficient notice of the termination of this Agreement by the City, the Department agrees to fulfill all the contractual duties and responsibilities of the City prior to termination of this Agreement.

The Department agrees, in the event of such termination of Services by the City, to strive to replace those Services as expeditiously as possible. It is mutually understood that replacing the Services that have been achieved through the long standing and effective business relationship between the State and the City would likely result in service gaps or interruptions that may be unavoidable as part of such transition. The City is not, however, responsible for any such service gaps or interruptions beyond the termination date of this Agreement with the Department.

Any written notice of termination shall be served upon the following representatives by certified mail, return receipt requested:

On Behalf of City of Menasha:

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

On Behalf of the Department:

Jason Lahm
Wisconsin Department of Transportation - Northeast Region
944 Vanderperren Way
Green Bay, WI 54304

5. In connection with the Services provided under this Agreement, the City agrees not to discriminate against any employee or applicant for employment because of sex, age, race, religion, color, handicap, physical condition, developmental disability as defined in Wis. Stat. § 51.01(5), sexual orientation, or national origin. This Section shall include, but not be limited to the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The City shall post in a conspicuous place, available for employees and applicants for employment, notices setting forth this Section.

6. Disclaimer: This invoice pertains exclusively to the services outlined in the Fiscal Year 2026 Routine Bridge Maintenance and Operation Agreement (the "Agreement") established between the City of Menasha (the "City") and the Wisconsin Department of Transportation (the "DOT"). Having entered into this Agreement, by taking action pursuant to this Agreement, the City makes no assertions, commitments, or declarations regarding the ownership of the Racine Street Bridge (the "Racine Street Bridge") or the status of the Racine Street Bridge Project, DOT Project ID: 4992-03-71 (the "Racine Street Project"). Any actions taken by the City pursuant to the terms of this Agreement should not, under any circumstances, be construed or interpreted as such claims, promises, or statements related to the Racine Street Bridge or the Racine Street Project.

IN WITNESS WHEREOF, the Parties, by their authorized officer or representatives, have caused this Agreement to be executed as of the date both Parties have signed below.

WISCONSIN DEPARTMENT OF TRANSPORTATION

By: _____

Title: _____

Date: _____

CITY OF MENASHA

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Deputy Chief Krueger

DATE: April 22, 2025

RE: Small Vehicle Used Purchase

Currently Station 35 is assigned both a boat and utv due to having a reserve pickup truck (former command 32). The station space is currently limited due to reserve apparatus and mechanic bays whereas Station 36 would be more suitable for our offroad unit (UTV). This vehicle was previously at 36 however moved due to increased weights on the upgraded UTV, E36 was no longer deemed practical for pulling a tandem trailer with axle braking. Replacement of Inspector 31 and 32 is slotted for 2030 in the current CIP schedule which will finalize our goal of a replacement schedule to allow (1) reserve pickup at each station.

We are asking for consideration and action to make an offer up to \$17,000 on an upfitted used Surplus Ram Pick-up 2018 model truck. The vehicle will be assigned to pulling the UTV and will be located at station 36. This vehicle would be replaced by the rotation schedule in 2030 and will allow NMFR to have (1) piece of secondary equipment at each of the four stations along with a tow vehicle 5 years earlier than currently budgeted. The primary objective for the UTV is for EMS care and Station 36 area has the largest section of response with terrain challenges and can be quickly deployed to the highway for response in Neenah.

The funding source for this vehicle shall come from the EMS/FAP approved funding and shall not come from any budgeted/borrowed 2025 funds.

If you have any questions, please feel free to contact me at 886-6202.

Thank you for your consideration.

Attachment



MEMORANDUM

DATE May 5, 2025
TO Common Council
FROM Community Development Department
RE Certified Survey Map – Lot Consolidation of 938 Gosling Way Court (Parcel No. 7-00848-00) and 946 Gosling Way Court (Parcel No. 7-00848-21)

McMahon and Associates, on behalf of the property owners, have submitted a Certified Survey Map (CSM) to consolidate 938 and 946 Gosling Way Court. Both lots are under the same ownership, and both are zoned R-1 Single Family Residence District.

The existing lots are approximately .47 acres and .46 acres, respectively. The newly created lot will be approximately .94 acres with a single family home being proposed for construction. The property owner has worked with Menasha Utilities to relocate the utility pedestal east to accommodate the location of the new home. The utility pedestal remains located within the original utility easement.

The City of Menasha Future Land Use Map shows this area as Suburban Residential. This category includes single and two-family homes and civic uses. The R-1 Single Family Residence Use is listed as an acceptable zoning district within the Suburban Residential future land use category.

The size, setbacks, and dimension requirements meet city standards for the R-1 Single Family Residence District. Furthermore, the proposed CSM will not create any zoning nonconformities.

At the April 22, 2025 Plan Commission meeting, the Plan Commission recommended approval of the CSM as presented.

Staff and City Plan Commission recommended the Common Council to approve the Certified Survey Map as presented consolidating 938 and 946 Gosling Way Court (Parcel No. 7-00848-20 and 7-00848-21).

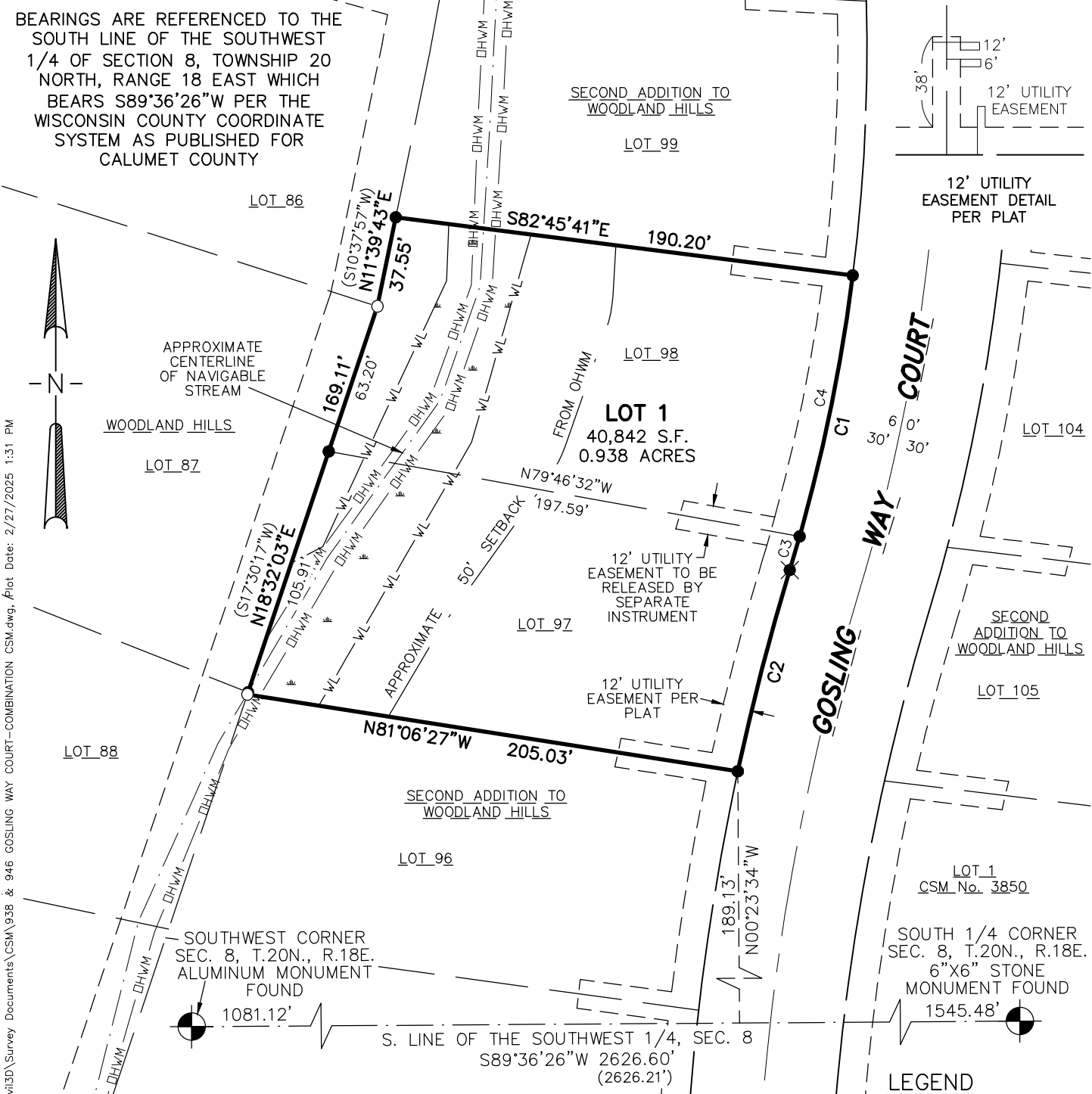
CERTIFIED SURVEY MAP No. _____

SHEET 1 OF 4

ALL OF LOTS 97 & 98 OF THE SECOND ADDITION TO WOODLAND HILLS, LOCATED IN THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 8, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN



CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	740.20'	124.59'	124.44'	S12°03'09"W	9°38'36"
C2	1030.00'	85.89'	85.87'	S14°29'06.5"W	4°46'41"
C3	740.20'	14.48'	14.48'	S16°18'50"W	1°07'14"
C4	740.20'	110.11'	110.00'	S11°29'32"W	8°31'22"



FOR: -COLIN DONEY
-8561 VENTANA DRIVE
-APT 4509
-OAK CREEK, WI 53154

McMAHON
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM
DRAFTED BY: COREY W. KALKOFEN

- - 3/4" x 18" ROUND STEEL REBAR WEIGHING 1.5 lbs./lineal ft. SET
✱ - 1 1/4" STEEL REBAR FOUND
● - 1.315" O.D. IRON PIPE FOUND
⊙ - CERTIFIED LAND CORNER CALUMET COUNTY
S.F. - SQUARE FEET
() - RECORDED BEARING AND/OR DISTANCE
— DHWM — - APPROXIMATE ORDINARY HIGH WATER MARK FOR REFERENCE PURPOSES ONLY PER PLAT
— WL — - DELINEATED WETLAND LINE PER PLAT

CERTIFIED SURVEY MAP No. _____

SHEET 2 OF 4

ALL OF LOTS 97 & 98 OF THE SECOND ADDITION TO WOODLAND HILLS, LOCATED IN THE
SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 8, TOWNSHIP 20 NORTH, RANGE 18
EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN

SURVEYOR’S CERTIFICATE

I, Corey W. Kalkofen, Wisconsin Professional Land Surveyor S-2726, certify that I have surveyed, combined and mapped all of Lots 97 & 98 of the Second Addition to Woodland Hills, recorded in Volume "D" on Page 93 as Document No. 512106, located in the Southwest 1/4 of the Southwest 1/4 of Section 8, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin containing 40,842 square feet (0.938 acres) of land.

That I have made this survey by the direction of the Owner(s) of said Land.

I further certify that this map is a correct representation of all exterior boundary lines of the land surveyed and the combination of that land, and that I have complied with section 236.34 of the Wisconsin Statutes and the City of Menasha Subdivision Ordinances in surveying, combining and mapping the same.

