



Town of Menasha

Municipal Offices ♦ 2000 Municipal Drive ♦ Neenah, WI 54956-5665

Submitted for Town Board Approval July 10, 2000

REGULAR MEETING OF THE TOWN BOARD OF SUPERVISORS Municipal Complex - Assembly Room Monday, June 12, 2000

MINUTES

General Information
(920) 720-7171(24 hrs)
world wide web:
www.town-menasha.com
e-Mail Address:
government@town-menasha.com

Administrative Offices
(920) 720-7101
Fax (920) 720-7112

Assessor's Office
(920) 720-7102
Fax (920) 720-7116

Clerk's Office
(920) 720-7103
Fax (920) 720-7116

Community Development
Building (920) 720-7104
Planning (920) 720-7105
Fax (920) 720-7116

Finance Department
(920) 720-7106
(920) 720-7116

Municipal Court
(920) 720-7107
Fax (920) 720-7116

Park & Recreation
(920) 720-7108
Fax (920) 720-7113

Police Department
(920) 720-7109
Fax (920) 720-7119

Street Department
(920) 720-7110
Fax (920) 720-7113

Fire Department
Central Offices
1326 Cold Spring Road
Neenah, WI 54956-1108
(920) 729-0931
Fax (920) 720-7986

Fire Station #40
1326 Cold Spring Road
Neenah, WI 54956-1108
(920) 729-0931

Fire Station #41
Valley Road
Menasha, WI 54952-1126
(920) 731-9541

Agendas with resolutions were posted at the Municipal Complex, Fire Station 40, Utility District, Appleton Public Library, Menasha Public Library, and Neenah Public Library.

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Town Chair Arden Tews called the Regular Meeting of the Town Board of Supervisors to order at 6:00 p.m. and led the Pledge of Allegiance.

Clerk Sprague noted the roll as follows:

PRESENT:

Arden Tews, Town Chair	Jeanne Krueger, Supervisor #1
Bob Sprague, Supervisor #2	Jerry Jurgensen, and Supervisor #3
Carlene Sprague, Town Clerk	Carl Sutter, Town Engineer
John Claypool, Town Attorney	Wm. Frueh, Interim Administrator
Myra Piergrossi, Dir. of Finance	William Weiss, Police Chief
George Dearborn, Dir. of Com. Dev.	Keith Kiesow, Fire Dept. Captain
Richard Eiberger, Assessor	Jeff Smith, Associate Planner

EXCUSED:

Allen Nennig, Supervisor #4

ALSO PRESENT:

Joe Trudell	Mike Lynch	Russ Handevitd
Todd Englemen	Betty Zaborsky	Mike Lettier

II. AWARDS/PRESENTATIONS – None

III. PUBLIC FORUM – NON-AGENDIZED TOWN RELATED MATTERS

Tom Engleman, 1954 Olde Buggy Drive complained that heavy trucks were entering Olde Buggy Drive from E. Shady Lane instead of entering from West American Drive.

Town Engineer, Carl Sutter stated that he would notify the business not to use this access.

IV. DISCUSSION ITEMS

V. OLD BUSINESS

VI. NEW BUSINESS

A. 000612-1: Expenditures

Finance Director, Myra Piergrossi requested that the expenditures include the following changes due to the Hwy. 114 project:

"Be it resolved by the Town of Menasha Board of Supervisors that disbursements totaling ~~\$1,090,348.82~~ \$1,128,828.82 are hereby authorized with the exception of none." The Special Revenue Funds changes also from ~~\$36.50~~ to \$\$ 19,291.50 and the Total changed to ~~\$1,109,573.82~~ \$ 1,128,828.82." to reflect this project addition.

MOTION: Supervisor Sprague, second Supervisor Jurgensen to adopt the resolution as amended and approve the expenditures with the exception of (none). Motion carried unanimously, with Supervisor Nennig excused.

B. 000612-2: Set Year 2000-2001 Town Insurance

MOTION: Supervisor Sprague, second Supervisor Jurgensen to adopt the resolution and authorizes the Finance Director to execute said insurance contract. Motion carried unanimously, with Supervisor Nennig excused.

C. 000612-3: Budget Amendment - Police (Squad Car and Equipment)

MOTION: Supervisor Sprague, second Supervisor Jurgensen to adopt the resolution and authorizes the Finance Director to execute this budget amendment. Motion carried unanimously, with Supervisor Nennig excused.

D. 000612-4: Budget Transfer - (Police Computer Modem)

MOTION: Supervisor Jurgensen, second Supervisor Sprague to adopt the resolution and authorizes the Finance Director to execute the transfer of \$130 from General Fund Law Enforcement Operating Supplies to General Fund Law Enforcement Computer Equipment/ Software. Motion carried unanimously, with Supervisor Nennig excused

E. 000612-5: Agreement - Virchow Krause & Co.

The resolution was amended as follows:

"NOW, THEREFORE, BE IT RESOLVED, that the Town Board of Supervisors hereby approves the agreement with Virchow, Krause & Company for additional financial assistance and authorizes the Director of Finance to execute said agreement with a limit of \$5,000.00"

MOTION: Supervisor Jurgensen, second Supervisor Sprague to adopt the resolution and authorizes the Finance Director to execute said agreement with a limit of \$5,000 as amended. Motion carried unanimously, with Supervisor Nennig excused.

