

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
April 6, 2009
6:45 PM
or immediately following the Administration Committee

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [March 16, 2009](#)

D. ACTION ITEMS

1. [Street Use Application – National Night Out; Tuesday, August 4, 2009; 3:30 PM – 8:30 PM \(Trinity Lutheran Church\)](#)
2. [Street Use Application – Memorial Day Parade; Monday, May 25, 2009; 8:00 AM – 10:30 AM \(VFW Post 2126\)](#)
3. [Change Order – DeGroot, Inc.; Third Street Water Main Replacement Project; ADD: \\$10,500.00 \(Recommended by Utilities Commission 3/25/09\)](#)
4. [Recommendation to Award – Energenecs; Menasha Utilities Water Plant Soda Ash Pumps Replacement; \\$25,286.00](#)
5. [Authorization to Execute WisDOT Bridge Operation Agreement for Fiscal Year 2010](#)
6. [Motion to Remove from Table “Request to Install Stop for Pedestrians” Sign in Ahnaip Street at RR Donnelly Pedestrian Crossing \(Ald. Pamerter\)](#)
7. [Approval of Fee Schedule for Construction Site Erosion and Sediment Control Permit](#)

E. 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
March 16, 2009
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Pack at 7:32 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Hendricks, Zelinski, Michalkiewicz, Benner, Pamerter, Taylor, Wisneski, Pack
ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, Lt. Brunn, DPW Radtke, CDD Keil,
Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. [March 2, 2009](#)

Moved by Ald. Taylor, seconded by Ald. Hendricks to approve minutes.
Motion carried on voice vote.

D. ACTION ITEMS

1. [Recommendation to Award – Vinton Construction Co.; Contract Unit No. 2009-01; Midway Business Park \(Wittmann Drive & University Drive\); Concrete Street & Sidewalk Construction; \\$422,617.31](#)

DPW Radtke explained Vinton Construction was the lowest of the four bids submitted. The alternate bid option was not exercised because we received a lower cost alternate bid with the asphalt street reconstruction project. The alternate bid is for asphalt pulverizing on streets to be resurfaced by City Public Works crews.

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

2. [Recommendation to Award – Badger Highways, Co., Inc.; Contract Unit No. 2009-02; Appleton Street – Asphalt Street Reconstruction; \\$102,680.96](#)

DPW Radtke explained Badger Highways was the lowest of the three bids submitted. The recommended award amount includes the alternate bid for additional asphalt pavement pulverizing. Prior to the start of construction, he will review the drainage and storm sewer heaving concerns of residents in that area.

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

E. ADJOURNMENT

Moved by Ald. Michalkiewicz, seconded by Ald. Taylor to adjourn at 7:50 p.m.
Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, WCMC
City Clerk



STREET USE APPLICATION National Night Out

Sponsored by: Innity Lutheran Menasha
 Responsible Person: Michelle Neuman
 Address: 300 Broad St
Menasha WI 54952
 Phone: 920-722-2662
 Email Address: cmneuman@yahoo.com

Street Use Date:	<u>8-4-09</u>
Start Time:	<u>3:30 pm</u>
End Time:	<u>8:30 pm</u>
Number of Units:	<u>unknown at this time</u>

Street Route: (Attach Map) Broad St from Toyco to (First?) one block road
 Description of Use Road will have police vehicles, military fire, ambulance etc. + people walking in street

map was sent already.

Liability Insurance has been secured in the amount of \$ 3,000,000 with the City of Menasha named as the additional insured.
 Insurance Company Church Mutual Insurance Company Policy No. 0075116-02-667553
 (Attached is a copy of the insurance certificate).

Date: 8/6/09 Applicant's Signature: Michelle Neuman

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of Twenty-Five Dollars (\$25.00). Make checks payable to City of Menasha. See highlighted portion of the attached City of Menasha Municipal Code.

pd #1523

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF

Scheduled Park & Recreation Board Review Date: _____
 Not Required: Approved: _____ Denied: _____

Scheduled Common Council Review Date: 4/6/09
 Approved: _____ Denied: _____

APPROVAL:
 Police Dept. RL Fire Dept. LVV Public Works Dept. MR City Attorney SSG



LITTLE LAKE BUTTE DES MORTS

LAKE WINNEBAGO

* We wish to c
planning in front
church - c

S:\PUBLICWORKS PUBLIC\CMO\CitySupport\mapcity_indov_map.dwg_5/4/2008 1:40:41 PM





STREET USE APPLICATION

Sponsored by: NEENAH/MENASHA VETERANS VFW POST 2126, ORGANIZER

Responsible Person: CLIFF FISCHER

Address: 358 NICOLET BLVD
MENASHA, WI 54952

Phone: (920) 725-1336

Email Address: _____

Street Use Date: 5-25-09

Start Time: 8:00 AM

End Time: 10:30 AM

Number of Units: 75-100

Street Route: (Attach Map) PARADE ROUTE MAP ATTACHED

Description of Use MEMORIAL DAY PARADE

Liability Insurance has been secured in the amount of \$ 1,000,000 with the City of Menasha named as the additional insured. *Tulip Policy through City of Menasha.

