

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, March 11, 2019 – 6:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council will be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This constitutes a Meeting of the Neenah Common Council and must be noticed as such. The Council will follow the same agenda as the committee, but will not take any formal action at this meeting.

AGENDA

1. Public Appearances
2. Approval of Minutes from the February 18, 2019 Regular Meeting (minutes can be found on the City's website).
3. Request to Fill Communication Technician Position (attachment) A. Olson
4. Creation of Parks Supervisor Position and Permission to Fill Vacancy (attachment) H. Barber
5. Cemetery Software Update (attachment) T. Fink
6. Cemetery Policies (attachment) A. VandenHeuvel
7. Erasing Past Due Debt (attachment) A. VandenHeuvel
8. Ord. 2019-07 Amending Sec. 17-205 – Definitions and Sec. 17-206 – TARF Calculation, to Provide for a Definition of Impervious Area or Surface; and Impervious Area Unit (IAU) (attachment) J. Godlewski
9. 2018 Operating Budget Carry Forwards to 2019 (attachment) M. Easker
10. Fiscal Matters: January Vouchers (attachment) M. Easker
11. The Committee will convene into closed session pursuant to Wis. Stat. §19.85(1)(g) for the purpose of conferring with the City Attorney who will render oral or written advice concerning strategy to be adopted regarding:

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call **the Neenah Finance Department at (920) 886-6140** or the **City's ADA Coordinator at (920) 886-6106** or e-mail attorney@ci.Neenah.wi.us at least 48 hours prior to the scheduled meeting or event to request an accommodation.

- Active participation in challenges to the incorporation of a township in Winnebago County, if deemed necessary;
- On behalf of the City and Community Development Authority, commencement of an action against the Dept. of Natural Resources to enforce a public records request related to the issuance of a certificate of completion on various parcels for the Glatfelter Redevelopment Project;
- Further, authorize the Mayor to make the final decision regarding both items of litigation and report back to the Council;

The committee will continue in closed session pursuant to Wis. Stat. §19.85(1) (e) for the purpose of discussing bargaining strategy related to acquiring property for park land on Doty Island.

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CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, February 18, 2019 – 6:00 p.m
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

MINUTES

Present: Chairman Erickson; Aldermen Kunz, Boyette, Steele (6:30 pm) and Stevenson; Mayor Kaufert; City Attorney Godlewski; Director of Finance Easker

Others Present: Aldermen Bates and Lendrum, Director of Human Resources and Safety Barber, Director of Community Development Haese, Director of Public Works Kaiser, Director of Information Systems Wenninger, Assistant Comptroller Kahl, Deputy Director of Community Development Schmidt

Public Appearances: None.

Minutes: Motion/Second/Carried Stevenson/Kunz to approve the minutes from the January 28, 2019 Regular Meeting and the February 6, 2019 Special Meeting. All voting aye.

Annexation Impact Report – Annexation #214 (Loren’s Auto Recycling/2405 Schultz Drive – Town of Neenah – 18.97 Acres: Committee reviewed memo from Director Easker with regard to the impact of the proposed annexation of 18.97 acres located at 2405 Schultz Drive in the Town of Neenah (Annexation 214). The annexation amends the previous Annexation 212 which had included acreage that is no longer part of the proposed annexation. The annexed area would eventually become City owned and available for development within the City’s TIF District #9. All departments that expressed an opinion recommend approval of the proposed annexation.

Motion/Second/Carried Stevenson/Boyette recommending Council approve and accept the petition for annexation of 18.97 acres located at 2405 Schultz Drive in the Town of Neenah, with the City’s TIF District #9 to finance the sanitary sewer and storm water fees. All voting aye.

Committee recessed at 6:13 p.m. for purposes of a special Common Council meeting.

Committee reconvened at 6:30 p.m.

Request to Fill Engineering Technician Position: Committee reviewed memo from Director Kaiser requesting approval to fill the Engineering Technician vacancy. Mayor Kaufert has reviewed the request and concurs with filling the position. Committee and staff discussed various aspects of filling the vacant position.

Motion/Second/Carried Stevenson/Boyette approving the filling of the Engineering Technician vacancy. All voting aye.

REPORT

Resolution 2019-06 Amending the Fee Schedule of the City of Neenah to Provide for an Automated Collection Cart Swap Fee and an Additional Cart Annual Fee:

Committee reviewed Resolution No. 2019-06 to Provide for an Automated Collection Cart Swap Fee and an Additional Cart Annual Fee. The fees would be \$185 per refuse cart, \$25 per recycling cart and \$25 per change in cart size. Committee and staff discussed various aspects of the cart fee proposal.

Motion/Second/Carried Stevenson/Kunz recommending Council approve Resolution 2019-06 Amending the Fee Schedule of the City of Neenah to Provide for an Automated Collection Cart Swap Fee and an Additional Cart Annual Fee. All voting aye.

Windows 10 and Citrix Device Purchase Request: Committee reviewed memo from Director Wenninger requesting approval of expenditures not to exceed \$38,000 to upgrade all devices on the city network to the Windows 10 Operating System (OS). Funding for this purchase will be a combination of \$35,000 that was approved in Information Systems 2019 CIP Budget and \$3,000 of unspent funds from the Door Swipe Access Control project in Information Systems 2018 CIP Budget. His memo indicated that 90% of the City's computing environment consists of Windows 7 and will need to be converted to Windows 10 in 2019. His implementation plan proposal includes the replacement or conversion of approximately 190 devices to meet the Windows 10 upgrade solution.

Committee and staff discussed various aspects of the proposal. Issues discussed included the proposed funding, how the proposal is different from the initial request in the 2019 budget and how vendors will be chosen for the various purchases being proposed. Alderman Stevenson requested the committee be provided with a report that summarizes a final purchase breakdown by vendor.

Motion/Second/Carried Stevenson/Steele recommending Council approve expenditures not to exceed \$38,000 to upgrade all devices on the city network to the Windows 10 Operating System (OS). Funding for this purchase will be a combination of \$35,000 that was approved in Information Systems 2019 CIP Budget and \$3,000 of unspent funds from the Door Swipe Access Control project in Information Systems 2018 CIP Budget. All voting aye.

IS Service Fee Discussion: Committee reviewed Budget Allocation Formulas handout presented by Director Wenninger. The formula has been developed and refined over the past ten years to identify and account for the true cost of I/S services incurred by department. Director Wenninger lead the committee through all aspects of the formula, including network utilization (30%), number of devices (30%), number of users (30%) and department specific services (10%). Since the item was for discussion only, no committee action is required.

RESOLUTION

REPORT

ERP Funding and Implementation Timeline Plan: Committee reviewed memo and attachments from Director Wenninger with regard to ERP Fund and Implementation Timeline Plan. The plan includes the implementation timeline and cost allocation through 2020 for the Central Square modules of Land/Parcel Management, Customer Information System (Utility Billing), Cognos Budget Management, Business Licenses, Fleet Management and Purchasing/Inventory.

Committee and staff discussed various aspects of the proposed implementation timeline and cost allocation. Director Wenninger said he would try to provide the committee quarterly updates on the progress of the ERP implementation. Since the item was for discussion only, no committee action is required.

Off Network Backup Solution Purchase Request: Committee reviewed memo from Director Wenninger requesting approval to purchase a Spectra Logic Storage solution from Heartland Business Systems at a cost not to exceed \$20,000. Funding for this purchase will be a combination of \$15,000 that was approved in Information Systems 2019 CIP Budget and \$5,000 of unspent funds from the Expanded Citrix Disaster Recovery Capabilities project in Information Systems 2018 CIP Budget. His memo indicated that the increased sophistication of system breach exploits and the ability for both production and redundant environments to be corrupted simultaneously has lead staff to propose and implement this additional layer of security. Committee and staff discussed various aspects of the proposed purchase.

Motion/Second/Carried Steele/Stevenson recommending Council's approval to purchase a Spectra Logic Storage solution from Heartland Business Systems at a cost not to exceed \$20,000. Funding for this purchase will be a combination of \$15,000 that was approved in Information Systems 2019 CIP Budget and \$5,000 of unspent funds from the Expanded Citrix Disaster Recovery Capabilities project in Information Systems 2018 CIP Budget. All voting aye.

Special Assessments Interest Rate: Committee reviewed memo from Director Easker with regard to the special assessment interest rate for 2019. As directed by the Common Council in 2015, the committee shall review in March of each year the interest rate for Special Assessments paid in installments. For the past four years the committee has established the rate based upon the Prime Rate as of the first business day of March plus a factor as determined by the committee, which ultimately lead to a 5.00% rate in each of those years. Director Easker's memo outlined the history of the rate calculation and indicated his belief that the prime rate plus factor had become outdated for public policy purposes. The memo also summarized the recent Common Council decisions to reduce or eliminate special assessments for street reconstruction and sanitary sewer replacement for 2019 and beyond, thereby reducing the financial impact of the rate on the City finances. Also, the City's cost of money is still well below 3%.

Committee and staff discussed various aspects of the proposed 2019 special assessment interest rate. Issues discussed included the option to simply maintain the rate at 5.00% for 2019 projects to maintain stability for those citizens that will have special assessments in

2019. Director Easker said that the City's 2019 Total Interest Cost (TIC) borrowing rate was well less than 3.00%, and that maintaining the 5.00% rate would still provide an appropriate balance for the both the City and property owners with special assessments.

Motion/Second/Carried Stevenson/Steele recommend Council approve Resolution 2019- 08 Establishing the Interest Rate for Special Assessments Paid in Installments Under Wis.Stat. §66.0715 at 5.00% for 2019 projects. All voting aye.

Motion/Second/Carried Kunz/Stevenson to adjourn the meeting at 8:10 p.m. All voting aye.

Respectfully submitted,



Michael K. Easker, CPA
Director of Finance

RESOLUTION



Department of Police
2111 Marathon Avenue, Neenah, WI 54956-4771
Phone: 920-886-6000 Fax: 920-886-6054
website: www.ci.neenah.wi.us
e-mail: police@ci.neenah.wi.us

MEMORANDUM

To: Tamara K. Erickson, Chair
Finance and Personnel Committee
Mayor Kaufert

From: Chief Aaron L. Olson

Re: **Request to fill CommTech position**

Date: February 21, 2019

CommTech Brittany Streeter will be resigning from the Neenah Police Department on February 23, 2019. Brittany accepted a dispatcher position with the Fond du Lac Sheriff's office, which is only a few minutes from her home.

We have our first day of interviews scheduled for March 5, 2019 and hope to have the new CommTech starting with Neenah PD by April 1, 2019.

Recommendation:

Authorize the Police Department to fill the pending CommTech vacancy effective April 1, 2019.

The City of Neenah Position Description

Position Title:	Police Communications Technician (Comm-Tech)	Department:	Police
Date:	July 2017	FLSA:	Non - Exempt
		Reports To:	Support Services Coordinator

Purpose of Position

The primary purpose of this position is to provide a critical communications link between employees and the public. Employees working in this position interact regularly with the public both in person and by telephone, to process requests for assistance or information. The position also assists officers by providing information including records checks, LRMS information (Law Records Management System) and complaint detail, as well as securing outside services, including towing, as requested. The position also provides 24-hour transcription of officers' reports, and monitoring of department and city surveillance cameras.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Take service call information from the public by phone and in-person at the service window

Assist officers both in-person and via phone or radio by looking up information, passing on information and contacting other resources.

