

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 19, 2025 at 6:00 PM

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

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Public Hearing

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

E. Public Comments on Any Matter of Concern to the City

(5 minute time limit for each person)

F. Report of Department Officers/Department Heads/Staff/Consultants

Clerk Snyder - the following minutes and communications have been received and placed on file:

1. Presentations:
2. Minutes to Receive:
 - a. Water and Light Commission, 4/23/25
 - b. Board of Public Works, 5/5/25
 - c. Board of Health, 4/2/25
 - d. Committee on Aging, 3/14/25
 - e. Landmarks Commission, 3/12/25
 - f. Redevelopment Authority, 5/6/25
 - g. Plan Commission, 5/6/25
3. Communications:
 - a. Certificate of Recycling (Spring 2025 Electronic Recycling Event)
 - b. Memorial Day Parade
 - c. 1Q 2025 Community Development Department Report
- d. Jefferson Park Ribbon Cutting
 - e. Brews on 'Bago 2025 Dates

f. Menasha Health Department Level III Recertification

G. Consent Agenda

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)

1. Common Council Minutes, 5/5/25
2. Board of Public Works, 5/5/25, Recommends Approval of:
 - a. Payment - Cardinal Construction; Contract Unit 2024-10; Jefferson Park Shelter Construction; \$147,102.00 (Payment No. 4)
 - b. Payment - Donald Hietpas & Sons; Contract Unit No. M0002-9-20-00334; Sewer and Water Main Reconstruction (Wilson Street and Harding Street); \$219,247.18 (Payment No. 1)
 - c. Payment - Northeast Asphalt, Inc.; Contract Unit No. 2024-03; Jefferson Park Improvements; \$158, 625.00 (Payment No. 7)
 - d. Recommend to Award - Sommers Construction Co., Inc.; Contract Unit No. 2025-02; Street Construction & Rehabilitation for Olde Pully Lane, Wilson Street, Harding Street, Canvasback Drive, Cygnet Court; \$478,615.95
 - e. Recommend to Award - Fahrner Asphalt Sealers, LLC.; Contract Unit No. 2025-04; Crack Sealing on Various Streets; \$31,734.00

H. Items Removed from the Consent Agenda

I. Action Items

1. Accounts payable and payroll for the term 05/02/25 - 05/15/25 in the amount of \$1,003,389.71

J. Held Over Business

K. Ordinances and Resolutions

1. O-4-25 – An Ordinance Amending Title 13, by Making Certain Changes in the District of 306 Elm Street (Parcel No. 3-00146-00); R-2 Two-Family Residence District to R-1 Single Family Residence District (Introduced by Ald. Eisenach)

L. Appointments

1. Mayor's reappointment of Sue Jungen to the Board of Appeals for the term of 5/20/25 - 1/31/28
2. Mayor's appointment of Denis Matuszak to the Neenah-Menasha Fire Rescue Joint Fire Commission for the term of 5/20/25-5/01/28

M. Claims Against the City

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

O. Adjournment

MEETING NOTICE
June 2, 2025
Common Council Meeting – 6:00 PM
Committee Meetings to Follow

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

CITY OF MENASHA
Public Hearing

NOTICE IS HEREBY GIVEN that the City of Menasha Common Council will be holding a public hearing regarding the proposed rezoning of property located at 306 Elm Street (Parcel No. 3-00146-00).

Rezoning the property from R-2 Two-Family Residence District to R-1 Single Family Residence District is being requested by the property owner with the desire to align the zoning designation with the use of the property along with their desire to construct a larger garage.

The property proposed for rezoning is described as:

306 Elm Street (Parcel No. 3-00146-00): Lot Four (4) of the Subdivision of Lot Six (6) of the Subdivision of FRACTIONAL LOT THREE (3) of Section Twenty-three (23), Township Twenty (20) North, Range Seventeen (17) East, in the Third Ward, City of Menasha, Winnebago County, Wisconsin.

The Common Council will be considering this rezoning at a public hearing on Monday, May 19, 2025 at 6:00 p.m. or shortly thereafter in the first floor conference rooms of the Menasha City Center, 100 Main Street, Menasha, WI. Persons interested in this matter will be given an opportunity to comment about the rezoning and are invited to attend.

Kaija Snyder
City Clerk

Publish: May 5 & 12, 2025.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

April 23, 2025

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:02 a.m., with Commissioners Austin Hammond, Antoine Tines (Telephonically), and Gary Turchan present on roll call. Also present were Melanie Krause, General Manager; Adam Smith, Water Utility Manager; Kristin Hubertus, Finance Manager; Steve Grenell, Engineering Manager; Paula Maurer, Customer Service Manager; Kurt Melchert, Electric Manager; and Tammy Phillips, Accounting and Administrative Assistant. Also present was Colten Sprenger, WPPI Energy Services Manager, and Elizabeth McMasters of CLA.

Those excused were: Roy Kordus

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

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

- A. Minutes of the Regular Meeting of March 26, 2025.
- B. Approve and warrant the following payments dated March 27 – April 23, 2025 in the amount of \$3,730,769.57.
- C. Correspondence as listed:
 - Copy of Public Notice to MU Customers RE: Electric Rate Case
 - Copy of Paperless Billing and Auto-Pay Information for MU Customers
 - Copy of Solar Options for MU Customers
 - Copy of APPA Press Release RE: MU Recognized for Reliable Electric Service
 - Copy of APPA Press Release RE: MU National Award for Outstanding Safety Practices
 - Copy of MU April Newsletter

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

With Elizabeth McMasters present, the Purchase Order presentation was put on hold and New Business, 2024 Audit was advanced for discussion.

Steve Grenell joined the meeting at 8:06 a.m

Item VII. New Business, 2024 Audit - The audited financial statements were discussed. The Utilities received a clean opinion with no reported instances of non-compliance on its financial statements and ended the year with a positive net position.

The motion by Comm. Allwardt, seconded by Comm. Turchan, was unanimously approved on roll call to accept the 2024 Audit as presented.

Elizabeth McMasters departed at 8:35 a.m.

Item VI. Unfinished Business, Adam Smith presented a powerpoint on the status of the water filter #3 & #4 failure.

Item V. A new Purchase Order in the amount of \$ 231,673.00 for parts for Water Filter #3 & #4 was presented to the Commission.

The motion by Comm. Allwardt, seconded by Comm. Hammond, was unanimously approved on roll call to approve the purchase order as presented.

A purchase order, in the amount of \$225,985.00 for the labor and concrete portion of the filter floor repair was presented to the Commission.

The motion by Comm. Allwardt, seconded by Comm. Hammond, was unanimously approved on roll call to approve the purchase order as presented.

Item VII. Budget Reallocation – Staff is recommending a reallocation from the Racine/Valley Road Electric Relocate to the Office Complex Remodel in the amount of \$5,000 to cover fire alarm system failures that were not part of the original scope.

The motion by Comm. Allwardt, seconded by Comm. Turchan, was unanimous on roll call to approve the reallocation.

Menasha Public Water Fluoridation – Information was presented by Adam Smith. The process is monitored daily, with monthly samples sent to the lab for testing. Menasha Utilities is in compliance with all recommendations from the CDC, EPA, and DNR.

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

March Financial and Project Status Reports – Electric consumption was lower than budget by 9.9%, cost of power was lower by 4%, and net operating income was lower due to an extra payroll in March.

Water consumption was lower than budget by 2.2%, water treatment costs were lower, chemical costs were lower, and net income was higher by \$51,653, due to lower expenses. There was one main break, and system losses were at 13.24% for March.

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

Project Reports, Electric Projects – Fault detectors were installed in the distribution system, work was done voltage conversion in subdivisions, and work continues on the ESRI project and the Office Complex remodel.

Water Projects – Work continues on large meter testing and the filter projects, a failed water heater was replaced, and preparation for summer operations has begun.

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

Item XI. The motion by Comm. Allwardt, seconded by Comm. Turchan, was unanimously approved on roll call to adjourn at 9:33 a.m.

By: MARK L. ALLWARDT
President

GARY TURCHAN
Secretary

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



BOARD OF PUBLIC WORKS MINUTES

Monday, May 5, 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 6:46pm.

B. ROLL CALL

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

Also Present: FD Sassman, DPW Merten, PHD Hutter, PC Thorn, LD Kopetsky,
Attorney Struve, Mayor Hammond, Clerk Snyder

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

D. MINUTES TO APPROVE

1. Board of Public Works, 4/21/25

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

Motion carried on voice vote.

E. DISCUSSION / ACTION ITEMS

1. Payment - Cardinal Construction; Contract Unit 2024-10; Jefferson Park Shelter Construction; \$147,102.00 (Payment No. 4)

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

Motion carried 8-0 on roll call.

2. Payment - Donald Hietpas & Sons; Contract Unit No. M0002-9-20-00334; Sewer and Water Main Reconstruction (Wilson Street and Harding Street); \$219,247.18 (Payment No. 1)

Motion by District 6 Alderperson Marshall, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

3. Payment - Northeast Asphalt, Inc.; Contract Unit No. 2024-03; Jefferson Park Improvements; \$158,625.00 (Payment No. 7)

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

Motion carried 8-0 on roll call.

Staff advised that blacktop pouring will be completed ahead of Jefferson Park's grand opening scheduled for May 29, 2025.

4. Recommend to Award - Sommers Construction Co., Inc.; Contract Unit No. 2025-02; Street Construction & Rehabilitation for Olde Pully Lane, Wilson Street, Harding Street, Canvasback Drive, Cygnet Court; \$478,615.95
Motion by District 6 Alderperson Marshall, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

Staff advised that an alternate bid was selected for this project. This alternate bid allowed for longer strips of concrete and gutter replacement; this is a slightly more expensive process featuring fewer joints for an improved life expectancy. This selection is under budget.

5. Recommend to Award - Fahrner Asphalt Sealers, LLC.; Contract Unit No. 2025-04; Crack Sealing on Various Streets; \$31,734.00
Motion by District 6 Alderperson Marshall, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

Staff advised that the packet omitted the itemized bid and provided itemized costs of affected roadways.

Discussion considered the bid selection process. Specifically, the Department of Public Works selects the lowest responsible bidder.

F. ADJOURNMENT

Motion by District 6 Alderperson Marshall, seconded by District 4 Alderperson Perkins to adjourn at 6:58pm.

Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.

CITY OF MENASHA BOARD OF HEALTH

Minutes

April 2, 2025

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Dr. Andrew Dunn, Kristine Hutter, Candyce Rusin, Kristene Stacker

ABSENT:

ALSO PRESENT: EHS Todd Drew, PHE Claire Holzschuh, OC Larissa Keller, RDH Claire Opsteen, PHN Meghan Pauly

C. MINUTES TO APPROVE

1. Board of Health, March 5, 2025

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

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Administrative

a. Departmental Strategic Planning Update

PHD Hutter shared a draft copy of the 2025-2027 Strategic Plan. The implementation plan is being finalized, and the full document will be maintained as an internal action plan. A broad overview of the implementation plan will appear in the forward-facing Strategic Plan.

b. Tri-County CHA/CHIP Update

PHE Holzschuh reported that the Tri-County group is meeting regularly. The CHA will be published within a few weeks. After meeting with a large community group, a CHIP priority was identified. The Tri-County CHIP will focus on increasing protective factors for positive mental health and decrease risk factors for poor mental health, with the consideration of belonging and civic muscle.

c. Hiring School Health Aide

PHD Hutter reported that there is a school health aide position open for Maplewood Middle School as the school expands to include fifth through eighth grades beginning in fall 2025.

2. Employee Safety

EHS Drew reported that active threat and building lockdown procedures were updated in the Emergency Operations and Evacuation Plan for PWF and City Hall, and employees will be trained on the updated procedures. EHS Drew will perform inspector safety training for City employees who enter homes as part of their job function. CVMIC funds were used to secure the PWF administration area at the public entrance.

3. Sealer of Weights and Measures

EHS Drew reported that PHE Holzschuh is working on pricing audits. A new certified scale is being purchased. Purchasing a new scale is more cost effective than repairing the current 15-year-old unit.

4. Environmental Health

EHS Drew reported that there are 4 new tourist rooming houses that have been licensed or are currently in process since the last Board meeting. In March he completed 2 DNR inspections, investigated 4 human health hazard complaints and 5 animal bites, and placarded 2 homes. EHS Drew attended a radiological tabletop exercise in Oshkosh.

5. Childhood Lead Poisoning Prevention

No update.

6. Public Health Department

a. Nursing Students Update

PHN Pauly reported that the UW-Oshkosh students are doing well this semester. Their project, in partnership with Fox Valley Advance Care Planning Partnership, will be to host an event at the City Center building to assist people with completing and filing advance directives. The event will be on April 17.

PHN Pauly reported that our UW-Green Bay student, Emmaline, is working on a project about childhood cancer prevention with a focus on HPV vaccination. She is also assisting PHN Pauly with tracking for the immunization 0-24 month objective.

7. Immunization

PHN Pauly shared that the health department has received the children's books we ordered (at no cost to us) that are focused on immunizations. One book is also written in Spanish. Staff will be handing these out during VFC clinics and during other events or activities. Monthly VFC clinics continue to be held, and we have seen an uptick in the number of VFA vaccination requests.

8. Health Screening 60+

PHN Pauly reported that she is partnering with the ADRC Memory Care Coordinator to present a virtual dementia tour in May for the public and City staff. Meghan is working on her summer scheduling including Tai Chi, Walking Club, and dental screenings performed by RDH Opsteen.

9. Dental Program

No update.

10. Maternal and Child Health

PHE Holzschuh and PHN Dahm recently trained staff at the Salvation Army Children's Learning Center and are awaiting the final paperwork for designation.

11. Public Health Emergency Preparedness

PHE Holzschuh reported that she attended the Governor's Conference on Emergency Management. Some staff members are not up to date on the current Incident Command System (ICS) FEMA training courses and are retaking them.

E. DISCUSSION/ACTION ITEMS

1. Memorandum of Understanding for Interim Health Officer by and between Calumet County and City of Menasha

PHD Hutter was asked by Calumet County to act as their interim health officer while they work to recruit a new permanent health officer. MOU was presented to the Board for review and approval. The agreement will be in effect until May 16, 2025. After approval by the Board of

Health, the MOU will be placed on the next Administration Committee meeting agenda for approval.

Moved by Kristene Stacker and seconded by Candyce Rusin to approve the Memorandum of Understanding for Interim Health Officer by and between Calumet County and City of Menasha. The motion passed unanimously.

2. Procedure Review: Wellness Lab Screening

PHD Hutter shared the internal procedure document detailing Wellness Lab Screening with the Board. The Board did not have any comments or proposed changes.

F. ADJOURNMENT

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

Next Meeting: May 7, 2025 8:30 AM – Microsoft Teams

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

CITY OF MENASHA
COMMITTEE ON AGING
MINUTES
March 14, 2025

A. CALL TO ORDER

Meeting called to order by Roy Meier at 1:32PM.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Sarah Bauer, Dan Kelpinski, Roy Meier, Sue Wisneski, Recreation/Senior Services Manager Chloe Hansen-Dunn, Public Health Director Kristine Hutter

ABSENT: Bea Kohanski

ALSO PRESENT: PHN Meghan Pauly, PWD James Merten

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

Roy Meier, Committee on Aging Chair, noted the upcoming St. Mary's girls basketball game.

Jim Lauer, Winnebago County ADRC Committee member, shared that Beth Roberts has resigned, and the county is searching for her replacement. Input from the ADRC Committee was considered in the search. He noted his term is up in August and is recommending a Menasha or Neenah Committee on Aging member to join the ADRC committee to keep representation from northern Winnebago County.

Patricia Hill, Neenah resident

Jeff Heimerman, Menasha resident

D. MINUTES TO APPROVE

1. Committee on Aging, February 14, 2025

Moved by S. Bauer and seconded by S. Wisneski to approve the February 14, 2025 meeting minutes.

The motion carried.

E. REPORT OF DEPT HEADS/STAFF

1. Sixty Plus Grant Program

M. Pauly reported that in February 2025, 35 people received 41 services. The Wellness Room was busy throughout the month. Today's Friday Fix about financial power of attorney was attended by 12 people. The massage therapist held another session with good turnout. Working on scheduling her again.