Insurance Company Colony Insurance Company (A) Policy No. AR 6360147-2
Genesis Indemnity Insurance Co. (B)

(Attached is a copy of the insurance certificate).

Date: 3-16-09 Applicant's Signature: Clifford Fischer

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of Twenty-Five Dollars (\$25.00). Make checks payable to City of Menasha. See highlighted portion of the attached City of Menasha Municipal Code. pd CR #812. 09

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF

Scheduled Park & Recreation Board Review Date: _____

Not Required: Approved: _____ Denied: _____

Scheduled Common Council Review Date: 4/6/09

Approved: _____ Denied: _____

APPROVAL:

Police Dept. RS Fire Dept. WV Public Works Dept. MR City Attorney SSB

PARADE ENDS
DOTY AVE.

CHURCH ST.

WISC. AVE

MEMORIAL DAY PARADE ROUTE
MAY 25th 2009

NEENAH

NORTH COMMERCIAL

Nicolet Blvd SANFORD ST.

MENASHA

WASHINGTON

8:00 AM
WATER
FRONT
SERVICE

WILL ST

MAIN ST

TAYCO ST.

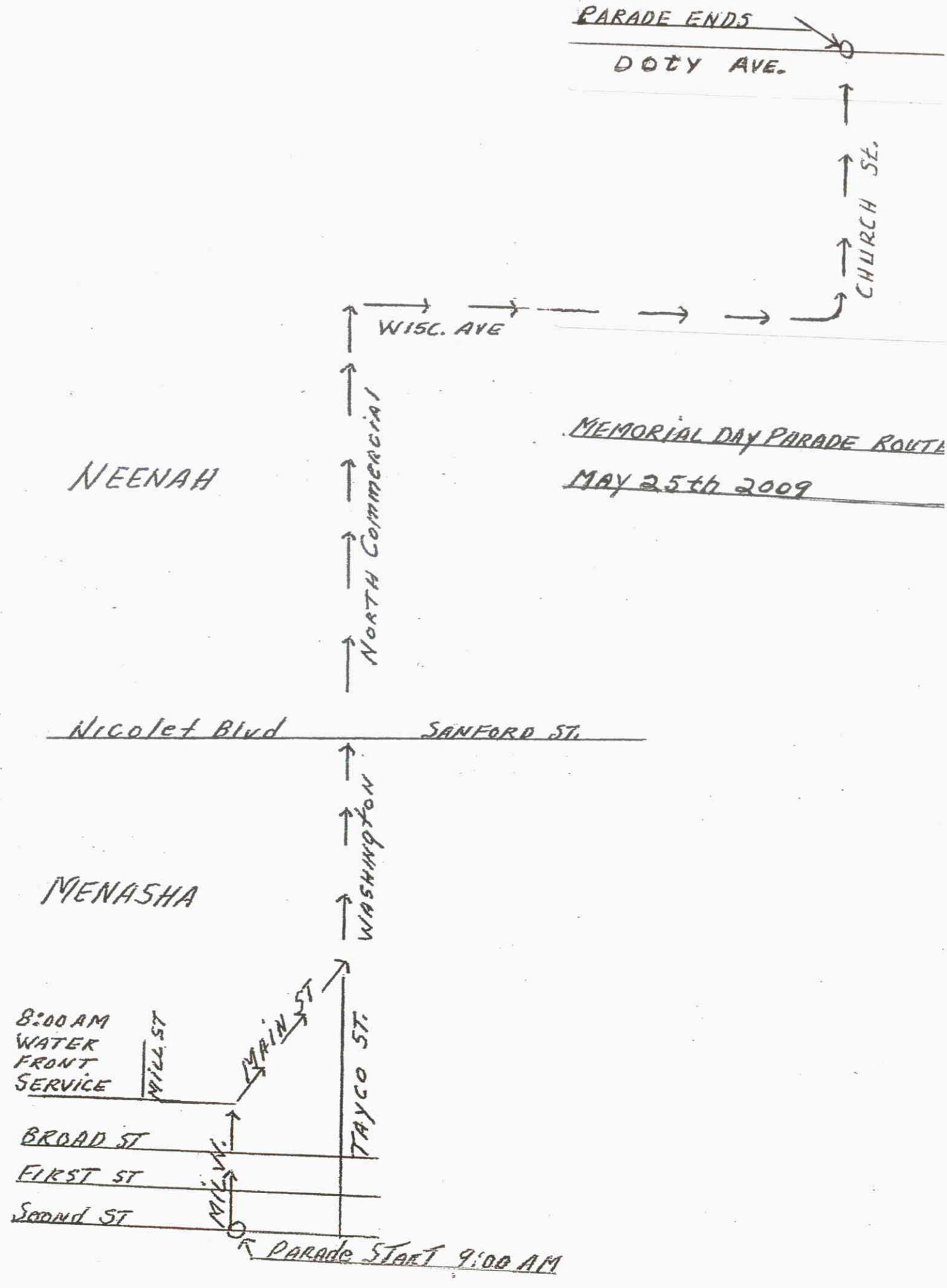
BROAD ST

FIRST ST

Second ST

MILWA.

PARADE START 9:00 AM





321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 • www.menashautilities.com

MEMORANDUM

TO: Mark Radtke, Director
Public Works

FROM: Carl Verhagen
Interim General Manager

DATE: March 26, 2009

SUBJECT: Recommendation for Approval of Change Order

At the Regular Meeting of the Menasha Utilities Commission on March 25, 2009, a motion was approved requesting the Board of Public Works recommend to the Common Council approval of Change Order No. 1 from DeGroot, Inc. for the Third Street Water Main Replacement project, in the amount of \$10,500.00.

This change order is needed due to the requirements for detour signage changing from the original plan and specification documents and will cover the cost associated with posting the detour.

CHANGE ORDER NO. 1

PROJECT: Third Street Water Main Replacement
OWNER: Menasha Utilities
PROJECT ID: -
CONTRACTOR: De Groot, Inc.
CONTRACTOR PROJECT NO.: 0

DATE OF ISSUANCE: March 16, 2009
EFFECTIVE DATE: March 16, 2009
ENGINEER: OMNINI Associates
ENGINEERS PROJECT NO.: M1314A08

You are directed to make the following changes in the Contract Documents:

Description: Added Detour to the Traffic Control Plan - See Attachments
Reason for Change Order: The requirements for detour signage changed from the original plan and specification documents. This is to cover the extra cost associated with posting the detour.

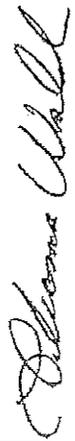