Enter service call data into the Computer Aided Dispatch system, initiating officer response

Enter service call data/transcribe reports into the Law Records Management System as dictated by the officers

Obtain certification in the state TIME system (records database)

Access the TIME system to query and enter information on persons, vehicles, articles and warrants; send administrative messages.

Assist supervisors in making phone calls to employees who are being called in

Accept payments for bonds, citations and other fees and use the cash receipting system

Sell boat launch permits and log transaction data into cash receipting system

Assist officers in completing memoranda and other department related paperwork

Monitor security cameras

Monitor officer and arrestee activity/safety in booking area via camera

Complete Criminal History Checks at the request of officers

Answer questions from the community by phone and in-person at the service window

Monitor public use of drug drop box in lobby

Monitor lobby subjects who voluntarily report for BAC testing, and coordinate officer response

Assist in the duties of the records staff in their absence

Regular attendance and punctuality required

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent plus 2 years of customer service experience required. Must type 50+ wpm. Cash receipting experience preferred. TIME system certification must be obtained after hire.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

Ability to classify, compute and tabulate data and information, following an accepted process requiring the exercise of good judgment to complete the assignments. Ability to compare, count, differentiate, measure and sort information. Ability to assemble, copy, record and transcribe data and information.

Ability to work well with co-workers within a teamwork environment, including the ability to train or teach standards and procedures, bring forward positive ideas and solutions to further the department's needs and responsibilities, and treat all coworkers with courtesy and respect..

Ability to utilize data and information to evaluate, correct and create a variety of documents. Sources of data include case dispositions, drunk driving reports, accident reports, police reports, complaints, lab reports, schedules, intoximeter certifications, traffic citation reports, statistical reports, subpoenas, receipts, court dockets, computer software, operating manuals, TIME system manual, forfeiture schedules, ordinances, statutes, procedures, guidelines and non-routine correspondence.

Ability to communicate orally and in writing with department personnel, the general public, attorneys, municipal court personnel, attorney office support personnel, other law enforcement agencies, community groups, various city departments, various state agency personnel, insurance company representatives, Probation /Parole personnel and social workers.

Ability to maintain calm demeanor and communicate effectively with people who may be angry, intoxicated, cognitively impaired, or very upset.

Mathematical Ability

Ability to add, subtract, multiply and divide.

Judgment and Situational Reasoning Ability

Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable criteria, including during incidents of high stress

Physical Requirements

Ability to operate a variety of office equipment such as computer terminals, telephones, fax machines, calculator/adding machines, computer printers, pagers, dictaphones, laminators, police radios, cash registers and photocopiers.

Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training, such as data entry.

Ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling.

Ability to recognize and identify similarities or differences between characteristics of shapes and sounds associated with job-related objects, materials and tasks.

Environmental Adaptability

Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as repetitive computer keyboard use, irate individuals and intimidation may cause discomfort and pose a limited risk of injury.

The City of Neenah is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee Signature Date

Supervisor Signature Date



Office of the Mayor
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6104 • Fax: 920-886-6109
e-mail: dkaufert@ci.neenah.wi.us
DEAN R KAUFERT
MAYOR

M E M O R A N D U M

DATE: February 27, 2019
TO: Chairman Erickson and Members of the Finance Committee
FROM: Mayor Dean Kaufert
RE: CommTech

This position is an essential part of the operations of the dispatch center. I recommend the filling of this position.



Dept. of Human Resources and Safety
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6102 • e-mail: hbarber@ci.neenah.wi.us
HEATHER BARBER
DIRECTOR OF HUMAN RESOURCES AND SAFETY

MEMORANDUM

DATE: February 25, 2019
TO: Chairman Erickson and members of the Finance and Personnel Committee
FROM: Heather Barber, Human Resources
RE: Creation of Parks Supervisor Position and Permission to Fill Vacancy

During the Parks and Recreation Budget Workshop, there was discussion surrounding the creation and filling of this position. Following the workshop, the funds for the position were approved for placement in the 2019 budget with a May start date. The official creation of the position and filling of the vacancy must be done through Finance Committee and Council.

As discussed in the budget workshop, the Parks staff will be reduced by one Parks Maintenance Worker, and instead, the Parks Supervisor position would be created. As a result, only current Parks Maintenance Workers would be eligible for the position.

Carlson Dettmann reviewed the duties for the proposed position and recommended that it be placed in Grade K. The Recreation Supervisor is also in Grade K.

Staff requests a recommendation to the Council to create the position of Parks Supervisor at Grade K on the salary plan.

Staff requests approval from the Finance Committee to fill the position of Parks Supervisor subject to the approval of its creation by the Council.

The City of Neenah Position Description

Position Title:	Parks Supervisor	Department:	Parks and Recreation
		FLSA:	Non-Exempt
Date:	January 2019	Reports To:	Superintendent of Parks/City Forester

Purpose of Position

The purpose of this position is to assist with planning and supervising parks operations, and to represent the Parks division in the absence of the Superintendent of Parks. Exercises functional, technical, and supervision over full time, part-time, and seasonal personnel. The work is performed under the direction of the Superintendent of Parks/City Forester.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Ensure satisfactory completion of daily work assignments in building maintenance including plumbing, carpentry, electrical repairs, hard and soft landscaping, horticulture, athletic fields, and forestry through field supervision and participation with full time, part time, seasonal, and volunteer work crews.

Assist with monitoring and evaluating park use and making recommendations for routine and long term maintenance projects including development of existing and new facilities.

Assist with interviewing, training and evaluating employees. Assist with developing training manuals, employee orientation, and in-service meetings. Assist with prioritizing, assigning, monitoring and evaluating work and projects. Review and approve times sheets.

Provide input on operating and capital budgets. Assist with developing specifications for equipment acquisitions and maintenance projects. Authorize expenditures, monitor budget activity and order supplies and services in the absence of the Superintendent.

Assists the Superintendent of Parks/City Forester in inspecting and monitoring park equipment and facilities for construction, maintenance, repair and replacement needs.

Demonstrates a complete understanding of applicable policies, procedures and work methods associated with assigned duties; evaluates assigned work activities; estimates time, materials, and equipment necessary for the successful completion of assignments; acquires necessary resources as needed.

Supervises and performs other landscaping duties in parks including planting, maintaining, and/or renovating flower and shrub beds; hardscape maintenance and repair, applies fertilizer, herbicides and insecticides as needed.

Attends seminars and workshops to keep current on the latest technology for maintenance operations, safety, and general employee oversight.

Maintains regular punctual and predictable attendance, responds to emergencies and works overtime and extra hours as required.

Minimum Training and Experience Required to Perform Essential Job Functions

Past experience as a supervisor is desired. High School degree required. Two or four year college degree preferred. Five years progressively responsible experience in construction, landscaping, project management, buildings and grounds maintenance, horticulture or equipment operation preferred. A valid commercial driver's license (class B with an N endorsement) is required within one year.

Necessary Knowledge, Skills and Abilities to Perform Essential Job Functions

Knowledge of the practices, techniques, and methods used in operation, maintenance, construction, and repair of park buildings, grounds, and related facilities.

Knowledge of principles of supervision and training.

Knowledge in construction with emphasis in carpentry, masonry, equipment operation and repair, project management, etc.

Knowledge of operational and maintenance characteristics of different types of vehicles and maintenance equipment.

Knowledge and ability to schedule, direct, and perform daily maintenance and servicing of vehicles and equipment, trouble shoot, diagnose, and repair equipment.

Knowledge of the occupational hazards and safety precautions related to park maintenance activities.

Knowledge of the characteristics of healthy plant growth and plant diseases including practices and methods for tree, shrub, and turf trimming and maintenance.

Knowledge of the safe application of fertilizers and pesticides.

Skill to safely and effectively operate a variety of maintenance equipment, tools and materials.

Ability to schedule, direct, and perform a wide variety of building, grounds, and related facilities repair and maintenance activities as assigned.

Ability to operate a variety of hand and power tools, vehicles, and equipment used in park maintenance operations.

Ability to understand and carry out oral and/or written instructions, measure, read maps and understand construction and engineering blueprints or drawings.

Ability to complete necessary paperwork and maintain complete and accurate records.

Ability to inspect park facilities and equipment; document, recommend, and perform required maintenance.

Ability to instruct, motivate, and maintain effective relationships with other employees and to deal with the public in a courteous and tactful manner.

Ability to work in a safe manner.

Physical, Mental and Environmental Requirements

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping, and making repetitive hand movement in performance of daily duties.

Incumbent must coordinate eyes, hands, feet and limbs in performing movements requiring moderate skill, such as operating equipment, driving, cutting, painting, drilling, etc.

Position requires frequent lifting and/or moving up to 100 pounds and operating heavy tools for extended periods of time.

Incumbent must recognize and identify similarities or differences between characteristics of colors, shapes, sounds, odors and textures associated with job-related objects, materials and tasks.

Position requires simple mathematical skills including adding, subtracting, multiplying, and dividing.

Position requires frequent interaction with contractors, vendors and the public; requires interpersonal skills, and communication skills.

Incumbent will work under often challenging or uncomfortable conditions where exposure to environmental factors such as temperature variations, odors, toxic agents, noise, vibrations, wetness, machinery, electrical currents, traffic hazards, disease and/or dust can cause discomfort and where there is a risk of injury.

Incumbent may be required to respond to after-hours emergency calls-outs and perform routine standby duties.

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Employee's Signature

Date

Supervisor's Signature

Date



Department of Parks & Recreation

MEMORANDUM

DATE: March 7, 2019
TO: Finance and Personnel Committee
FROM: Trevor L Fink, Superintendent of Parks/City Forester *TLF*
RE: Cemetery Software update

The purpose of this memo is to provide an update on the cemetery software implementation as requested from the Committee of the Whole during the Park and Recreation Department's budget workshop on November 5, 2018.

The following is the time line for the CIMS software to "go-live":

February 26, 2019 – Map review completed and city sign off
March 15, 2019 – Data conversion – both old and new data (TENTATIVE)
May 15, 2019 – Rejected/mismatched data fixes/entries completed (TENTATIVE)
June 3 – 7, 2019 – Onsite training with Ramaker (TENTATIVE)
July 1, 2019 – System available to general public

The Committee also requested information on the benefits of this new software to both staff and the general public. The following is a list of immediate benefits:

Public Benefits

- GPS – residents will be able to locate burials based on an exact location not general area.
- Lot sales – residents will be able to shop for open lots and see specific locations of interest.
- Specific information on each burial as required by state law.
- Relatives will have the ability to see open lots on their family plots.
- Historical information – future development/benefit.
- Photographs of spaces, markers, trees, etc. – future development/benefit.
- Physical asset inventory & locations – trees, water spigots, rest rooms, building, etc. – future development/benefit.

Staff Benefits

- Streamline the number of programs from four to one.
- State law compliance.
- Elimination of duplicate steps with recording required burial information.
- Ability to access all records electronically from desktop and from the field.
- Procedures for locating lots saving staff time in directing public to specific locations.
 - Develop for funeral homes/directors, monument companies, families.
- Flexibility in allowing for public access to records 24/7/365.
- Improve professionalism and customer service.
- Improve marketing leading to maximizing revenues.