2. Chute St. Parking Lot Update

PHD Hutter provided a brief description about concerns related to the Chute St. parking lot and then introduced PWD Merten.

PWD Merten provided background on the Chute St. parking lot resurfacing project. That project is currently in an unknown state. PWD Merten stated that, regardless of a potential delay with the resurfacing project, he is open to facilitating signage for certain parking stalls. He is looking into what options we have and will discuss with staff the number of stalls and which stalls to sign. There was a question about the condition of the parking lot (potholes). PWD Merten stated that he expects the potholes to be sufficiently patched. Other discussion points included the number of handicap stalls in the parking lot, the existing parking lot agreement, and overnight parking.

3. Senior Center Operations and Programming

- a. February 2025 Report

C. Hansen-Dunn referenced the February 2025 Report included in the packet. In February the Senior Center saw 312 Visitors for 895 visits and 949 services, and 38 volunteers gave 149 hours. The primary election day bake sale raised \$150. Leah and Chloe both attended the WI Parks and Recreation Association conference, networking with other communities with senior centers. The

Senior Center held its first Tech 1:1 appts, the bus trip to New Orleans had 100 participants, and the Quilting group donated over 15 quilts to Pillars in Appleton. Spring cleaning took place in March.

- b. 2024 Menasha Senior Center Annual Report
See report included in the packet. No discussion.

4. Announcements

- a. Sixty Plus
M. Pauly reported that the March 25 Memory Café will be a Network Health presentation about the dimensions of wellness. For the April 22 Memory Café, Taylor from the Bergstrom Mahler Museum will be doing a project for Earth Day. The Friday Fix on April 11 will be a hearing screening presentation from 11am-12pm with lunch and screenings provided from 12-1pm. Sign-ups are required for this session. Valley Transit staff will be here for the May 16 Friday Fix from 11am-1:30pm for a presentation about the transit system and then a ride on a bus.
- b. Menasha Senior Center
C. Hansen-Dunn reported that the February Report included in the packet contains the announcements for this month. Leah McCormick will be leading a finger knitting class on March 27. The bus trip to Skokie Illinois is on March 24. Appointments are available for medical billing assistance. The nail care nurse is booking out far in advance.

F. HELD OVER BUSINESS

G. DISCUSSION / ACTION ITEMS

- 1. Proposed Change to MSC Operating Hours
PHD Hutter gave an overview of this item, including the information noted in the memo included in the packet. C. Hansen-Dunn shared that the later opening time also provides more time for staff to set up and prepare the facility for activities before participants are in the building. Opening more hours on Tuesday afternoons will allow staff to expand programs available.

Moved by D. Kelpinski and seconded by S. Bauer to support changing the hours of operation of the Menasha Senior Center to Monday through Thursday 9am – 4pm and Fridays 9am – 1pm beginning June 2, 2025.

Discussion ensued about how the Tuesday afternoon time will be staffed.

The motion carried.

S. Bauer shared that she will not be seeking another term on the committee. Her current term ends in April 2025. She will not be present at the April meeting. The group thanked her for her time and dedication to the committee and wished her well.

H. ADJOURNMENT

Moved by S. Wisneski and seconded by S. Bauer to adjourn the meeting at 2:21PM. The motion carried.

Next meeting: April 11, 2025 at 1:30 PM

Menasha City Center
100 Main Street, Room 132
Menasha, WI

CITY OF MENASHA
Landmarks Commission
Menasha City Center
100 Main Street, Menasha
First Floor Conference Room
March 12, 2025
DRAFT MINUTES

A. CALL TO ORDER

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

***Due to not having a quorum, no official business would be discussed or voted on and the meeting was held as a strictly informative meeting.**

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Chair George Davis, Alderperson Terri Perkins, and Commissioners Carol Sturm.

LANDMARKS MEMBERS EXCUSED: Commissioner Anastasia Horan

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

C. PUBLIC HEARING

No public hearing.

D. MINUTES TO APPROVE

1. Minutes of the November 12, 2024 Landmarks Commission Meeting

Due to not having a quorum the November 12, 2024 Landmarks commission meeting minutes will be presented at the next scheduled Landmarks Commission meeting.

E. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE LANDMARKS RESPONSIBILITIES OF THE LANDMARKS COMMISSION

Five (5) minute time limit for each person

No public comment.

F. ACTION / DISCUSSION ITEMS

1. Water Street Historical Signage Discussion

CDD Dane presented the Esri StoryMap that the University of Wisconsin – Milwaukee created for the lower fox river lock and canal system and explained that with the Water Street road and trail construction being complete he would like to implement historical signage along the trail from the lock to Tayco street and asked if the Landmarks Commission would like to lead the project.

General discussion ensued.

G. COMMUNICATIONS

1. Set Next Meeting

The next meeting was set for May 14th, 2025 at the Menasha City Center, Room 132 at 5:30 pm.

H. ADJOURNMENT

**CITY OF MENASHA
Redevelopment Authority
Menasha City Center
100 Main St, Menasha, WI 54952
First Floor Conference Rooms
May 6, 2025
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order by Executive Director Dane at 5:15pm.

B. ROLL CALL/EXCUSED ABSENCES

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

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED:

OTHERS PRESENT: CDD Dane and Finance Director Sassman

C. PUBLIC HEARING

None.

D. MINUTES TO APPROVE

1. Minutes of the April 8, 2025, Redevelopment Authority Meeting

Comm. Coenen made a motion to approve the minutes of the April 8, 2025, RDA meeting. The motion was seconded by Comm. Buechler. The motion carried.

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

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

No Public Comment.

F. DISCUSSION / ACTION ITEMS

1. Election of Chairman

Comm. Koenen make a motion to nominate Comm. Vanderhyden; seconded by Comm. Buechler; motion carried.

2. Election of Vice-Chairman.

Comm. Coenen made a motion to nominate Comm. Coenen; seconded by Comm. Vanderhyden; motion carried.

3. Discussion regarding parliamentary procedure.

CDD Dane provided RDA members with resources on parliamentary procedure.

4. City of Menasha Redevelopment Authority Financial Overview and Discussion.

Finance Director Sassman provided a brief overview of RDA finances. RDA is in a solid financial position. There is an opportunity to pay off debt early, which requires additional analysis.

5. First Amendment to Land Purchase and Development Agreement by and Between the Redevelopment Authority of the City of Menasha, Wisconsin, and Unison Credit Union – 1133 Province Terrace (Parcel No. 7-00001-11)

CDD Dane provided a background of the land purchase and development agreement and informed the committee that the amendment clarifies required date of commencement for construction.

A motion was presented by Comm. Buechler to approve the First Amendment to Land Purchase and Development Agreement by and Between the Redevelopment Authority of the City of Menasha, Wisconsin, and Unison Credit Union – 1133 Province Terrace (Parcel No. 7-00001-11) The motion was seconded by Comm. Milligan. Motion carried.

6. Set Next Meeting

The next meeting was set for June 3, 2025.

G. ADJOURNMENT

Alderman Rand motioned to adjourn the meeting at 6:15 pm. Chair Vanderhyden seconded the motion. The motion carried.

Minutes submitted by CDD Dane

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

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Alderman Rosita Eisenach, and Commissioner Jacob Anderson.

OTHERS PRESENT: CDD Dane, AP Heim, PP Larsen, Fritz Piette (Fred J Piette Co, Inc.), Trevor Piette (Fred J Piette Co, Inc.).

C. PUBLIC HEARING

1. Rezoning – N8910 Oneida Street (Parcel No. 7-00725-56 and Parcel No. 7-00725-57) from R-1 Two-Family Residence District to C-1 General Commercial District

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

The hearing was closed.

D. MINUTES TO APPROVE

1. Minutes of the April 22, 2025 Plan Commission Meeting

A motion was made by Comm. Roth, seconded by Comm. Sturm, to approve the April 22, 2025 Plan Commission meeting minutes. The motion carried.

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

Fritz Piette informed members of the plan commission on the reasoning why the site plan amendment for 1148 Province Terrace was submitted and presented materials showing how the siding materials they are proposing in their amendment would not be similar to corrugated metal siding and would conform to the City of Menasha Codes.

F. DISCUSSION / ACTION ITEMS

1. Election of Vice-Chairman

Mayor Hammond opened the floor to nominations for Vice-Chairman.

Comm. Sturm nominated DPW James Merten, Comm. Benner seconded the nomination.

The ballot passes unanimously.

2. Rezoning - N8910 Oneida Street (Parcel No. 7-00725-56 and Parcel No. 7-00725-57) from R-1 Two-Family Residence District to C-1 General Commercial District

PP Larsen explained that while he was researching the legal descriptions of parcel No. 7-00725-56 and parcel No. 7-00725-57, he reviewed the annexation of parcel 7-00725-57 that occurred in 2012 and realized that the temporary zoning designation was set as C-1 General Commercial. This differs from the current zoning designation which is R-1 Single Family Residential.

PP Larsen explained that a C-1 General Commercial zoning designation for these parcels would conform to the current and future uses of the property and would also conform to the future land use

map in the City of Menasha Comprehensive Plan and mentioned that staff would be in support of this rezoning.

General discussion ensued

A motion was presented by Comm. Benner to approve the rezoning of N8910 Oneida Street (Parcel No. 7-00725-56 and Parcel No. 7-00725-57) from R-1 Two-Family Residence District to C-1 General Commercial District, the motion was seconded by Comm. Roth. The motion carried.

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

PP Larsen reminded Plan Commission member of the discussion that was held at the previous Plan Commission meeting on the proposed amendments to Sec. 13-1-12 pertaining to exterior façade materials, pertaining to specific materials and the vague description about metal siding in our current code and that after the meeting staff discussed this internally and came to the conclusion that the materials being presented for this site plan amendment would not be considered similar metal siding to corrugated metal.

General discussion ensued.

A motion was presented by DPW Merten to approve the site plan amendment for 1148 Province Terrace (Parcel #7-00001-12) with the following condition

- 1) The 40-year transferable manufacturer's warranty for the proposed metal siding is purchased and documentation confirming the warranty purchase is submitted to the Community Development Department prior to installation.

The motion was seconded by Comm. Sturm. The motion carried on roll call 6-0.

3. 2025 Comprehensive Plan Update

PP Larsen informed members of the Plan Commission that staff will be working on updating the City of Menasha Comprehensive Plan throughout the remainder of 2025 and the final amendments to the Comprehensive Plan are estimated to be complete by March 2026.

PP Larsen provided a summary of the key phases of how staff would execute and complete updates to the Comprehensive Plan. Phases consist of project coordination, inventory and analysis, community engagement, goals and objectives development, drafting the plan, and finalization and adoption.

PP Larsen also provided a timeline on when various milestones are expected to occur.

4. Discussion Regarding Parliamentary Procedure

Mayor Hammond opened the floor to anyone that had questions about the materials that were presented about the parliamentary procedures.

CDD Dane advised members of the Plan Commission that the materials provided in the packet were intended to serve as a refresher and should be reviewed and retained for future reference.

G. COMMUNICATION

1. Set Next Meeting Date

The next meeting was set for June 3, 2025.

H. ADJOURNMENT

Motion by Comm. Benner, seconded by Comm. Roth to adjourn at 4:54 PM. The motion carried.

Minutes submitted by PP Larsen.

CERTIFICATE OF RECYCLING

All Computers & Electronics Will Be Recycled For Their Metal, Glass, & Plastic

Received From **City of Menasha**
Address **455 Baldwin Street**
 Menasha, WI 54952

Items Received:

**1859 lbs Televisions, 1007 lbs Computer Towers, 1863 lbs Electronics,
318 lbs Monitors, 3120 lbs Small Electronics, Printers, & Appliances,
886 lbs Freon-Containing Appliances**

Total Collected: 9,053 lbs
Date Received: May 10th, 2025

This is to certify that the above items received by [Recycle That Stuff](#) have been recycled in accordance with all applicable Federal, State, and Local Regulations and **will not** be landfilled, or otherwise improperly disposed of.



121 N Linwood Ave Appleton, WI 54914
Phone: (920) 955-3760 Email: RTS@RecycleThatStuff.com



NEENAH-MENASHA- FOX CROSSING MEMORIAL DAY PARADE COMMITTEE

We take this opportunity to invite your participation in the **2025 Memorial Day Parade**, which will be held on **Monday May 26, 2025**. The citizens of our communities look forward to this annual event and would welcome your taking part.

Please take the time to complete the enclosed form, and return it **NO LATER THAN April 30, 2025** to allow us sufficient time to arrange the line-up and be able to notify you in a timely manner where you will fit into the parade.

All completed entry forms should be mailed to:

Memorial Day Parade Chairman
Chase Freimark
2340 Fiesta Ct.
Neenah WI 54956
920-354-7069

Please feel free to call Chase (920-354-7069) should you need additional information or have questions. If you need to leave a message, please provide your name and telephone number and indicate you are calling about the parade.

We look forward to seeing you again this year, and thank you for your cooperation.





Q1 2025

JANUARY-MARCH

Community Development Quarterly Report

Table of Contents

1 PLANNING & ZONING

2 ECONOMIC DEVELOPMENT

3 INSPECTIONS

4 CODE ENFORCEMENT



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

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

Key activities include:

- Attracting and retaining residents and businesses
- Working with owners and developers to secure permit approvals
- Providing residential and commercial plan review and inspections
- Working proactively with residents to address code violations
- Administering CDBG and Strong Neighborhoods housing programs
- Maintaining and developing the City's GIS program
- Writing and administering grants, negotiating TIF agreements
- Promoting downtown and waterfront revitalization

Short-range activities

- Diggers Hotline Tickets (7)
- Residential fence permits (9)
- Residential driveway permits (3)
- Residential zoning approvals (1) (new home)
- Residential zoning permits (8) (pools, sheds, garages, etc)
- Sign permits (5)
- Site Improvement and Landscape Agreements (3)
- Certified Survey Maps reviews (2)
- Commercial Site Plans Reviews (3)
- RDA closings (1)

Long-range activities

- Civic Plus-leading permit and inspection implementation
- Comprehensive Plan update-prepared work plan and timelines
- Investigated updates to City's zoning code-façade material requirements
- High Cliff Connection trail project-issued RFP for design
- Annexation of City owned parcel from Town of Harrison into the city limits
- CSM and rezoning of two Ahnaip Street parcels for residential development
- Strong Neighborhoods Menasha
 - » Major Renovation application obtaining internal review
 - » Major Renovation applications awaiting document submittal
 - » Satisfaction of Mortgage documents recorded with Register of Deeds
- GIS implementation
 - » Created vacant parcel map of City/RDA owned parcels
 - » Obtained City of Menasha tree inventory data
 - » Updated Menasha base map
- Water Street Corridor and Vacant Property Map

Activities

- Finalized Land Purchase Development Agreement for Unison Credit Union
- Finalized Agreements and closing documents for Sandhill Estates subdivision
- Responded to multiple inquiries regarding potential business expansion
- Participated in RDA negotiations for purchase of property
- Met with local and County officials to discuss UW-Fox campus
- Re-initiated foreclosure process for Whiting Mill
- Met with three developers to discuss Menasha development opportunities
- Met with Menasha businesses (10)





**Total Number of
Permits Issued**

128



**Number of Permits
by Job Type**



Total Project Cost

\$11,466,629



**Total Permit Fees
Collected**

\$19,282

Job Type	# of Permits	Total Project Cost	Total Fees Collected
BUILDING	42	\$5,542,306.00	\$7,924.89
HEATING / HVAC	44	\$716,647.00	\$2,835.57
ELECTRICAL	25	\$4,534,530.00	\$5,032.02
PLUMBING	29	\$654,646.00	\$3,049.49
ZONING	10	(Not always listed)	\$415.00
ELECTRICAL CONTROL	2	(Not always listed)	\$149.00

Monthly Activity Summary

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

Top Code Categories Addressed

- Junk Vehicles
- Public Nuisances Affecting Health / Litter, Trash
- Maintenance of Dwellings
- Snow/Ice Violations
- Storage and Parking of Recreational Vehicles
- Off-Street Parking
- General Parking Standards in a C-1 General Commercial District
- Abandoned, Dangerous, Unsafe, and Illegally Erected Signs

1) Property Maintenance & Violations

- Mobile storage permit
- Junk and Debris
 - » Junk and Debris (18)
 - » Prop. Maintenance – Window(s) (3)
 - » Accumulated trash on side of garage
 - » Junk Vehicle(s) (7)
- Vision Clearance at Intersection, shrubs in right-of-way
- Refuse bins left at terrace on a regular basis (3)
- Sump pump issues (2)

2) Property Maintenance & Violations

- Overnight parking Complaint in City of Menasha owned lot (3)
- Parking city right of way
- Recreational Vehicle Parking Complaint(s)
- Parking Complaint – Semi and trailer parking on private property (4)
- Parking in front setback – (10)

3) Snow Removal & Weather-Related Issues

- Fire Hydrant Snow Removal
- Snow and ice (7)

4) Building & Property Inspections

- Unfit for human habitation
- Fence
- Deck Inspection(s)
- Inspection new homes (2)
- Occupancy Inspection
- Meter check on home

5) Noncompliance Issues

- Noncompliance on site (5)

6) Miscellaneous Issues

- Chicken Permit and Inspection
- Political Sign Complaints (5)
- Noise Complaint re: local business
- Onsite concerns re: a closed business

Success Story Spotlight: Restoring Peace After an Eviction

Location: 2000 Blk Cottonwood Dr.

