

It is expected that a Quorum of the Personnel Committee, Administration Committee, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
February 18, 2013
6:45 PM
or immediately following the Administration Committee
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [February 4, 2013](#)
- D. COMMUNICATION
 - 1. [Public Protection Facility Gas Usage](#)
 - 2. [Project Update for Melissa Street Paving, Midway Road Concrete Walk and Milwaukee Street Paving \(Ald. Taylor\)](#)
- E. ACTION ITEMS
 - 1. [Amendment to Station 36 Construction Grant \(NMFR\)](#)
- F. ADJOURNMENT

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

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
February 4, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:30 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Krueger, Zelinski, Englebert, Benner, Klein, Taylor, Sevenich, Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, LD Lenz, Dpty Treasurer Sassman, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [January 21, 2013](#)

Moved by Ald. Krueger, seconded by Ald. Zelinski to approve minutes.

Motion carried on voice vote.

D. COMMUNICATION

1. [Notice Regarding Ninth Street Lift Station and Force Main Improvement Project](#)

DPW Radtke explained the City has experienced several sanitary sewer bypasses in the last decade within the Ninth Street Life Station drainage basin. The WisDNR and the City have executed a Compliance Agreement to reduce the clear water entry into the City's sewerage system, including problems in the Ninth Street Lift Station drainage district. DPW Radtke explained the improvements to the lift station and the estimated cost of \$459,400. The project will be financed with a low interest loan from the Wisconsin Clean Water Fund. The bid process will begin in March 2013 with the project expected to be completed by August 2013. They are expecting no service interruptions during the improvement project.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Klein to adjourn at 6:40 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk



Memorandum

Date: February 11, 2013

To: Common Council

From: Adam Alix, Asst. Superintendent of Buildings and Parks

Re: City of Menasha Public Protection Facility Gas Usage

As all of you should know we recently replaced the gas fired boilers at the Public Protection Facility with the financial assistance from the American Recovery and Reinvestment Act. Using the winter months just prior to their replacement as our base line we calculated that we were consuming 2.93 Therms per heating degree day. Since the installation of the new boilers we are now consuming only 2.21 Therms per heating degree day for an approximate savings of 25%.

Between October 1, 2011 and January 27, 2013 we have experienced 9,819 heating degree days while consuming 21,677 Therms to operate the boilers at a total cost of \$15,000.57 (\$.6920/Therm). Had we still been heating the facility with the old boilers using 2.93 Therms per heating degree day we would have consumed 28,770 Therms at a total cost of \$19,908.84 (28,770 X \$.6920) over that same time period. This increased efficiency has resulted in the City saving \$4,908.27 over the past one and one half heating seasons.



Memorandum

DATE: February 13, 2013

TO: Board of Public Works

FROM: Mark Radtke, Director of Public Works *MR*

RE: Project Update for Melissa Street Paving, Midway Road Concrete Walk and Milwaukee Street Paving

Alderman Taylor requested an update for the following 2013 projects:

Melissa Street (Plank Road – Ninth Street)

Included in this street rehabilitation project is replacement of defective curb and gutter sections, installation of pavement underdrain pipes, replacement of substandard storm inlets, pulverizing of existing asphalt pavement and gravel base, excavation of identified poor subgrade soils, grading of pulverized base and paving of a new 4" thick asphalt pavement. This project involves work in both the City of Menasha and the Town of Menasha. The City of Menasha Public Works crews will be completing the curb and gutter, underdrain and inlet work and the rest of the construction work will be bid. It is anticipated the Town of Menasha will be the lead agency because the Town is bidding a larger asphalt paving project and we expect better prices by including this project with the larger bid.

An inter-municipal agreement will need to be executed for this project. We have met with the Town regarding this project and are awaiting the agreement for consideration by the Council. It is expected this project will be bid in April or May with work starting in June and completion expected 4-6 weeks later.

Midway Road Concrete Walk

This project consists of constructing a five foot wide concrete sidewalk in the City of Menasha and Town of Menasha at various locations along Midway Road from Fatima Street to Home Avenue on the south side of Midway Road and from RR Donnelly's easternmost driveway to Appleton Road on the north side of Midway Road.

Permanent easements are needed at eight locations in the City and one location in the Town. The City retained the services of an engineering firm to negotiate and obtain our easements. According to a recent discussion with the engineering firm, all but one of the property owners have agreed to grant the easement. The one property owner is reviewing the appraisal report in consideration of granting the easement. The appraisal report, including the compensation offer, was submitted to the property owner and we are awaiting his response.

If the owner objects to the compensation offer, the City has an alternative design that places the walk entirely within the street right of way, thus eliminating the need for the easement. This would result in a steeper slope behind the walk for that particular property so there is incentive in addition to compensation for this property owner and we anticipate the easement will be signed.

The Town of Menasha has reviewed the inter-municipal agreement for this project and is suggesting a revision to one of the clauses. City Attorney Captain and I are reviewing the revision and we will update the Board with our recommendation at a future Board meeting. We expect to open bids for this project in April or May with work commencing in May or June and a 6-8 week project completion timeframe.