Dated this _____ day of _____, 20____

Corey W. Kalkofen, S-2726
Wisconsin Professional Land Surveyor

NOTES

THE LOCATION OF THE APPROXIMATE ORDINARY HIGH WATER MARK SHALL BE THE POINT ON THE BANK OF THE NAVIGABLE STREAM UP TO WHICH THE PRESENCE AND ACTION OF SURFACE WATER IS SO CONTINUOUS AS TO LEAVE A DISTINCTIVE MARK BY EROSION, DESTRUCTION OF TERRESTRIAL VEGETATION, OR OTHER RECOGNIZED CHARACTERISTICS.

ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.

THE WI DNR SURFACE WATER VIEWER MAP IDENTIFIES WETLAND INDICATOR SOIL TYPES WITHIN THE SUBJECT PROPERTIES. DUE TO WETLANDS, INDICATOR SOILS, AND/OR WATERWAYS WITHIN THE SUBJECT PROPERTIES, COORDINATE WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES REGARDING POTENTIAL PROTECTIVE AREAS.

PER US ARMY REGULATORY GUIDANCE LETTER NO. 05-02, DATED JUNE 14, 2005: ALL APPROVED WETLAND DETERMINATIONS COMPLETED AND/OR VERIFIED BY THE US ARMY CORPS OF ENGINEERS MUST BE IN WRITING AND WILL REMAIN VALID FOR A PERIOD OF FIVE YEARS, UNLESS NEW INFORMATION WARRANTS REVISION OF THE DETERMINATION BEFORE THE EXPIRATION DATE, OR A DISTRICT ENGINEER IDENTIFIES SPECIFIC GEOGRAPHIC AREAS WITH RAPIDLY CHANGING ENVIRONMENTAL CONDITIONS THAT MERIT RE-VERIFICATION ON A MORE FREQUENT BASIS.

SHEET 3 OF 4

CITY OF MENASHA COMMON COUNCIL APPROVAL

Austin R. Hammond, Mayor

Date _____

)ss

Dated _____

Kaija Snyder, City Clerk

City Finance Director, Jennifer Sassman

Date _____

County Treasurer, Michael Schlaak

Date _____

Page 78 of 118

SHEET 4 OF 4

ALL OF LOTS 97 & 98 OF THE SECOND ADDITION TO WOODLAND HILLS, LOCATED IN THE
SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 8, TOWNSHIP 20 NORTH, RANGE 18
EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN

Colin J. Doney and Iszabela F. Munra, As Owners, We hereby certify that we caused the land described on this Certified Survey Map to be surveyed, combined and mapped as represented on this Certified Survey Map. We also hereby certify that this Certified Survey Map is required by s. 236.10 or s. 236.12 to be submitted to the following for approval:

Dated this _____ day of _____, 20__.

Iszabela F. Munro

Personally appeared before me on the _____ day of _____, 20____, the above named person(s) to me known to be the person(s) who executed the foregoing instrument, and acknowledged the same.

My commission expires_____



MEMORANDUM

DATE April 30, 2025
TO Common Council
FROM Kaija Snyder, City Clerk
RE Class “B” (Beer) Alcohol License Application from Menasha Athletic Association;
Thomas Konetzke, Agent; Koslo Park Concessions (1200 Geneva Road, Menasha),
Premises

Menasha Athletic Association, doing business as Menasha Athletic Club (MAC), submitted an application for an abbreviated Class “B” (beer) license. Pursuant to 125.51(9)(b), abbreviated licenses allow a 6-month operating term.

Menasha Athletic Association seeks licensure of the Koslo Park (1200 Geneva Road, Menasha) concession premises for the term of May 6, 2025 – November 6, 2025.

According to Sec. 7-2-8 of Menasha’s Municipal Code, the premises have been inspected and approved by the Health Department, Building Inspection Office, and Fire Department. Verification of these approvals is attached.

The Menasha Police Department additionally facilitated and approved criminal background checks for agent Thomas Konetzke and other organization officials including Larry Konetzke, Joan Smogoleski, and Gary Coopman.

Agent Thomas Konetzke achieves qualification requirements outlined in Wis. Stat. 125.04(5)(a)5. Notification of application pendency was published in three consecutive issues of the *Post-Crescent* on April 28, 29, and 30, 2025.

Recommendation: Staff recommends approving Menasha Athletic Association’s abbreviated Class “B” Alcohol License application for the May 6, 2025 – November 6, 2025 licensing period.



Renewal Liquor License Inspections & Compliance Report

City of Menasha – Office of the City Clerk, 100 Main Street Suite 200, Menasha, WI 54952

BUSINESS ENTITY (d/b/a): Menasha Athletic Association

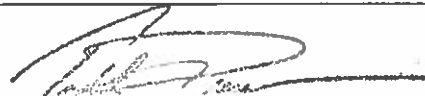
INSPECTED PREMISES (PROPERTY ADDRESS): Koslo Park

AGENT: Thomas Konetzke

HEALTH INSPECTION

I, **TODD DREW**, of the **CITY OF MENASHA'S HEALTH DEPARTMENT**, inspected the above premises and can confirm, upon my inspection, the premises does indeed conform to the sanitary, safety and health requirements, and the regulations of the State Board of Health and the local Board of Health as applicable to restaurants, as required in Sec. 7-2-9 of the City of Menasha's Municipal Code.

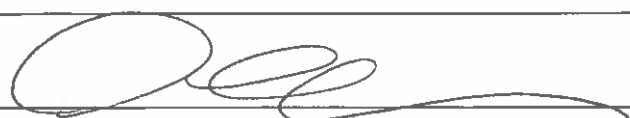
The above premises can be conditionally approved for its liquor license upon the understanding the following deficiencies noted below will be remedied within sixty (60) days of license issuance and verified via a follow-up inspection; an accompanying inspection report may be provided.

X  Date: 4/30/25

COMMERCIAL BUILDING INSPECTION

I, **AL VERKUYLEN**, of **ALV INSPECTIONS, LLC**, inspected the above premises and can confirm, upon my inspection, the premises does indeed conform to the sanitary, safety and health requirements of the State Building Code, and the regulations of the State Board of Health and the local Board of Health as applicable to restaurants, as required in Sec. 7-2-9 of the City of Menasha's Municipal Code.

The above premises can be conditionally approved for its liquor license upon the understanding the following deficiencies noted below will be remedied within sixty (60) days of license issuance and verified via a follow-up inspection. A formal inspection report shall accompany the findings below.

X  Date: 4-28-25

FIRE DEPARTMENT INSPECTION

I, **JERRY MAVROFF** of **NEENAH-MENASHA FIRE RESCUE**, can confirm a representative of the department reviewed the above premises and can confirm the inspection conforms with the occupancy compliance as determined by the International Fire Code as adopted by the City of Menasha, except where identified with the attached fire inspection report.

The above premises can be conditionally approved for its liquor license upon the understanding the following deficiencies noted below will be remedied within thirty (30) days of license issuance and verified via a follow-up inspection. In lieu of a formal inspection, a prior inspection report dated within the past six (6) months from the NM Fire Rescue may be used (and if so, indicate below and report shall be attached).

X  F400 Date: 7-21-25

CLERK'S OFFICE – INTERDEPARTMENTAL & STATUTORY COMPLIANCE REQUIREMENTS

I, **KAIJA SNYDER**, of the **CITY OF MENASHA CLERK'S OFFICE**, received confirmation from the below departments or organizations that the above named applicant complies with Wisconsin State Statute and Menasha Municipal Code requirements for license issuance.

RESIDENCE REQUIREMENTS

Confirmed the above named applicant meets residence requirements described in Sec. 7-2-7(a) of the Menasha Municipal Code on 3/24/25.

COMMUNITY DEVELOPMENT / ZONING REVIEW

Confirmed no ordinance violations for above premises on 4/9/25.

Confirmed no zoning violations for above premises on 4/9/25.

MENASHA POLICE DEPARTMENT

Confirmed of criminal background check approval of all organization agents, officers, and directors listed on original application on 3/31/25

MENASHA FINANCE DEPARTMENT

Confirmed that there are no outstanding tax payments or financial obligations on personal or commercial properties on 4/29/25.

PUBLICATION OF NOTICES IN OFFICIAL NEWSPAPER

Confirmed publication of three consecutive notices in the City's official newspaper, *The Post-Crescent*, on 4/28/25, 4/29/25, and 4/30/25.

X  Date: 4/30/25

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	
License Period	

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ _____ ☒ Class "B" Beer \$ 50
- ☐ "Class A" Liquor \$ _____ ☐ "Class B" Liquor \$ _____
- ☐ "Class A" Liquor (cider only) \$ _____ ☐ Reserve "Class B" Liquor \$ _____
- ☐ "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$ <u>50</u>
Background Check Fee	\$ <u>0</u>
Publication Fee	\$ <u>25</u>
Total Fees	\$ <u>75</u>

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) Menasha Athletic Association		
2. Business Trade Name or DBA Menasha MAC's		
3. FEIN 39-6175099	4. Wisconsin Seller's Permit Number 456-0000543303-02	
5. Entity Type (check one) ☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☒ Corporation ☐ Nonprofit Organization		
6. State of Organization WI	7. Date of Organization 04/30/1948	8. Wisconsin DFI Registration Number
9. Premises Address Koslo Park 1200 Geneva Road		
10. City Menasha	11. State WI	12. Zip Code 54952
13. County Winnebago	14. Governing Municipality: ☒ City ☐ Town ☐ Village of: Menasha	15. Aldermanic District
16. Premises Phone [REDACTED]	17. Premises Email [REDACTED]	18. Website www.menashamacs.org
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Baseball field and attached concession stand		

20. Mailing Address (if different from premises address) P.O. Box 342		
21. City Menasha	22. State WI	23. Zip Code 54952

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No If yes, list the details of violation below. Attach additional sheets if necessary.		
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? ☐ Yes ☐ No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? ☐ Yes ☐ No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . ☐ Yes ☒ No beverages.
- If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . ☐ Yes ☒ No
- If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? ☐ Yes ☒ No
- If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

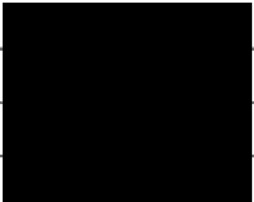
4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☒ Yes ☐ No
6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No
7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

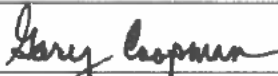
Last Name	First Name	Title	Phone
Konetzke	Larry	President	
Konetzke	Thomas	Vice President	
Smogoleski	Joan	Secretary	
Coopman	Gary	Treasurer	

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Coopman		First Name Gary	M.I. L
Title Treasurer		Email 	Phone 
Signature 		Date 3/11/2025	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 3/24/25	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Alcohol Beverage
Appointment of AgentDate
03/11/2025

Agent Type (check one)

☒ Original (no fee) ☐ Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Menasha Athletic Association

2. Business Trade Name or DBA

Menasha MAC's

3. Entity Type (check one)

☐ Limited Liability Company☒ Corporation☐ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

☒ Municipal Retail License☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name

Konetzke

2. First Name

Thomas

3. M.I.

J

4. Email

None

5. Phone

6. Home Address

7. City

Menasha

8. State

WI

9. Zip Code

54952

10. Date of Birth

11. Drivers License/State ID Number

12. Drivers License/State ID State of Issuance

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or
Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? ☒ Yes ☐ No3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Coopman		First Name Gary		M.I. L
Title Treasurer	Email [REDACTED]		Phone [REDACTED]	
Signature <i>Gary Coopman</i>			Date 3/11/2025	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Konetzke		First Name Thomas		M.I. J
Signature <i>Thomas Konetzke</i>			Date 3-21-2025	

Alcohol Beverage
Individual Questionnaire

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Menasha Athletic Association

2. Business Trade Name or DBA

Menasha MAC's

3. Entity Type (check one)

☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☒ Corporation ☐ Nonprofit Organization

Part B: Individual Information

1. Last Name

Konetzke

2. First Name

Thomas

3. M.I.

J

4. Relationship to Business (Title)

Vice President

5. Email

NONE

6. Phone

7. Home Address

8. City

Menasha

9. State

WI

10. Zip Code

54952

11. Date of Birth

12. Drivers License/State ID Number

13. Drivers License/State ID State of Issuance

Part C: Address History

1. Do you currently reside in Wisconsin? ☒ Yes ☐ No

If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application?