Issue/Challenge:

When a rental property was left abandoned following a tenant eviction, the scene left behind was less than welcoming. Junk vehicles, household items, and scattered trash cluttered the yard, drawing concerns—and complaints—from neighboring residents who had long expressed frustration with the former tenants' behavior. The challenge was made more complex by the fact that the property owners lived out of state.

Intervention:

Code Enforcement stepped in quickly to assess the situation. A thorough site inspection was conducted, with timestamped photos documenting the condition of the property. The owners were promptly contacted by phone and formal letter, outlining both the violation and a clear path toward resolution. Understanding the importance of preserving neighborhood character, Code Enforcement worked collaboratively with the owners to establish a reasonable cleanup plan, including the removal of junk vehicles and full site cleanup.

Outcome/Result:

Within the set timeframe, the owners followed through. The vehicles were towed, debris was removed, and the property was restored—returning the neighborhood to a clean and orderly state. The outcome was met with genuine appreciation from neighbors, who were relieved to see positive change and effective response. This case serves as a powerful reminder of how timely intervention, proactive communication, and community partnership can turn a challenging situation into a win for everyone involved.

- Calumet County Economic Development Meeting (1)
- Business Leaders of Menasha (BLOOM) Meetings (2)
- WI Women in Commercial Real Estate Presentation
- Winnebago Industrial Development Board Meetings (2)
- High Cliff Connection Meetings (Monthly)
- Fox Cities Economic Development Professionals
- Wisconsin Chapter of American Planning Association

- Presentation to Fox Cities Trail Summit
- 2025 Wisconsin TID Project Plan Mapping webinar
- ESRI Going Places with Spatial Analysis Massive Open Online Course
- ESRI Make an Impact with Modern Geo Apps Massive Open Online Course
- ESRI Creating and Sharing GIS Content using ArcGIS Online course
- ESRI Getting Started with the Geodatabase course
- 2025 Wisconsin Land Information Association Annual Conference

JEFFERSON PARK RIBBON CUTTING



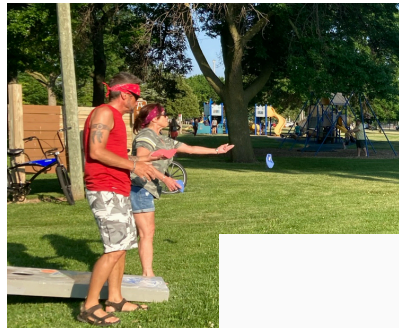
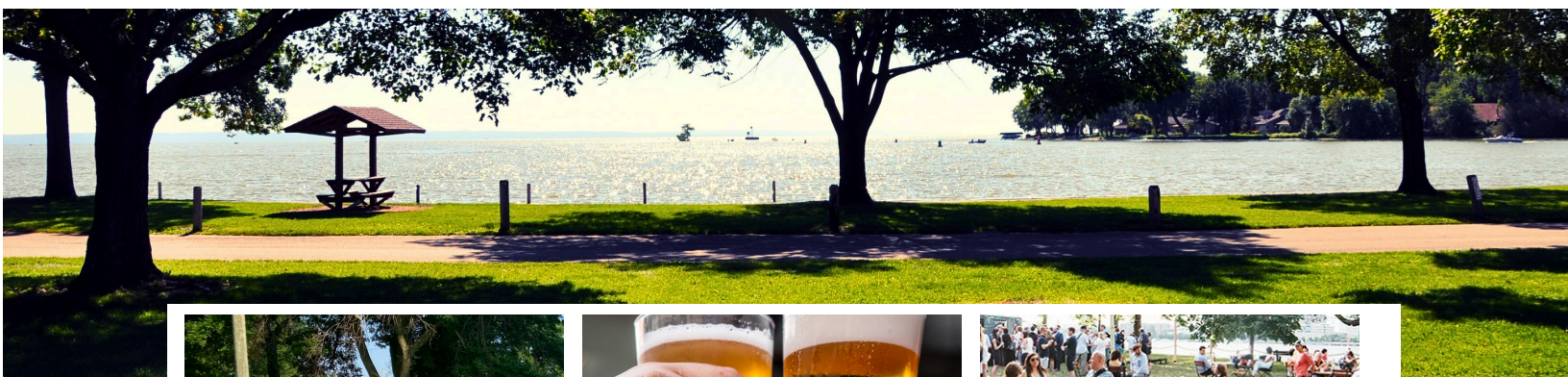
5pm-8pm

May 29, 2025
Jefferson Park

**RIBBON CUTTING CEREMONY WILL
TAKE PLACE AT 5PM**

LIVE MUSIC BY THE BLUE CHEESE
COMBO, FOOD TRUCKS, BREWS BY
STONE ARCH, YARD GAMES

Be a part of Menasha's Beer Garden



Lawn Games - Food Trucks - Live Music - Craft Beer

June 19th, July 10th, August 14th, September 11th

5:00-8:00pm

Jefferson Park



**MENASHA
ROTARY
CLUB**



Proceeds from Brews on 'Bago to benefit local non-profits.



MEMORANDUM

DATE May 15, 2025
TO City of Menasha Common Council
FROM Kristine Hutter, Public Health Director
RE Menasha Health Department Recertified as Level III Health Department

I am very pleased to share with the Common Council that the Menasha Health Department has been recertified as a level III health department. Local health departments undergo evaluation by the Wisconsin Department of Health Services (DHS) Division of Public Health (DPH) at least every five years to ensure all criteria required by statute and rule are met.

To accomplish this certification, the Menasha Health Department demonstrated that we maintain the infrastructure and program capacity to be certified as a level III health department. Wisconsin Admin. Code ch. DHS 140 requires all health departments to provide services including public health nursing; health promotion; communicable disease surveillance and investigation; human health hazard control; and emergency preparedness and response.

Local health departments can choose to offer additional services to meet level III requirements, the highest level of certification in Wisconsin. The Menasha Health Department has met the additional level III requirements for workforce development; quality improvement and performance management; a focus on social determinants of health; expertise in population health; and acting as the community health strategist.

Public health work impacts everyone and all areas of our community. We are proud to be able to continue offer the highest level of local health department services and programs to our residents.



COMMON COUNCIL MINUTES
Monday, May 5, 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 6:06pm.
- B. **PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was recited.
- C. **MOMENT OF SILENCE - TRESTLE TRAIL REMEMBRANCE**
A moment of silence was held for the 2015 Trestle Trail tragedy.
- D. **ROLL CALL**
Present: Aids. Hale, Perkins, Lewis, Marshall, Grade, Ropella, Rand, Eisenach.
Also Present: FD Sassman, CDD Dane, DPW Merten, PHD Hutter, FC Teesch, PC Thorn, LD Kopetsky, Attorney Struve, Mayor Hammond, Clerk Snyder
- E. **PUBLIC HEARING**
- F. **PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY**
John Cenor (737 Second Street) spoke on Menasha's Municipal Code around overnight parking during winter months. Specifically, Cenor spoke on alternating side parking and its purpose.

Chad Lewis (1032 Grove Street) spoke on the memorial for victims of the 2015 Trestle Trail tragedy. Specifically, Lewis advised that the extant memorial has been weathered since its installment and that an updated installation may be prudent.

Eli Wickman (700 Tenth Street) spoke on the vandalization and mistreatment of local food pantry boxes. Specicially, Wickman advised that spoiled products have been deposited in these boxes recently.
- G. **REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS**
 - 1. **Presentations:**
 - a. **Lief Larson - Sesquicentennial Paintings**
Ald. Perkins spoke to former Ald. Tom Grade's promotion of an art gallery in commemoration of Menasha's Sesquicentennial at the UW - Oshkosh Fox Cities campus. Lief Larson created a live painting of this event and has generously donated the piece to the City of Menasha. This is in addition to a painting depicting an aerial view of the community.

2. Minutes to Receive:

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

Motion carried on voice vote.

- 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:

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

Motion carried on voice vote.

Discussion complimented MEPD on the 2024 Annual Report's quality and content.

- 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

1. Common Council Minutes, 4/21/25

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

Motion carried on voice vote.

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)

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

Motion carried 8-0 on roll call.

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

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

Motion carried 8-0 on roll call.

- 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.

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

Motion carried 8-0 on roll call.

- 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

Motion by District 2 Alderperson Eisenach, seconded by District 8 Alderperson Ropella to approve.

Motion carried 8-0 on roll call.

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

Motion carried 8-0 on roll call.

- 2. Accounts payable and payroll for the term of 04/18/25 - 05/01/25 in the amount of \$2,518,466.30

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

Motion carried 8-0 on roll call.

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

Motion carried on voice vote.
2. Mayor's reappointment of Kevin Benner to the Plan Commission for a term of 5/1/25 - 5/1/28
Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve .

Motion carried on voice vote.
3. Mayor's appointment of Danielle Rand to the Landmarks Commission for the term of 5/6/25 - 3/1/28
Motion by District 7 Alderperson Grade, seconded by District 6 Alderperson Marshall to approve.

Motion carried on voice vote.
4. Resignation of Jake Anderson from the Plan Commission
Motion by District 7 Alderperson Grade, seconded by District 2 Alderperson Eisenach to approve.

Motion carried on voice vote.
5. Mayor's appointment of Elke Werner to the Plan Commission for the term of 5/6/25 - 5/1/26
Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried on voice vote.
6. Mayor's appointment of Ald. Chris Rand to the Redevelopment Authority for a term of 5/6/25 - 9/1/27
Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried on voice vote.

7. Mayor's reappointment of Angie Demers to the Sustainability Committee for the term of 5/6/25 - 5/1/26
Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried on voice vote.

8. Mayor's reappointment of Eli Wickman to the Parks and Recreation Board for the term of 5/6/25 - 10/1/27
Motion by District 7 Alderperson Grade, seconded by District 3 Alderperson Hale to approve.

Motion carried on voice vote.

9. Mayor's reappointment of Brian Adesso to the Parks and Recreation Board for the term of 5/6/25 - 10/1/27
Motion by District 7 Alderperson Grade, seconded by District 3 Alderperson Hale to approve.

Motion carried on voice vote.

10. Mayor's reappointment of Matt Vanderlinden to the Redevelopment Authority for the term of 5/6/25 - 9/1/29
Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried on voice vote.

11. Mayor's reappointment of Debbie Galeazzi to the Police Commission for the term of 5/6/25 - 5/1/30
Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried on voice vote.

12. Mayor's reappointment of George Davis to the Landmarks Commission for a term of 5/6/25 - 3/1/27
Motion by District 7 Alderperson Grade, seconded by District 3 Alderperson Hale to approve.

Motion carried on voice vote.

N. CLAIMS AGAINST THE CITY

O. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

P. ADJOURNMENT

Motion by District 4 Alderperson Perkins, seconded by District 6 Alderperson Marshall to adjourn at 6:34pm.

Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.

Certificate of Payment

Date: 4/28/2025

Payment Request: #4

Contractor: Cardinal Construction

Address: 1183 Industrial Parkway FOND DU LAC WI 54937

Contract Unit No.: 2024-10

Project Description: Jefferson Park Shelter Construction

		Original Contract Amount:	\$	578,757.00
Change Order 1:	\$969.96	Total Change Orders:	\$	17,750.48
Change Order 2:	\$ 16,780.52	Total Contract Amount (Including Change Orders):	\$	596,507.48
Change Order 3:		Total Earned to Date (Summary Attached):	\$	516,632.96
Change Order 4:		Less Retainage:	\$	14,912.69
		Amount Due:	\$	501,720.27

Payment 1 \$ 180,878.10

Payment 2 \$ 94,684.60

Payment 3 \$ 79,055.57

Payment 4

Payment 5

Payment 6

Payment 7

Current Payment \$ 147,102.00

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

Date: 4/28/2025

BY: Thad Brown

Recommended for Payment

James Merten, Public Works Director: _____

Common Council Approval Date: _____

Account Number	Amount
255-0703-553.82-02	\$23,824.79
255-0000-201.04-00	(\$14,912.69)
470-0703-553.82-02	\$123,277.21



Telephone: (920) 751-4200
FAX: (920) 751-4284

APPLICATION FOR PAYMENT

PROJECT: 2025 WATER MAIN
RECONSTRUCTION

CONTRACTOR	DONALD HIETPAS & SONS INC.	
Contract No.	MOOO2-9-20-00334	
Project No.	MOOO2-09-24-00362	
Application No.	1	
Application Date	4/28/2025	
Period From	3/20/2025	To 4/28/2025

☐ Schedule Of Values
☐ Schedule Of Unit Prices
☐ Inventory Of Stored Materials

Original Contract	\$ 563,784.65
Net Change Orders	
Current Contract Amount	\$ 563,784.65

Completed To Date	\$230,786.51
Retainage <u>0</u> %	\$11,539.33
Subtotal	\$ 219,247.18
Previous Applications	\$ 0

Amount Due This Application: \$219,247.18

The undersigned Contractor hereby swears, under penalty of perjury, that (1 All previous progress payments received from the Owner, on account of work performed under the contract referred to above, have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications For Payment under said contract, being Applications For Payment numbered 1 through _____ inclusive; and 2) All materials and equipment incorporated in said project or otherwise listed in or covered by this Application For Payment are free and clear of all liens, claims, security interests and encumbrances.