This list of benefits is not all encompassing; further benefits will be found as staff becomes more familiar with and learns the additional functionality of the software program.

Please contact me if you have any further questions.



M E M O R A N D U M

DATE: January 28, 2019
TO: Finance and Personnel Committee
FROM: Adam VandenHeuvel
RE: Cemetery Policies

Below is a brief memo regarding the two policies in relation to Oak Hill Cemetery.

4th Generation Analysis

In 2015 the Wisconsin State Legislature passed 2015 WI Act 237 which established new procedures for the disposition of cemetery lots or mausoleum spaces in which human remains are buried. Under the new law, upon the death of the last owner of a cemetery lot or mausoleum space, ownership of the lot descends as follows:

1. To the owner's surviving spouse or domestic partner.
2. If none, to the owner's children.
3. If none, to the owner's grandchildren.
4. If none, to the cemetery authority for the cemetery in which the cemetery lot or mausoleum space is located.

In the City of Neenah, under this new law, many lots have already or will soon revert back to the cemetery authority because of the third generation limitation on ownership. If the ownership descends back to the cemetery, the cemetery is allowed to resell the ownership interest in unoccupied lots as long as it complies with strict and extensive law requirements.

Several citizens have come forward expressing an interest in being buried in lots that their family is buried in. However, because these family members fall outside of the third generation, the law creates a confusing situation where ownership cannot be transferred to them unless the city first reclaims the lot and then sells it back to them.

The laws regulating cemetery lots and mausoleums is codified in Wisconsin Statutes Chapter 157. Wis. Stat. 157.10 (1) defines “owner” as “a person named in the records of the cemetery authority who has an ownership interest in a cemetery lot or mausoleum space and a right to bury human remains in the cemetery lot or mausoleum space.” The statute goes on to list the transfer of ownership up to the third generation before the cemetery authority becomes the owner. “If ownership of a cemetery lot or mausoleum space descends to the cemetery authority under sub. (2) (a), the cemetery authority shall comply with § 157.115 (2) (c) to (h) for any grave in the cemetery lot or mausoleum space in which human remains are not buried.” Wis. Stat. § 157.10(3).

There is a long list of requirements that a cemetery authority must comply with if they want to resell the lot under § 157.115 including notice and publishing requirements. However, Wis. Stat. §157.115(2)(g) states that “if at any time before an abandoned lot is resold...an owner or assignee contacts the cemetery authority to express an intent to use the abandoned lot for a future burial of human remains, the authority may not resell the abandoned lot, and ownership of the abandoned lot shall be transferred to the owner or assignee. The cemetery authority shall pay all costs of transferring ownership under this paragraph.” In this statute, “assignee” means a person who is entitled to receive under Ch. 852, an ownership interest in the abandoned cemetery lot. Wis. Stat. §157.115(2)(a)(2).

However, in the new law, the legislature added § 157.10(2)(b) which states “a cemetery lot or mausoleum space is not part of a decedent’s net estate for purposes of § 852.01.” This leads to two contradictory statutes. First, the statute clearly states that if the cemetery authority becomes the owner and any “owner or *assignee* contacts the cemetery authority” that they cannot sell the lot and must transfer ownership to the owner of assignee. Assignee is defined as a person who is entitled to receive under Wisconsin’s intestate succession statute. But, contradictorily, it also says that a lot is not part of a decedent’s net estate for purposes of §852.01, the intestate succession statute.

Given that the statute states in plain language that an assignee can come forward and express an intent to use the abandoned lot, fourth and subsequent generations still are able to use family plots without the cemetery authority having to resell the lot to them. The language stating that a cemetery lot is not a part of a decedent’s net estate does not change the definition of who an assignee is, and therefore an assignee, even though they do not have a right under the intestate succession statute, can still come forward and express an intent to use the lot of their family.

The argument could be made that because the lot no longer is a part of the estate, that no assignee can make a claim. However, if that is what the legislature intended there would be no need for the “assignee” language from the statute. If the third generation ownership was meant to be the only way for someone to have a claim, then there would be no person who would qualify as an assignee, and consequently no need to allow for an assignee to come forward and claim their intent to use the plot.

The updated statute is both contradictory and confusing. Until there are changes or legal challenges, a municipality should do its best to follow the language of the law. In this case, this

policy adheres with the contradictory law. There would need to be proper proof that the assignee indeed is related and has a right, however, if proper proof is given, an assignee from a 4th, 5th, or greater generation can be buried in a plot belonging to a family member.

Urn Placement

Wisconsin Statute 157.111 states “If a grave, mausoleum space or other place used or intended to be used for the burial of human remains is located in a cemetery owned or operated by a cemetery authority, only the cemetery authority or a person designated by the cemetery authority may open or close the grave, mausoleum space or other place used or intended to be used for the burial of human remains.” Further, State statutes require that the cemetery authority keep current and accurate records reflecting the name of every person who is buried or interred in the cemetery.

Recently, there have been multiple cases where family members are placing urns in mausoleums or in markers without the cemetery authority’s permission or knowledge. This not only means that the cemetery authority does not have the proper documentation for the identity of the cremated person, but also that the family is not paying the applicable fees. The proposed policy is the best attempt to allow families access to their mausoleums while still abiding by state law and cemetery policies. The next alternative would be to lock the mausoleums and require an agent of the cemetery authority to grant families access to the mausoleums any time they wish to enter.



P O L I C Y

DATE: 3/7/19 **EFFECTIVE DATE** Immediately **POLICY NO:** 2018-04
TITLE: Abandonment of Cemetery Lots for Fourth Generation Use
ISSUER: Cemetery Authority – Parks and Recreation Commission
COVERAGE: Oak Hill Cemetery
AUTHORITY: Wis. Stat. chapter 157, Wis. Stat. § 157.115(2)(g)
DURATION: Indefinite
SYNOPSIS: Provides a procedure for lots to be reclaimed by a fourth or subsequent generation in the event that the deceased owner has no living relatives within three generations.

INTRODUCTION

In 2015 the Wisconsin State Legislature passed 2015 WI Act 237 which established new procedures for the disposition of cemetery lots or mausoleum spaces in which human remains are buried. Under the new law, upon the death of the last owner of a cemetery lot or mausoleum space, ownership of the lot can only descend to the owner's grandchildren before it is turned over to the cemetery authority. The City of Neenah owns and operates Oak Hill Cemetery and has several lots that no longer have living relatives who meet the guidelines established by Act 237. Wisconsin Law also allows for an owner or assignee to have the lot transferred to them upon request if there are no living owners left.

POLICY

Upon the death of the last owner of a cemetery lot or mausoleum space, ownership of the lot shall descend first to the owners spouse or domestic partner. If there is no living spouse or domestic partner, ownership shall descend to the owner's children. If there are no living children, ownership shall descend to the owner's grandchildren. If there are no living grandchildren, ownership shall transfer to the cemetery authority.

If at any time after the cemetery authority takes over ownership of the lot, a family member comes forward to express an intent to use the lot for a future burial, the cemetery authority shall grant permission for the right to be buried on the family lot to the requesting family member after obtaining a proof of relationship and permission from a majority of remaining living family.

Any lot under the ownership of one of the first three generations may be transferred or "resold" to a new owner in a subsequent generation for a fee of \$150.00 and approval of all living owner/heirs. Upon such transfer the three generation automatic transfer order would restart.



M E M O R A N D U M

DATE: March 11, 2019
TO: Chair Erickson, members of the Finance & Personnel Committee
FROM: Assistant City Attorney Adam VandenHeuvel
RE: Erasing Past Due Debt

One of my first tasks upon being hired by the City was to go through and “clean up” the past due accounts. These debts are from individuals who caused damage to city property or owe money to the city. Some examples would be the cost for repairing a knocked down traffic signal, cost of having a vehicle towed by police, or cost of quarantining an animal.

State Law provides that a municipality has 6 years to file a claim in small claims court to collect on the debt, after such time, there is no ability to collect the past due amount. The current number of past due accounts is 33. Out of those, 14 of them are beyond the statute of limitations. The oldest account is from 2004. Out of the remaining accounts, four more are unable to be collected on due to the inability to locate the person owing the debt.

The remainder of the accounts are being sent to collections or being paid on.

In order to get rid of the debts that can no longer be collected, the Council must approve a motion erasing the debt. Attached to this memo is a spreadsheet showing the Invoice number, date of incident, and amount for the debts that need to be erased. The total amount to be erased is \$14,719.79.

An appropriate motion would be to recommend the Common Council approve erasing a total debt of \$14,719.79 from past due accounts that are beyond the statute of limitations or otherwise uncollectable.

Past Due Accounts to be Erased.

Invoice Number	Date of Incident	Amount Unpaid
28863	11/30/04	110.07
30092	10/31/06	203.77
30954	12/31/07	1400.00
31683	01/24/08	773.11
31686	10/03/08	483.95
32266	02/16/09	716.99
31838	02/21/09	1322.30
31999	06/01/09	2074.75
32360	12/09/09	213.65
32832	01/19/10	159.80
33292	10/04/10	880.00
32898	10/08/10	375.00
33093	03/04/11	457.25
33656	03/29/12	4295.24
34416	11/15/13*	100.00
35239	07/25/15*	546.00
35297	08/04/15*	400.00
35099	3/12/15*	207.91
	* indicates unable to locate individual.	14,719.79



M E M O R A N D U M

DATE: February 22, 2019
TO: Chairperson Erickson, members of the Finance & Personnel Committee
FROM: City Attorney Jim Godlewski
RE: Ord. 2019-07 Amending TARF to replace measuring unit for assessing TARF

Last fall, the Council adopted the Transportation Assessment Replacement Fee ("TARF") in an attempt to more equitably spread the cost of street and sidewalk reconstruction. Under the terms of the TARF, the total raised through TARF would be equivalent to the historic average of special assessments previously levied on the various street projects. In effect, the TARF was intended to replace special assessments for pavement reconstruction.

Once the Council, through the Capital Improvement Program, establishes the total funds needed to accomplish the projects for the current budget year, that amount would be divided among the eligible properties based on the Equivalent Runoff Unit ("ERU"), the factor used in the storm water ordinance to impose the storm water fee. The ordinance was also used to assess the funds needed among all properties that are subject to the TARF. The TARF charge was based on the theory that the more developed a parcel is, the more traffic it generates.

However, staff preparing the bills indicated they feared that using the same name for the factor to assess the TARF as used for storm water fees would cause confusion. In the alternative, staff have created a factor called the Impervious Area Unit ("IAU"), with the base unit reflective of the average horizontal impervious area of single family homes. The theory is that the more developed a lot is, the more traffic it would generate.

In addition references to "occupant" imply that the TARF fee would be assignable to tenants of properties subject to the TARF. Because the TARF replaces the street reconstruction special assessments, and those assessments can only be levied against property owners, the TARF is not assignable to tenants.

Ordinance 2019-07 would replace the ERU with the IAU and would remove language that implies the TARF fee could be assigned to tenants.

An appropriate motion would be to recommend Council approve Ord. 2019-07 Amending TARF to replace measuring unit for assessing TARF and removing references to assigning TARF to tenants.