Years
86Months
3

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address 1

City

State

Zip Code

Previous Address 2

City

State

Zip Code

Previous Address 3

City

State

Zip Code

Previous Address 4

City

State

Zip Code

Previous Address 5

City

State

Zip Code

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State

County

State

County

State

County

State

County

WI

Winnebago

State

County

State

County

State

County

State

County

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Thomas Konetyke</i>	Date <i>3-21-25</i>
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City of Menasha Disbursements

Weekly Accounts Payable	04/18/25 - 05/01/25 Checks # 84908-85042	\$552,749.85
	Void Check 84740	(\$801.60)
Bi-Weekly Payroll	05/01/25	\$249,866.41
Additional Regular Cycle Accounts Payables -Paid Electronically		
State Wage Garnishment	04/21/25	\$137.01
Wisconsin Deferred Compensation	04/21/25	\$10,655.75
Nationwide Deferred Compensation	04/21/25	\$10,876.24
Federal Tax Withholding	04/23/25	\$85,742.45
Home Depot ACH	04/23/25	\$48.79
Delta Dental	04/23/25	\$3,217.82
Debt Service	04/28/25	\$1,412,882.01
Employee Trust Funds -WRS	04/28/25	\$154,951.20
HRA Funding	04/28/25	\$1,670.00
Sales Tax	04/29/25	\$451.16
FSA/HRA Admin Fees	04/30/25	\$632.22
State Tax Withholding	04/30/25	\$28,459.47
Delta Dental	04/30/25	\$2,763.40
State Wage Garnishment	05/01/25	\$91.78
Community First CU-Payroll Deduction	05/01/25	\$609.15
Employee Benefits-Flex Spending	05/01/25	\$3,463.19
		<u>\$ 1,716,651.64</u>
Total		<u><u>\$2,518,466.30</u></u>

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

<u>Craig Pearson</u>	05/01/25
Craig Pearson	Date
Finance Manager	

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: 4/24/2025

Date: 4/29/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	84908	4/24/2025	2504107	731-1022-541.30-18	29.03	MICROTORCH
		4/24/2025	2504166	731-1022-541.30-18	68.87	CABLE TIES/DRILL BITS
		4/24/2025	2504313	731-1022-541.30-18	35.40	NUTS
		4/24/2025	2504369	100-0703-553.30-18	176.65	CABLE TIES
Total for check: 84908					309.95	
ALL TRAFFIC SOLUTIONS	84909	4/24/2025	Q-95958	743-0403-513.24-04	1,100.00	APP TRAFFIC SUITE
	Total for check: 84909				1,100.00	
AMAZON CAPITAL SERVICES	84910	4/24/2025	17HY-6X9C-T91G	100-0203-512.30-10	13.94	OFFICE SUPPLIES
					73.15	OFFICE SUPPLIES
		4/24/2025	1CQD-J13M-DPHF	100-0801-521.30-18	17.68	EVIDENCE SUPPLIES
		4/24/2025	1CVD-4WHP-4NHM	100-0801-521.29-04	182.76	CARRYING CASES (6)
		4/24/2025	1FX4-G9GR-XMRC	100-0801-521.30-15	33.98	RANGE SUPPLIES
		4/24/2025	1GRR-C6JT-HJT4	100-0801-521.30-10	38.69	DEPARTMENT SUPPLIES
		4/24/2025	1NPX-FP6F-69T4	100-0801-521.19-02	36.99	E-17 UNIFORM ALLOWANCE
		4/24/2025	1PCG-DKGV-CKV4	100-0000-201.14-00	9.68	BUS TRIP PRIZES
		4/24/2025	1PTC-V7V1-3W1X	100-0801-521.19-03	27.55	NEW OFFICER EQUIPMENT
				100-0801-521.30-18	26.97	DEPARTMENT SUPPLIES
		4/24/2025	1QTG-WCHN-XY4T	100-0801-521.29-04	129.94	BATTERY CHARGER/CLAMPS
		4/24/2025	1VDK-CXXQ-DKQL	100-0801-521.30-15	89.94	RUBBER GRIP SLEEVE GLOCKS
		4/24/2025	1XVF-RQYT-696F	100-0801-521.19-02	125.50	E-17 UNIFORM ALLOWANCE
				100-0801-521.30-15	34.99	RANGE SUPPLIES
Total for check: 84910					841.76	
ARROW AUDIO INC	84911	4/24/2025	25847	743-0403-513.21-04	317.50	SERVICE CALL MICROPHONE
		4/24/2025	26133	470-0405-513.80-05	2,285.00	COUNCIL WIRELESS SYSTEM ADM-2025-001
	Total for check: 84911				2,602.50	
AUTOMATED COMFORT CONTROLS	84912	4/24/2025	38130	100-0501-522.24-03	227.80	PROGRAMMING SERVICE
					227.80	PROGRAMMING SERVICE
				100-0601-551.24-03	227.80	PROGRAMMING SERVICE

AP Check Register

Check Date: 4/24/2025

Date: 4/29/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AUTOMATED COMFORT CONTROLS...	84912...	4/24/2025...	38130...	100-0801-521.24-03	227.80	PROGRAMMING SERVICE
				731-1022-541.24-03	227.80	PROGRAMMING SERVICE
				Total for check: 84912	1,139.00	
BAYCOM INC	84913	4/24/2025	EQUIPINV_054635	100-0801-521.29-04	14,067.00	SQUAD CAMERA SYSTEMS (2)
			EQUIPINV_054905	100-0801-521.29-04	1,248.00	VEHICLE ACCESSORIES
			Total for check: 84913		15,315.00	
BERGSTROM FORD LINCOLN	84914	4/24/2025	105565	731-1022-541.38-04	70.98	WINDOW CONTROL
					Total for check: 84914	
					70.98	
BOBCAT PLUS	84915	4/24/2025	IA21310	731-1022-541.38-03	274.19	FILTERS
					Total for check: 84915	
					274.19	
CASPER'S TRUCK EQUIPMENT INC	84916	4/24/2025	0063751-IN	731-1022-541.38-03	46.22	ELECTRICAL CONNECTOR
			0063773-IN	731-1022-541.38-03	565.25	COVER TARP
			Total for check: 84916		611.47	
COMMUNICATIONS ENGINEERING COMPANY	84917	4/24/2025	443044	100-0501-522.24-03	739.75	ANNUAL FIRE PROTECTION INSPECTION
			443045	100-0501-522.24-03	369.88	ANNUAL FIRE PROTECTION INSPECTION
				100-0801-521.24-03	369.87	ANNUAL FIRE PROTECTION INSPECTION
			Total for check: 84917		1,479.50	
CELLCOM	84918	4/24/2025	597220	100-0101-511.22-01	33.80	CELL PHONE MAYOR
				100-0201-512.22-01	33.80	CELL PHONE ATTORNEY
				100-0203-512.22-01	33.80	CELL PHONE CLERK
				100-0301-523.22-01	33.80	CELL PHONE BUILDING INSPECTOR
				100-0304-562.22-01	101.40	CELL PHONE COMMUNITY DEVELOPMENT
				100-0401-513.22-01	33.80	CELL PHONE FINANCE
				100-0601-551.22-01	22.98	CELL PHONE BUILDING SERVICES

AP Check Register

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Date: 4/29/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
CELLCOM...	84918...	4/24/2025...	597220...	100-0601-551.22-01...	209.98	CELL PHONE	LIBRARY
				100-0702-552.22-01	176.94	CELL PHONE	PARKS LOCATIONS
				100-0703-553.22-01	13.52	CELL PHONE	BUILDING SERVICES
					207.94	CELL PHONE	PARKS
				100-0801-521.22-01	15.55	CELL PHONE	BUILDING SERVICES
					1,488.30	CELL PHONE	POLICE
				100-0811-521.22-01	33.80	CELL PHONE	CODE ENFORCEMENT
				100-0904-531.22-01	33.80	CELL PHONE	ENVIRONMENTAL HEALTH
				100-0919-531.22-01	243.11	CELL PHONE	HEALTH
				100-1001-514.22-01	15.55	CELL PHONE	BUILDING SERVICES
				100-1002-541.22-01	172.91	CELL PHONE	ENGINEERING
				100-1008-541.22-01	11.73	CELL PHONE	STREET SIGNS
				100-1019-552.22-01	14.36	CELL PHONE	BRIDGES
				601-1020-543.22-01	7.29	CELL PHONE	SEWER TRUCK
				625-1002-541.22-01	57.64	CELL PHONE	ENGINEERING
				731-1022-541.22-01	135.87	CELL PHONE	CITY GARAGE
				743-0403-513.22-01	67.60	CELL PHONE	IT
				Total for check: 84918			
CINTAS	84919	4/24/2025	1905595764	100-0704-552.30-13	308.00	POOL MATERIAL	
				731-1022-541.20-01	166.95	UNIFORMS & SUPPLIES	
				100-0801-521.20-01	50.25	SUPPLIES	
				100-0801-521.30-13	174.39	SUPPLIES	
Total for check: 84919					699.59		
COMPLETE OFFICE OF WISCONSIN	84920	4/24/2025	904498	100-0801-521.30-10	194.19	OFFICE SUPPLIES	
				Total for check: 84920			
COONEY'S EMBROIDERY LLC	84921	4/24/2025	22070	100-0801-521.19-03	77.02	BLACK POLOS	SUPPORT STAFF
					(4.02)	SALES TAX CREDIT	
Total for check: 84921					73.00		