DONALD HIETPAS & SONS INC

(contractor)

By Stuart Hütner President
(name & title)

Before me on this 28 day of APRIL 20 2 personally appeared STUART HIETPAS

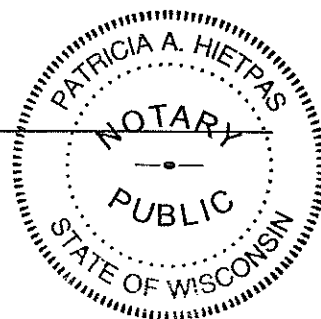
_____ known to me, who being duly sworn, did depose and say that he/she is the _____
PRESIDENT _____ of the Contractor above mentioned; that he/she
(title)

executed the above Application For Payment and statement on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete. My Commission Expires 11/13/2026

My Commission Expires: 11/13/2023

W:\WP\FORMS\Bidding-Contract\App-Pay-McM.doc

Patricia A. Hietpas
(Notary Public)



Certificate of Payment

Date: 4/30/2025

Payment Request: 7 (Seven)

Contractor: Northeast Asphalt, Inc

Address: W6380 Design Drive, Greenville, WI 54942

Contract Unit No.: 2024-03

Project Description: Jefferson Park Improvements

		Original Contract Amount:	\$ 1,432,229.70
Change Order 1:	\$ 5,610.20	Total Change Orders:	\$ 5,610.20
Change Order 2:		Total Contract Amount (Including Change Orders):	\$ 1,437,839.90
Change Order 3:		Total Earned to Date (Summary Attached):	\$ 1,222,715.90
Change Order 4:		Less Retainage:	\$ 35,000.00
		Amount Due:	\$ 1,187,715.90

Payment 1	\$ 210,439.72
Payment 2	\$ 177,182.13
Payment 3	\$ 83,070.85
Payment 4	\$ 209,596.30
Payment 5	\$ 264,481.85
Payment 6	\$ 84,320.05
Payment 7	
Current Payment	\$ 158,625.00

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

Date: _____ BY: _____

Recommended for Payment

Public Works Department Authorization _____

Common Council Approval Date: _____

Finance Department

Account Number	Amount

CITY OF MENASHA
Contract Unit No. 2024-03
Jefferson Park Improvements

Payment 7 (4/30/2025)

Item	Quantity	Quantity	Description	Unit Price	Item Total	Quantity	Total
1.	1	LS	Mobilization	\$ 110,000.00	\$ 110,000.00	1.00	\$ 110,000.00
2.	1	LS	Erosion Control	\$ 8,810.00	\$ 8,810.00	1.00	\$ 8,810.00
3.	1	LS	Demolition	\$ 58,000.00	\$ 58,000.00	1.00	\$ 58,000.00
4.	1	LS	Earthwork	\$ 98,000.00	\$ 98,000.00	1.00	\$ 98,000.00
5.	4,100	CY	Dense Graded Basecourse	\$ 20.00	\$ 82,000.00	4100.00	\$ 82,000.00
6.	10,109	SF	Concrete Pavement - 4"	\$ 6.50	\$ 65,708.50	8469.00	\$ 55,048.50
7.	185	LF	Concrete Pavement - 4" Thickened	\$ 10.65	\$ 1,970.25	279.00	\$ 2,971.35
8.	2,420	LF	Curb and Gutter - 18" Roll	\$ 15.00	\$ 36,300.00	2420.00	\$ 36,300.00
9.	2,474	LF	Curb and Gutter - 18"	\$ 15.00	\$ 37,110.00	2470.00	\$ 37,050.00
10.	100	LF	Curb and Gutter - 30"	\$ 48.00	\$ 4,800.00	125.00	\$ 6,000.00
11.	1,441	Ton	Asphalt Pavement - Street	\$ 89.95	\$ 129,617.95	631.37	\$ 56,791.73
12.	640	Ton	Asphalt Pavement - Path	\$ 106.10	\$ 67,904.00	545.43	\$ 57,870.12
13.	1	LS	Pavement Markings	\$ 8,450.00	\$ 8,450.00	0.00	\$ -
14.	128	SF	Tactile Warning Plates	\$ 35.00	\$ 4,480.00	95.00	\$ 3,325.00
15.	1	LS	Construction Staking	\$ 15,750.00	\$ 15,750.00	1.00	\$ 15,750.00
16.	295	LF	Water Service Lateral - 2"	\$ 45.00	\$ 13,275.00	222.00	\$ 9,990.00
17.	1	LS	Connection to Existing Water Main and Fittings	\$ 2,275.00	\$ 2,275.00	1.00	\$ 2,275.00
18.	325	LF	6" Sanitary Lateral	\$ 52.00	\$ 16,900.00	324.00	\$ 16,848.00
19.	170	LF	4" Underdrain	\$ 47.00	\$ 7,990.00	172.00	\$ 8,084.00
20.	8	LF	4" Storm Sewer	\$ 48.00	\$ 384.00	0.00	\$ -
21.	191	LF	6" Storm Sewer	\$ 63.00	\$ 12,033.00	171.00	\$ 10,773.00
22.	300	LF	8" Storm Sewer	\$ 63.00	\$ 18,900.00	225.00	\$ 14,175.00
23.	85	LF	10" Storm Sewer	\$ 77.00	\$ 6,545.00	81.00	\$ 6,237.00
24.	177	LF	12" Storm Sewer	\$ 80.00	\$ 14,160.00	172.00	\$ 13,760.00
25.	5	Each	2' x 3' Box Inlet	\$ 3,400.00	\$ 17,000.00	5.00	\$ 17,000.00
26.	4	Each	Storm Inlet	\$ 2,900.00	\$ 11,600.00	3.00	\$ 8,700.00
27.	2	Each	Storm Outlet Structure	\$ 3,900.00	\$ 7,800.00	1.00	\$ 3,900.00
28.	1	Each	Yard Inlet	\$ 1,725.00	\$ 1,725.00	0.00	\$ -
29.	1	Each	Adjustment of Existing Sewer Structure	\$ 875.00	\$ 875.00	1.00	\$ 875.00
30.	1	Each	Connect to Existing Storm Sewer Structures	\$ 1,525.00	\$ 1,525.00	1.00	\$ 1,525.00
31.	1	Each	Storm Sewer Outfall	\$ 1,165.00	\$ 1,165.00	1.00	\$ 1,165.00
32.	72	LF	Backstop	\$ 240.00	\$ 17,280.00	60.00	\$ 14,400.00
33.	925	LF	6' Chainlink Fencing	\$ 23.60	\$ 21,830.00	900.00	\$ 21,240.00
34.	2	Each	Dugout	\$ 7,200.00	\$ 14,400.00	1.50	\$ 10,800.00
35.	2	Each	4' Fence Gate	\$ 1,160.00	\$ 2,320.00	2.00	\$ 2,320.00
36.	2	Each	10' Sliding Gate	\$ 3,350.00	\$ 6,700.00	2.00	\$ 6,700.00
37.	1	Each	Ball Diamond Construction	\$ 75,000.00	\$ 75,000.00	0.90	\$ 67,500.00
38.	1	LS	Site Electrical	\$ 67,145.00	\$ 67,145.00	1.00	\$ 67,145.00
39.	23	Each	Trail Light Pole & Fixture	\$ 3,154.00	\$ 72,542.00	23.00	\$ 72,542.00
40.	1	LS	Ball Diamond Lighting	\$ 145,120.00	\$ 145,120.00	1.00	\$ 145,120.00
41.	1	LS	USACE Monitoring Station Service	\$ 3,940.00	\$ 3,940.00	1.00	\$ 3,940.00
42.	1	Each	Removable Bollard	\$ 2,000.00	\$ 2,000.00	0.00	\$ -
43.	620	SF	Sand Filter	\$ 35.00	\$ 21,700.00	405.00	\$ 14,175.00
44.	29,800	SY	Lawn Restoration	\$ 4.00	\$ 119,200.00	12000.00	\$ 48,000.00
Total Item 1-44					\$ 1,432,229.70		\$ 1,217,105.70

Change Order #1							
1	1	LS	Relocate Monitoring Station Electric Service	\$ 1,646.80	\$ 1,646.80	1	\$ 1,646.80
2	1	LS	Relocate Musco Poles in Ballfield	\$ 10,603.00	\$ 10,603.00	1	\$ 10,603.00
3	1	LS	Musco Light Credit	\$ (8,370.00)	\$ (8,370.00)	1	\$ (8,370.00)
4	1	LS	Repair existing conduit broken at bridge	\$ 1,730.40	\$ 1,730.40	1	\$ 1,730.40
Total Change Order 1					\$ 5,610.20		\$ 5,610.20
Total Contract 2024-03					\$ 1,437,839.90		\$ 1,222,715.90



MEMORANDUM

Date: April 30, 2025

To: Board of Public Works

From: James Merten – Director of Public Works
Corey Gordon – Deputy Director of Engineering

RE: Recommend to Award – Contract Unit No. 2025-02 Street Construction and Rehabilitation.

The City of Menasha publicly opened bids on Wednesday, April 30, 2025 for Contract Unit No. 2025-02. Three bids were received as indicated on the enclosed bid tabulation.

This project will consist of the construction of streets within the Third Addition to Woodland Hills and street rehabilitation of Wilson Street (Entire Length), Harding Street (Wilson Street to London Street), and Olde Pulley Lane (Entire Length).

Recommendation

Motion to recommend to Common Council awarding Contract Unit No. 2025-02, Street Construction and Rehabilitation to Sommers Construction Co., Inc. in the amount of \$478,615.95.

Itemized Bid Tabulation
City of Menasha Contract Unit No. 2025-02
Street Construction & Rehabilitation

Street Construction - Canvasback Dr. & Cygnet Ct.

Item	Quantity	Description	Sommers Construction Co., Inc.		Northeast Asphalt, Inc.		MCC, Inc.	
			Unit Price	Item Total	Unit Price	Item Total	Unit Price	Item Total
		Base Bid						
1	4,664	Pavement / Base Pulverizing	\$ 0.65	\$ 3,031.60	\$ 0.50	\$ 2,332.00	\$ 0.60	\$ 2,798.40
2	510	Unclassified Excavation	\$ 9.85	\$ 5,023.50	\$ 9.85	\$ 5,023.50	\$ 27.30	\$ 13,923.00
3	4,572	Fine Grading & Compaction	\$ 1.00	\$ 4,572.00	\$ 1.00	\$ 4,572.00	\$ 1.65	\$ 7,543.80
4	2,666	30" Concrete Curb & Gutter	\$ 15.45	\$ 41,189.70	\$ 15.45	\$ 41,189.70	\$ 15.50	\$ 41,323.00
5	1,280	No. 4 Epoxy Coated Rebar	\$ 1.00	\$ 1,280.00	\$ 1.00	\$ 1,280.00	\$ 2.00	\$ 2,560.00
6	17	Utility Adjustment	\$ 550.00	\$ 9,350.00	\$ 750.00	\$ 12,750.00	\$ 820.00	\$ 13,940.00
7	3	Water Valve Adjustment	\$ 150.00	\$ 450.00	\$ 150.00	\$ 450.00	\$ 61.00	\$ 183.00
8	84	Sawcut	\$ 5.00	\$ 420.00	\$ 2.50	\$ 210.00	\$ 2.35	\$ 197.40
9	592	Asphalt Binder Course Pavement	\$ 63.90	\$ 37,828.80	\$ 63.90	\$ 37,828.80	\$ 69.45	\$ 41,114.40
10	460	Asphalt Surface Course Pavement	\$ 71.80	\$ 33,028.00	\$ 71.80	\$ 33,028.00	\$ 75.15	\$ 34,569.00
11	6,156	6" Thick Concrete Trail, Handicap Ramp or Apron	\$ 6.45	\$ 39,706.20	\$ 6.45	\$ 39,706.20	\$ 5.75	\$ 35,397.00
12	3,100	Lawn and Terrace Restoration	\$ 7.95	\$ 24,645.00	\$ 7.95	\$ 24,645.00	\$ 8.00	\$ 24,800.00
13	1	Temporary Mailboxes	\$ 300.00	\$ 300.00	\$ 880.00	\$ 880.00	\$ 1,500.00	\$ 1,500.00
14	1	Erosion Control	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	\$ 455.00	\$ 455.00
15	1	Traffic Control	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,550.00	\$ 2,550.00
16	1	Construction mobile/demobile; Project coordination; All incidental utility and misc. roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition as required and related to the overall project.	\$ 9,900.00	\$ 9,900.00	14000	\$ 14,000.00	1750	\$ 1,750.00
Total Base Bid (Items 1 - 16)				\$ 213,674.80		\$ 220,845.20		\$ 224,604.00

Street Rehabilitation - Olde Pulley Ln., Harding St. & Wilson St.

Item	Quantity	Description	Sommers Construction Co., Inc.		Northeast Asphalt, Inc.		MCC, Inc.	
			Unit Price	Item Total	Unit Price	Item Total	Unit Price	Item Total
		Base Bid						
1	8,787	Pavement / Base Pulverizing	\$ 0.55	\$ 4,832.85	\$ 0.40	\$ 3,514.80	\$ 0.60	\$ 5,272.20
2	972	Unclassified Excavation	\$ 9.85	\$ 9,574.20	\$ 9.85	\$ 9,574.20	\$ 27.35	\$ 26,584.20
3	8,787	Fine Grading & Compaction	\$ 1.00	\$ 8,787.00	\$ 1.00	\$ 8,787.00	\$ 1.50	\$ 13,180.50
4	20	Utility Adjustment	\$ 550.00	\$ 11,000.00	\$ 750.00	\$ 15,000.00	\$ 815.00	\$ 16,300.00
5	1	Water Valve Adjustment	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 61.00	\$ 61.00
6	1,150	No. 4 Epoxy Coated Rebar	\$ 1.00	\$ 1,150.00	\$ 1.00	\$ 1,150.00	\$ 2.00	\$ 2,300.00
7	445	Sawcut	\$ 3.50	\$ 1,557.50	\$ 2.50	\$ 1,112.50	\$ 2.35	\$ 1,045.75
8	1,137	Asphalt Binder Course Pavement 2 1/4" Thick	\$ 61.90	\$ 70,380.30	\$ 61.90	\$ 70,380.30	\$ 69.45	\$ 78,964.65
9	885	Asphalt Surface Course Pavement 1 3/4" Thick	\$ 69.80	\$ 61,773.00	\$ 69.80	\$ 61,773.00	\$ 75.15	\$ 66,507.75
10	1	Erosion Control	\$ 928.00	\$ 928.00	\$ 928.00	\$ 928.00	\$ 930.00	\$ 930.00
11	1	Traffic Control	\$ 4,000.00	\$ 4,000.00	\$ 2,250.00	\$ 2,250.00	\$ 2,550.00	\$ 2,550.00
12	1	Construction mobile/demobile; Project coordination; All incidental utility and misc. roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition as required and related to the overall project.	\$ 9,900.00	\$ 9,900.00	\$ 14,000.00	\$ 14,000.00	\$ 1,750.00	\$ 1,750.00
Total Base Bid (Items 1 - 12)				\$ 184,032.85		\$ 188,619.80		\$ 215,446.05

Item	Quantity	Description	Sommers Construction Co., Inc.		Northeast Asphalt, Inc.		MCC, Inc.	
			Unit Price	Item Total	Unit Price	Item Total	Unit Price	Item Total
		Mandatory Alternate Bid A						
1	1,119	30" Concrete Curb & Gutter, Remove & Replace	\$ 54.00	\$ 60,426.00	\$ 54.00	\$ 60,426.00	\$ 55.00	\$ 61,545.00
2	853	4" Thick Concrete Sidewalk, Remove & Replace	\$ 8.15	\$ 6,951.95	\$ 8.15	\$ 6,951.95	\$ 7.50	\$ 6,397.50
3	619	6" Thick Concrete Sidewalk, Ramp & Apron, Remove & Replace	\$ 8.15	\$ 5,044.85	\$ 8.15	\$ 5,044.85	\$ 7.75	\$ 4,797.25
4	559	Lawn and Terrace Restoration	\$ 10.75	\$ 6,009.25	\$ 10.75	\$ 6,009.25	\$ 10.75	\$ 6,009.25
Total Mandatory Alternate Bid A (Items 1 - 4)				\$ 78,432.05		\$ 78,432.05		\$ 78,749.00
Total Base Bid + Mandatory Alternate Bid A				\$ 476,139.70		\$ 487,897.05		\$ 518,799.05

Item	Quantity	Description	Sommers Construction Co., Inc.		Northeast Asphalt, Inc.		MCC, Inc.	
			Unit Price	Item Total	Unit Price	Item Total	Unit Price	Item Total
		Mandatory Alternate Bid B						
1	253	30" Concrete Curb & Gutter, Remove & Replace	\$ 54.00	\$ 13,662.00	\$ 54.00	\$ 13,662.00	\$ 55.00	\$ 13,915.00
2	1,499	30" Concrete Curb & Gutter, Remove & Replace Slip Form	\$ 21.90	\$ 32,828.10	\$ 21.90	\$ 32,828.10	\$ 20.50	\$ 30,729.50
3	853	4" Thick Concrete Sidewalk, Remove & Replace	\$ 8.15	\$ 6,951.95	\$ 8.15	\$ 6,951.95	\$ 7.50	\$ 6,397.50
4	2,358	6" Thick Concrete Sidewalk, Ramp & Apron, Remove & Replace	\$ 8.15	\$ 19,217.70	\$ 8.15	\$ 19,217.70	\$ 7.75	\$ 18,274.50
5	829	Lawn & Terrace Restoration	\$ 9.95	\$ 8,248.55	\$ 9.95	\$ 8,248.55	\$ 10.00	\$ 8,290.00
Total Mandatory Alternate Bid B (Items 1 - 4)				\$ 80,908.30		\$ 80,908.30		\$ 77,606.50
Total Base Bid + Mandatory Alternate Bid B				\$ 478,615.95		\$ 490,373.30		\$ 517,656.55



MEMORANDUM

Date: April 30, 2025

To: Board of Public Works

From: James Merten – Director of Public Works
Corey Gordon – Deputy Director of Engineering

RE: Recommend to Award – Contract Unit No. 2025-04 Asphaltic Concrete Pavement Crack Sealing.