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By Finance & Personnel Committee

Re: Amending Sec. 17-205 – Definitions and Sec. 17-206 – TARG Calculation, to provide for a definition of Impervious Area or Surface; and Impervious Area Unit (IAU)

ORDINANCE NO. 2019 - 07

Introduced: _____

Committee/Commission Action: _____

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

Section 1. Section 17-205 of the Code of Ordinances of the City of Neenah, as created by Sec. 2 of Ord. 2018-17, is amended by deleting the stricken language and adding the highlighted language to read as follows:

Sec. 17-205. - Definitions.

For the purpose of this article, the definitions listed at Sec. 17-123 shall apply to this Article, unless modified in this section; words used in the singular shall include the plural, and the plural, the singular; words used in the present tense shall include the future tense; the word "shall" is mandatory and not discretionary; the word "may" is permissive. Words not defined herein shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster's Dictionary:

Impervious Area Unit (IAU). The term "IAU" means the statistical average horizontal impervious area of "single family homes" (single family and mobile homes) within the City on the date of adoption of Ordinance 1211. The horizontal impervious area includes, but is not limited to all areas covered by structures, roof extensions, patios, porches, driveways and sidewalks.

Impervious area or impervious surface. These terms mean a horizontal surface which has been compacted or covered with a layer of material so that it is highly resistant to infiltration by rain water. It includes, but is not limited to, semi-impervious surfaces such as compacted clay or gravel, as well as streets, roofs, sidewalks, parking lots and other similar surfaces.

Section 2. Section 17-206(2) of the Code of Ordinances of the City of Neenah, as created by Sec. 2 of Ord. 2018-17, is amended by deleting the stricken language and adding the highlighted language to read as follows:

- (2) The Fee charged shall be issued to share the costs of the historic level of special assessment for street resurfacing, street reconstruction and sidewalk installation. This charge may be imposed on all property that has any developed impervious area. The ERU-IAU charge will be designed on the basis of a typical residential unit of property. Other units of property will be charged multiples of the ERU-IAU based on the impervious area.

Section 3. Section 17-206(4) of the Code of Ordinances of the City of Neenah, as created by Sec. 2 of Ord. 2018-17, is amended by deleting the stricken language and adding the highlighted language to read as follows:

- (4) The City Water Utility as staffed and supervised by the Department of Finance is hereby appointed as the collection agency for the TARF. Bills shall be prepared by the City Water Utility and sent to the owner ~~or occupant~~ of each property subject to the TARF. The Department of Finance shall allocate the actual cost of billing and collecting.

Section 4. Section 17-206(6) of the Code of Ordinances of the City of Neenah, as created by Sec. 2 of Ord. 2018-17, is repealed, but the subsection number is reserved for future use.

Section 5. Section 17-207 of the Code of Ordinances of the City of Neenah, as created by Sec. 2 of Ord. 2018-17, is amended by deleting the stricken language and adding the highlighted language to read as follows:

Sec. 17-207. – TARF Calculation.

- (1) For purposes of imposing the TARF charges, the Common Council may classify all lots and parcels within the City or in its discretion, treat all parcels within the city as a single class.
- (2) In the event that the Council determines multiple property classifications shall be applied, the Director shall prepare a list of lots and parcels within the City and assign a classification to each lot or parcel based on the direction of the Council.
- (3) The average square footage of impervious area of ERU-IAU is established to be equivalent to 3,138 square feet.
- (4) The charge imposed for single-family residential property shall be the rate for one (1) ERU-IAU.
- (5) The charges imposed for duplex residential properties shall be the rate for one-half of one ERU-IAU for each individual dwelling unit existing on the property ($\frac{1}{2}$ ERU-IAU rate multiplied by the number of dwelling units).
- (6) The charges imposed for manufactured home, residential-multifamily units, non-residential, and non-profit properties shall be the rate for one ERU-IAU, multiplied by the numerical factor obtained by dividing the total impervious area of a residential multifamily unit and non-residential property by the square footage of one ERU-IAU. The factor shall be rounded down to the nearest one-half ERU-IAU.

$$\frac{\text{ERUIAU rate} \times \text{impervious area}}{\text{ERUIAU}}$$

- (7) The charges imposed for undeveloped properties as defined herein shall be the rate for one ERUIAU multiplied by a factor established by resolution and then divided by the square footage for one ERUIAU established by resolution.
- (8) The Director shall be responsible for determining the impervious area based on the best available information, including, but not limited to, data supplied by the City Assessor, aerial photography, the property owner, tenant or developer. The Director may require additional information as necessary to make the determination. The billing amount shall be updated by the Director based on the building permit process.
- (9) The minimum charges for any non-residential parcel shall be equal to the rate for one ERUIAU.
- (10) All unoccupied developed lots and parcels shall be subject to the TARF.

Section 6. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 7. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Approved:

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Dean R. Kaufert, Mayor

Attest:

Patricia A. Sturn, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:
City Attorney James G. Godlewski
211 Walnut Street
Neenah, WI 54956
State Bar No. 1005210



Finance Department
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6141 • Fax: 920-886-6150
e-mail: measker@ci.neenah.wi.us
MICHAEL K. EASKER, CPA
FINANCE DIRECTOR

M E M O R A N D U M

DATE: March 8, 2019
TO: Chairman Erickson and Members of the Finance and Personnel Committee
FROM: Michael K. Easker, Director of Finance *Mike*
RE: 2018 Operating Budget Carry Forwards to 2019

Attached are the detailed departmental requests for 2018 Operating Budget Carry Forwards to 2019. The carry forward requests are all within the City's General Fund and total \$89,720.

Motion to recommend Council approve the 2018 Operating Budget Carry Forwards to 2019 as submitted.

Thank you.

CITY OF NEENAH
2018 OPERATING BUDGET CARRY FORWARDS

DEPARTMENT	DESCRIPTION	LINE ITEM OR TOTAL BUDGET	BUDGET LINE ITEM	BALANCE LINE ITEM BUDGET	AMOUNT REQUESTED	AMOUNT COVERED	ITEM ENCUMBERED
DOLAS-BOARD OF REVIEW	2019 Property Revaluation	Total BOR Remaining Balance	2,470	1,770	1,770	YES	NO
PUBLIC WORKS	Televising Contract	T/V Sanitary Sewers-Outside Services	119,000	115,010	50,000	YES	NO
PUBLIC WORKS	Epoxy Contract	Total Traffic Control Remaining Balance	893,220	27,250	9,000	YES	NO
POLICE	Overtime Wages	Overtime Wages	320,000	84,300	20,000	YES	NO
POLICE	Joint Tactical Training	Training	37,500	6,180	5,000	YES	NO
POLICE	Additional Safety Equipment	Safety Supplies	16,830	1,960	400	YES	NO
POLICE-FIRING RANGE	Ammunition	Targets & Ammunition	18,000	16,760	880	YES	NO
POLICE-CROSSING GUARDS	Winter Parkas	Clothing Allowance	2,000	440	440	YES	NO
POLICE-CROSSING GUARDS	Stop Sign Paddles	All Other Supplies	900	630	630	YES	NO
POLICE-CAPTIAL OUTLAY	Defibrillator	All Other Equipment	12,000	9,300	1,600	YES	NO
					<u>89,720</u>	General Fund	



MEMORANDUM

To: Members of the Finance and Personnel Committee

From: Chairman Erickson *JE*

Date: March 4, 2019

Re: January Voucher Review

On behalf of the Committee and Common Council, I have reviewed expenditure abstracts and other Finance Department records supporting:

1. January General Expenditure Voucher Nos. 218 through 225 (\$178,050.73) and 46380 through 466399 (\$1,595,222.52) and January payroll Voucher Nos. 207840 through 207849 (\$12,441.79) for a combined total of \$1,785,715.04.
2. January Automated Transfers Nos. 1 through 66 totaling \$13,756,631.49.

I recommend their approval.

Attached are schedules of January Automated Fund Transfers and Non-Payroll Expenditure Vouchers over \$2,000.

Attachments

EXPENDITURE ABSTRACT FOR PERIOD JANUARY 1 THROUGH JANUARY 31, 2019
EXPLANATION OF AUTOMATED TRANSFERS

Transfer No.	Transfer Date	Amount	Purpose	Budget/Cost Center
1	1/2/19	\$42,524.04	WISCONSIN DEPT OF REVENUE State Withholding-12/31/18	FRINGE BENEFITS DIST
2	1/2/19	\$895.00	BANCORP FSA/HRA Debit Card Prefund	N/A
3	1/2/19	\$1,297.80	DELTA DENTAL Dental Claims	FRINGE BENEFIT DIST.
4	1/7/19	\$805.25	DIVERSIFIED BENEFIT SERVICES 2018 Employee FSA Plan	N/A
5	1/7/19	\$4,260.00	PAYPAL Purchase SiteImprove Website Monitoring Tool	N/A
6	1/8/19	\$4,173.75	BANCORP FSA/HRA Debit Card Prefund	N/A
7	1/9/19	\$6,883.41	DELTA DENTAL Dental Claims	FRINGE BENEFITS DIST
8	1/10/19	\$3,275.49	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
9	1/10/19	\$152.50	DIVERSIFIED BENEFIT SERVICES 2018 Employee FSA Plan	N/A
10	1/10/19	\$212.75	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
11	1/10/19	\$9,258.00	ICMA 457 Deferred Comp. Contributions	N/A
12	1/10/19	\$3,596.53	ICMA Employee IRA Contributions	N/A
13	1/10/19	\$1,081.83	MIDAMERICA FICA Alternative Plan #3121	N/A
14	1/10/19	\$50.00	NORTHSHORE BANK 457 Deferred Comp. Contributions	N/A
15	1/10/19	\$1,955.08	ASSOCIATED BANK Child Support	N/A
16	1/10/19	\$444,842.18	EMPLOYEE PAYROLL ACH Direct Deposit	N/A
17	1/10/19	\$672.79	ASSOCIATED BANK Deferred Comp. Contributions	N/A
18	1/10/19	\$3,456.53	NATIONWIDE 457 Deferred Comp. Contributions	N/A
19	1/10/19	\$120.00	NATIONWIDE Employee IRA Contributions	N/A

20	1/11/19	\$134,668.74	DEPARTMENT OF THE TREASURY Employer/Employee Social Security Federal Withholding	FRINGE BENEFITS DIST.
21	1/14/19	\$152.00	DIVERSIFIED BENEFIT SERVICES 2018 Employee FSA Plan	N/A
22	1/14/19	\$4,568.79	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
23	1/14/19	\$80.00	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
24	1/14/19	\$72,693.48	PELION/PRECISION PRIME RHS Employee Benefit	N/A
25	1/15/19	\$31,602.47	WISCONSIN DEPT OF REVENUE State Withholding	FRINGE BENEFITS DIST
26	1/15/19	\$3,714.90	BANCORP FSA/HRA Debit Card Prefund	N/A
27	1/15/19	\$6,335,990.48	NJSD January Tax Settlement	N/A
28	1/15/19	\$4,417,026.88	WINNEBAGO COUNTY TREASURER January Tax Settlement	N/A
29	1/15/19	\$919,254.41	FOX VALLEY TECHNICAL COLLEGE January Tax Settlement	N/A
30	1/15/19	\$1,796.42	ASSOCIATED BANK Dec Bank Service Fee	N/A
31	1/16/19	\$6,476.60	DELTA DENTAL Dental Claims	FRINGE BENEFIT DIST.
32	1/17/19	\$914.96	DIVERSIFIED BENEFIT SERVICES 2018 Employee FSA Plan	N/A
33	1/17/19	\$1,884.51	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
34	1/17/19	\$6,271.99	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
35	1/18/19	\$295.93	WISCONSIN DEPT OF REVENUE Dec Sales Tax	N/A
36	1/22/19	\$2,244.79	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
37	1/22/19	\$960.94	DIVERSIFIED BENEFIT SERVICES 2018 Employee HRA Plan	N/A
38	1/22/19	\$5,200.27	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
39	1/23/19	\$1,636.09	BANCORP FSA/HRA Debit Card Prefund	N/A