AP Check Register

Check Date: 4/24/2025

Date: 4/29/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CRUISERS	84922	4/24/2025	47878	100-0801-521.29-04	3,510.54	FORD UTILITY ACCESSORIES
		4/24/2025	47879	100-0801-521.29-04	77.68	DRAIN KIT
	Total for check: 84922				3,588.22	
ELAN FINANCIAL SERVICES	84930	4/24/2025	0008	100-1008-541.30-15	41.78	TOOLS SIGN SHOP
		4/24/2025	0143	100-0801-521.30-11	11.89	POSTAGE POLICE
		4/24/2025	0464	100-0801-521.24-03	3,545.00	BUILDING EXPENSE POLICE
		4/24/2025	0555	100-0703-553.24-03	64.63	FLAGS PWF
		4/24/2025	0960	100-0703-553.24-03	224.96	FURNACE PARTS PWF
		4/24/2025	1045	100-0601-551.30-14	287.70	SW SOFTWARE LIBRARY
		4/24/2025	1139	100-0601-551.24-03	1.13	DSPS INSPECTION LIBRARY
		4/24/2025	1300	100-0601-551.30-16	14.99	PROGRAMMING LIBRARY
		4/24/2025	1467	100-0920-531.24-03	593.94	DIMMER SWITCH SENIOR CENTER
		4/24/2025	1500	100-1008-541.30-18	44.99	TORCH SIGN SHOP
		4/24/2025	1513	100-0702-552.32-01	150.00	WPRA MEMBERSHIP PARK AND REC
		4/24/2025	1555	100-0706-561.30-15	50.01	UTILITY CORD PARK
		4/24/2025	1556	100-1019-552.30-18	164.99	CAMERA PARTS BRIDGE
		4/24/2025	1681	100-0903-531.21-12	59.25	TRANSLATION (SWAHILI) HEALTH DEPT
		4/24/2025	1685	100-0601-551.30-11	86.20	ILL & STAMPS LIBRARY
		4/24/2025	1930	100-0304-562.33-02	200.00	HEIM WDAC DOWNTOWN CONF COM DEV
		4/24/2025	2064	100-0801-521.30-15	158.24	8 GUN CABINET POLICE
		4/24/2025	2079	100-0801-521.29-04	337.75	VEHICLE REPAIRS POLICE
		4/24/2025	2247	100-0920-531.30-18	30.00	CANVAS ART BUNNY SENIOR CENTER
			827-0920-531.30-18		65.25	BINGO PRIZES SENIOR CENTER
		4/24/2025	2319	100-0401-513.34-02	150.00	WGFOA CONFERENCE FINANCE
		4/24/2025	2451	100-0801-521.34-02	20.95	TRAINING REGISTRATIONS POLICE
		4/24/2025	2540	100-0801-521.34-02	450.00	TRAINING REGISTRATION POLICE
		4/24/2025	2568	731-1022-541.38-03	346.50	EXTRA PUMP WARRANTY PWF
		4/24/2025	2723	100-0000-201.14-00	108.02	BUS TRIP SNACKS SENIOR CENTER
				100-0702-552.30-18	15.98	REC PROGRAMMING SENIOR CENTER
				826-0702-552.30-18	92.00	PARK AND REC SNACKS SENIOR CENTER
				827-0920-531.30-18	87.00	SENIOR CENTER SNACKS SENIOR CENTER
		4/24/2025	2883	470-0801-521.82-01	630.00	COUNTERTOP PPF-2025-002

AP Check Register

Check Date: 4/24/2025

Date: 4/29/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ELAN FINANCIAL SERVICES...	84930...	4/24/2025	3056	100-0601-551.30-14	24.99	NETFLIX FOR ROKUS LIBRARY
		4/24/2025	3061	100-0801-521.30-18	24.99	EVIDENCE SUPPLIES POLICE
		4/24/2025	3155	100-0601-551.30-14	99.00	SMITHWORKS SOFTWARE LIBRARY
	4/24/2025	3180		100-0702-552.30-18	2.50	EASTER CRAFT SENIOR CENTER
				100-0920-531.30-18	6.25	EASTER CRAFT SENIOR CENTER
				825-0101-511.30-16	16.25	150 COMMITTEE SENIOR CENTER
	4/24/2025	3349		100-0601-551.30-14	11.59	HULU FOR ROKUS LIBRARY
	4/24/2025	3464		100-0920-531.30-18	60.90	ELVIS SENIOR CENTER
	4/24/2025	3510		100-0801-521.30-15	219.92	HOLSTER POLICE
	4/24/2025	3564		100-0601-551.24-03	50.00	DSPS INSPECTION LIBRARY
	4/24/2025	3882		100-0601-551.30-14	70.00	YEARLY RENEWAL LIBRARY
	4/24/2025	4004		100-0601-551.30-14	55.00	POST-CRESCENT SUB. LIBRARY
	4/24/2025	4158		731-1022-541.38-03	201.11	FUEL PARTS PWF
	4/24/2025	4376		100-0801-521.32-01	75.00	MONTHLY TOOL INV (MARCH) POLICE
	4/24/2025	4386		100-0601-551.30-14	14.99	SOFTWARE SUBSCRIPTION LIBRARY
	4/24/2025	4387		100-0601-551.30-16	29.99	MONTHLY SUBSCRIPTION LIBRARY
	4/24/2025	4398		100-0601-551.30-14	26.24	NETFLIX FOR ROKUS LIBRARY
	4/24/2025	4660		100-1001-514.24-03	71.97	COUNCIL DESKS PWF
	4/24/2025	4766		100-0801-521.30-15	211.93	CARDBOARD TARGETS POLICE
	4/24/2025	4798		207-0707-552.24-03	194.00	MARINA ACCESS POINT PARKS
	4/24/2025	5028		100-0601-551.30-14	136.49	MICROSOFT 365 SUBSCRIPTION LIBRARY
	4/24/2025	5077		100-0000-201.14-00	100.63	NEW ORLEANS BUS TRIP SENIOR CENTER
	4/24/2025	5276		100-0801-521.30-18	166.40	EVIDENCE SUPPLIES POLICE
	4/24/2025	5298		100-0601-551.30-14	31.50	ADOBE LIBRARY
	4/24/2025	5355		100-0801-521.30-11	10.96	POSTAGE POLICE
	4/24/2025	5558		100-0703-553.30-18	9.99	CELL CASE PARKS
	4/24/2025	5569		100-0703-553.30-18	34.99	FOUNTAIN PARTS PWF
	4/24/2025	5679		100-0903-531.21-12	3.95	TRANSLATION (SPANISH) HEALTH DEPT
	4/24/2025	5732		100-0801-521.34-02	450.00	TRAINING REGISTRATION POLICE
	4/24/2025	5902		100-0702-552.30-18	3.75	NO SCHOOL DAY PARKS AND REC
	4/24/2025	5960		100-0801-521.30-11	58.37	POSTAGE POLICE
	4/24/2025	5965		100-0601-551.30-16	22.05	MONTHLY SUBSCRIPTION LIBRARY
	4/24/2025	6042		100-0702-552.29-03	1.65	JOB AD PARK AND REC
	4/24/2025	6188		100-0601-551.30-14	28.47	HULU FOR ROKUS LIBRARY

AP Check Register

Check Date: 4/24/2025

Date: 4/29/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ELAN FINANCIAL SERVICES...	84930...	4/24/2025	6192	100-0601-551.30-16	348.19	SMITHWORKS SUPPLIES LIBRARY
		4/24/2025	6342	100-0601-551.30-16	19.98	FACEBOOK ADS LIBRARY
		4/24/2025	6344	100-0801-521.34-02	80.04	TRAINING REGISTRATION POLICE
				731-1022-541.38-03	129.99	PARTS PWF
		4/24/2025	6349	100-0601-551.30-14	31.65	CREATIVE CLOUD LIBRARY
		4/24/2025	6419	731-1022-541.24-03	14.90	CAT 6 PWF
		4/24/2025	6514	100-0601-551.30-14	10.54	HULU FOR ROKUS LIBRARY
		4/24/2025	6524	100-0901-515.30-18	232.25	RESQ DISC SAFETY
		4/24/2025	6650	100-0801-521.30-11	7.16	POSTAGE KUSTOM SIGNALS POLICE
		4/24/2025	6706	100-0920-531.30-13	244.06	CHAIR PROTECTOR SENIOR CENTER
		4/24/2025	6841	100-0000-201.03-00	187.95	TARGETS (ERROR) POLICE
		4/24/2025	6843	100-0903-531.21-12	27.65	TRANSLATION (KINYARWANDA)HEALTH DEPT
		4/24/2025	6845	100-0801-521.38-01	44.53	VEHICLE FUEL POLICE
		4/24/2025	6856	100-0903-531.21-12	39.50	TRANSLATION (SWAHILI) HEALTH DEPT
		4/24/2025	6984	100-0601-551.32-01	39.00	DONOR SOFTWARE LIBRARY
		4/24/2025	7068	100-0601-551.30-14	28.47	HULU FOR ROKUS LIBRARY
		4/24/2025	7094	100-0903-531.32-01	730.00	PROVIDER REVALIDATION FEEHEALTH DEPT
		4/24/2025	7200	100-0601-551.30-14	725.00	SMITHWORKS SOFTWARE LIBRARY
		4/24/2025	7276	100-0801-521.30-11	6.10	POSTAGE POLICE
		4/24/2025	7455	731-1022-541.38-03	268.19	PARTS PWF
		4/24/2025	8043	100-0601-551.34-02	480.00	CONFERENCE REGISTRATION LIBRARY
		4/24/2025	8095	100-0601-551.30-11	4.40	ILL POSTAGE LIBRARY
		4/24/2025	8145	100-0601-551.30-11	4.40	ILL POSTAGE LIBRARY
		4/24/2025	8445	100-0601-551.30-16	115.17	SW SUPPLIES LIBRARY
		4/24/2025	8541	100-0703-553.30-18	82.83	TIE DOWNS PWF
		4/24/2025	8568	100-0201-512.32-02	(30.00)	MTG & WARRANTY DEED REFUND
		4/24/2025	8621	100-0903-531.21-12	15.80	TRANSLATION (DARI) HEALTH DEPT
		4/24/2025	8631	100-0601-551.30-14	100.67	CRICUT YEARLY ACCESS LIBRARY
		4/24/2025	8648	100-0601-551.30-16	4.79	PROGRAMMING LIBRARY
		4/24/2025	8692	100-0601-551.30-16	45.05	PROGRAMMING LIBRARY
		4/24/2025	8894	100-0702-552.30-18	84.98	DND GROUP PARK AND REC
		4/24/2025	8900	100-0801-521.30-15	209.95	INDUSTRIAL SHELVING POLICE
		4/24/2025	9045	100-0601-551.30-14	20.99	MONTHLY SUBSCRIPTION LIBRARY
		4/24/2025	9104	100-0920-531.30-18	42.40	BRAIN CLASS SENIOR CENTER

AP Check Register

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ELAN FINANCIAL SERVICES...	84930...	4/24/2025	9199	100-0801-521.34-03	60.00	TRAINING MEAL POLICE
		4/24/2025	9283	100-0601-551.30-14	440.87	CREATIVE CLOUD ANNUAL LIBRARY
		4/24/2025	9414	100-0801-521.34-03	150.80	TRAINING MEAL POLICE
		4/24/2025	9431	100-0903-531.21-12	11.85	TRANSLATION (KINYARWANDA)HEALTH DEPT
		4/24/2025	9457	100-0601-551.30-16	10.44	MONTHLY SUBSCRIPTION FEE LIBRARY
		4/24/2025	9508	100-1008-541.30-18	33.79	PEN SIGN SHOP
		4/24/2025	9516	100-0801-521.34-02	30.00	TRAINING REGISTRATIONS POLICE
		4/24/2025	9531	100-0801-521.19-02	19.28	UNIFORM ALLOWANCE POLICE
		4/24/2025	9646	100-0801-521.30-10	14.75	OFFICE SUPPLIES POLICE
		4/24/2025	9711	826-0702-552.30-18	72.18	REC SNACK COUNTER SENIOR CENTER
		4/24/2025	9868	100-0601-551.30-16	199.92	SW SUPPLIES LIBRARY
	Total for check: 84930				15,999.43	
EMBLEM AUTHORITY	84931	4/24/2025	48525	100-0801-521.30-18	460.00	MENASHA PD SHOULDER
	Total for check: 84931				460.00	
EMERGENCY LIGHTING & ELECTRONICS	84932	4/24/2025	240290	100-0801-521.29-04	58.00	VEHICLE EQUIPMENT
		4/24/2025	240292	100-0801-521.29-04	471.45	VEHICLE EQUIPMENT
	Total for check: 84932				529.45	
FACTORY MOTOR PARTS CO	84933	4/24/2025	18-2278078	731-1022-541.38-03	289.15	FILTER/BATTERY
	Total for check: 84933				289.15	
FOX CITIES MAGAZINE	84934	4/24/2025	00036424	100-0304-562.21-10	1,395.00	OVATION BOOK ADVERTISEMENT
	Total for check: 84934				1,395.00	
FOX VALLEY TECHNICAL COLLEGE	84935	4/24/2025	SP3827	100-0801-521.34-02	195.00	CRIME COURSE REGISTRATION
	Total for check: 84935				195.00	
JOSH GALLAGHER	84936	4/24/2025	MEALS	100-0801-521.34-03	178.37	MEAL REIMBURSEMENT