The City of Menasha publicly opened bids on Wednesday, April 30, 2025 for Contract Unit No. 2025-04. Three bids were received as indicated on the enclosed bid tabulation.

This project will consist of the crack sealing of various streets throughout the City.

Recommendation

Motion to recommend to Common Council awarding Contract Unit No. 2025-04, Asphaltic Concrete Pavement Crack Sealing to Fahrner Asphalt Sealers, LLC in the amount of \$31,734.00.

CITY OF MENASHA
Contract Unit No. 2025-04
Asphaltic Concrete Pavement Crack Sealing - Various City Streets

Base Bid				Fahrner Asphalt Sealers, LLC.	Thunder Road, LLC	Asphalt Seal & Repair, Inc.
Item	Street	From	To	Lump Sum	Lump Sum	Lump Sum
1	Borenz Ct	Third St	North Termini	\$ 1,470.00	\$ 990.00	\$ 462.00
2	Konemac St	Second St	Third St	\$ 1,140.00	\$ 1,205.00	\$ 610.00
3	Third St	Konemac St	Third St Bridge	\$ 7,350.00	\$ 8,370.00	\$ 3,880.00
4	Community Way	Chrystella Dr	Lake Park Rd	\$ 3,900.00	\$ 4,240.00	\$ 225.00
5	PWF Parking Lot			\$ 800.00	\$ 1,080.00	\$ 925.00
6	Whisper Falls Ct	Fountain Way	Termini	\$ 150.00	\$ 100.00	\$ 225.00
7	Whisper Falls Ln	Georgetown Pl	Fountain Way	\$ 300.00	\$ 285.00	\$ 1,015.00
8	Kelsey Brook Ct	Georgetown Pl	Termini	\$ 150.00	\$ 100.00	\$ 277.00
9	Fountain Way	Georgetown Pl	Villa Way	\$ 420.00	\$ 190.00	\$ 370.00
10	Georgetown Pl	Fountain Way	Whisper Falls Ln	\$ 150.00	\$ 100.00	\$ 225.00
11	Jefferson St	De Pere St	Appleton Rd	\$ 250.00	\$ 165.00	\$ 277.00
12	Eighth St	Milwaukee St	De Pere St	\$ 500.00	\$ 480.00	\$ 370.00
13	Nicolet Blvd	Ahnaip St	Naymut St	\$ 550.00	\$ 380.00	\$ 2,033.00
14	Southfield Dr	Manitowoc Rd	Midway Rd	\$ 1,584.00	\$ 2,240.00	\$ 1,294.00
15	Jefferson Park	Parking lot on Second St		\$ 612.00	\$ 685.00	\$ 370.00
16	Seventh St	Racine St	Appleton Rd	\$ 400.00	\$ 225.00	\$ 370.00
17	Broad St	Racine St	Appleton St	\$ 300.00	\$ 280.00	\$ 225.00
18	Broad St	Tayco St	Milwaukee St	\$ 400.00	\$ 595.00	\$ 925.00
19	Lawndale Dr & Ct	Greenwood Dr	Eugene St	\$ 200.00	\$ 165.00	\$ 555.00
20	Greenwood Dr & Ct	Airport Rd	North End	\$ 200.00	\$ 130.00	\$ 555.00
21	Melissa St	Airport Rd	Grove St	\$ 200.00	\$ 260.00	\$ 370.00
22	Grove St	Airport Rd	Woodland Dr	\$ 200.00	\$ 295.00	\$ 739.00
23	Midway Crossing	Province Link	Festival Foods	\$ 200.00	\$ 150.00	\$ 370.00
24	Whisper Falls Ln	Community Way	Georgetown Pl	\$ 150.00	\$ 100.00	\$ 225.00
25	Chrystella Dr	200' S of Snowberry Way	Community Way	\$ 192.00	\$ 295.00	\$ 739.00
26	Villa Way	Termini	Lotus Trail	\$ 228.00	\$ 360.00	\$ 370.00
27	Manitowoc St	Ninth St	Eleventh St	\$ 200.00	\$ 285.00	\$ 555.00
28	Manitowoc St	Seventh St	Appleton Rd	\$ 150.00	\$ 100.00	\$ 370.00
29	Manitowoc St	Fourth St	Seventh St	\$ 300.00	\$ 2,115.00	\$ 1,015.00
30	Garnet Ct	Termini	Valley Rd	\$ 345.00	\$ 295.00	\$ 1,110.00
31	Emerald Ct	Termini	Valley Rd	\$ 270.00	\$ 280.00	\$ 600.00
32	Pearl St	Emerald Ct	Alcan Dr	\$ 200.00	\$ 350.00	\$ 1,065.00
33	Second St	Tayco St	Racine St	\$ 645.00	\$ 3,420.00	\$ 1,810.00
34	Deerfield Ave	Geneva Rd	North Termini	\$ 293.00	\$ 425.00	\$ 1,065.00
35	Meadowview Dr	150' S of Geneva Rd	Lucerne Dr	\$ 525.00	\$ 420.00	\$ 1,386.00
36	Briarwood Dr	Driftwood Way	Lucerne Dr	\$ 200.00	\$ 370.00	\$ 740.00
37	Apple Ct	Termini	Lucerne Dr	\$ 200.00	\$ 355.00	\$ 1,065.00
38	Jefferson St	London St	Grove St	\$ 200.00	\$ 310.00	\$ 740.00
39	Railroad St	Abby Ave	Garfield Ave	\$ 200.00	\$ 280.00	\$ 647.00
40	Silverbirch Dr	175' N of Winnipeg St	Birling Dr	\$ 250.00	\$ 355.00	\$ 1,065.00
41	Silverbirch Ct	Silverbirch Dr	Termini	\$ 100.00	\$ 760.00	\$ 277.00
42	Birling Dr	Birling Ct	Manitowoc Rd	\$ 300.00	\$ 190.00	\$ 555.00
43	Birling Ct	Termini	Termini	\$ 150.00	\$ 1,530.00	\$ 555.00
44	Manitowoc St	Appleton Rd	Ninth St	\$ 200.00	\$ 440.00	\$ 740.00

45	Lincoln St	De Pere St	Appleton Rd	\$	200.00	\$	325.00	\$	740.00
46	Ida St	Seventh St	Ninth St	\$	360.00	\$	695.00	\$	878.00
47	Ida St	Marquette St	Seventh St	\$	150.00	\$	140.00	\$	370.00
48	Chain Dr	Alcan Dr	Valley Rd	\$	200.00	\$	500.00	\$	1,110.00
49	River Lea Ct	Keyes St	Termini	\$	200.00	\$	1,120.00	\$	1,200.00
50	Broad St	Lush St	Tayco St	\$	200.00	\$	345.00	\$	925.00
51	Sweetbriar Ln	Fieldview Dr	Southfield Dr	\$	200.00	\$	290.00	\$	1,478.00
52	Fieldview Dr	160' N of Pinewood Ct	Southfield Dr	\$	200.00	\$	650.00	\$	1,432.00
53	Chloe Ct	Sweetbriar Ln	Termini	\$	200.00	\$	115.00	\$	555.00
54	Chesterfield Ct	Fieldview Dr	Termini	\$	200.00	\$	250.00	\$	1,110.00
55	Tracey St	Natures Way	Jeffery Dr	\$	200.00	\$	200.00	\$	555.00
56	Province Terr	Natures Way	Manitowoc Rd	\$	400.00	\$	550.00	\$	740.00
57	Natures Way	Oneida St	Tracey St	\$	400.00	\$	905.00	\$	695.00
58	Jeffery Dr	Province Terr	Tracey St	\$	200.00	\$	285.00	\$	555.00
59	Durham Ln	Natures Way	Jeffery Dr	\$	200.00	\$	235.00	\$	878.00
60	Mistflower Cir	Natures Way	Termini	\$	200.00	\$	100.00	\$	647.00
61	Bergamont Ct	Natures Way	Termini	\$	200.00	\$	100.00	\$	693.00
62	De Pere St	Broad St	Third St	\$	200.00	\$	810.00	\$	1,200.00
63	De Pere St	Termini	Broad St	\$	200.00	\$	1,540.00	\$	785.00
64	Milwaukee St	Broad St	Third St	\$	200.00	\$	730.00	\$	1,110.00
65	Ida St	Ninth St	Clovis Ave	\$	500.00	\$	1,635.00	\$	555.00
Total Base Bid Unit 2025-04 - Crack Seal Various City Streets (Items 1-65)				\$	31,734.00	\$	47,265.00	\$	51,572.00

City of Menasha Disbursements

Weekly Accounts Payable	05/02/25 - 05/15/25	\$486,624.29
	Checks # 85043-85189	
	Void Check 85007	(\$140.00)
	Void Check 85099	(\$120.00)
Bi-Weekly Payroll	05/15/25	\$248,457.44
Additional Regular Cycle Accounts Payables -Paid Electronically		
Wisconsin Deferred Compensation	05/02/25	\$10,685.75
Nationwide Deferred Compensation	05/02/25	\$3,490.50
Credit Card Fees	05/03/25	\$9.37
Federal Tax Withholding	05/07/25	\$88,854.89
Delta Dental	05/07/25	\$4,472.66
Network Health Premium	05/07/25	\$153,622.24
Home Depot ACH	05/12/25	\$866.23
Delta Dental	05/14/25	\$2,494.00
Community First CU-Payroll Deduction	05/15/25	\$609.15
Employee Benefits-Flex Spending	05/15/25	\$3,463.19
		\$ 268,567.98
Total		\$1,003,389.71

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.

Craig Pearson

Craig Pearson
Finance Manager

05/15/25

Date

Notes:

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

AP Check Register

Check Date: 5/8/2025

Date: 5/9/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	85043	5/8/2025	1QX1-WM1V-3GDQ	100-0301-523.30-18	(161.81)	BUILDING INSPECT SUPPLIES
		5/8/2025	1QX1-WM1V-3GQD	100-0301-523.30-18	161.81	BUILDING INSPECT SUPPLIES
		5/8/2025	2503684	731-1022-541.30-18	4.58	NUT SETTER
		5/8/2025	2504752	731-1022-541.30-18	(47.20)	CREDIT
		5/8/2025	2504905	731-1022-541.30-18	280.57	NUTS/BOLTS/ELECTRIC CONN
		5/8/2025	2504936	731-1022-541.30-18	62.55	ELECTRIC COMPONENTS
		5/8/2025	2505000	731-1022-541.38-03	72.24	SHOCK ABSORBER
		5/8/2025	2505001	731-1022-541.30-18	139.21	SHOP SUPPLIES
Total for check: 85043				511.95		
ALL-SPORT TROPHY	85044	5/8/2025	057951	100-0405-513.30-18	272.85	AWARD PLAQUES
					272.85	
ALV INSPECTIONS	85045	5/8/2025	1131	100-0301-523.21-06	8,153.86	COMMERICAL INSPECTIONS
					8,153.86	
AMAZON CAPITAL SERVICES	85046	5/8/2025	13RJ-V1Q3-7FK3	100-0702-552.30-18	137.91	REC SUPPLIES
				100-0704-552.30-10	109.78	TWO-WAY MARINE RADIO
				100-0704-552.30-10	61.04	TURTLE WAX
		5/8/2025	1646-T17C-6NFV	100-0704-552.30-13	138.58	POOL MEDICAL SUPPLIES
				100-0801-521.30-15	58.96	CLEANING PAD/SUNGLASS ORG
				100-0702-552.30-18	213.43	KIDS ARCHERY SET
		5/8/2025	17D6-CKK7-44LL	100-0704-552.30-10	84.06	WHISTLES (3)
				100-0704-552.30-13	85.24	BIOHAZARD ABSORBENT(4)
				100-0920-531.30-10	31.99	SENIOR CENTER OFFICE
		5/8/2025	1DMQ-WVVV-6CCN	100-0801-521.30-15	231.26	ELECTRIC MUFFS/GLASSES
		5/8/2025	1H9Y-TWYY-KWPK	100-0801-521.30-20	1,160.24	LABTOP/PROTECTION
		5/8/2025	1KWT-TRVM-97WW	100-0801-521.29-04	34.47	RAM MOUNTS
		5/8/2025	1QX1-WM1V-3GDQ	100-0301-523.30-18	161.81	BUILDING INSPECT SUPPLIES
		5/8/2025	1TDC-HGNK-XVLL	100-0801-521.30-10	41.16	OFFICE SUPPLIES
		5/8/2025	1X96-R3MH-PNCV	100-0801-521.29-04	178.98	USB GPS RECEIVER
		5/8/2025	1XVQ-VQQN-WR3L	100-0801-521.29-04	(89.49)	USB GPS RECEIVER

AP Check Register

Check Date: 5/8/2025

Date: 5/9/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AMAZON CAPITAL SERVICES...	85046...	5/8/2025	1XWY-DT4P-T6YH	100-0801-521.30-18	149.29	STORAGE CABINET/FRAMES
			Total for check: 85046		2,788.71	
APPLETON NAIL NURSE LLC	85047	5/8/2025	NAIL APPTS	100-0920-531.20-05	368.00	NAIL APPOINTMENTS - APRIL
			Total for check: 85047		368.00	
ASCENSUS	85048	5/8/2025	153340HW_202502	100-0401-513.21-03	2,550.00	GASB 75 REPORT DOWN PYMT
		5/8/2025	153340HW_202504	100-0401-513.21-03	2,550.00	GASB 75 REPORT FINAL PYMTFINAL PAYMENT
			Total for check: 85048		5,100.00	
ASSOCIATED APPRAISAL CONSULTANTS	85049	5/8/2025	180124	100-0402-513.21-09	153.96	INTERNET POSTING
					6,666.67	MAY ASSESMENT SVCS
				100-0402-513.30-11	279.45	POSTAGE
			Total for check: 85049		7,100.08	
BADGER LABORATORIES INC	85050	5/8/2025	25-007969	601-1020-543.21-02	504.00	SEWER USER MONITORING
			Total for check: 85050		504.00	
BATTERIES PLUS LLC	85051	5/8/2025	P80759992	100-1008-541.24-04	177.70	12V BATTERIES (2)
			Total for check: 85051		177.70	
BERGSTROM FORD LINCOLN	85052	5/8/2025	426379	100-0801-521.29-04	175.00	VEHICLE REPAIR SQUAD 10
		5/8/2025	426947	100-0801-521.29-04	336.20	VEHICLE REPAIR SQUAD 26
		5/8/2025	426985	100-0801-521.29-04	205.80	VEHICLE REPAIR SQUAD 25
		5/8/2025	CM-99613-1	731-1022-541.38-03	(89.31)	REFUND INCORRECT PART
			Total for check: 85052		627.69	