40	1/23/19	\$4,285.00	DELTA DENTAL Dental Claims	FRINGE BENEFIT DIST.
41	1/23/19	\$208.89	DIVERSIFIED BENEFIT SERVICES 2018 Employee HRA Plan	N/A
42	1/24/19	\$9,095.07	ICMA 457 Deferred Comp. Contributions	N/A
43	1/24/19	\$3,626.53	ICMA Employee IRA Contributions	N/A
44	1/24/19	\$2,065.89	MIDAMERICA FICA Alternative Plan #3121	N/A
45	1/24/19	\$50.00	NORTHSHORE BANK 457 Deferred Comp. Contributions	N/A
46	1/24/19	\$667.12	ASSOCIATED BANK Deferred Comp Contributions	N/A
47	1/24/19	\$1,932.90	ASSOCIATED BANK Child Support	N/A
48	1/24/19	\$494,510.40	EMPLOYEE PAYROLL ACH Direct Deposit	N/A
49	1/24/19	\$3,456.53	NATIONWIDE 457 Deferred Comp. Contributions	N/A
50	1/24/19	\$120.00	NATIONWIDE Employee IRA Contributions	N/A
51	1/24/19	\$56,948.04	PELION/PRECISION PRIME RHS Employee Benefit	N/A
52	1/24/19	\$401.04	DIVERSIFIED BENEFIT SERVICES 2018 Employee FSA Plan	N/A
53	1/24/19	\$2,421.13	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
54	1/24/19	\$5,444.92	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
55	1/25/19	\$143,854.22	DEPARTMENT OF THE TREASURY Employer/Employee Social Security Federal Withholding	FRINGE BENEFITS DIST.
56	1/28/19	\$2,916.60	DIVERSIFIED BENEFIT SERVICES 2018 Employee FSA Plan	N/A
57	1/28/19	\$4,740.64	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
58	1/28/19	\$2,820.84	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
59	1/29/19	\$3,654.78	BANCORP FSA/HRA Debit Card Prefund	N/A

60	1/29/19	\$625.00	ASSOCIATED TRUST 4th Qtr fees	N/A
61	1/30/19	\$280,727.84	US BANK 12/26-1/25 P-Card Statement	N/A
62	1/30/19	\$8,054.98	DELTA DENTAL Dental Claims	FRINGE BENEFIT DIST.
63	1/31/19	\$3,199.98	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
64	1/31/19	\$420.65	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
65	1/31/19	\$210,510.35	WI EMPLOYEE TRUST FUNDS Retirement Contribution	FRINGE BENEFITS DIST
66	1/31/19	\$32,924.57	WISCONSIN DEPT OF REVENUE State Withholding	FRINGE BENEFITS DIST
	TOTAL	\$13,756,631.49		

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
218	1/31/2019	2,767.87	U S BANK	39-3703-732-0360	ROLAND MACHINERY CO.	Fleet Management
	1/31/2019	2,180.26	U S BANK	10-2101-711-0227	AT&T*BILL PAYMENT	Police Departme/Poli
	1/31/2019	6,860.99	U S BANK	10-2181-711-8115	CONNECTING POINT	Police Departme/Capi
	1/31/2019	2,194.99	U S BANK	43-1781-708-8115	CONNECTING POINT	Information Systems
	1/31/2019	5,210.00	U S BANK	13-2175-743-0236	TRI CITY GLASS AND D	Facility Improvement
	1/31/2019	6,095.00	U S BANK	13-2175-743-0236	ENERGY CONTROL & DES	Facility Improvement
CHECK TOTAL		25,309.11				
219	1/31/2019	5,000.00	U S BANK	43-1705-708-0218	ESRI	Information Systems
	1/31/2019	2,472.00	U S BANK	10-8701-787-0333	SAMUEL FRENCH INC	Riverside Playe/Prod
	1/31/2019	5,940.11	U S BANK	10-8101-781-0218	VERMONT SYSTEMS INC	Park & Rec Admi/Park
	1/31/2019	2,131.38	U S BANK	43-1701-708-0254	GORDON FLESCH COMPAN	Information Systems
	1/31/2019	7,137.80	U S BANK	10-0201-701-0207	LEAGUE WI MUNICIPALI	Mayors/Mayors Office
	1/31/2019	2,238.00	U S BANK	10-2101-711-0235	LEADSONLINE LLC	Police Departme/Poli
CHECK TOTAL		24,919.29				
220	1/31/2019	3,956.00	U S BANK	10-2103-711-0329	RUAG AMMOTEC USA INC	Police Departme/Poli
	1/31/2019	2,068.91	U S BANK	63-2311-962-0261	TEAM WINNEBAGOLAND	Public Safety Trust
	1/31/2019	23,834.40	U S BANK	180-2301-712-0348	W.S. DARLEY & CO	Neenah Menasha Fire
	1/31/2019	3,096.26	U S BANK	400-0401-770-6410	HAWKINS INC	Water
	1/31/2019	2,475.13	U S BANK	400-0401-770-6410	HAWKINS INC	Water
	1/31/2019	3,967.62	U S BANK	400-0401-770-6410	KEMIRA WATER SOLUTIO	Water
CHECK TOTAL		39,398.32				
221	1/31/2019	4,325.00	U S BANK	63-2152-962-0261	HEROBEARS.COM	Public Safety Trust
	1/31/2019	3,519.78	U S BANK	10-8801-788-0315	MENARDS APPLETON WES	Parks/Parks Operatio
	1/31/2019	6,203.99	U S BANK	400-0000-207-0393	CONNECTING POINT	Water
	1/31/2019	8,324.46	U S BANK	400-0000-207-0393	WERNER ELEC SUP AP	Water
CHECK TOTAL		22,373.23				
222	1/31/2019	5,125.00	U S BANK	81-6902-935-0252	BUCKLIN TREE SERVICE	Recycling Fund
	1/31/2019	2,103.00	U S BANK	81-6901-935-0249	ADVANCED DISPOSAL ON	Recycling Fund
	1/31/2019	24,500.00	U S BANK	46-5001-742-0236	KUEHL ELECTRIC INC	Sewer Capital Fund
	1/31/2019	3,683.55	U S BANK	67-9591-969-0236	LA FORCE INC	Library Fd/ Misc. Tr
	1/31/2019	4,068.00	U S BANK	13-1842-743-0236	ENERGY CONTROL & DES	Facility Improvement
	1/31/2019	6,481.00	U S BANK	13-1842-743-0236	ENERGY CONTROL & DES	Facility Improvement
CHECK TOTAL		45,960.55				
223	1/28/2019	2,937.50	U S BANK	81-6902-935-0252	BUCKLIN TREE SERVICE	Recycling Fund
CHECK TOTAL		2,937.50				

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
224	1/31/2019	3,449.52	U S BANK	400-0000-303-0000	HAWKINS INC	Water
		=====				
		CHECK TOTAL	3,449.52			
225	1/31/2019	3,604.00	U S BANK	10-9501-821-0340	PROQUEST LLC	Public Library/Libra
	1/31/2019	3,000.00	U S BANK	10-9501-821-0218	IN *ALADTEC INC	Public Library/Libra
	1/31/2019	2,639.19	U S BANK	10-9501-821-0340	THE PENWORTHY COMPAN	Public Library/Libra
	1/31/2019	2,371.57	U S BANK	400-0401-770-6410	HAWKINS INC	Water
	1/31/2019	2,088.45	U S BANK	400-0401-770-6410	AIRGASS NORTH	Water
		=====				
		CHECK TOTAL	13,703.21			
46384	1/03/2019	7,928.00	CITIES & VILLAGES MUTUAL INS C	400-0401-770-9250	1ST QTR WKMN COMP	Water
	1/03/2019	84,013.00	CITIES & VILLAGES MUTUAL INS C	10-0507-703-0246	2019 LIABILITY INS	Finance/Risk Managem
	1/03/2019	5,626.00	CITIES & VILLAGES MUTUAL INS C	10-0507-703-0246	2019 EXCESS LIABILIT	Finance/Risk Managem
	1/03/2019	20,553.00	CITIES & VILLAGES MUTUAL INS C	10-0507-703-0246	2019 EMPLOYMENT PRAC	Finance/Risk Managem
	1/03/2019	1,425.00	CITIES & VILLAGES MUTUAL INS C	10-0507-703-0239	2019 VOLUNTEER INS	Finance/Risk Managem
	1/03/2019	2,626.00	CITIES & VILLAGES MUTUAL INS C	10-0507-703-0244	POLLUTION LIABILITY	Finance/Risk Managem
	1/03/2019	1,550.00	CITIES & VILLAGES MUTUAL INS C	10-0507-703-0239	2019 CRIME POLICY IN	Finance/Risk Managem
	1/03/2019	91,434.00	CITIES & VILLAGES MUTUAL INS C	41-6401-953-0461	1ST QTR WORKERS COMP	Benefit Accrual Fund
		=====				
		CHECK TOTAL	215,155.00			
46386	1/03/2019	3,738.00	DOMINION VOTING SYSTEMS INC	10-0916-705-0212	2019 VOTING MACHINES	Legal & Adm. Se/Elec
		=====				
		CHECK TOTAL	3,738.00			
46388	1/03/2019	3,175.80	GRAYMONT CAPITAL INC	400-0401-770-6410	HYDRATED LIME	Water
	1/03/2019	3,287.98	GRAYMONT CAPITAL INC	400-0401-770-6410	HYDRATED LIME	Water
		=====				
		CHECK TOTAL	6,463.78			
46396	1/03/2019	518.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	NOV SERVICES	Sewer Operating Util
	1/03/2019	304.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	NOV SERVICES	Sewer Operating Util
	1/03/2019	518.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	NOV SERVICES	Sewer Operating Util
	1/03/2019	344.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	NOV SERVICES	Sewer Operating Util
	1/03/2019	518.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	NOV SERVICES	Sewer Operating Util
	1/03/2019	364.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	NOV SERVICES	Sewer Operating Util
		=====				
		CHECK TOTAL	2,566.00			
46397	1/03/2019	21,120.26	MORTON SALT INC	10-6102-735-0332	ROAD SALT	St Cleaning/Lan/Snow
		=====				
		CHECK TOTAL	21,120.26			
46402	1/03/2019	2,200.00	NEWSC	49-3901-733-0207	2019 NEWSC MEMBERSHI	Storm Water Manageme