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JOSH GALLAGHER...	84936...	4/24/2025	MILEAGE	100-0801-521.38-01	25.25	MILEAGE REIMBURSEMENT
			Total for check: 84936		203.62	
GRAINGER INC	84937	4/24/2025	9414465568	100-1008-541.30-18	(165.12)	TOOL KIT
		4/24/2025	9449132266	100-1008-541.30-18	165.12	TOOL KIT
		4/24/2025	9475244191	100-1008-541.30-15	178.61	TOOLS
		4/24/2025	9475244209	731-1022-541.24-03	78.45	MOTOR
		4/24/2025	9475244217	100-1001-514.24-03	11.92	SMOKE TESTER
			Total for check: 84937		268.98	
GREAT BIG GRAPHICS LLC	84938	4/24/2025	11400	100-0801-521.29-01	249.00	BUSINESS CARDS
			Total for check: 84938		249.00	
HALLMAN LINDSAY	84939	4/24/2025	M0140426	100-0703-553.24-03	240.00	PARK BATHROOM FLOOR
			Total for check: 84939		240.00	
KRYSTA HERNANDEZ	84940	4/24/2025	REFUND	100-0000-201.11-00	100.00	SECURITY DEPOSIT REFUND
			Total for check: 84940		100.00	
KLINK HYDRAULICS LLC	84941	4/24/2025	44990	731-1022-541.38-03	87.19	HYDRAULIC FITTINGS
			Total for check: 84941		87.19	
LEVENHAGEN OIL CORPORATION	84942	4/24/2025	081036A-IN	731-1022-541.30-18	498.75	GREASE
			Total for check: 84942		498.75	
MATTHEWS TIRE & SERVICE CENTER	84943	4/24/2025	96295	731-1022-541.38-02	673.22	TIRES
		4/24/2025	96297	731-1022-541.38-02	343.09	TIRES
			Total for check: 84943		1,016.31	

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MENARDS-APPLETON EAST	84944	4/24/2025	73866	470-0501-522.82-01	24.76	GATE HINGE & SCREW F-2025-007
		4/24/2025	73984	207-0707-552.24-03	130.97	PLUMBING BATHROOM
	Total for check: 84944				155.73	
METRO SALES INC	84945	4/24/2025	INV2769949	743-0403-513.29-01	1,149.38	PRINTER/COPIER USAGE 3/17/25-4/16/25
					1,149.38	
MOCIC	84946	4/24/2025	0251755-IN	100-0801-521.32-01	200.00	2025 MEMBERSHIP FEES
					200.00	
N&M AUTO SUPPLY	84947	4/24/2025	837355	731-1022-541.38-03	5.04	LAMP
					5.04	
CITY OF NEENAH	84948	4/24/2025	40083	255-0501-522.30-15	4,881.95	TURNOUT GEAR
					993.38	HELMETS
					1,172.23	DIVE SUIT
					681.00	BED STORAGE TRUCK
					2,967.61	GRAPHICS/LIGHTS
					339,585.00	FIRE/RESCUE SERVICES 2025
	Total for check: 84948				350,281.17	
OSHKOSH FIRE & POLICE EQUIPMENT INC	84949	4/24/2025	196825	100-0801-521.19-03	280.00	NEW OFFICER HAT BADGES
		4/24/2025	196936	100-0801-521.19-03	70.00	HAT BADGE
	Total for check: 84949				350.00	
PACKER CITY INTL TRUCKS INC	84950	4/24/2025	X103151819:01	731-1022-541.38-03	57.48	PLASTIC PIPE
					57.48	
PETERS CONCRETE COMPANY	84951	4/24/2025	2251089	470-0501-522.82-01	494.00	CONCRETE BACK OF STATION F-2025-007

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PETERS CONCRETE COMPANY...	84951...	4/24/2025	2251122	470-0501-522.82-01	2,580.00	CONCRETE BACK OF STATION F-2025-007
			Total for check: 84951		3,074.00	
POMP'S TIRE SERVICE INC	84952	4/24/2025	320164745	731-1022-541.38-04	35.00	TIRE SENSOR
			Total for check: 84952		35.00	
SJE INC	84953	4/24/2025	CD99567472	601-1020-543.30-18	263.98	FILTER ELEMENT
			Total for check: 84953		263.98	
STERICYCLE INC	84954	4/24/2025	8010444554	100-0801-521.30-10	95.00	REGULAR SERVICE
		4/24/2025	8010502733	100-0801-521.21-05	14.50	STERISAFE SUBSCRIPTION
			Total for check: 84954		109.50	
TRUCK EQUIPMENT INC	84955	4/24/2025	1142615-00	731-1022-541.38-03	35.06	VALVE
			Total for check: 84955		35.06	
TWIN CITY VETERANS	84956	4/24/2025	DONATION	100-0408-552.21-06	600.00	MEMORIAL DAY PARADE
			Total for check: 84956		600.00	
LORI VAN LAANEN	84957	4/24/2025	70181108	100-0000-121.01-00	182.85	TAX REFUND
			Total for check: 84957		182.85	
TERMINIX WIL-KIL	84958	4/24/2025	76131472	100-0501-522.24-03	87.63	PEST CONTROL MAINTENANCE 430 FIRST STREET
				100-0801-521.24-03	87.64	PEST CONTROL MAINTENANCE 430 FIRST STREET
		4/24/2025	76135119	100-0501-522.24-03	75.00	PEST CONTROL MAINTENANCE 1108 PROVINCE TER
			Total for check: 84958		250.27	

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WINNEBAGO COUNTY TREASURER	84959	4/24/2025	30004	743-0403-513.24-04	5,666.67	RMS MAINT COST SHARING
			Total for check: 84959		5,666.67	
WISCONSIN DEPT OF JUSTICE-TIME	84960	4/24/2025	455TIME-18132	100-0801-521.22-01	511.50	TIME ACCESS CHARGE &SUP.
			Total for check: 84960		511.50	
					415,958.13	

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AMAZON CAPITAL SERVICES	84965	4/25/2025	11GP-3YHP-1GYQ	100-0601-551.30-14	32.48	LIBRARY MATERIALS
		4/25/2025	13HP-TYJK-KLV7	100-0601-551.30-14	99.94	LIBRARY MATERIALS
		4/25/2025	13MH-6TLQ-FY3R	100-0601-551.30-14	126.58	LIBRARY MATERIALS
		4/25/2025	13TR-TD9M-9MQ9	100-0601-551.30-16	39.84	LIBRARY PROMOTIONAL
		4/25/2025	14N4-QC3Q-9LY6	100-0601-551.30-16	32.60	LIBRARY PROMOTIONAL
		4/25/2025	14NV-7FJM-6H1Y	100-0601-551.30-14	53.23	LIBRARY MATERIALS
		4/25/2025	14T4-4JTN-194Y	100-0601-551.30-14	69.99	LIBRARY MATERIALS
		4/25/2025	16M3-K9NC-7F7V	100-0601-551.30-14	69.99	LIBRARY MATERIALS
		4/25/2025	16R1-QXLL-YPD4	100-0601-551.30-16	69.97	LIBRARY PROMOTIONAL
		4/25/2025	173K-RCQR-F1MG	100-0601-551.30-14	18.00	LIBRARY MATERIALS
		4/25/2025	17KD-KR3M-JHKP	100-0601-551.30-16	45.75	LIBRARY PROMOTIONAL
		4/25/2025	17KP-TFJ7-XGG4	100-0601-551.30-10	15.99	LIBRARY SUPPLIES
		4/25/2025	17V7-89YG-71CF	100-0601-551.30-10	88.46	LIBRARY SUPPLIES
		4/25/2025	19MP-TCVN-DXYC	100-0601-551.30-16	27.99	LIBRARY PROMOTIONAL
		4/25/2025	19WK-M3HY-D4YV	100-0601-551.30-14	15.99	LIBRARY MATERIALS
		4/25/2025	19Y6-1NCM-673K	100-0601-551.30-18	7.99	DEPARTMENT SUPPLIES
		4/25/2025	1CFT-9CGT-GDDJ	100-0601-551.30-14	29.99	LIBRARY MATERIALS
		4/25/2025	1CVY-H7XJ-7MV6	100-0601-551.30-14	49.99	LIBRARY MATERIALS
		4/25/2025	1CVY-H7XJ-KC93	100-0601-551.30-14	6.99	LIBRARY MATERIALS
		4/25/2025	1DMQ-WVVV-LKNQ	100-0601-551.30-14	6.99	LIBRARY MATERIALS
		4/25/2025	1DYH-KHKQ-71RC	100-0601-551.30-14	51.97	LIBRARY MATERIALS
		4/25/2025	1F17-P73H-LLPH	100-0601-551.30-12	160.38	COMPUTER SUPPLIES
		4/25/2025	1F94-JYG1-64JD	100-0601-551.30-10	67.98	LIBRARY SUPPLIES
		4/25/2025	1F9W-FYWC-4TJV	100-0601-551.30-16	183.65	LIBRARY PROMOTIONAL
		4/25/2025	1FDQ-Y67C-HTTJ	100-0601-551.30-14	2.66	LIBRARY MATERIALS
		4/25/2025	1FMM-FNW9-4VTY	100-0601-551.30-16	148.19	LIBRARY PROMOTIONAL
		4/25/2025	1FN6-3WVX-X4NL	100-0601-551.30-10	23.63	LIBRARY SUPPLIES
		4/25/2025	1G4N-41M4-R1KT	100-0601-551.30-10	28.99	LIBRARY SUPPLIES
		4/25/2025	1GD9-3JML-K1DX	100-0601-551.30-14	59.88	LIBRARY MATERIALS
		4/25/2025	1GJX-PWPP-94KY	100-0601-551.30-15	2,757.62	SUPPLIES
		4/25/2025	1GX6-41GD-FTRH	100-0601-551.30-18	23.96	DEPARTMENT SUPPLIES
		4/25/2025	1GXQ-DWLQ-CFNN	100-0601-551.30-16	52.74	LIBRARY PROMOTIONAL
		4/25/2025	1H44-33JK-4QLT	100-0601-551.30-16	34.49	LIBRARY PROMOTIONAL
		4/25/2025	1HWL-GCGQ-DQDX	100-0601-551.30-16	19.97	LIBRARY PROMOTIONAL