AP Check Register

Check Date: 5/8/2025

Date: 5/9/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BERGSTROM PIONEER AUTO &	85053	5/8/2025	00252	100-0801-521.80-03	2,190.00	POLICE VEHICLE LEASES
			Total for check: 85053		2,190.00	
BOBCAT OF JANESVILLE	85054	5/8/2025	02-298874	731-1022-541.38-03	357.16	CUTTING EDGE
			Total for check: 85054		357.16	
CALUMET COUNTY REGISTER OF DEEDS	85055	5/8/2025	RECORDING FEE	100-0304-562.21-08	30.00	SITE IMPROVE AGREEMENT
			Total for check: 85055		30.00	
CARRICO AQUATIC RESOURCES INC	85056	5/8/2025	20252695	100-0704-552.30-18	5,800.00	SUMMER WATER MGMT AGMT
			Total for check: 85056		5,800.00	
CDW GOVERNMENT INC	85057	5/8/2025	AD8KI3R	100-0801-521.29-07	2,859.00	DRAGON SOFTWARE
		5/8/2025	AD8NI8R	100-0801-521.29-07	98.73	DRAGON SOFTWARE
			Total for check: 85057		2,957.73	
COMMUNICATIONS ENGINEERING COMPANY	85058	5/8/2025	444351	100-0501-522.24-03	650.00	ANNUAL MONITORING 1911 MANITOWOC
			Total for check: 85058		650.00	
CINTAS	85059	5/8/2025	1905623281	100-0703-553.30-18	354.00	SUPPLIES
		5/8/2025	1905642727	100-0801-521.30-13	141.00	TRASH BAGS
		5/8/2025	4229161637	100-0704-552.30-13	200.00	UNIFORMS/SUPPLIES
				100-1001-514.30-13	103.90	UNIFORMS/SUPPLIES
				731-1022-541.20-01	161.00	UNIFORMS/SUPPLIES
		5/8/2025	4229166807	100-0801-521.20-01	50.25	SUPPLIES
				100-0801-521.30-13	139.78	SUPPLIES
			Total for check: 85059		1,149.93	

AP Check Register

Check Date: 5/8/2025

Date: 5/9/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
COMPASS COMMUNICATIONS	85060	5/8/2025	542	100-0801-521.34-02	2,925.00	MEETING
			Total for check: 85060		2,925.00	
COMPLETE OFFICE OF WISCONSIN	85061	5/8/2025	913199	731-1022-541.30-10	43.50	PAPER
			Total for check: 85061		43.50	
AMY COOK	85062	5/8/2025	REIMBURSEMENT	100-0801-521.34-03	11.17	MEAL REIMBURSEMENT
			Total for check: 85062		11.17	
COONEY'S EMBROIDERY LLC	85063	5/8/2025	20999	100-0803-521.30-15	144.00	BASEBALL CAPS
			Total for check: 85063		144.00	
DOCUMENT SALES & DISTRIBUTION	85064	5/8/2025	25-001060	100-0301-523.30-18	337.60	BUILDING PERMIT SEALS
			Total for check: 85064		337.60	
EVERGREEN POWER	85065	5/8/2025	26844	100-0703-553.30-18	169.97	3&5 LB SPOOL .095
			Total for check: 85065		169.97	
FACTORY MOTOR PARTS CO	85066	5/8/2025	18-2281088	731-1022-541.38-03	89.80	WIPER BLADES
		5/8/2025	18-2281550	731-1022-541.38-03	450.85	BATTERY(3)
		5/8/2025	18-2281711	731-1022-541.38-03	72.61	WIPER BLADES
		5/8/2025	50-6061346	731-1022-541.38-03	121.77	BATTERY
			Total for check: 85066		735.03	
FAITH TECHNOLOGIES INC	85067	5/8/2025	835167	100-1019-552.21-06	2,400.00	RACINE ST BRIDGE INSPECT
			Total for check: 85067		2,400.00	

AP Check Register

Check Date: 5/8/2025

Date: 5/9/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FARRELL EQUIPMENT & SUPPLY CO INC	85068	5/8/2025	218728	100-1003-541.30-18	2,398.50	EPOXY COATED REBAR
			Total for check: 85068		2,398.50	
FERGUSON WATERWORKS #1476	85069	5/8/2025	0443899	470-0703-553.82-02	337.68	JEFFERSON PAVILION PIPE
			Total for check: 85069		337.68	
FILTRATION CONCEPTS INC	85070	5/8/2025	71762	731-1022-541.24-03	243.32	FILTERS
			Total for check: 85070		243.32	
VILLAGE OF FOX CROSSING	85071	5/8/2025	15942	625-0000-264.00-00	37,650.45	TAYCO POND PRIN DEBT
				625-0410-571.61-02	3,160.94	TAYCO POND INTEREST
			Total for check: 85071		40,811.39	
FOX VALLEY TECHNICAL COLLEGE	85072	5/8/2025	CI014967	100-0801-521.34-02	105.00	TRAINING COURSE
			Total for check: 85072		105.00	
GALLS LLC	85073	5/8/2025	031141863	100-0804-521.30-15	54.19	LED TRAFFIC WANDS (3)
			Total for check: 85073		54.19	
ALEJANDRA GOMEZ	85074	5/8/2025	INSTRUCTOR	100-0000-441.25-00	80.00	MUNCKIN MOVES
					60.00	MINI MOVES - DANCE CLASS
			Total for check: 85074		140.00	
GRAINGER INC	85075	5/8/2025	9492340832	601-1020-543.30-18	615.08	LIFT STATION PARTS
		5/8/2025	9493141544	100-0601-551.24-03	172.69	MOTOR
		5/8/2025	9497157595	100-1019-552.24-04	147.24	BRIDGE FILTERS
			Total for check: 85075		935.01	

AP Check Register

Check Date: 5/8/2025

Date: 5/9/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ASHLEY GUSTAFSON	85076	5/8/2025	REFUND	100-0000-441.24-00	110.00	SWIM LESSON REFUND
			Total for check: 85076		110.00	
GUSTMAN CHEVROLET SALES INC	85077	5/8/2025	68793	731-1022-541.38-04	17.71	SENSOR
			Total for check: 85077		17.71	
HARRISON UTILITIES	85078	5/8/2025	000-5700-00	501-0304-562.22-05	13.58	3/27/25-4/29/25 2011 MANITOWOC RD
		5/8/2025	001-0220-00	100-0703-553.22-05	65.30	3/19/25-4/21/25 2170 PLANK RD
			Total for check: 85078		78.88	
CHERYL HEBBE	85079	5/8/2025	REFUND	100-0000-201.11-00	100.00	SECURITY DEPOSIT REFUND
			Total for check: 85079		100.00	
DONALD HIETPAS & SONS INC	85080	5/8/2025	SANITARY LAT	601-1020-543.24-05	4,585.61	SANITARY LAT 400 SIXTH ST
			Total for check: 85080		4,585.61	
INTERSTATE ALL BATTERY CENTER	85081	5/8/2025	8502267	731-1022-541.38-03	5.98	BATTERY
			Total for check: 85081		5.98	
JOE'S POWER CENTER	85082	5/8/2025	188452	100-0703-553.30-18	53.97	ENGINE OIL
			Total for check: 85082		53.97	
JX ENTERPRISES INC	85083	5/8/2025	24128374P	731-1022-541.38-03	(214.68)	PRESSURE SENSOR WARRANTY
		5/8/2025	24128494P	731-1022-541.38-03	931.79	AIR TANK
			Total for check: 85083		717.11	
KLINK HYDRAULICS LLC	85084	5/8/2025	45302	731-1022-541.38-03	52.10	HYDRAULIC FITTING
		5/8/2025	45347	731-1022-541.38-03	111.38	HYDRAULIC FITTING

AP Check Register

Check Date: 5/8/2025

Date: 5/9/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KLINK HYDRAULICS LLC...	85084...	5/8/2025	45389	731-1022-541.38-03	15.54	HYDRAULIC FITTING
			Total for check: 85084		179.02	
LAPPEN SECURITY PRODUCTS INC	85085	5/8/2025	LSPQ52437	100-0801-521.24-03	100.00	PD HOUSING/TAILPIECE
				731-1022-541.30-18	342.46	LOCKS/CYLINDER
			Total for check: 85085		442.46	
LAZER UTILITY LOCATING LLC	85086	5/8/2025	2037	601-1020-543.21-02	881.00	APRIL SANITARY LOCATES
				625-1010-541.21-02	807.25	APRIL STORM LOCATES
			Total for check: 85086		1,688.25	
MACQUEEN EQUIPMENT	85087	5/8/2025	P38282	731-1022-541.38-03	266.32	LATCH SEALED LEVER
			Total for check: 85087		266.32	
MATTHEWS TIRE & SERVICE CENTER	85088	5/8/2025	96429	731-1022-541.38-02	571.83	TIRES
			Total for check: 85088		571.83	
MENASHA NEENAH MUNICIPAL COURT	85089	5/8/2025	REPORT #25-0036	100-0000-201.03-00	237.00	REPORT #25-0036
		5/8/2025	REPORT #25-0057	100-0000-201.03-00	237.00	REPORT #25-0057
			Total for check: 85089		474.00	
MENASHA TREASURER	85090	5/8/2025	DRIVER TIP	100-0000-201.14-00	100.00	BUS DRIVER TIP DOOR COUNTY TRIP
			Total for check: 85090		100.00	
MENASHA UTILITIES	85091	5/8/2025	MENASHA UTILITY	100-1012-541.22-03	9,270.84	APRIL STREET LIGHTING
				100-1019-552.22-07	588.63	FIBER JAN-MARCH
			Total for check: 85091		9,859.47	
MORTON SAFETY	85092	5/8/2025	233471	100-0703-553.30-18	227.90	SAFETY EQUIPMENT

AP Check Register

Check Date: 5/8/2025

Date: 5/9/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MORTON SAFETY...	85092...	5/8/2025...	233471...	731-1022-541.30-18	227.90	SAFETY EQUIPMENT
			Total for check: 85092		455.80	
N&M AUTO SUPPLY	85093	5/8/2025	838168	731-1022-541.38-03	19.78	ADHESIVE
			Total for check: 85093		19.78	
NEENAH-MENASHA SEWERAGE COMMISSION	85094	5/8/2025	2025-069	601-1021-543.25-01	129,188.26	MAY WASTEWATER TRTMNT
		5/8/2025	2025-075	601-1021-543.25-01	21,633.00	MAY CWFL DEBT
					4,565.00	MAY CWFL INTEREST
					4,195.00	MAY STO BLD DEBT
					1,748.00	MAY STO BLD INTEREST
			Total for check: 85094		161,329.26	
NIELSON COMMUNICATIONS INC	85095	5/8/2025	AR37168	731-1022-541.38-03	194.26	2 WAY RADIO EQUIPMENT
			Total for check: 85095		194.26	
KATIE PARISH	85096	5/8/2025	REFUND	100-0000-441.24-00	48.00	SWIM LESSON REFUND
			Total for check: 85096		48.00	
PLANK ROAD PUB	85097	5/8/2025	REFUND	100-0000-421.05-00	50.00	OVERPAYMENT FOR COIN OP
			Total for check: 85097		50.00	
POMP'S TIRE SERVICE INC	85098	5/8/2025	320165692	731-1022-541.38-04	105.00	TIRE SENSOR
			Total for check: 85098		105.00	
LINDA PROBST	85099	5/8/2025	REFUND	100-0000-201.14-00	120.00	BUS TRIP CANCELLATION DOOR COUNTY
					(120.00)	BUS TRIP CANCELLATION DOOR COUNTY
			Total for check: 85099		0	

AP Check Register
Check Date: 5/8/2025

Date: 5/9/2025

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
DR TERESA RUDOLPH	85100	5/8/2025	REFUND	100-0000-441.25-00	29.50	PICKBALL REFUND
			Total for check: 85100		29.50	
RUEKERT & MIELKE INC	85101	5/8/2025	156696	601-1020-543.21-02	1,193.00	SEWER BILLING ASSISTANCE
			Total for check: 85101		1,193.00	
PAULETTE SCHMITZER	85102	5/8/2025	REFUND	100-0000-201.14-00	85.00	BUS TRIP CANCELLATION HOLOCAUST
			Total for check: 85102		85.00	
SECURIAN FINANCIAL GROUP INC	85103	5/8/2025	002832L	100-0000-204.07-00	3,373.04	JUNE LIFE INSURANCE
			Total for check: 85103		3,373.04	
SI METALS AND SUPPLY	85104	5/8/2025	296651	100-0703-553.24-03	180.00	FABRICATION ANGLE IRON
				731-1022-541.38-03	180.00	FABRICATION ANGLE IRON
			Total for check: 85104		360.00	
STERICYCLE INC	85105	5/8/2025	8010753684	100-0801-521.30-10	94.20	REGULAR SERVICE
			Total for check: 85105		94.20	
STRAND ASSOCIATES INC	85106	5/8/2025	0223853	470-0703-553.80-05	5,499.80	PROF SERVICES -JEFF PARK PR-2025-011
			Total for check: 85106		5,499.80	
STRATEGIES LTD	85107	5/8/2025	1497	100-0000-201.14-00	209.73	HAND SANITZER BOTTLES
			Total for check: 85107		209.73	
THEDACARE AT WORK	85108	5/8/2025	368646	100-0202-512.21-05	68.00	DRUG TEST
		5/8/2025	368655	100-0202-512.21-05	68.00	DRUG TEST

AP Check Register
Check Date: 5/8/2025

Date: 5/9/2025

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
THEDACARE AT WORK...	85108...	5/8/2025	368768	100-0202-512.21-05	68.00	DRUG TEST
			Total for check: 85108		204.00	
THOMSON REUTERS - WEST	85109	5/8/2025	851906220	100-0201-512.32-02	443.52	WESTLAW LEGAL RESEARCH SOFTWARE SUBSCRIPTIO
			Total for check: 85109		443.52	
TRUCK COUNTRY OF WISCONSIN	85110	5/8/2025	X202839899:01	731-1022-541.38-03	29.29	TURN SIGNAL
			Total for check: 85110		29.29	
TUNDRA STONE PRECAST LLC	85111	5/8/2025	373	625-1010-541.30-18	2,005.68	ADJUSTMENT RINGS
			Total for check: 85111		2,005.68	
LAURA UITENBROEK	85112	5/8/2025	REFUND	100-0000-441.25-00	22.00	GOLF CLASS REFUND
			Total for check: 85112		22.00	
UNIFORM SHOPPE	85113	5/8/2025	7761	100-0801-521.30-15	282.85	HONOR GUARD UNIFORM
			Total for check: 85113		282.85	
US BANK EQUIPMENT FINANCE	85114	5/8/2025	554686055	743-0403-513.24-02	81.42	PWF COPIER LEASE - MAY
			Total for check: 85114		81.42	
WE ENERGIES	85115	5/8/2025	5456105811	100-1012-541.22-03	106.68	LED STREET LIGHTS
		5/8/2025	5457032819	100-1012-541.22-03	1,051.81	STREET LIGHTS
			Total for check: 85115		1,158.49	
WESTWOOD PROFESSIONAL SVCS INC	85116	5/8/2025	1250400677	470-1003-541.82-02	4,642.79	RACINE ST & 3RD ST BIKE LNSTR-2025-005
			Total for check: 85116		4,642.79	

AP Check Register

Check Date: 5/8/2025

Date: 5/9/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WHITE CAP LP	85117	5/8/2025	50031192492	625-1010-541.30-18	717.78	MORTAR
			Total for check: 85117		717.78	
WINNEBAGO COUNTY CLERK OF COURTS	85118	5/8/2025	REPORT #25-0680	100-0000-201.03-00	350.00	REPORT #25-0680
		5/8/2025	REPORT #25-0755	100-0000-201.03-00	250.00	REPORT #25-0755
			Total for check: 85118		600.00	
WINNEBAGO LIQUID WASTE	85119	5/8/2025	14669	100-0703-553.20-09	195.00	HANDICAP RESTROOM RENTAL
		5/8/2025	14708	100-0703-553.20-09	100.00	RESTROOM RENTAL
		5/8/2025	14709	100-0703-553.20-09	195.00	HANDICAP RESTROOM RENTAL
		5/8/2025	14710	100-0703-553.20-09	195.00	HANDICAP RESTROOM RENTAL
			Total for check: 85119		685.00	
WISCONSIN DEPT OF JUSTICE	85120	5/8/2025	G3228	100-0202-512.21-06	135.00	GENERAL
			Total for check: 85120		135.00	
WISCONSIN DEPT OF TRANSPORTATION	85121	5/8/2025	395-0000332131	470-0703-553.80-05	47.95	HIGHCLIFF FEAS STUDY
		5/8/2025	395-0000353456	470-0703-553.80-05	40.50	HIGHCLIFF FEAS STUDY
			Total for check: 85121		88.45	
WPPI ENERGY	85122	5/8/2025	INV22810	310-0409-571.61-01	494.50	MAY STREET LIGHTING PROJ
					1,010.30	MAY LED STREETLIGHT PROJ
				731-1022-541.82-01	1,176.09	MAY SOLAR PV PW
					769.99	MAY SOLAR PV PW
			Total for check: 85122		3,450.88	
YOUTH ENRICHMENT LEAGUE	85123	5/8/2025	5358	100-0000-441.25-00	360.00	MUSCLE BOTS (6) 4/1/25-4/29/25
			Total for check: 85123		360.00	