CHANGE IN CONTRACT PRICE

Original Contract Price \$ 570,109.46
 Net Increase (Decrease) of this Change Order \$ 10,500.00
 Contact Price with all approved Change Orders \$ 580,609.46

CHANGE IN CONTRACT SCHEDULE

Original Contract Times (days or dates)
 Substantial Completion: May 22, 2009
 Ready for final payment: June 1, 2009
 Net Increase (Decrease) of this Change Order: 0
 Contract Times with all approved Change Orders (days or dates)
 Substantial Completion: May 22, 2009
 Ready for final payment: June 1, 2009

RECOMMENDED:

By: 
 Thomas Walsh
 OMNINI Associates

Date: _____

APPROVED:

By: Mark Alwardt
 Menasha Utilities

Date: _____

ACCEPTED:

By: 
 For: De Groot, Inc.
 Title: Pres.
 Date: 3/16/09



321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 • www.menashautilities.com

MEMORANDUM

TO: Mark Radtke, Director
Public Works

FROM: Carl Verhagen
Interim General Manager

DATE: March 26, 2009

SUBJECT: Recommendation for Award

At the Regular Meeting of the Menasha Utilities Commission on March 25, 2009, a motion was approved requesting the Board of Public Works recommend to the Common Council award of the contract for Soda Ash Pumps to the low bidder, Energenecs. in the amount of \$36,796.00.

The existing single motor, dual head pump system does not have the capacity to meet the system need for soda ash induction especially with the cold temperature of our source water. Further, there is no back-up pump system if the single pump fails as deemed necessary by the WDNR. Therefore, this purchase is being recommended to: 1) to satisfy WDNR's concern for a Soda Ash pumping system with back-up, and 2) to install a system with sufficient system capacity.

The two new pumps will be installed and operated together with the existing pumps functioning in back-up.

This recommendation is subject to Common Council approval and funds are available from the Wisconsin Safe Drinking Water Loan.



321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 • www.menashautilities.com

Date: March 13, 2009

To: Menasha Utilities Commission

From: Melanie Krause, Manager of Business Operations
 Jerry Sturm, Water Plant Supervisor

RE: Soda Ash Pumps

Bids were opened on March 13, 2009 at 2:00 p.m. for the Water Plant Soda Ash Pumps as detailed below. It is our recommendation to award the bid to Energenecs and the funds to replace these pumps will come from the Safe Water Drinking Loan since funds are still available in the contingency.