Milwaukee Street (Broad Street to Third Street)

This project will involve replacement of defective curb and gutter sections, installation of pavement underdrain pipes, replacement of substandard storm inlets, pulverizing of existing asphalt pavement and gravel base, excavation of poor subgrade soils, grading of pulverized base and paving of a new 6" thick asphalt pavement. All but the pulverizing will be completed by Public Works crews. The curb and gutter, underdrain and storm inlet work is anticipated to start in April or May and the pulverizing, excavation, grading and paving is expected to commence in June following the Memorial Day Parade with completion targeted prior to the Communityfest Parade on July 3rd.

Other City streets to be similarly paved (except at a 4" asphalt thickness) by Public Works crews in 2013 include Arthur Street (Seventh Street to Ninth Street), Hickory Hollow Lane, Dunning Street and Northridge Court. Arthur Street is expected to start in May and work on the other streets is expected to start in July or August, with each project area estimated to require 4-6 weeks of construction activity.

Carol A. Schmidt

From: AAuxier@nmfire.org
Sent: Monday, February 11, 2013 11:18 AM
To: Carol A. Schmidt
Subject: Station 36 Construction Grant
Attachments: Truck Exhaust Amendment Request.pdf; Truck Exhaust Amendment Approval.pdf

Good Morning Carol,

NMFR recently applied for an Amendment to our Station 36 Construction Grant. We have received approval of the Amendment and are looking to place it on the agenda for the next Menasha Public Works Committee Meeting for acceptance. The first email to FEMA, Truck Exhaust Amendment Request, attachment below describes what we asked for in upgrading our truck exhaust for Station 36 and a request for sound board for the kitchen to help solve an echo problem we have in the kitchen area. The second email from FEMA, Truck Exhaust Amendment Approval, attachment below is the approval of our request. Could you please place the acceptance of the Grant Amendment on the next Public Works Committee Agenda. If you have any questions or need more information please email or call me.

Thank you!

Al Auxier
Fire Chief
Neenah-Menasha Fire Rescue
aauxier@nmfire.org
(920)886-6203, office
(920)209-9509, cell

Request Grant Amendment

Amendment Number: EMW-2009-FC-01344R-004

Federal share awarded: 1,208,522.00
Federal share requested: 1,200,855.00
Amount paid to date: 1,200,855.00
Amount of pending payments: 0.00
Balance of federal funds: 7,667.00

Reviewed on/By 01-07-2013 by EARL DAVIS

Grantee Comments History

Grantee Comments

This letter is in written response to your amendment (budget line item and/or equipment change) within the scope of the grant. You may obtain the items listed in the amendment, and your request is hereby approved for purchasing. Please maintain copies of all bids/quotes, purchase receipts, vouchers, etc., along with a copy of this letter in your grant file. All other terms and conditions remain unchanged. If you have any further questions and/or concerns please contact me at (202) 786-9740. Sincerely, Earl Davis Department of Homeland Security/FEMA Grants Managements Specialist

Grant Amendment Request

You may either type your request in the space provided below; or create the text in your word processing system and then copy it into the space provided below.

With surplus funding we would like to address the two following issues that have developed through the completion of the build on our new fire station. Item 1: We have had continual noise issues with this facility and the speaker system. This problem is linked to the construction of the building and not the speaker system. The construction of this building and its LEED design made for hard surface construction. The floors are tile, the walls and ceiling are drywall causing no absorption of sound. This creates a bouncing of the sound that is bad in the kitchen and dining room area. This causes issues with properly hearing the emergency dispatches. We would like to help correct this by installing an acoustical soundboard that will help with sound absorption. The cost for this soundboard is \$700.00. Item 2: When we proposed our grant application we tried to be as economical as possible for the project. One of these items was that we transferred our existing vehicle exhaust system from our old station. This system is over ten years old and has had some problems since we transferred it. We are currently operating with only one of the two bays having a working exhaust system. The problem we are having is with the hose drops and the connection boots. What we proposed is to purchase new hose drop systems that would include an updated track system, hose and connection boots. We would still use the existing ductwork, sensor system, control panel and exhaust fan all of which are working fine. We would do the installation with our own on duty personnel so there will be no charge for labor. The cost of the parts and shipping would be \$6,726.76. With both items approved the total amount would be \$7,426.76. Currently we have a balance of \$7,667.00 left in this award.

[Reply]

To: Kevin Shelley
Date: 01/08/2013
Subject: Re: award number EMW-2009-FC-01344R
From: firegrants@dhs.gov

EMW-2009-FC-01344R
Neenah Menasha Fire Rescue
Tara Theisen

Your amendment has been approved. Your grant has been amended in the Assistance to Firefighters eGrants System. Please go to the website at <https://portal.fema.gov> to view your amendment package. After logging in, select the Manage Grant option on the status page and then select Grant Amendment(s) link in the menu.

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