F. 000612-6: Annual Alcohol Beverage Licenses

MOTION: Supervisor Sprague, second Supervisor Jurgensen to adopt the resolution and grant the Annual Alcohol Beverage License to the applicants listed. Motion carried unanimously, with Supervisor Nennig excused.

G. 000612-7: Annual Amusement Licenses

MOTION: Supervisor Sprague, second Supervisor Jurgensen to adopt the resolution and grant the Annual Amusement Licenses to the applicants listed. Motion carried unanimously, with Supervisor Nennig excused.

H. 000612-8: Annual Cigarette Licenses

MOTION: Supervisor Sprague, second Supervisor Jurgensen to adopt the resolution and grant the Annual Cigarette Licenses to the applicants listed. Motion carried unanimously, with Supervisor Nennig excused.

VII. ORDINANCES

VIII. RESIGNATIONS/APPOINTMENTS

A. 000612-1:APP Appointment - Town Administrator

MOTION: Supervisor Sprague, second Supervisor Jurgensen to adopt the resolution and appoint Mr. Patrick A. DeGrave to the position of Town Administrator effective July 17, 2000 in accordance with the employment agreement which was approved. Motion carried unanimously, with Supervisor Nennig excused.

B. 000612-2:RES Resignation - Firefighter Mark VanRossum

MOTION: Supervisor Sprague, second Supervisor Jurgensen to adopt the resolution and accept the resignation of paid-on-call Firefighter Mark VanRossum effective June 12, 2000. Motion carried unanimously, with Supervisor Nennig excused.

C. 000612-3:APP - Appointment - Fire Department Retirement Plan Committee

MOTION: Supervisor Sprague, second Supervisor Jurgensen to adopt the resolution and approve the appointments as noted for the Town's Fire Department Retirement Plan Committee. Motion carried unanimously, with Supervisor Nennig excused.

D. 000612-4:APP - Probationary Period Completion - Jeffrey P. Smith

MOTION: Supervisor Jurgensen, second Supervisor Sprague to adopt the resolution and approve Jeffrey P. Smith's probationary period completion and retains him as a full time employee. Motion carried unanimously, with Supervisor Nennig excused.

E. 000612-5:APP - Appointment - Park Commissioner - John Zaborsky

MOTION: Supervisor Sprague, second Supervisor Krueger to adopt the resolution and accept the re-appointment of John Zaborsky to the Park Commission for a seven year term commencing July 1, 2000 and expiring June 30, 2007. Motion carried unanimously, with Supervisor Nennig excused.

IX. APPROVAL OF MINUTES

- A. Regular Town Board Meeting – 4/24/00**
- B. Regular Town Board Meeting – 5/08/00**
- C. Special Town Board - 5/15/00**
- D. Board of Review - 5/22/00**

MOTION: Supervisor Sprague, second Supervisor Jurgensen to accept the minutes as submitted. Motion carried (3-1) Supervisors Sprague, Jurgensen and Chairman Tews-Yes, Supervisor Krueger-No, and Supervisor Nennig was excused.

X. CORRESPONDENCE

XI. REPORTS

Town Administrator

A. Town Administrator

Interim Administrator, Wm. Frueh stated that at the 1st meeting of April 24, 2000, the Town Board granted a \$.20 per hour increase for my Secretary, Joan Burrill. Somehow it was interpreted for only when she is in the Executive Secretary position for 20 hours. I am now requesting a \$.30 per hour increase for my secretary for all 40 hours worked retroactive to the day she started as the Executive Secretary.

MOTION: Supervisor Jurgensen, second Supervisor Sprague to approve the increase as requested. Motion carried unanimously, with Supervisor Nennig excused.

B. Town Attorney - None

C. Town Clerk – None

D. Town Board

1. Jeanne Krueger, Supervisor #1 – None

2. Robert Sprague, Supervisor #2 – None

3. Jerry Jurgensen, Supervisor #3 – Supervisor Jurgensen asked about the status of a sign for Keyes & Sons Plumbing & Heating.

4. Allen Nennig, Supervisor #4 – Excused

E. Town Chairman

A. Street Project - Cold Spring Road

Chairman Tews reviewed the street project for Cold Spring Road. He directed Town Engineer, Carl Sutter to present four (4) scenarios on this reconstruction project to the Town Board. He suggested that an informational meeting be scheduled in the future.

Interim Administrator, Wm. Frueh suggested this informational meeting be scheduled sometime in July after the new administrator starts.

F. Other Town Officials

Richard Eiberger, Assessor

Assessor, Richard Eiberger stated that the notices are been mailed out for the week of Open Book which is scheduled for June 26 through June 30. There are a lot of new changes with the certification process. The Board of Review is scheduled for July 15, 2000.

George Dearborn, Director of Community Development

Director of Community Development, George Dearborn presented a proposal to migrate the internet server to the Fox Net System. There would be a substantial savings realized for the Town.

Director Dearborn also stated that he was in the process of conducting interviews for the Information System Specialist position.

Jeff Smith, Assistant Planner - None

Myra Piergrossi, Director of Finance – None

Keith Kiesow, Fire Dept. Captain – None

William Weiss, Police Chief – None

XII. MOTIONS BY SUPERVISORS

XIII. ANNOUNCEMENTS – Same as on Agenda

XIV. ADJOURNMENT

At 6:55 p.m., MOTION: Supervisor Sprague, second Supervisor Jurgensen to adjourn the regular meeting of the Town Board of Supervisors. Motion carried unanimously, with Supervisor Nennig excused.

Respectfully submitted,



Carlene L. Sprague
Town Clerk