AP Check Register
Check Date: 5/8/2025

Date: 5/9/2025

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
ZEP SALES & SERVICE	85124	5/8/2025	9011138233	731-1022-541.30-18	370.15	LUBRICANTS
Total for check: 85124					<u>370.15</u>	
					<u>298,105.30</u>	

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	85125	5/15/2025	2504754	731-1022-541.30-18	163.00	GRINDER DISCS
			Total for check: 85125		163.00	
AIRGAS USA LLC	85126	5/15/2025	5516423395	731-1022-541.30-18	1,255.82	LEASE CYLINDER RENEWAL
		5/15/2025	9160727156	731-1022-541.30-18	519.57	WELDING SUPPLIES
			Total for check: 85126		1,775.39	
AMAZON CAPITAL SERVICES	85127	5/15/2025	11YD-NK1Y-6NWF	100-0801-521.24-01	52.88	ROLLING DESK
		5/15/2025	1J6C-JMWK-7FLJ	100-0801-521.30-18	45.51	KEYS & CASE
				100-0801-521.32-02	20.26	POLICE BOOKS (2)
		5/15/2025	1LRW-GQWG-KNQD	100-0203-512.30-10	37.47	OFFICE SUPPLIES
		5/15/2025	1QLQ-134T-L3JG	100-0801-521.29-04	13.01	CAST WRAP
		5/15/2025	1XNQ-9X13-CNXQ	100-0203-512.30-18	25.90	NOTARY STAMP
				100-0204-512.30-18	14.95	INKING STAMP
			Total for check: 85127		209.98	
CITY OF APPLETON	85128	5/15/2025	17200	100-0918-531.21-06	500.00	EMERGENCY PLANNING CONTR
		5/15/2025	17234	100-0302-542.25-01	20,312.00	MAY TRANSIT SERVICE
			Total for check: 85128		20,812.00	
BADGER LABORATORIES INC	85129	5/15/2025	25-008681	601-1020-543.21-02	1,349.00	SEWER USER MONITORING DURA-FIBRE SURCHARGE
			Total for check: 85129		1,349.00	
BENEFIT COORDINATORS CORP	85130	5/15/2025	B0J07J	100-0201-512.15-12	377.99	2024 FAHP TRUE UP
				100-0202-512.15-12	719.01	2024 FAHP TRUE UP
				100-0304-562.15-12	503.30	2024 FAHP TRUE UP
				100-0401-513.15-12	570.81	2024 FAHP TRUE UP
				100-0601-551.15-12	21.60	2024 FAHP TRUE UP
				100-0701-533.15-12	51.07	2024 FAHP TRUE UP
				100-0702-552.15-12	254.76	2024 FAHP TRUE UP
				100-0703-553.15-12	714.21	2024 FAHP TRUE UP

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BENEFIT COORDINATORS CORP...	85130...	5/15/2025...	B0J07J...	100-0704-552.15-12	32.90	2024 FAHP TRUE UP
				100-0801-521.15-12	1,716.29	2024 FAHP TRUE UP
				100-0811-521.15-12	410.82	2024 FAHP TRUE UP
				100-0901-515.15-12	35.98	2024 FAHP TRUE UP
				100-0903-531.15-12	810.34	2024 FAHP TRUE UP
				100-0905-531.15-12	97.63	2024 FAHP TRUE UP
				100-0914-531.15-12	31.83	2024 FAHP TRUE UP
				100-0920-531.15-12	123.23	2024 FAHP TRUE UP
				100-1001-514.15-12	21.60	2024 FAHP TRUE UP
				100-1002-541.15-12	121.94	2024 FAHP TRUE UP
				100-1003-541.15-12	124.88	2024 FAHP TRUE UP
				100-1006-541.15-12	305.33	2024 FAHP TRUE UP
				100-1008-541.15-12	7.22	2024 FAHP TRUE UP
				100-1009-541.15-12	7.22	2024 FAHP TRUE UP
				100-1016-543.15-12	45.99	2024 FAHP TRUE UP
				100-1018-543.15-12	30.83	2024 FAHP TRUE UP
				100-1019-552.15-12	15.38	2024 FAHP TRUE UP
				734-0416-513.21-06	2,738.87	MONTHLY FAHP FEE-MAY
				Total for check: 85130		
				9,891.03		
BOBCAT PLUS	85131	5/15/2025	IA21346	731-1022-541.38-03	127.04	CUT EDGE ASSEMBLY
		5/15/2025	IA21346A	731-1022-541.38-03	178.55	CUTTING EDGE
		Total for check: 85131		305.59		
CHARTER COMMUNICATIONS	85132	5/15/2025	095528601050125	100-0101-511.22-01	3.42	PHONE BILL MAYOR
				100-0201-512.22-01	2.17	PHONE BILL ATTORNEY
				100-0202-512.22-01	5.48	PHONE BILL PERSONNEL
				100-0203-512.22-01	4.51	PHONE BILL CLERK
				100-0301-523.22-01	4.95	PHONE BILL BUILDING INSPECTOR
				100-0304-562.22-01	8.12	PHONE BILL COM DEV
				100-0401-513.22-01	10.95	PHONE BILL FINANCE
				100-0402-513.22-01	2.23	PHONE BILL ASSESSOR
				100-0502-522.22-01	13.59	PHONE BILL EOC

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description				
CHARTER COMMUNICATIONS...	85132...	5/15/2025...	095528601050125...	100-0601-551.22-01	57.71	PHONE BILL	LIBRARY			
				100-0702-552.22-01	9.18	PHONE BILL	RECREATION			
				100-0703-553.22-01	15.42	PHONE BILL	PARKS			
				100-0704-552.22-01	4.79	PHONE BILL	POOL			
				100-0801-521.22-01	85.10	PHONE BILL	POLICE			
				100-0903-531.22-01	16.65	PHONE BILL	HEALTH			
				100-0920-531.22-01	4.48	PHONE BILL	SENIOR			
				100-1001-514.22-01	24.61	PHONE BILL	CITY HALL			
				100-1002-541.22-01	14.30	PHONE BILL	ENGINEERING			
				100-1008-541.22-01	1.29	PHONE BILL	SIGN			
				207-0000-123.00-00	9.12	PHONE BILL	MARINA			
				731-1022-541.22-01	8.81	PHONE BILL	GARAGE			
				743-0403-513.22-01	5.21	PHONE BILL	IT			
				Total for check: 85132				312.09		
				CINTAS	85133	5/15/2025	4229872828	100-0703-553.30-13	284.09	UNIFORMS/SUPPLIES
731-1022-541.20-01	161.00	UNIFORMS/SUPPLIES								
Total for check: 85133								445.09		
CLIFTONLARSONALLEN LLP	85134	5/15/2025	L251299846	100-0401-513.21-03	2,226.53	2024 AUDIT SERVICES	PROGRESS BILLING			
				Total for check: 85134				2,226.53		
CRESCENT ELECTRIC SUPPLY COMPANY	85135	5/15/2025	S513244665.001	100-1008-541.30-18	16.37	SOLVENT CEMENT				
				Total for check: 85135				16.37		
KORTNEY DAHM	85136	5/15/2025	MILEAGE	100-0903-531.33-01	44.10	MILEAGE REIMBURSEMENT	APRIL			
				Total for check: 85136				44.10		

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
EVERGREEN POWER	85137	5/15/2025	26892	100-1018-543.30-15	181.00	LEAF BLOWER
			Total for check: 85137		181.00	
FACTORY MOTOR PARTS CO	85138	5/15/2025	18-2282469	731-1022-541.38-03	115.73	BATTERY
		5/15/2025	18-2282470	731-1022-541.38-03	166.09	BATTERY
		5/15/2025	18-2282554	731-1022-541.38-03	47.92	FILTERS
		5/15/2025	18-Z33332	731-1022-541.38-03	(152.60)	BATTERY CORE RETURN
		5/15/2025	50-6070717	731-1022-541.38-03	15.74	AIR FILTER
			Total for check: 85138		192.88	
FERGUSON ENTERPRISES #1550	85139	5/15/2025	0049400	100-0704-552.24-03	1,261.53	PLUMBING PARTS
			Total for check: 85139		1,261.53	
FERRELLGAS	85140	5/15/2025	1130234556	100-1016-543.30-18	205.34	PROPANE
		5/15/2025	RN10879606	100-1016-543.30-18	25.00	PROPANE
			Total for check: 85140		230.34	
VILLAGE OF FOX CROSSING	85141	5/15/2025	127-36488	100-0701-533.22-06	472.80	206 NORTH ST - STORM 1/15/25-4/15/25
		5/15/2025	127-65515	100-0703-553.22-06	42.00	STORM WATER UTILITY 1/15/25-4/15/25
			Total for check: 85141		514.80	
GANNETT WISCONSIN LOCALIQ	85142	5/15/2025	0007050512	100-0203-512.29-02	58.97	POST CRESCENT SUBSCRIPTONAPRIL
				100-0405-513.29-02	1,198.04	POST CRESCENT SUBSCRIPTONAPRIL
			Total for check: 85142		1,257.01	
AMANDA GASICIEL	85143	5/15/2025	REFUND	100-0000-201.08-00	6.67	PAVILION RENTAL REFUND
				100-0000-441.23-00	133.33	PAVILION RENTAL REFUND
			Total for check: 85143		140.00	

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GAT SUPPLY INC	85144	5/15/2025	447840-1	731-1022-541.38-03	751.07	BELT & BELT TENSIONER
			Total for check: 85144		751.07	
RALPH GIESSEN	85145	5/15/2025	REFUND	100-0000-201.14-00	240.00	BUS TRIP CANCELLATIONS DOOR COUNTY
			Total for check: 85145		240.00	
LENCY GRACIA	85146	5/15/2025	REFUND	100-0000-201.11-00	100.00	SECURITY DEPOSIT REFUND
			Total for check: 85146		100.00	
ASHLEY GUSTAFSON	85147	5/15/2025	REFUND	100-0000-441.25-00	30.00	DANCE & ME POMS REFUND
			Total for check: 85147		30.00	
HD INSTALLATIONS LLC	85148	5/15/2025	44	100-0801-521.29-04	480.00	VEHICLE ACCESSORIES SQUAD 26
			Total for check: 85148		480.00	
HEARTLAND BUSINESS SYSTEMS	85149	5/15/2025	792006-H	743-0403-513.21-04	37,414.01	ARTIC WOLF MANAGED DETECTION RESPONSE
		5/15/2025	792089-H	100-0801-521.30-12	565.00	ADDTL NETMOTION LIC
			Total for check: 85149		37,979.01	
CLAIRE HOLZSCHUH	85150	5/15/2025	MILEAGE	100-0903-531.33-01	29.44	MILEAGE REIMBURSEMENT APRIL
			Total for check: 85150		29.44	
JOE'S POWER CENTER	85151	5/15/2025	188834	731-1022-541.38-03	18.99	AIR FILTER
			Total for check: 85151		18.99	
KLINK HYDRAULICS LLC	85152	5/15/2025	45539	731-1022-541.38-03	208.64	ELBOW
		5/15/2025	45546	731-1022-541.38-03	160.14	COUPLER

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
KLINK HYDRAULICS LLC...	85152...	5/15/2025	45547	731-1022-541.38-03	42.24	PIPE THREAD REDUCER
			Total for check: 85152		411.02	
KUSTOM SIGNALS INC	85153	5/15/2025	619358	100-0801-521.24-04	163.18	VEHICLE REPAIR
			Total for check: 85153		163.18	
KWIK TRIP INC	85154	5/15/2025	00244691	100-0801-521.38-01	103.93	FUEL
			Total for check: 85154		103.93	
MATTHEWS TIRE & SERVICE CENTER	85155	5/15/2025	96593	731-1022-541.38-02	562.83	TIRES
		5/15/2025	96594	731-1022-541.38-04	253.78	TIRES
		5/15/2025	96619	731-1022-541.38-02	1,125.66	TIRES
			Total for check: 85155		1,942.27	
MENARDS-APPLETON EAST	85156	5/15/2025	75145	100-1016-543.30-18	32.37	DUMPSTER ENCLOSURE
			Total for check: 85156		32.37	
MENASHA NEENAH MUNICIPAL COURT	85157	5/15/2025	REPORT #24-0154	100-0000-201.03-00	174.00	REPORT #24-0154
		5/15/2025	REPORT #24-0155	100-0000-201.03-00	174.00	REPORT #24-0155
			Total for check: 85157		348.00	
POSTMASTER	85158	5/15/2025	STAMPS	100-1006-541.30-11	78.00	STAMPS
				266-1027-543.30-11	78.00	STAMPS
				266-1028-543.30-11	78.00	STAMPS
			Total for check: 85158		234.00	
MENASHA UTILITIES	85159	5/15/2025	5147	601-0401-513.25-01	28,986.71	APRIL SEWER CHARGES
				625-0401-513.25-01	2,056.11	APRIL STORMWATER CHARGES
		5/15/2025	MENASHA UTILITY	100-0000-123.00-00	736.33	03/31/25-4/30/25 ELEC
					317.82	03/31/25-4/30/25 WAT/SEW

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	85159...	5/15/2025...	MENASHA UTILITY...	100-0000-123.00-00...	77.69	03/31/25-4/30/25 STORM
					8.83	03/31/25-4/30/25 ELEC
					10.54	03/31/25-4/30/25 ELEC
					11.34	03/31/25-4/30/25 ELEC
					18.37	03/31/25-4/30/25 ELEC
					4.18	03/31/25-4/30/25 STORM
					2,128.46	03/31/25-4/30/25 ELEC
					554.43	03/31/25-4/30/25 WAT/SEW
					173.47	03/31/25-4/30/25 STORM
					1,781.07	03/31/25-4/30/25 ELEC
					1,375.85	03/31/25-4/30/25 WAT/SEW
					1,835.05	03/31/25-4/30/25 STORM
					198.08	03/31/25-4/30/25 ELEC
					533.00	03/31/25-4/30/25 WAT/SEW
					1,039.67	03/31/25-4/30/25 ELEC
					438.89	03/31/25-4/30/25 WAT/SEW
					107.28	03/31/25-4/30/25 STORM
					222.15	03/31/25-4/30/25 ELEC
					148.21	03/31/25-4/30/25 WAT/SEW
					43.10	03/31/25-4/30/25 ELEC
					354.33	03/31/25-4/30/25 ELEC
					16.68	03/31/25-4/30/25 WAT/SEW
					383.83	03/31/25-4/30/25 ELEC
					17.73	03/31/25-4/30/25 ELEC
					73.15	03/31/25-4/30/25 STORM
					20.60	03/31/25-4/30/25 ELEC
					238.00	03/31/25-4/30/25 ELEC
					338.52	03/31/25-4/30/25 WAT/SEW
					42.85	03/31/25-4/30/25 STORM
					46.23	03/31/25-4/30/25 ELEC
					33.36	03/31/25-4/30/25 WAT/SEW
					203.78	03/31/25-4/30/25 STORM
					452.92	03/31/25-4/30/25 ELEC
					564.40	03/31/25-4/30/25 ELEC