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AMAZON CAPITAL SERVICES...	84965...	4/25/2025	1JFN-MXG3-7TGJ	100-0601-551.30-16	333.96	LIBRARY PROMOTIONAL
		4/25/2025	1K3W-KXDT-D199	100-0601-551.30-10	84.79	LIBRARY SUPPLIES
		4/25/2025	1KM1-GLQY-4VWV	100-0601-551.30-14	139.98	LIBRARY MATERIALS
		4/25/2025	1KXY-DVLR-DFWP	100-0601-551.30-16	24.98	LIBRARY PROMOTIONAL
		4/25/2025	1KYV-LC6H-96K4	100-0601-551.30-14	(69.99)	LIBRARY MATERIALS
		4/25/2025	1KYV-LC6H-TM3G	100-0601-551.30-13	30.74	DISHWASHING DETERGENT
		4/25/2025	1L6W-R1QY-9R7W	100-0601-551.30-16	107.75	LIBRARY PROMOTIONAL
		4/25/2025	1LKX-L9G9-6LCX	100-0601-551.30-16	9.99	LIBRARY PROMOTIONAL
		4/25/2025	1LR7-7VVP-X7CP	100-0601-551.30-14	29.98	LIBRARY MATERIALS
		4/25/2025	1MCJ-D3N7-HQQG	100-0601-551.30-18	5.65	DEPARTMENT SUPPLIES
		4/25/2025	1MGV-XH1L-NRLV	100-0601-551.30-14	5.99	LIBRARY MATERIALS
		4/25/2025	1MWP-V7PG-769J	100-0601-551.30-10	27.58	LIBRARY SUPPLIES
		4/25/2025	1MWT-QPJY-XQYD	100-0601-551.30-16	103.02	LIBRARY PROMOTIONAL
		4/25/2025	1N41-FKKK-XNDH	100-0601-551.30-16	33.59	LIBRARY PROMOTIONAL
		4/25/2025	1PCN-NDR3-QPG7	100-0601-551.30-13	34.85	CLEANING SUPPLIES
		4/25/2025	1PFT-DDQK-M1JX	100-0601-551.30-16	271.31	LIBRARY PROMOTIONAL
		4/25/2025	1PTX-FQ6Y-9N17	100-0601-551.30-14	81.91	LIBRARY MATERIALS
		4/25/2025	1Q4X-KQYQ-VQQX	100-0601-551.30-16	183.26	LIBRARY PROMOTIONAL
		4/25/2025	1QTG-WCHN-37NC	100-0601-551.30-10	21.79	LIBRARY SUPPLIES
		4/25/2025	1R9Y-X4NV-3FJJ	100-0601-551.24-03	112.42	SUPPLIES
		4/25/2025	1T4J-JXF7-37HV	100-0601-551.30-10	35.76	LIBRARY SUPPLIES
		4/25/2025	1T4J-JXF7-4YV4	100-0601-551.30-14	10.31	LIBRARY MATERIALS
		4/25/2025	1TCV-QR4M-4XW3	100-0601-551.30-10	16.19	LIBRARY SUPPLIES
		4/25/2025	1V99-QL9W-FJVH	100-0601-551.30-16	19.99	LIBRARY PROMOTIONAL
		4/25/2025	1WYT-NKJM-JPWQ	100-0601-551.30-16	99.98	LIBRARY PROMOTIONAL
		4/25/2025	1X44-M6VR-77LH	100-0601-551.30-16	60.34	LIBRARY PROMOTIONAL
		4/25/2025	1X44-M6VR-7D91	100-0601-551.30-16	76.71	LIBRARY PROMOTIONAL
		4/25/2025	1XDC-9FVK-7DF1	100-0601-551.30-10	7.99	LIBRARY SUPPLIES
		4/25/2025	1XM3-MRWQ-R4T6	100-0601-551.30-14	4.98	LIBRARY MATERIALS
		4/25/2025	1XYX-HNMQ-MJ6X	100-0601-551.30-16	120.15	LIBRARY PROMOTIONAL
		4/25/2025	1YTC-LGPK-9RNF	100-0601-551.30-10	31.98	LIBRARY SUPPLIES
Total for check: 84965					<u>6,582.79</u>	

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BAKER & TAYLOR INC	84966	4/25/2025	H71969870	100-0601-551.30-14	47.43	LIBRARY MATERIALS
		4/25/2025	H71969871	100-0601-551.30-14	661.32	LIBRARY MATERIALS
		4/25/2025	H72012050	100-0601-551.30-14	43.18	LIBRARY MATERIALS
		4/25/2025	H72019320	100-0601-551.30-14	21.59	LIBRARY MATERIALS
		4/25/2025	H72056920	100-0601-551.30-14	28.72	LIBRARY MATERIALS
		4/25/2025	H72069060	100-0601-551.30-14	129.54	LIBRARY MATERIALS
		4/25/2025	H72099630	100-0601-551.30-14	159.78	LIBRARY MATERIALS
		4/25/2025	H72112450	100-0601-551.30-14	393.63	LIBRARY MATERIALS
Total for check: 84966					1,485.19	
CENGAGE LEARNING INC/GALE	84967	4/25/2025	86988788	100-0601-551.30-14	49.48	LIBRARY MATERIALS
		4/25/2025	87009805	100-0601-551.30-14	24.04	LIBRARY MATERIALS
		4/25/2025	87033230	100-0601-551.30-14	192.97	LIBRARY MATERIALS
		4/25/2025	87055771	100-0601-551.30-14	447.02	LIBRARY MATERIALS
		4/25/2025	87083166	100-0601-551.30-14	75.37	LIBRARY MATERIALS
		4/25/2025	87092277	100-0601-551.30-14	23.39	LIBRARY MATERIALS
Total for check: 84967					812.27	
CENTER POINT LARGE PRINT	84968	4/25/2025	2153242	100-0601-551.30-14	296.04	LIBRARY MATERIALS
	Total for check: 84968					296.04
CONQUER BOOKS	84969	4/25/2025	CONTRACT	100-0601-551.20-05	170.00	CONTRACT
	Total for check: 84969					170.00
DEMCO	84970	4/25/2025	7628759	100-0601-551.30-18	359.31	DEPARTMENT SUPPLIES
		4/25/2025	7629774	100-0601-551.30-18	81.44	DEPARTMENT SUPPLIES
	Total for check: 84970					440.75

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ANAYELI FLORES	84971	4/25/2025	CONTRACT	100-0601-551.20-05	150.00	CONTRACT
			Total for check: 84971		150.00	
FOX STAMP SIGN & SPECIALTY	84972	4/25/2025	OE-52938	100-0601-551.21-06	413.55	INK
			Total for check: 84972		413.55	
HENDERSON COUNTY PUBLIC LIBRARY	84973	4/25/2025	REPLACEMENT	100-0601-551.30-14	13.99	LIBRARY MATERIALS
			Total for check: 84973		13.99	
INGRAM LIBRARY SERVICES	84975	4/25/2025	86914061	100-0601-551.30-14	111.98	LIBRARY MATERIALS
		4/25/2025	86914062	100-0601-551.30-14	2,740.29	LIBRARY MATERIALS
		4/25/2025	86945432	100-0601-551.30-14	314.41	LIBRARY MATERIALS
		4/25/2025	86988953	100-0601-551.30-14	288.22	LIBRARY MATERIALS
		4/25/2025	86988954	100-0601-551.30-14	1,343.10	LIBRARY MATERIALS
		4/25/2025	87014604	100-0601-551.30-14	275.62	LIBRARY MATERIALS
		4/25/2025	87021808	100-0601-551.30-14	100.01	LIBRARY MATERIALS
		4/25/2025	87047500	100-0601-551.30-14	372.03	LIBRARY MATERIALS
		4/25/2025	87061528	100-0601-551.30-14	315.85	LIBRARY MATERIALS
		4/25/2025	87105079	100-0601-551.30-14	267.62	LIBRARY MATERIALS
		4/25/2025	87199659	100-0601-551.30-14	335.96	LIBRARY MATERIALS
		4/25/2025	87208141	100-0601-551.30-14	107.23	LIBRARY MATERIALS
		4/25/2025	87223653	100-0601-551.30-14	119.12	LIBRARY MATERIALS
		4/25/2025	87244385	100-0601-551.30-14	3,253.43	LIBRARY MATERIALS
		4/25/2025	87270137	100-0601-551.30-14	253.29	LIBRARY MATERIALS
		4/25/2025	87278660	100-0601-551.30-14	852.35	LIBRARY MATERIALS
		4/25/2025	87292836	100-0601-551.30-14	70.18	LIBRARY MATERIALS
		4/25/2025	87292837	100-0601-551.30-14	231.52	LIBRARY MATERIALS
		4/25/2025	87312796	100-0601-551.30-14	716.16	LIBRARY MATERIALS
		4/25/2025	87342863	100-0601-551.30-14	35.36	LIBRARY MATERIALS
		4/25/2025	87342864	100-0601-551.30-14	344.43	LIBRARY MATERIALS

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INGRAM LIBRARY SERVICES...	84975...	4/25/2025	87356621	100-0601-551.30-14	1,052.89	LIBRARY MATERIALS
			Total for check: 84975		13,501.05	
KAEL KING	84976	4/25/2025	CONTRACT	100-0601-551.20-05	50.00	CONTRACT
			Total for check: 84976		50.00	
XUN LIU	84977	4/25/2025	CONTRACT	100-0601-551.20-05	200.00	CONTRACT
					150.00	CONTRACT
			Total for check: 84977		350.00	
JOANN MARIAHAZY	84978	4/25/2025	CONTRACT	100-0601-551.20-05	100.00	CONTRACT
				100-0601-551.30-16	96.00	LIBRARY PROMOTIONAL
			Total for check: 84978		196.00	
METRO SALES INC	84979	4/25/2025	INV2748636	100-0601-551.24-04	757.86	PRINTER CONTRACT
		4/25/2025	INV2756462	100-0601-551.24-04	46.59	PRINTER CONTRACT
			Total for check: 84979		804.45	
PUBLISHERS WEEKLY	84980	4/25/2025	1100076325	100-0601-551.30-14	189.89	LIBRARY MATERIALS
			Total for check: 84980		189.89	
MONSERRAT ROCHA	84981	4/25/2025	CONTRACT	100-0601-551.20-05	50.00	CONTRACT
			Total for check: 84981		50.00	
CINDY SCHAEFER-KEMPS	84982	4/25/2025	MILEAGE	100-0601-551.33-01	13.30	MILEAGE REIMBURSEMENT
		4/25/2025	REIMBURSEMENT	100-0601-551.30-16	66.82	LIBRARY PROMOTIONAL
			Total for check: 84982		80.12	

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<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>
SERVICEMASTER BUILDING MAINTENANCE	84983	4/25/2025	46845	100-0601-551.20-01	2,760.00	JANITORIAL SERVICES
			Total for check: 84983		2,760.00	
SHOWCASES	84984	4/25/2025	330320	100-0601-551.30-18	1,045.60	DEPARTMENT SUPPLIES
		4/25/2025	330322	100-0601-551.30-18	485.38	DEPARTMENT SUPPLIES
			Total for check: 84984		1,530.98	
JOSHUA SPOTTS	84985	4/25/2025	CONTRACT	100-0601-551.20-05	75.00	CONTRACT
			Total for check: 84985		75.00	
GONZALO VALERA	84986	4/25/2025	CONTRACT	100-0601-551.20-05	100.00	CONTRACT
			Total for check: 84986		100.00	
MARCELA VEGA	84987	4/25/2025	CONTRACT	100-0601-551.20-05	100.00	CONTRACT
			Total for check: 84987		100.00	
WINNEFOX LIBRARY SYSTEM	84988	4/25/2025	WLS3632	100-0601-551.30-16	524.00	LIBRARY PROMOTIONAL
			Total for check: 84988		524.00	
WISCONSIN IMAGING LLC	84989	4/25/2025	5034033566	100-0601-551.24-01	406.83	COPIER CHARGES
			Total for check: 84989		406.83	
ROB ZIMMER	84990	4/25/2025	CONTRACT	100-0601-551.20-05	150.00	CONTRACT
			Total for check: 84990		150.00	
					31,232.90	