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
CHECK TOTAL		2,200.00				
46403	1/03/2019	4,324.43	REAL ESTATE REFUNDS	92-0000-303-0000	REFUND OF OVERPD RE	Real Estate Tax Agen
CHECK TOTAL		4,324.43				
46404	1/03/2019	2,739.63	REAL ESTATE REFUNDS	92-0000-303-0000	REFUND OF OVERPD RE	Real Estate Tax Agen
CHECK TOTAL		2,739.63				
46417	1/03/2019	118.14	WE ENERGIES	44-7702-738-0222	9999 MILLVIEW DR	Parking Utility Fund
	1/03/2019	390.81	WE ENERGIES	10-9323-801-0222	BUS SHELTER	Community Devel/Mass
	1/03/2019	154.33	WE ENERGIES	10-8405-784-0222	600 S PARK AVE	Independent Pro/Muni
	1/03/2019	112.75	WE ENERGIES	10-8405-784-0223	600 S PARK AVE	Independent Pro/Muni
	1/03/2019	18.01	WE ENERGIES	10-8801-788-0222	525 CEDAR ST	Parks/Parks Operatio
	1/03/2019	568.77	WE ENERGIES	10-8801-788-0222	NPRD ELECTRIC TO 12/	Parks/Parks Operatio
	1/03/2019	720.61	WE ENERGIES	10-8801-788-0223	NPRD GAS TO 12/14	Parks/Parks Operatio
	1/03/2019	50.80	WE ENERGIES	10-9703-841-0222	CEMETERY ELEC TO 12/	Oak Hill Cemete/Ceme
	1/03/2019	10,755.85	WE ENERGIES	400-0401-770-6230	PUMPING - ELECTRIC	Water
	1/03/2019	2,247.65	WE ENERGIES	400-0401-770-6260	PUMPING - HEAT	Water
	1/03/2019	5,925.62	WE ENERGIES	400-0401-770-6420	WATER TREATMENT - HE	Water
	1/03/2019	4,136.87	WE ENERGIES	400-0401-770-6430	WATER TREATMENT-ELEC	Water
	1/03/2019	840.16	WE ENERGIES	400-0401-770-6610	WATER TOWER - ELECTR	Water
	1/03/2019	295.95	WE ENERGIES	400-0401-770-6630	METER SERVIC-ELECT &	Water
	1/03/2019	2,663.54	WE ENERGIES	400-0401-770-6650	DIST-ELECTRIC & HEAT	Water
	1/03/2019	67.21	WE ENERGIES	10-7101-736-0222	COMMERCIAL & CECIL	Street Signal &/Traf
	1/03/2019	62.87	WE ENERGIES	10-7101-736-0222	S COMMERCIAL & ALCOT	Street Signal &/Traf
CHECK TOTAL		29,129.94				
46419	1/03/2019	2,000.00	WISCONSIN DEPT OF TRANSPORTATI	14-6150-743-0236	DOWNTOWN NEENAH SIGN	Redevelopment Fund
	1/03/2019	15,458.75	WISCONSIN DEPT OF TRANSPORTATI	10-0000-117-8000	DOWNTOWN NEENAH SIGN	General Fund
CHECK TOTAL		17,458.75				
46424	1/10/2019	2,916.67	ASSOCIATED APPRAISAL CONSULTAN	10-9314-801-0236	JAN SERVICES	Community Devel/Asse
CHECK TOTAL		2,916.67				
46425	1/10/2019	864.90	AYRES ASSOCIATES INC	13-8820-743-0236	CONSTR ADM SERV TO 1	Facility Improvement
	1/10/2019	7,655.60	AYRES ASSOCIATES INC	13-8820-743-0236	SRVCS TO 12/22-WASHI	Facility Improvement
CHECK TOTAL		8,520.50				
46426	1/10/2019	3,600.00	B & B BASEMENT REPAIRS LLC	83-0000-341-1200	DEPOSIT/FOUNDATION R	Housing Fund

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	1/10/2019	3,000.00	B & B BASEMENT REPAIRS LLC	83-0000-344-1700	DEPOSIT/FOUNDATION R	Housing Fund
	CHECK TOTAL	6,600.00				
46427	1/10/2019	9,534.00	BAKER TILLY VIRCHOW KRAUSE LLP	10-0505-703-0232	AUDIT SRVCS THRU 12/	Finance/Annual Finan
	CHECK TOTAL	9,534.00				
46431	1/10/2019	20,270.58	CANOPY WATER WORKS INC	13-9757-742-0236	REPLACE WATERLINES -	Facility Improvement
	CHECK TOTAL	20,270.58				
46432	1/10/2019	472.40	CITIES & VILLAGES MUTUAL INS C	10-9501-821-0246	BOILER & MACHINERY I	Public Library/Libra
	1/10/2019	944.80	CITIES & VILLAGES MUTUAL INS C	400-0401-770-9240	BOILER & MACHINERY I	Water
	1/10/2019	2,243.80	CITIES & VILLAGES MUTUAL INS C	10-0507-703-0248	BOILER & MACHINERY I	Finance/Risk Managem
	1/10/2019	18,419.00	CITIES & VILLAGES MUTUAL INS C	180-2301-712-0247	AUTO LIABILITY INS	Neenah Menasha Fire
	1/10/2019	1,520.00	CITIES & VILLAGES MUTUAL INS C	400-0401-770-9240	AUTO LIABILITY INS	Water
	1/10/2019	37,459.00	CITIES & VILLAGES MUTUAL INS C	10-0507-703-0247	AUTO LIABILITY INS	Finance/Risk Managem
	CHECK TOTAL	61,059.00				
46433	1/10/2019	3,454.00	CIVIC SYSTEMS LLC	10-0525-703-0218	CLARITY MAINT AGREEM	Finance/Utility Bill
	CHECK TOTAL	3,454.00				
46441	1/10/2019	2,235.09	ENGBERG ANDERSON INC	67-9589-969-0236	CONCEPT DESIGNING	Library Fd/ Misc. Tr
	CHECK TOTAL	2,235.09				
46446	1/10/2019	180.00	GRAPHIC COMPOSITION INC	10-9301-801-0202	BUSINESS CARDS - HAE	Community Devel/Comm
	1/10/2019	5,528.07	GRAPHIC COMPOSITION INC	10-0202-701-0202	NEENAH NOTES NEWSLET	Mayors/City Publicat
	1/10/2019	2,795.00	GRAPHIC COMPOSITION INC	81-6905-935-0202	RECYCLING GUIDE	Recycling Fund
	CHECK TOTAL	8,503.07				
46447	1/10/2019	2,867.70	GRAYMONT CAPITAL INC	400-0401-770-6410	HYDRATED LIME	Water
	CHECK TOTAL	2,867.70				
46449	1/10/2019	5,201.44	IAFF LOCAL 275	10-0000-312-1400	P/R DIST 01-10	General Fund
	CHECK TOTAL	5,201.44				
46451	1/10/2019	11,640.02	INFOVISION SOFTWARE INC	11-9332-742-8114	INFOVISION IMPLEMENT	Capital Equipment Fu

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
CHECK TOTAL		11,640.02				
46456	1/10/2019	5,948.73	L W ALLEN LLC	10-4103-733-0236	REPLACEMENT PUMP	Sanitation/Sanit Sew
CHECK TOTAL		5,948.73				
46460	1/10/2019	573.68	MENASHA, CITY OF	180-2301-712-0223	ST 35 WE ENERGIES	Neenah Menasha Fire
	1/10/2019	4,917.48	MENASHA, CITY OF	88-7051-938-0575	DEC MUNICIPAL COURT	Joint Municipal Cour
	1/10/2019	46,313.33	MENASHA, CITY OF	41-6302-952-0450	DEC RETIREMENT/FIRE	Benefit Accrual Fund
CHECK TOTAL		51,804.49				
46461	1/10/2019	5,165.00	MSA PROFESSIONAL SERVICES INC	10-0909-705-0236	12/2-22 SERVICES - A	
CHECK TOTAL		5,165.00				
46472	1/10/2019	3,923.00	REHRIG PACIFIC COMPANY	11-7571-743-8105	AUTO CARTS	Capital Equipment Fu
	1/10/2019	3,923.00	REHRIG PACIFIC COMPANY	11-7571-743-8105	AUTO CARTS	Capital Equipment Fu
	1/10/2019	4,198.80	REHRIG PACIFIC COMPANY	11-7571-743-8105	AUTO CARTS	Capital Equipment Fu
	1/10/2019	4,198.80	REHRIG PACIFIC COMPANY	11-7571-743-8105	AUTO CARTS	Capital Equipment Fu
CHECK TOTAL		16,243.60				
46475	1/10/2019	5,466.00	TITAN PUBLIC SAFETY SOLUTIONS	88-7050-938-0218	2019 TIPSS ANNUAL SU	Joint Municipal Cour
CHECK TOTAL		5,466.00				
46477	1/10/2019	825.00	TUTTLE LAKE WOODWORKING INC	67-9593-969-0236	PLAY TABLE	Library Fd/ Misc. Tr
	1/10/2019	920.00	TUTTLE LAKE WOODWORKING INC	10-9501-821-0236	RELOCATE CABINETS	Public Library/Libra
	1/10/2019	800.00	TUTTLE LAKE WOODWORKING INC	180-2301-712-8108	BOOKCASE	Neenah Menasha Fire
CHECK TOTAL		2,545.00				
46485	1/10/2019	41.08	WE ENERGIES	10-7101-736-0222	BELL ST & COMMERCIAL	Street Signal &/Traf
	1/10/2019	38.42	WE ENERGIES	10-7101-736-0222	BELL ST & MARATHON A	Street Signal &/Traf
	1/10/2019	486.37	WE ENERGIES	180-2301-712-0223	1911 MANITOWOC RD	Neenah Menasha Fire
	1/10/2019	105.54	WE ENERGIES	10-7101-736-0222	WINNECONNE & COMMERC	Street Signal &/Traf
	1/10/2019	138.83	WE ENERGIES	10-7101-736-0222	COMMERCIAL & COLUMBI	Street Signal &/Traf
	1/10/2019	238.86	WE ENERGIES	10-7104-736-0222	MAIN STREET OVERPASS	Street Signal &/Stre
	1/10/2019	96.87	WE ENERGIES	44-7702-738-0222	ARROWHEAD PARKING LO	Parking Utility Fund
	1/10/2019	79.25	WE ENERGIES	10-8801-788-0222	ARROWHEAD PARKING LO	Parks/Parks Operatio
	1/10/2019	135.65	WE ENERGIES	10-7101-736-0222	W DOTY AVE	Street Signal &/Traf
	1/10/2019	60.17	WE ENERGIES	10-7101-736-0222	100 BLK W FOREST	Street Signal &/Traf
	1/10/2019	27.02	WE ENERGIES	10-8801-788-0222	GREAT NORTHERN PARK	Parks/Parks Operatio
	1/10/2019	33.23	WE ENERGIES	30-2401-743-0236	214 BRIEN ST ELECTRI	TIF#10-Near Downtown

