

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
July 20, 2009
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:06 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Pack, Hendricks, Zelinski, Benner, Pamerter, Taylor

EXCUSED: Ald. Wisneski and Englebert

ALSO PRESENT: Mayor Merkes, Atty Ryan Thompson, Lt. Styka, CDD Keil,
C/T Stoffel, PWS Jacobson, Ass PW Nieland, Clerk Galeazzi,
and the Press.

C. MINUTES TO APPROVE

1. [July 6, 2009](#)

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

Motion carried on voice vote.

D. ACTION ITEMS

1. [Street Use Application – Race the Lake; Sunday, August 16, 2009; 7:30 AM – 8:30 AM; \(Midwest Sports Events and ARC-Winnebago County Disabilities\)](#)

Moved by Ald. Zelinski, seconded by Ald. Pack to recommend approval to Common Council
Motion carried on voice vote.

2. [Street Use Application – St. Joseph’s Food Pantry Run/Walk; Saturday, October 31, 2009; 8:45 AM – 10:00 AM; \(Pacesetter’s of the Fox Cities\)](#)

Moved by Ald. Pack, seconded by Ald. Pamerter to recommend approval to Common Council
Motion carried on voice vote.

3. [Street Use Application – Labor Day Parade; Monday, September 7, 2009; 9:30 AM–11:30 AM \(Fox Valley Area Labor Council\)](#)

Moved by Ald. Pamerter, seconded by Ald. Benner to recommend approval to Common Council
Motion carried on voice vote.

4. [Change Order – Badger Highways Co., Inc.; Contract Unit No. 2009-02; Appleton Street Asphalt Street Reconstruction; ADD: \\$6,130.11 \(Change Order No. 1 and Final\)](#)

When asked if this change order covers any grading or sidewalk repair, PWS Jacobson explained the engineering department has a separate contract for sidewalk repairs.

Moved by Ald. Pack, seconded by Ald. Hendricks to recommend approval to Common Council
Motion carried on voice vote.

5. [Payment – Badger Highways Co., Inc.; Contract Unit No. 2009-02; Appleton Street Asphalt Street Reconstruction; \\$108,811.07 \(Payment No. 1 & Final\)](#)

When asked about removing screening from the drains, PWS Jacobson explained the screening stays in place until the grass has grown back as per regulations.

Moved by Ald. Pack, seconded by Ald. Zelinski to recommend approval to Common Council
Motion carried on voice vote.

6. [Payment – Insituform Technologies, USA, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01A; Sanitary Sewer Lining; \\$108,493.08 \(Payment No. 9 and Final\)](#)

Moved by Ald. Pack, seconded by Ald. Zelinski to recommend approval to Common Council
Motion carried on voice vote.

7. [Payment – Vinton Construction Company; Contract Unit No. 2009-01; Midway Business Park Concrete Street & Walk Construction; \\$164,380.52 \(Payment No. 1\)](#)

PWS Jacobson explained the project is approximately half done. They are on schedule to complete the project as per the contract.

Moved by Ald. Pack, seconded by Ald. Zelinski to recommend approval to Common Council
Motion carried on voice vote.

8. [Consideration of Revisions for Storm Water Charges in Five Oaks Mobile Home Park or Other Manufactured Housing Communities](#)

Discussion ensued on storm water utility is mandated by the State; currently manufactured housing communities are charged as a multi-family residential; changing manufactured housing communities to single family dwellings could cause the storm water utility to lose approximately \$9,000 in collected fees; Five Oaks has private streets.

When asked if there are any other areas in the City that would have private streets/developments, CDD Keil explained in other areas that have private streets/developments the streets are owned in common by the property owners abutting the streets or driveways. All of the land in Five Oaks, including the private streets, is owned by a single entity. This entity is billed based on the total amount of impervious area on the site, including the private streets.

Moved by Ald. Pack, seconded by Ald. Benner to recommend to Common Council considering manufactured housing community units the same as single-family residential units, in which case each home site would be charged one ERU fee.

Moved by Ald. Benner, seconded by Ald. Pack to amend to include the storm water utility fee be retro to the first of the year.

Motion on amendment carried on voice vote.

Motion as amended carried on voice vote.

9. [Authorization to Execute County/Municipal Recycling Agreement \(Amendment I and Extension III – Winnebago County\)](#)

Moved by Ald. Zelinski, seconded by Ald. Hendricks to recommend approval to Common Council
Motion carried on voice vote.

10. [Consideration of Initiating Single Stream Recycling Operations](#)

Moved by Ald. Pamenter, seconded by Ald. Hendricks to recommend approval to Common Council

Discussion: PWS Jacobson explained now is the time to move forward to purchase the recycling carts as it is a good opportunity to secure a low price. When asked about outsourcing recycling, PWS Jacobson replied outsourcing is not always the best solution. PWS Jacobson explained with the elimination of blue recycling bags, residents will be using multiple containers for recycling. It will take extra staff time to pick up recycling as it will need to be done manually. He has been checking on other options to fund the carts needed for automated. One option is private donations/sponsorship. It would be better for the City to own the carts and have the residents rent the carts. The City would have more control on the maintenance of the carts. Vendors will hold the price quote until Jan 1, 2010 if they have a commitment from the City.

Discussion ensued on waiting to make a decision until they have more information.
Ald. Pamenter and Hendricks withdrew their motion

11. [Request for Traffic Study to Investigate the Placement of Yield Signs \(Ald. Zelinski\):](#)
 - a. [First Street at Ice Street](#)
 - b. [Ice Street at Second Street](#)

Moved by Ald. Zelinski, seconded by Ald. Pack to recommend a traffic study.

Discussion: Lt. Styka explained the intersections referred to are t-shape intersections and a traffic control sign is not always recommended at this type of intersection. If a traffic study is done, the numbers would be inaccurate due to the construction on Third Street.

Mayor Merkes recommended waiting until after the Third Street corridor is open to traffic before conducting a traffic study.

Ald. Zelinski and Pack withdrew their original motion.

Moved by Ald. Zelinski, seconded by Ald. Pack to recommend a traffic study after the Third Street corridor is open to traffic.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Pack, seconded by Ald. Benner to adjourn at 8:22 p.m.

Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, WCMC
City Clerk