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ACCURATE	84991	5/1/2025	2504680	731-1022-541.38-03	439.28	TRAILER SPRING KIT
		5/1/2025	2504688	731-1022-541.30-18	106.57	GRINDER WHEELS/SUPPLIES
		Total for check: 84991			545.85	
AIRGAS USA LLC	84992	5/1/2025	9160057376	731-1022-541.30-18	88.26	WELDING SUPPLIES
		Total for check: 84992			88.26	
AMAZON CAPITAL SERVICES	84993	5/1/2025	1196-99KM-QR4V	100-0901-515.30-18	60.86	COMBAT TOURNIQUETS 1/2 CVMIC
		5/1/2025	16K7-JVLL-49DD	100-0202-512.21-05	305.07	SALIVA TEST KITS (12)
		5/1/2025	1C1Y-6X49-RMPR	100-0000-201.14-00	9.99	NIAGARA FALLS TRIP
				100-0702-552.30-10	24.56	POOL PASS PROTECTORS
				100-0920-531.30-18	38.99	SENIOR CENTER CRAFT MAY
		5/1/2025	1CKT-K4JL-47PN	100-0801-521.30-10	47.95	OFFICE SUPPLIES
		5/1/2025	1DG7-MKFP-1XNL	100-0801-521.30-20	216.99	DOG WASTE DISPENSER
		5/1/2025	1DQ1-7KP4-3F1L	100-0801-521.19-03	50.97	TOURNIQUET HOLDERS (3)
		5/1/2025	1GKJ-WVXR-34MK	100-0801-521.30-15	33.98	SNAP CAPS TRAINING ROUNDS
		5/1/2025	1JNC-TVF9-4NQH	100-0801-521.30-15	193.93	OFFICE SUPPLIES
		5/1/2025	1MDL-TYM9-69F7	100-0901-515.30-18	221.18	CPR RESCUE MASKS
		5/1/2025	1V9T-MG3V-CPCT	100-0801-521.30-15	43.93	FOAM SWABS/GLOCK TOOL KIT
		5/1/2025	1WN3-1QFT-HDGR	100-0702-552.30-10	38.48	SUPPLIES PARKS & REC
				100-0704-552.30-10	61.53	SWIM DIAPERS POOL
				826-0702-552.30-18	101.97	GOGGLES POOL
		5/1/2025	1YFT-GT3L-4GLR	100-0702-552.30-10	8.55	REC OFFICE SUPPLIES
				100-0702-552.30-18	162.72	TENNIS BALLS PARKS & REC
				100-0920-531.30-18	29.96	CRAFT CLASSES SENIOR CENTER
		5/1/2025	IXVC-9TFF-4YNK	100-0801-521.30-15	119.24	COMBAT TOURNIQUETS (4)
		Total for check: 84993			1,770.85	
APPLETON HYDRAULIC COMPONENTS	84994	5/1/2025	52165	731-1022-541.38-03	147.83	SEAL KIT
		Total for check: 84994			147.83	

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MAGGIE AYOTTE	84995	5/1/2025	REFUND	100-0000-201.11-00	100.00	SECURITY DEPOSIT REFUND
			Total for check: 84995		100.00	
CDW GOVERNMENT INC	84996	5/1/2025	AD3XG8U	470-0703-553.82-02	2,357.55	JEFF PARK CAMERAS PR-2404-002
			Total for check: 84996		2,357.55	
CINTAS	84997	5/1/2025	1905618268	100-0704-552.30-13	88.00	PAPER TOWELS
		5/1/2025	1905621817	100-0703-553.30-18	210.00	BATHROOM GLOVES
		5/1/2025	4228254972	100-0704-552.30-13	192.15	UNIFORMS/SUPPLIES
				100-1019-552.30-13	61.00	UNIFORMS/SUPPLIES
				731-1022-541.20-01	161.00	UNIFORMS/SUPPLIES
			Total for check: 84997		712.15	
COMPLETE OFFICE OF WISCONSIN	84998	5/1/2025	906375	731-1022-541.30-10	22.68	ADDRESS LABELS
			Total for check: 84998		22.68	
CRESCENT ELECTRIC SUPPLY COMPANY	84999	5/1/2025	S513195401.001	100-1008-541.30-18	89.15	PUSH BUTTON
		5/1/2025	S513196732.001	100-0801-521.24-03	43.71	EXIT LIGHT
			Total for check: 84999		132.86	
EMERGENCY LIGHTING & ELECTRONICS	85000	5/1/2025	240312	100-0801-521.29-04	131.13	LIGHTING AND SIRENS
			Total for check: 85000		131.13	
EVERGREEN POWER	85001	5/1/2025	26456	731-1022-541.38-03	26.19	STOP BUTTON
		5/1/2025	26517	731-1022-541.38-03	52.80	AIR FILTER
		5/1/2025	26575	731-1022-541.38-04	7.99	SHEAR PIN SET
			Total for check: 85001		86.98	
FACTORY MOTOR PARTS CO	85002	5/1/2025	1-10680785	731-1022-541.38-03	23.52	LUBE FILTERS
		5/1/2025	18-2279459	731-1022-541.38-03	16.38	SPARK PLUGS/FILTER

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FACTORY MOTOR PARTS CO...	85002...	5/1/2025	18-2279686	731-1022-541.38-03	19.22	FUEL FILTER
		5/1/2025	48-840183	731-1022-541.38-03	11.46	LUBE FILTERS
		5/1/2025	50-6039340	731-1022-541.38-03	34.98	LUBE FILTERS
		5/1/2025	50-6042100	731-1022-541.30-18	40.90	BATTERIES
		5/1/2025	67-418559	731-1022-541.30-18	22.20	BATTERIES
			Total for check: 85002		168.66	
FIVE STAR TELECOM INC	85003	5/1/2025	57805	470-0703-553.82-02	14,282.03	JEFF PARK CAMERAS PR-2404-002
			Total for check: 85003		14,282.03	
FOX VALLEY HUMANE ASSOCIATION	85004	5/1/2025	6173	100-0806-532.25-01	184.00	MARCH ANIMALS
			Total for check: 85004		184.00	
TOM FRANTZ VIDEO	85005	5/1/2025	MENA42525	100-0405-513.21-08	480.00	RECORD MEETINGS
			Total for check: 85005		480.00	
GALLS LLC	85006	5/1/2025	030995907	100-0804-521.30-15	180.00	LED TRAFFIC WANDS (10)
		5/1/2025	031018314	100-0804-521.30-15	126.00	LED TRAFFIC WANDS (7)
			Total for check: 85006		306.00	
AMANDA GASICIEL	85007	5/1/2025	REFUND	100-0000-201.08-00	6.67	PAVILION RENTAL REFUND
				100-0000-441.23-00	133.33	PAVILION RENTAL REFUND
			Total for check: 85007		140.00	
ROSA GRACIA	85008	5/1/2025	REFUND	100-0000-201.11-00	100.00	RENTAL SECURITY DEPOSIT
			Total for check: 85008		100.00	

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GREEN BAY PACKERS	85009	5/1/2025	13370957	100-0000-201.14-00	722.00	PACKERS CLASSIC TOUR APRIL 10TH
			Total for check: 85009		722.00	
GREEN BOYZ INC	85010	5/1/2025	179758	100-0601-551.24-03	47.50	FERTILIZER/CRABGRASS
				100-0801-521.24-03	47.50	FERTILIZER/CRABGRASS
			Total for check: 85010		95.00	
HALLMAN LINDSAY	85011	5/1/2025	M0140658	100-0703-553.24-05	126.98	BATHROOM PAINT
			Total for check: 85011		126.98	
HD INSTALLATIONS LLC	85012	5/1/2025	41	100-0801-521.29-04	4,075.00	VEHICLE ACCESSORIES
			Total for check: 85012		4,075.00	
KITZ & PFEIL INC	85014	5/1/2025	52897	100-0801-521.29-04	6.96	NUTS & BOLTS
		5/1/2025	52907	100-0801-521.24-03	15.28	SCREW & GLUE
		5/1/2025	52909	100-0801-521.24-03	9.78	ELECTRICAL PARTS
		5/1/2025	52928	100-0801-521.24-03	12.99	NAILS
		5/1/2025	52979	731-1022-541.38-03	12.20	NUTS & BOLTS
		5/1/2025	52994	100-0703-553.30-18	11.68	DRILL BIT & SCREWS
		5/1/2025	53010	731-1022-541.30-18	62.14	MISC SHOP SUPPLIES
		5/1/2025	53011	100-0920-531.24-03	35.98	PLUMBING PARTS
		5/1/2025	53012	100-0920-531.24-03	12.59	PLUMBING PARTS
		5/1/2025	53014	100-0501-522.24-03	16.15	SHELF PINS
		5/1/2025	53035	731-1022-541.38-04	11.40	NUTS & BOLTS
		5/1/2025	53042	625-1010-541.30-18	23.96	BAGGED CONCRETE
		5/1/2025	53096	100-0801-521.29-04	4.13	DURACELL LITHIUM BATTERY
		5/1/2025	53112	100-0703-553.30-18	70.17	PAINT & PRIMER
		5/1/2025	53135	100-0703-553.24-03	17.08	BRASS DRAIN
		5/1/2025	53144	100-0501-522.24-03	47.23	TOILET SEAT/NUTS & BOLTS
		5/1/2025	53145	100-0501-522.24-03	3.60	TOILET SEAT
		5/1/2025	53155	100-0703-553.24-03	8.24	KEY
		5/1/2025	53160	100-0801-521.24-03	13.90	BOLTS

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KITZ & PFEIL INC...	85014...	5/1/2025	53173	100-0703-553.30-18	5.39	HOSE CAP
		5/1/2025	53195	100-0801-521.24-03	9.89	NUTS & BOLTS
		5/1/2025	53203	100-0703-553.30-18	6.29	PAINT SUPPLIES
		5/1/2025	53212	100-0703-553.24-03	8.26	PAINT ROLLER
		5/1/2025	53217	731-1022-541.30-18	4.48	HEX BUSH
		5/1/2025	53281	100-0703-553.24-03	31.44	PAINT PARTS BATHROOM
		5/1/2025	53285	207-0707-552.24-03	9.89	PLUMBING BATTERIES
Total for check: 85014					471.10	
KLINK HYDRAULICS LLC	85015	5/1/2025	45100	731-1022-541.38-03	128.69	HYDRAULIC FITTINGS
	Total for check: 85015				128.69	
KREIBELS LLC	85016	5/1/2025	REFUND	100-0000-421.05-00	40.00	OVERPAYMENT COIN OP FEES
	Total for check: 85016				40.00	
LAPPEN SECURITY PRODUCTS INC	85017	5/1/2025	LSPQ52387	470-0501-522.82-01	90.84	DOOR LEVER F-2025-007
		5/1/2025	LSPQ52406	100-0703-553.24-03	240.00	CORES JEFFERSON PARK DOORS
	Total for check: 85017				330.84	
LEAVES INSPIRED TREE NURSERY LLC	85018	5/1/2025	26870	625-0706-561.30-18	7,511.52	TREES
		5/1/2025	27661	470-1003-541.82-02	9,489.00	WATER STREET TREES
	Total for check: 85018				17,000.52	
MARK'S	85019	5/1/2025	INV002214065	100-0703-553.24-03	379.67	PLUMBING PARTS
	Total for check: 85019				379.67	
MENARDS-APPLETON EAST	85020	5/1/2025	74247	100-0920-531.24-03	67.14	ELECTRICAL
		5/1/2025	74248	100-0703-553.24-03	68.01	PARK PLUMBING
		5/1/2025	74300	100-0703-553.24-03	25.69	PARK PLUMBING