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
	1/10/2019	197.38	WE ENERGIES	10-9321-801-0222	235 W WISCONSIN AVE	Community Devel/Hous
	1/10/2019	92.37	WE ENERGIES	10-2101-711-0222	1470 TULLAR RD	Police Departme/Poli
	1/10/2019	43.04	WE ENERGIES	10-2101-711-0223	1480 TULLAR RD	Police Departme/Poli
	1/10/2019	84.80	WE ENERGIES	180-2301-712-0222	1430 TULLAR RD	Neenah Menasha Fire
	1/10/2019	1,442.49	WE ENERGIES	180-2301-712-0222	1080 BREEZEWOOD LN	Neenah Menasha Fire
	1/10/2019	309.11	WE ENERGIES	10-1802-709-0222	1080 BREEZEWOOD LN	
	1/10/2019	309.11	WE ENERGIES	43-1710-708-0222	1080 BREEZEWOOD LN	Information Systems
	1/10/2019	777.57	WE ENERGIES	180-2301-712-0223	1080 BREEZEWOOD LN	Neenah Menasha Fire
	1/10/2019	166.62	WE ENERGIES	10-1802-709-0223	1080 BREEZEWOOD LN	
	1/10/2019	166.62	WE ENERGIES	43-1710-708-0223	1080 BREEZEWOOD LN	Information Systems
	1/10/2019	1,456.85	WE ENERGIES	180-2301-712-0222	125 E COLUMBIAN AVE	Neenah Menasha Fire
	1/10/2019	1,265.19	WE ENERGIES	180-2301-712-0223	125 E COLUMBIAN AVE	Neenah Menasha Fire
	1/10/2019	18.96	WE ENERGIES	49-3908-733-0222	NATURE TRL NORTH PON	Storm Water Manageme
	1/10/2019	18.96	WE ENERGIES	49-3908-733-0222	NATURE TRL PENDELTON	Storm Water Manageme
	1/10/2019	18.96	WE ENERGIES	49-3908-733-0222	POND VIEW LN	Storm Water Manageme
	1/10/2019	18.96	WE ENERGIES	49-3908-733-0222	REDWING DR	Storm Water Manageme
	1/10/2019	19.76	WE ENERGIES	49-3908-733-0222	REMINGTON RD	Storm Water Manageme
	1/10/2019	18.96	WE ENERGIES	49-3908-733-0222	BRUCE ST	Storm Water Manageme
	1/10/2019	18.96	WE ENERGIES	49-3908-733-0222	GRASSY LN	Storm Water Manageme
	1/10/2019	18.96	WE ENERGIES	49-3908-733-0222	1418 PLAINS AVE	Storm Water Manageme
	1/10/2019	18.96	WE ENERGIES	49-3908-733-0222	1838 HEDGEVIEW DR	Storm Water Manageme
	1/10/2019	18.96	WE ENERGIES	49-3908-733-0222	1460 PLAINS AVE	Storm Water Manageme
	1/10/2019	143.71	WE ENERGIES	10-7104-736-0222	BREEZEWOOD & GILLING	Street Signal &/Stre
	1/10/2019	61.37	WE ENERGIES	10-7104-736-0222	WALNUT ST AREA LIGHT	Street Signal &/Stre
	1/10/2019	167.80	WE ENERGIES	10-7104-736-0222	FIRST ST & E NORTH W	Street Signal &/Stre
	1/10/2019	14.92	WE ENERGIES	10-3701-732-0222	1495 TULLAR RD GATE	Municipal Facil/Muni
	1/10/2019	4.97	WE ENERGIES	39-3703-732-0222	1495 TULLAR RD GATE	Fleet Management
	1/10/2019	103.49	WE ENERGIES	10-4103-733-0223	1200 LYNROSE LN	Sanitation/Sanit Sew
	1/10/2019	2,121.35	WE ENERGIES	10-3701-732-0223	1495 TULLAR RD	Municipal Facil/Muni
	1/10/2019	707.12	WE ENERGIES	39-3703-732-0223	1495 TULLAR RD	Fleet Management
	1/10/2019	3,254.72	WE ENERGIES	10-1801-709-0222	211 WALNUT ST	Municipal Build/Muni
	1/10/2019	2,169.16	WE ENERGIES	10-1801-709-0223	211 WALNUT ST	Municipal Build/Muni
	1/10/2019	16.80	WE ENERGIES	10-8801-788-0222	SOUTHVIEW PARK-BALL	Parks/Parks Operatio
CHECK TOTAL		16,748.25				
46487	1/10/2019	2,035.00	WINNEBAGO COUNTY CLERK OF COUR	10-0000-561-0100	WARRANT - DMITRIS T	General Fund
CHECK TOTAL		2,035.00				
46488	1/10/2019	1,435.96	WINNEBAGO COUNTY TREASURER	88-7051-938-0577	DEC MUNICIPAL COURT	Joint Municipal Cour
	1/10/2019	1,072.20	WINNEBAGO COUNTY TREASURER	88-7051-938-0577	DEC MUNICIPAL COURT	Joint Municipal Cour
	1/10/2019	50.00	WINNEBAGO COUNTY TREASURER	88-0000-561-1000	IGNITION INTERLOCK D	Joint Municipal Cour
	1/10/2019	29.50	WINNEBAGO COUNTY TREASURER	10-9314-801-0202	OCT - NOV LAREDO COP	Community Devel/Asse
CHECK TOTAL		2,587.66				
46489	1/10/2019	4,247.20	WISCONSIN DEPT OF ADMINISTRATI	88-7051-938-0576	DEC MUNICIPAL COURT	Joint Municipal Cour
	1/10/2019	2,975.60	WISCONSIN DEPT OF ADMINISTRATI	88-7051-938-0576	DEC MUNICIPAL COURT	Joint Municipal Cour
CHECK TOTAL		7,222.80				

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46495	1/17/2019	3,835.00	ADVANCED ASBESTOS REMOVAL INC	30-2401-742-0236	REMOVE ASBESTOS - 21	TIF#10-Near Downtown
		=====				
	CHECK TOTAL	3,835.00				
46501	1/17/2019	16,194.50	BERGSTROM AUTOMOTIVE	11-9333-743-8105	2018 FORD FOCUS	Capital Equipment Fu
		=====				
	CHECK TOTAL	16,194.50				
46505	1/17/2019	2,833.96	REAL ESTATE REFUNDS	92-0000-303-0000	REFUND OVERPD RE TAX	Real Estate Tax Agen
		=====				
	CHECK TOTAL	2,833.96				
46510	1/17/2019	2,979.50	DORTON TECHNOLOGY SOLUTIONS LL	43-1701-708-0235	TECHNICAL SRVCS - DO	Information Systems
	1/17/2019	6,000.00	DORTON TECHNOLOGY SOLUTIONS LL	43-1701-708-0235	CUSTOM INTEGRATION -	Information Systems
		=====				
	CHECK TOTAL	8,979.50				
46516	1/17/2019	3,600.00	GO GREEN RECYCLING LLC	30-2401-742-0236	214 BRIEN DEMO	TIF#10-Near Downtown
		=====				
	CHECK TOTAL	3,600.00				
46525	1/17/2019	222,730.50	L C UNITED PAINTING CO INC	400-0000-207-0383	11/14-30 SRVCS-TOWER	Water
		=====				
	CHECK TOTAL	222,730.50				
46526	1/17/2019	10,775.00	LEVENHAGEN OIL CORPORATION	39-0000-131-0400	DIESEL/5000 GALS	Fleet Management
	1/17/2019	719.79	LEVENHAGEN OIL CORPORATION	39-0000-131-0400	LEAD FREE/365 GALS	Fleet Management
		=====				
	CHECK TOTAL	11,494.79				
46534	1/17/2019	637.33	MENASHA, CITY OF	180-2301-712-0310	DEC FUEL	Neenah Menasha Fire
	1/17/2019	1,505.88	MENASHA, CITY OF	10-0916-705-0236	ELECTION INSPECTORS	Legal & Adm. Se/Elec
		=====				
	CHECK TOTAL	2,143.21				
46535	1/17/2019	21,735.64	MORTON SALT INC	10-6102-735-0332	SALT	St Cleaning/Lan/Snow
		=====				
	CHECK TOTAL	21,735.64				
46538	1/17/2019	35,134.00	NEENAH MENASHA SEWERAGE COMMIS	46-3201-922-0581	JAN PRINCIPAL PAYMEN	Sewer Capital Fund
	1/17/2019	14,488.00	NEENAH MENASHA SEWERAGE COMMIS	46-3201-922-0582	JAN INTEREST PAYMENT	Sewer Capital Fund
	1/17/2019	151,256.83	NEENAH MENASHA SEWERAGE COMMIS	45-3101-921-0560	JAN PLANT EXPENSE	Sewer Operating Util
		=====				
	CHECK TOTAL	200,878.83				

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46539	1/17/2019	4,860.05	OTIS ELEVATOR COMPANY	10-9501-821-0214	2019 ELEVATOR CONTRA	Public Library/Libra
		=====				
CHECK TOTAL		4,860.05				
46544	1/17/2019	10,100.00	RUEKERT & MIELKE INC	400-0000-207-0383	6/9-11/23 SRVCS-TOWE	Water
		=====				
CHECK TOTAL		10,100.00				
46545	1/17/2019	2,450.00	SCOTT LAMERS CONSTRUCTION LLC	400-0000-207-0386	LEAD SRVC REPLACEMEN	Water
		=====				
CHECK TOTAL		2,450.00				
46546	1/17/2019	2,115.50	SECURIAN FINANCIAL GROUP INC	41-6204-951-0431	FEB INSURANCE	Benefit Accrual Fund
	1/17/2019	2,854.23	SECURIAN FINANCIAL GROUP INC	41-6204-951-0432	FEB INSURANCE	Benefit Accrual Fund
	1/17/2019	427.30	SECURIAN FINANCIAL GROUP INC	41-6204-951-0431	FEB FD NEENAH INS	Benefit Accrual Fund
	1/17/2019	767.44	SECURIAN FINANCIAL GROUP INC	41-6204-951-0432	FEB FD NEENAH INS	Benefit Accrual Fund
	1/17/2019	293.89	SECURIAN FINANCIAL GROUP INC	41-6204-951-0431	FEB FD MENASHA INS	Benefit Accrual Fund
	1/17/2019	428.06	SECURIAN FINANCIAL GROUP INC	41-6204-951-0432	FEB FD MENASHA INS	Benefit Accrual Fund
		=====				
CHECK TOTAL		6,886.42				
46550	1/17/2019	1,326.85	TRIUMPH ELECTRIC INC	13-8819-742-0236	ELECTRIC SERVICE	Facility Improvement
	1/17/2019	8,277.84	TRIUMPH ELECTRIC INC	13-2175-743-0236	WIRE EVIDENCE STORAG	Facility Improvement
		=====				
CHECK TOTAL		9,604.69				
46557	1/17/2019	62.39	WE ENERGIES	10-7101-736-0222	WINNECONNE & TULLAR	Street Signal &/Traf
	1/17/2019	3,011.52	WE ENERGIES	44-7705-738-0222	WEST CANAL PARKING R	Parking Utility Fund
	1/17/2019	2,281.84	WE ENERGIES	10-2101-711-0223	2111 MARATHON AVE	Police Departme/Poli
	1/17/2019	2,687.04	WE ENERGIES	10-2101-711-0222	2111 MARATHON AVE	Police Departme/Poli
	1/17/2019	1,157.91	WE ENERGIES	10-8805-788-0222	SHATTUCK PARK SHELTE	Parks/Riverwalk/Park
	1/17/2019	104.97	WE ENERGIES	10-8805-788-0223	SHATTUCK PARK SHELTE	Parks/Riverwalk/Park
	1/17/2019	19.23	WE ENERGIES	10-8801-788-0222	MEMORIAL OPEN SHELTE	Parks/Parks Operatio
	1/17/2019	217.89	WE ENERGIES	10-8801-788-0222	MEM APPLE BLOSSOM SH	Parks/Parks Operatio
	1/17/2019	177.79	WE ENERGIES	10-8801-788-0223	MEM APPLE BLOSSOM SH	Parks/Parks Operatio
	1/17/2019	14.75	WE ENERGIES	10-8801-788-0222	DOTY CABIN AREA LIGH	Parks/Parks Operatio
	1/17/2019	394.46	WE ENERGIES	10-9703-841-0222	OAK HILL CEMETERY	Oak Hill Cemete/Ceme
	1/17/2019	97.61	WE ENERGIES	10-9703-841-0223	OAK HILL CEMETERY	Oak Hill Cemete/Ceme
	1/17/2019	1,710.96	WE ENERGIES	10-9501-821-0223	240 EAST WISCONSIN A	Public Library/Libra
	1/17/2019	2,945.73	WE ENERGIES	10-9501-821-0222	240 EAST WISCONSIN A	Public Library/Libra
	1/17/2019	38.59	WE ENERGIES	10-7104-736-0222	CECIL ST	Street Signal &/Stre
	1/17/2019	38.51	WE ENERGIES	10-7101-736-0222	MAIN ST & LAKE ST	Street Signal &/Traf
	1/17/2019	48.76	WE ENERGIES	10-7101-736-0222	OAK & WISCONSIN	Street Signal &/Traf
	1/17/2019	126.56	WE ENERGIES	10-7104-736-0222	HARRISON ST/W BELL S	Street Signal &/Stre
	1/17/2019	48.89	WE ENERGIES	10-7101-736-0222	BELL & INDUSTRIAL DR	Street Signal &/Traf
	1/17/2019	148.18	WE ENERGIES	10-3702-732-0222	W CECIL ST GARAGE	Municipal Facil/Ceci
	1/17/2019	88.44	WE ENERGIES	10-7104-736-0222	CANAL ST	Street Signal &/Stre
	1/17/2019	25.61	WE ENERGIES	10-7104-736-0222	113 W WISCONSIN AVE	Street Signal &/Stre