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	85159...	5/15/2025...	MENASHA UTILITY...	731-1022-541.22-05	1,972.42	03/31/25-4/30/25 WAT/SEW
				731-1022-541.22-06	1,629.16	03/31/25-4/30/25 STORM
			Total for check: 85159		49,194.59	
N&M AUTO SUPPLY	85160	5/15/2025	838406	731-1022-541.38-03	49.14	BATTERY
			Total for check: 85160		49.14	
GLEN NAVIS	85161	5/15/2025	ENTERTAINER	100-0920-531.20-05	125.00	MUSIC ENTERTAINER SC
			Total for check: 85161		125.00	
NEHER ELECTRIC SUPPLY INC	85162	5/15/2025	372314-01	470-1012-541.80-05	461.45	EAST SIDE LED ST LIGHTS STLIG-2024-003
			Total for check: 85162		461.45	
NIELSON COMMUNICATIONS INC	85163	5/15/2025	AR37320	731-1022-541.29-04	362.50	RADIO REPAIR
		5/15/2025	AR37321	731-1022-541.38-03	181.25	RADIO EQUIPMENT
			Total for check: 85163		543.75	
CRYSTAL NITZ	85164	5/15/2025	REFUND	100-0000-201.10-00	100.00	STREET OCCUPANCY REFUND PERMIT #14548
			Total for check: 85164		100.00	
CITY OF OSHKOSH	85165	5/15/2025	70171	100-0405-513.21-08	1,000.00	BROADCAST CC MTGS
			Total for check: 85165		1,000.00	
PACKER CITY INTL TRUCKS INC	85166	5/15/2025	X103152479:01	731-1022-541.38-03	382.79	FILTERS
		5/15/2025	X103152479:02	731-1022-541.38-03	10.12	FILTERS
		5/15/2025	X103152479:03	731-1022-541.38-03	60.71	FILTERS
			Total for check: 85166		453.62	

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
LINDA PALMBACH	85167	5/15/2025	MILEAGE	100-0903-531.33-01	62.09	MILEAGE REIMBURSEMENT APRIL
			Total for check: 85167		62.09	
PEST BADGER	85168	5/15/2025	340783	100-0703-553.20-06	10.26	FERTILIZATION APPLICATIONMILL STREET
		5/15/2025	340816	100-0703-553.20-06	13.92	FERTILIZATION APPLICATIONCURTIS REED SQUARE
			Total for check: 85168		24.18	
PETERS CONCRETE COMPANY	85169	5/15/2025	2251608	100-1003-541.24-05	746.00	CONCRETE
		5/15/2025	2251724	100-1003-541.24-05	4,296.50	CONCRETE
		5/15/2025	2251855	100-1003-541.24-05	3,192.50	CONCRETE
			Total for check: 85169		8,235.00	
RECYCLETHATSTUFF.COM	85170	5/15/2025	64904	100-0101-511.21-06	280.00	RECYCLING EVENT FEE
			Total for check: 85170		280.00	
LISA REUTER	85171	5/15/2025	REFUND	100-0000-441.25-00	109.00	DUPLICATE PAYMENT
			Total for check: 85171		109.00	
ROBINSON FLORIST	85172	5/15/2025	1000008440	470-1003-541.82-02	648.06	WATER STREET PLANTS STR-2024-003
			Total for check: 85172		648.06	
LIZ ROSIN	85173	5/15/2025	MEALS	100-0903-531.34-03	39.31	MEAL REIMBURSEMENT
		5/15/2025	MILEAGE	100-0903-531.33-01	27.65	MILEAGE REIMBURSEMENT
		5/15/2025	REIMBURSMENT	100-0903-531.34-04	51.60	PARKING REIMBURSMENT
			Total for check: 85173		118.56	
SERVICE MOTOR COMPANY	85174	5/15/2025	P10353	731-1022-541.38-03	46.96	WHEELS
			Total for check: 85174		46.96	

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SERVICEMASTER BUILDING MAINTENANCE	85175	5/15/2025	46979	100-0920-531.20-01	480.00	JANITORIAL SERVICES SC CONTRACT
		5/15/2025	46984	731-1022-541.20-01	2,730.00	JANITORIAL SERVICES PW CONTRACT
		5/15/2025	46995	100-0801-521.20-01	1,966.00	JANITORIAL SERVICES PD CONTRACT
		Total for check: 85175			5,176.00	
VICKI STREBEL	85176	5/15/2025	REIMBURSEMENT	100-0801-521.34-04	18.00	PARKING RAMP TICKETS
			Total for check: 85176			18.00
SUPERION LLC	85177	5/15/2025	436737	743-0403-513.24-04	3,448.43	FINANCIAL SOFTWARE - JUNE
			Total for check: 85177			3,448.43
SWEEPER PARTS SALES	85178	5/15/2025	41389	731-1022-541.38-03	632.30	KEYPAD - DOOR CONTROLLER
			Total for check: 85178			632.30
TAPCO	85179	5/15/2025	1801365	100-1008-541.30-18	86.83	RIVER STREET BRIDGE SIGNS
			Total for check: 85179			86.83
PETER THAO	85180	5/15/2025	REFUND	100-0000-201.08-00	7.62	RENTAL RETURN
				100-0000-201.11-00	100.00	RENTAL RETURN
				100-0000-441.27-00	152.38	RENTAL RETURN
			Total for check: 85180			260.00
THEDACARE AT WORK	85181	5/15/2025	368834	100-0202-512.21-05	544.00	DRUG TESTS
		5/15/2025	368847	100-0202-512.21-05	272.00	DRUG TESTS
		Total for check: 85181			816.00	
WASTEQUIP LLC	85182	5/15/2025	3987910	731-1022-541.38-03	(1,135.60)	JOYSTICK 5 BUTTON CAN
		5/15/2025	4024309	731-1022-541.38-03	421.78	DUMP VALVE COIL

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WASTEQUIP LLC...	85182...	5/15/2025	4063615	731-1022-541.38-03	719.99	CYLINDER
			Total for check: 85182		6.17	
WE ENERGIES	85183	5/15/2025	5460217182	100-0703-553.22-03	37.12	MENASHA CONSERVANCY LED STREET LIGHT
			Total for check: 85183		37.12	
TERMINIX WIL-KIL	85184	5/15/2025	77471925	100-0601-551.24-03	43.87	PEST CONTROL MAINTENANCE 440 1ST ST
		5/15/2025	77472828	100-1019-552.20-07	37.45	PEST CONTROL MAINTENANCE TENDER HOUSE
		5/15/2025	77473118	100-0501-522.24-03	149.46	EXTERIOR INSECT TREATMENTNEENAH/MENASHA FIRE
		5/15/2025	77473394	100-0704-552.20-07	102.99	PEST CONTROL MAINTENANCE JEFFERSON POOL
		5/15/2025	77473739	100-0703-553.20-07	119.09	INSPECT TREATMENT SMITH PARK
			Total for check: 85184		452.86	
WINNEBAGO COUNTY TREASURER	85185	5/15/2025	134585	100-1016-543.25-01	23,010.33	RES
				100-1017-543.25-01	6,328.71	COM
				266-1027-543.25-01	905.18	SS
				266-1027-543.25-03	95.00	TVS
		5/15/2025	30397	100-0805-521.25-01	205.84	INMATE STAYS
					(205.84)	INMATE STAYS REFUND
		5/15/2025	30749	100-0805-521.25-01	205.84	INMATE STAYS
		5/15/2025	30753	100-0304-562.21-08	30.00	SITE IMPROVE AGREEMENT MIRON CONSTRUCTION
			Total for check: 85185		30,575.06	
WISCONSIN DEPT OF FINANCIAL	85186	5/15/2025	NOTARY	100-0203-512.30-18	20.00	NOTARY - EVAN JANET
			Total for check: 85186		20.00	
WISCONSIN SUPPORT COLLECTIONS	85187	5/15/2025	20250515	100-0000-202.03-00	823.91	PAYROLL SUMMARY
			Total for check: 85187		823.91	

AP Check Register

Check Date: 5/15/2025

Date: 5/15/2025

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>	
WMCA	85188	5/15/2025	E. JANET	100-0203-512.34-02	50.00	WMCA MEMBERSHIP	EVAN JANET
Total for check: 85188					<u>50.00</u>		
WOMEN'S HEALTH SPECIALISTS SC	85189	5/15/2025	24SC2058	100-0000-202.08-00	353.90	GARNISHMENT	
Total for check: 85189					<u>353.90</u>		
					<u>188,398.99</u>		



MEMORANDUM

DATE May 5, 2025
TO Common Council
FROM Community Development Department
RE An Ordinance Amending Title 13, by Making Certain Changes in the District of 306 Elm Street (Parcel 3-00146-00); R-2 Two Family Residence District to R-1 Single Family Residence District

The City of Menasha has been petitioned by the owners of 306 Elm Street to rezone the property from R-2 Two-Family Residence District to R-1 Single Family Residence District. The applicant's desire is to align the zoning of the property to the single family use and construct a larger garage on the property. Currently, the use of the property as a single family residence is a permitted use within the R-2 zoning district. The property owners are planning on razing the existing four hundred fifty-six (456) square foot garage and repaving the driveway. A detached garage is limited in size under the R-2 district to six hundred twenty-four (624) square feet per dwelling unit as compared to eight hundred sixteen (816) square feet under the R-1 zoning district.

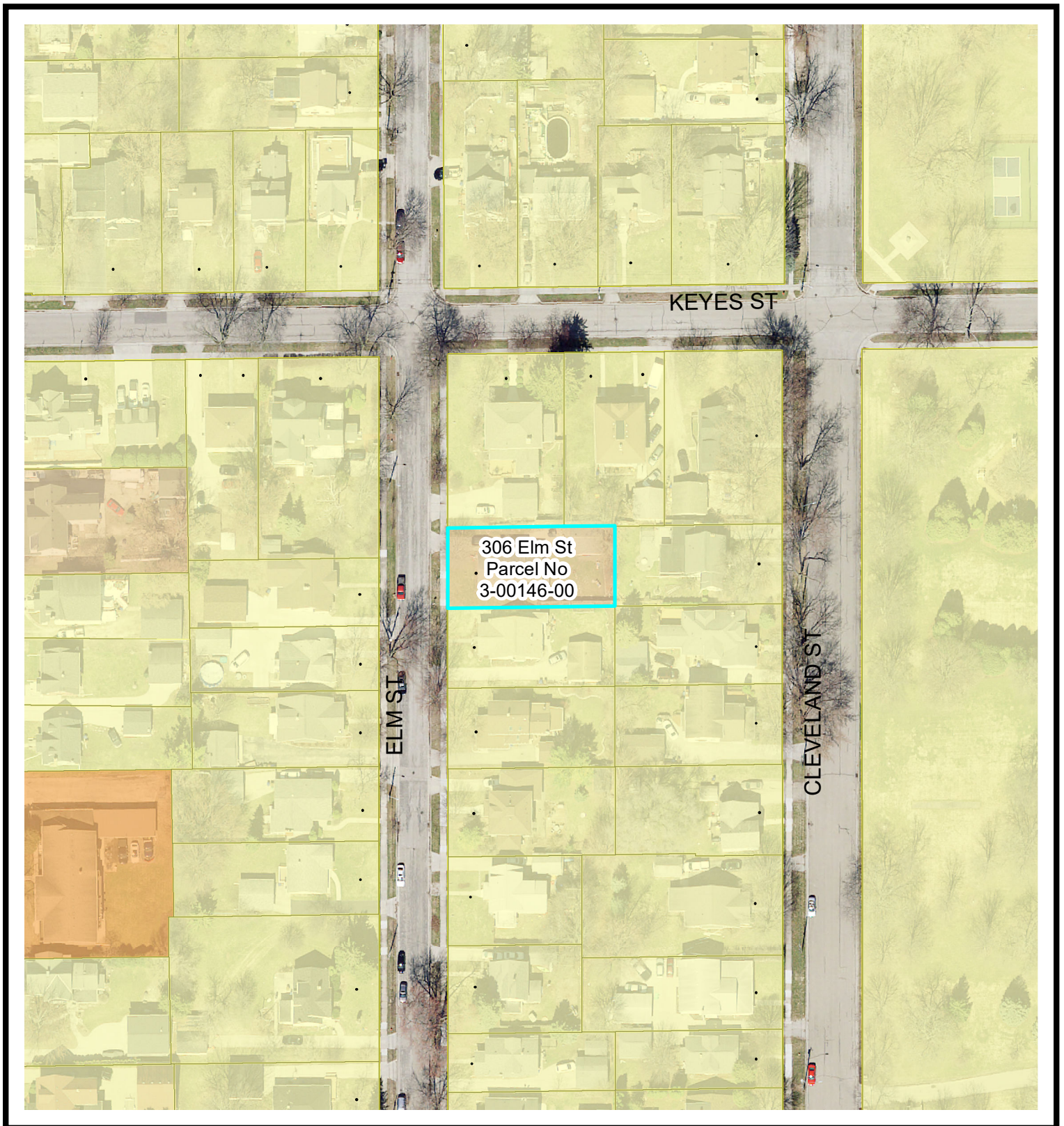
This property is bound on all sides by R-1 Single Family Residence zoning. The proposed rezoning will not create any lot non-conformities regarding lot size, lot width, and setbacks.

The State of Wisconsin requires municipalities to make decisions regarding land use classifications that "further or do not contradict" the municipality's comprehensive plan. The City of Menasha Comprehensive Plan classifies this property as *UR Urban Residential*. This classification calls for single and two-family homes, carefully integrated townhomes or other housing forms with individual outdoor entrances up to four units, and civic uses. In this case, a rezoning of the property from the R-2 District to the R-1 District does provide the density and use that would further the goals of the comprehensive plan.

At the April 22, 2025 Plan Commission meeting, the Plan Commission recommended approval of the rezoning finding it meets the goals and objectives set forth in the City of Menasha Comprehensive Plan.

Staff and City Plan Commission recommended the Common Council approval Ordinance O-04-25, an Ordinance rezoning 306 Elm Street, Parcel No. 3-00146-00, as the intended rezoning furthers the goals and objectives set forth in the City of Menasha Comprehensive Plan from R-2 Two-Family Residence District to R-1 Single Family Residence District.

Proposed Rezoning from R-2 Two-Family Residence District to R-1 Single Family Residence District



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

LEGEND



PROPOSED FOR REZONING



R-1 SINGLE FAMILY



R-2 TWO-FAMILY



R-3 MEDIUM DENSITY
RESIDENTIAL

N



1 inch = 100 feet
Page 82 of 84



ORDINANCE O-04-25

AN ORDINANCE AMENDING TITLE 13, BY MAKING CERTAIN CHANGES TO THE
DISTRICT
(306 Elm Street)

Introduced by Ald. Eisenach.

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

SECTION 1: Zoning Map Amendment. The Zoning Ordinance Title 13 and Zoning District made a part thereof is hereby amended by changing the following property from R-2 Single Family Residence District to R-1 Single Family Residence District, described as follows:

306 Elm Street – Parcel No. 3-00146-00

Lot Four (4) of the Subdivision of Lot Six (6) of the Subdivision of FRACTIONAL LOT THREE (3) of Section Twenty-three (23), Township Twenty (20) North, Range Seventeen (17) East, in the Third Ward, City of Menasha, Winnebago County, Wisconsin.

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

Passed and approved this _____ day of _____, 2025.

Recommended by:

Motion/Second:

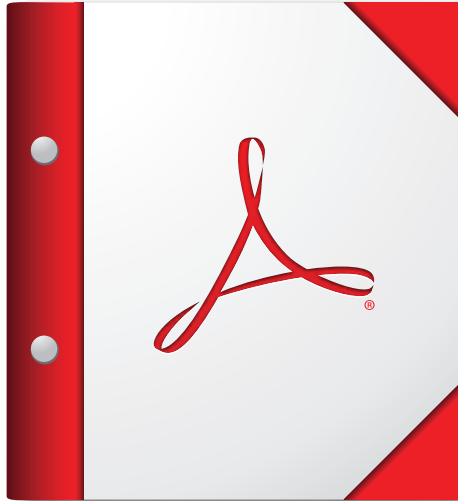
Pass/Fail: _____

Requires: _____ Majority Vote
_____ 2/3 Vote

Austin Hammond, Mayor

ATTEST:

Kaija Snyder, City Clerk



**For the best experience, open this PDF portfolio in
Acrobat X or Adobe Reader X, or later.**

Get Adobe Reader Now!