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MENARDS-APPLETON EAST...	85020...	5/1/2025	74551	100-0703-553.24-05	267.55	BATHROOM PLUMBING PARTS
			Total for check: 85020		428.39	
MENASHA TREASURER	85021	5/1/2025	PETTY CASH	100-0401-513.30-11	59.40	POSTAGE FOR MAIL FORWARD
				100-0702-552.30-18	100.00	POPCORN MACHINE
			Total for check: 85021		159.40	
MENASHA UTILITIES	85022	5/1/2025	5145	207-0707-552.24-03	325.52	WATER METER
		5/1/2025	MENASHA UTILITY	100-0305-562.22-05	50.04	02/27/25-03/28/25 WATER/SEW
				100-0305-562.22-06	16.72	02/27/25-03/28/25 STORM
				100-0601-551.22-07	63.23	02/27/25-03/28/25 LIBRARY
				100-0703-553.22-05	334.68	02/27/25-03/28/25 WATER/SEW
				100-0703-553.22-06	141.35	02/27/25-03/28/25 STORM
					174.52	03/07/25-04/08/25 STORM
				100-0704-552.22-07	446.36	02/27/25-03/28/25 POOL
				100-1008-541.22-03	17.64	03/31/25-04/21/25 ELECTRIC FINAL BILL
				100-1012-541.22-03	70.94	02/27/25-03/28/25 ELECTRIC
					13.38	03/07/25-04/08/25 ELEC
				100-1013-541.22-03	10.82	02/27/25-03/28/25 ELECTRIC
				100-1013-541.22-05	45.57	02/27/25-03/28/25 WATER/SEW
				100-1013-541.22-06	246.63	02/27/25-03/28/25 STORM
				100-1014-543.22-05	16.68	02/27/25-03/28/25 WATER/SEW
				100-1014-543.22-06	80.47	02/27/25-03/28/25 STORM
				100-1019-552.22-05	46.42	02/27/25-03/28/25 WATER/SEW
				207-0707-552.22-07	57.44	02/27/25-03/28/25 MARINA
				487-0305-562.22-06	14.63	02/27/25-03/28/25 STORM
				501-0304-562.22-06	303.06	02/27/25-03/28/25 STORM
				731-1022-541.22-07	596.57	02/27/25-03/28/25 CITY GARAGE
				743-0403-513.21-04	165.69	02/27/25-03/28/25 IT
				743-0403-513.22-07	501.64	02/27/25-03/28/25 IT
			Total for check: 85022		3,740.00	
N&M AUTO SUPPLY	85023	5/1/2025	837573	731-1022-541.38-03	6.42	BULBS

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N&M AUTO SUPPLY...	85023...	5/1/2025	837584	731-1022-541.30-18	16.03	TAPE
			Total for check: 85023		22.45	
RAY O'HERRON CO INC	85024	5/1/2025	3236033	100-0801-521.30-15	612.00	AMMO
			Total for check: 85024		612.00	
OLSON ENTERPRISE LLC	85025	5/1/2025	50061600	100-0000-121.01-00	70.07	TAX REFUND
			Total for check: 85025		70.07	
PACKERLAND GLASS PRODUCTS	85026	5/1/2025	78581	100-0901-515.30-18	6,000.00	ENCLOSURE/DOORS 1/2 CVMIC
				731-1022-541.24-03	1,480.00	ENCLOSURE/DOORS
				731-1022-541.30-15	4,000.00	ENCLOSURE/DOORS
			Total for check: 85026		11,480.00	
PETERS CONCRETE COMPANY	85027	5/1/2025	2251276	100-1003-541.24-05	2,964.00	CONCRETE 1ST & RACINE ST
		5/1/2025	2251335	100-1003-541.24-05	4,565.00	CONCRETE 1ST & RACINE ST
		5/1/2025	2251395	100-1003-541.24-05	1,193.50	CONCRETE 1ST & RACINE ST
		5/1/2025	2251505	100-1003-541.24-05	2,745.00	CONCRETE 1ST & RACINE ST
		5/1/2025	2251556	100-1003-541.24-05	3,580.00	CONCRETE 1ST & RACINE ST
			Total for check: 85027		15,047.50	
LINDA PROBST	85028	5/1/2025	REFUND	100-0000-201.14-00	120.00	BUS TRIP CANCELLATION
			Total for check: 85028		120.00	
SANOFI PASTEUR INC	85029	5/1/2025	7142788354	100-0903-531.30-18	218.00	VACCINE
			Total for check: 85029		218.00	

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SECURITY FENCE & SUPPLY CO INC	85030	5/1/2025	2025-47938	100-0703-553.30-18	497.03	FENCE
			Total for check: 85030		497.03	
SECURITY LUEBKE ROOFING	85031	5/1/2025	7250297-1	470-0703-553.82-01	6,146.00	DOWN PAYMENT FLAT ROOF PR-2025-010
			Total for check: 85031		6,146.00	
SMT MANUFACTURING & SUPPLY LLC	85032	5/1/2025	0084626-IN	731-1022-541.38-03	4.77	KEYSTOCK
			Total for check: 85032		4.77	
TAPCO	85033	5/1/2025	I792823	100-1008-541.30-18	860.00	SIGN PARTS
		5/1/2025	I796084	100-1008-541.30-18	2,738.11	SIGN PARTS
		5/1/2025	I796535	100-1008-541.30-18	1,290.00	SIGN PARTS
		5/1/2025	I797333	100-1008-541.30-18	2,285.00	SIGN FILM
		5/1/2025	I800608	100-1008-541.30-18	127.67	SIGNS
			Total for check: 85033		7,300.78	
THEDACARE AT WORK	85034	5/1/2025	368216	100-0202-512.21-05	68.00	DRUG TEST
		5/1/2025	368343	100-0202-512.21-05	532.00	DRUG TESTS & ALCOHOL SCREEN
			Total for check: 85034		600.00	
TRUCK EQUIPMENT INC	85035	5/1/2025	1143789-00	731-1022-541.38-03	557.36	SALT SPINNER MOTOR/KIT
		5/1/2025	1144549-00	731-1022-541.38-03	79.36	REGULATOR VALVE
		5/1/2025	1145069-00	731-1022-541.38-03	271.23	WING CHECK
			Total for check: 85035		907.95	
US BANK EQUIPMENT FINANCE	85036	5/1/2025	553824046	743-0403-513.24-02	76.98	ENG COPIER LEASE APRIL
		5/1/2025	554087445	743-0403-513.24-02	224.02	PROD COPIER LEASE APRIL
			Total for check: 85036		301.00	

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WAUSAU EQUIPMENT COMPANY INC	85037	5/1/2025	9352842	100-1006-541.30-15	3,762.36	PLOW PARTS
			Total for check: 85037		3,762.36	
WE ENERGIES	85038	5/1/2025	5443611437	100-0703-553.22-04	58.84	GAS SERVICE 2170 PLANK RD
		5/1/2025	5445482002	100-1019-552.22-03	137.45	GAS SERVICE 41 RACINE STREET
		5/1/2025	5451862416	100-0000-123.00-00	682.25	BILL N-M FIRE
				100-0601-551.22-04	3,696.11	LIBRARY
				100-0703-553.22-04	804.24	PARKS
				100-0704-552.22-04	163.78	POOL
				100-0801-521.22-04	942.16	POLICE
				100-0920-531.22-04	274.36	SENIOR CENTER
				207-0707-552.22-04	49.72	MARINA
			Total for check: 85038		6,808.91	
TERMINIX WIL-KIL	85039	5/1/2025	76132402	100-0703-553.20-07	61.85	PEST CONTROL MAINTENANCE
			Total for check: 85039		61.85	
WINNEBAGO COUNTY LWCD	85040	5/1/2025	1154	100-0706-561.30-18	667.50	TREE STAKES
			Total for check: 85040		667.50	
WISCONSIN SUPPORT COLLECTIONS	85041	5/1/2025	20250501	100-0000-202.03-00	823.91	PAYROLL SUMMARY
			Total for check: 85041		823.91	
WOMEN'S HEALTH SPECIALISTS SC	85042	5/1/2025	24SC2058	100-0000-202.08-00	652.32	GARNISHMENT
			Total for check: 85042		652.32	
					105,558.82	

Danielle Rand

Managing Underwriting and Risk in Merchant Processing

336 Lopas St
Menasha, WI 54952
(305) 609-4346
danik2el@yahoo.com

EXPERIENCE

Fiserv, Manager of Risk and Underwriting

December 2022 - February 2025

Managed a team of analysts and underwritings to monitor new accounts and an existing portfolio processing \$3.5 billion annually.

Merchant One, Manager of Risk and Underwriting

December 2012 - December 2022

Oversaw a team of underwriters to implement new software and underwriting strategies to create a strong portfolio of quality merchants and reduce fraudulent applications. I also managed a team of analysts and implemented new strategies to locate fraudulent activity and reduce losses.

Merchant One, Lead Underwriter

July 2008 - December 2012

Created solid underwriting policy, trained and oversaw a team of Jr. underwriters to increase accuracy and efficiency in order to keep up with an increased workload and new processing avenues as the company grew.

EDUCATION

University of Wisconsin

September 1993 - May 1994

Hortonville High School

August 1989 - May 1993

ORGANIZATIONS

Menasha Parks & Recreation Board

Board Member, May 2024 - Present

Doty Island Development Council

Board Member, December 2022 - November 2024

Merchant Acquirers Committee

Member, December 2008 - Present

SKILLS

Evaluating potential risks associated with policies and merchant business model

Detail - oriented

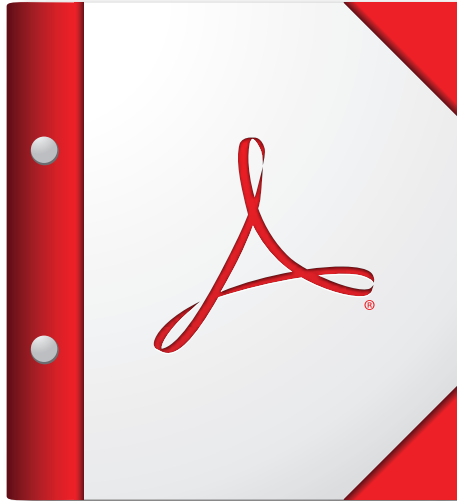
Knowledge of regulatory requirements

Implementing new processes to improve efficiency

Ability to lead teams and manage projects

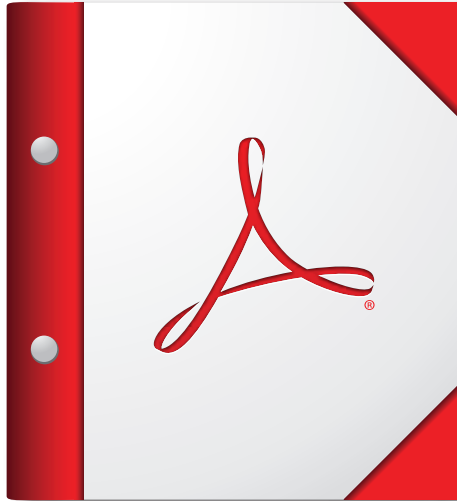
LANGUAGES

English



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