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
	1/17/2019	383.38	WE ENERGIES	10-4103-733-0222	DEC LIFT STATIONS	Sanitation/Sanit Sew
	1/17/2019	44,698.36	WE ENERGIES	10-7104-736-0222	DEC STREET LIGHTS	Street Signal &/Stre
	1/17/2019	124.54	WE ENERGIES	10-7101-736-0222	WINNECONNE & CO RD J	Street Signal &/Traf
	1/17/2019	1,810.25	WE ENERGIES	10-3701-732-0222	1495 TULLAR RD	Municipal Facil/Muni
	1/17/2019	603.42	WE ENERGIES	39-3703-732-0222	1495 TULLAR RD	Fleet Management
		=====				
	CHECK TOTAL	63,067.58				
46560	1/17/2019	22,261.60	WINNEBAGO COUNTY TREASURER	10-4101-733-0243	DEC TIPPING FEES	Sanitation/Refuse Ga
	1/17/2019	1,374.45	WINNEBAGO COUNTY TREASURER	81-6901-935-0243	DEC TIPPING FEES	Recycling Fund
	1/17/2019	1,361.45	WINNEBAGO COUNTY TREASURER	81-6907-935-0243	DEC TIPPING FEES	Recycling Fund
	1/17/2019	83.07	WINNEBAGO COUNTY TREASURER	10-4103-733-0236	DEC FIBER LOCATES	Sanitation/Sanit Sew
	1/17/2019	83.07	WINNEBAGO COUNTY TREASURER	49-3901-733-0236	DEC FIBER LOCATES	Storm Water Manageme
	1/17/2019	693.50	WINNEBAGO COUNTY TREASURER	10-0000-531-1100	DEC DOG LICENSES FOR	General Fund
	1/17/2019	9,934.11	WINNEBAGO COUNTY TREASURER	10-2101-711-0218	RMS MAINTENANCE 2019	Police Departme/Poli
		=====				
	CHECK TOTAL	35,791.25				
46570	1/24/2019	5,680.80	BAYCOM INC	180-2301-712-0215	2019 RADIO SRVC AGRE	Neenah Menasha Fire
	1/24/2019	6,727.14	BAYCOM INC	10-2101-711-0215	2019 RADIO SRVC AGRE	Police Departme/Poli
		=====				
	CHECK TOTAL	12,407.94				
46573	1/24/2019	1,830.00	CAPITAL R COATINGS LLC	13-2175-743-0236	BUILD UP FLOOR FOR	Facility Improvement
	1/24/2019	4,760.00	CAPITAL R COATINGS LLC	10-2101-711-0214	GARAGE FLOOR	Police Departme/Poli
		=====				
	CHECK TOTAL	6,590.00				
46575	1/24/2019	21,948.00	DAVID TENOR CORPORATION	12-5347-743-0236	WOODENSHOE STORM SEW	Streets,Utility,Side
		=====				
	CHECK TOTAL	21,948.00				
46578	1/24/2019	11,888.00	EMBURY LTD	13-9577-743-0236	STAFF CHAIRS	Facility Improvement
	1/24/2019	4,234.98	EMBURY LTD	13-9572-743-0236	TABLES-MEETING ROOMS	Facility Improvement
		=====				
	CHECK TOTAL	16,122.98				
46579	1/24/2019	2,420.00	GUNTA LAW OFFICES S. C.	40-7318-959-0261	NOV SERVICES - GABLE	Liability Insurance
		=====				
	CHECK TOTAL	2,420.00				
46604	1/24/2019	2,050.41	R & R WASH MATERIALS INC	13-8820-743-0236	11/20-1/2 SERVICES	Facility Improvement
		=====				
	CHECK TOTAL	2,050.41				

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46607	1/24/2019	17,694.37	SEH	13-2476-743-0236	ARROWHEAD PARK GEOTE	Facility Improvement
CHECK TOTAL		17,694.37				
46608	1/24/2019	350.00	SPARKLE AND SHINE CLEANING	44-7705-738-0236	JAN RAMP CLEANING	Parking Utility Fund
	1/24/2019	3,100.00	SPARKLE AND SHINE CLEANING	10-1801-709-0236	JAN CLEANING	Municipal Build/Muni
CHECK TOTAL		3,450.00				
46611	1/24/2019	39.60	WE ENERGIES	10-7104-736-0222	1010 CAMERON WAY	Street Signal &/Stre
	1/24/2019	18.96	WE ENERGIES	10-4103-733-0222	DELL CT & DOGWOOD TR	Sanitation/Sanit Sew
	1/24/2019	595.77	WE ENERGIES	10-4103-733-0222	DPW ELECTRIC TO 1/11	Sanitation/Sanit Sew
	1/24/2019	76.44	WE ENERGIES	49-3901-733-0222	DPW ELECTRIC TO 1/11	Storm Water Manageme
	1/24/2019	52.82	WE ENERGIES	10-8801-788-0222	631 W WINNECONNE AVE	Parks/Parks Operatio
	1/24/2019	26.14	WE ENERGIES	10-8804-788-0222	PLAYING IN THE RAIN	Parks/City Sculpture
	1/24/2019	716.43	WE ENERGIES	10-8801-788-0222	NPRD ELECTRIC TO 1/1	Parks/Parks Operatio
	1/24/2019	11.55	WE ENERGIES	10-8801-788-0223	NPRD GAS TO 1/14	Parks/Parks Operatio
	1/24/2019	19.77	WE ENERGIES	10-7101-736-0222	WINNECONNE & ZEMLOCK	Street Signal &/Traf
	1/24/2019	559.51	WE ENERGIES	10-8801-788-0222	NPRD ELECTRIC TO 1/1	Parks/Parks Operatio
	1/24/2019	722.06	WE ENERGIES	10-8801-788-0223	NPRD GAS TO 1/18	Parks/Parks Operatio
	1/24/2019	31.82	WE ENERGIES	10-7101-736-0222	WINNECONNE & HARRISO	Street Signal &/Traf
	1/24/2019	180.33	WE ENERGIES	10-7104-736-0222	WINNECONNE & HARRISO	Street Signal &/Stre
	1/24/2019	47.61	WE ENERGIES	10-7101-736-0222	1ST & FOREST AVE	Street Signal &/Traf
	1/24/2019	1,196.94	WE ENERGIES	10-7104-736-0222	100 1ST ST	Street Signal &/Stre
	1/24/2019	229.93	WE ENERGIES	10-8801-788-0222	MEMORIAL PARK/AREA L	Parks/Parks Operatio
	1/24/2019	60.75	WE ENERGIES	10-8801-788-0222	GREEN PARK - SHELTER	Parks/Parks Operatio
	1/24/2019	119.45	WE ENERGIES	10-8801-788-0223	GREEN PARK - SHELTER	Parks/Parks Operatio
	1/24/2019	126.14	WE ENERGIES	10-8801-788-0222	DOTY PARK - AREA LIG	Parks/Parks Operatio
	1/24/2019	400.05	WE ENERGIES	10-8801-788-0222	MEMORIAL PARK GARAGE	Parks/Parks Operatio
CHECK TOTAL		5,232.07				
46613	1/24/2019	153,298.00	WINNEFOX AUTOMATED LIBRARY SER	10-9503-821-0236	2019 WALS FEE	Public Library/WALS
CHECK TOTAL		153,298.00				
46614	1/24/2019	23,474.31	WINNEFOX LIBRARY SYSTEM	10-9501-821-0349	ELECTRONIC RESOURCES	Public Library/Libra
CHECK TOTAL		23,474.31				
46624	1/31/2019	3,055.72	GRAYMONT CAPITAL INC	400-0401-770-6410	HYDRATED LIME	Water
	1/31/2019	3,202.66	GRAYMONT CAPITAL INC	400-0401-770-6410	HYDRATED LIME	Water
	1/31/2019	3,240.58	GRAYMONT CAPITAL INC	400-0401-770-6410	HYDRATED LIME	Water
CHECK TOTAL		9,498.96				
46626	1/31/2019	593.43	HOLTGER BROS INC	43-1701-708-0236	FIBER RELOCATE - BEL	Information Systems

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	1/31/2019	1,619.20	HOLTGER BROS INC	43-1701-708-0236	FIBER RELOCATE - BEL	Information Systems
	CHECK TOTAL	2,212.63				
46629	1/31/2019	37,803.89	MENASHA, CITY OF	41-6302-952-0450	JAN RETIREMENT/FIRE	Benefit Accrual Fund
	CHECK TOTAL	37,803.89				
46636	1/31/2019	10,000.00	USPS-HASLER	10-0000-132-0500	REPLENISH POSTAGE ME	General Fund
	CHECK TOTAL	10,000.00				

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