Menasha Utilities Bid Tabulation for Soda Ash Pumps Water Treatment Plant	Bidder	Bidder
	Siemens	Energenecs
(2) Wallace and Tiernan Model M55 ChemTube Peristaltic Metering Pumps, right angle constant speed gearbox, to operate at 800 GPH@ 17.5RPM vs 45 PSI, with cast iron rollers and pump housing, carbon steel rotor and mounting frame, Hypalon hose, 2" flanged PVC ends and inserts, leak detector switch and 2 HP, 230/460V, 3PH, 60HZ, 1750 RPM, 143TC Frame, TEBC Inverter Duty Motor.	28,800.00	25,286.00
(2) Baldor Series 15H Variable frequency drive, 1 1/2 or 2 HP, 460 V, NEMA 4X enclosure	3,800.00	2,884.00
(2) Spray lubricant (AAB7844) and	200.00	226.00
(6) Spare Hypalon Tube (AAC1811)	8,700.00	7,200.00
Total	41,500.00	36,796.00



Division of Transportation
System Development
Northeast Regional Office
944 Vanderperren Way
PO Box 28080
Green Bay, WI 54324-0080

RECEIVED

MAR 26 2009

Jim Doyle, Governor
Frank J. Busalacchi, Secretary
Internet web site: www.dot.wisconsin.gov

Telephone: (920)492-5643
Facsimile (FAX): (920)492-5640
E-mail: greenbay.dtd@dot.state.wi.us

March 23, 2009

City of Menasha
City Hall
140 Main Street
Menasha, WI 54952

SUBJECT: Bridge Operation Agreement for Fiscal 2010
0070-01-52

Enclosed are four (4) copies of the subject agreements for your review. If they meet with your approval, sign all four (4) copies and return them to us. Upon final execution, a completed agreement will be returned to you. Your date of signature is required on the first page.

Please note the various documents we will also need from you. A certified copy of salaries, fringe benefits to be paid as well as the names, addresses, and telephone numbers of all employees affected.

We appreciate the time and effort you have extended to us in the past as relates to the bridge operations and look forward to working with you in the next year.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dale S. Weber".

Dale S. Weber, P.E.
Northeast Region Structure Maintenance and Inspection Engineer

Enclosure

BRIDGE OPERATION AGREEMENT
TAYCO STREET BRIDGE, (B-70-97)
RACINE STREET BRIDGE, (B-70-01)
WINNEBAGO COUNTY – WISCONSIN
0070-01-52
FISCAL 2010

MEMORANDUM OF AGREEMENT, made this _____ day of _____, 20____, by and between the State of Wisconsin, Department of Transportation, party of the first part, hereinafter called the State, and the City of Menasha, Winnebago County, Wisconsin represented by the Mayor and City Clerk, party of the second part, hereinafter called the City.

WITNESSETH: That for and in consideration of payments covering the operating costs of the Tayco Street Bridge and the Racine Street Bridge to be made by the State to the City as permitted under the provisions of Section 84.10 Statutes, said City agrees as follows:

- (1) To operate the bridges during the period of July 1, 2009, thru June 30, 2010, in accordance with the pertinent laws, rules and regulations governing navigation, pedestrian and vehicular traffic.
- (2) To provide operating personnel as described in subparagraphs (2a) through (2g) and as may be otherwise affected herein, all in accordance with existing City policies, procedures and the provisions of applicable labor agreements.
 - (2a) To employ the services of up to six (6) operators, up to four (4) full time and up to two (2) part time during the navigation season. The State will notify the City each year of the start and ending days of the navigation season. The operators will be considered as seasonal employees eligible for unemployment compensation during the non-navigation period. The hours and dates of navigation will be defined by the Commander, Ninth Coast Guard District.
 - (2b) To employ the services of a substitute operator if needed, as determined by the City, who shall serve on both bridges during vacation periods, periods of illness, and for other periods as may be deemed appropriate, and to minimize the need for premium overtime pay.
 - (2c) To establish the monthly or hourly salaries and bonus payment, if any, to be paid to the operators subject to the review and approval of the State. A certified copy of the action by the governing body establishing such salaries and bonus payments, if any, shall be filed with the State at the time the agreement is returned for execution by the State. The City may alter the salaries and provide for or alter bonus payments during the life of this agreement in the event it is necessary to make adjustments on account of changing economic conditions. A certified copy of the action to alter salaries or to provide for or alter bonus payments shall be filed with the State and will be subject to the approval of the State.
 - (2d) To notify the State, as to the name, address and telephone number, if any, of each of the operators. The City Street Superintendent shall be in

charge of all operators and he shall receive and carry out such orders or instructions as received pertaining to the proper operation and care of the bridge. The State shall reimburse the City for that portion of time that the Street Superintendent spends checking the operators and the bridges.

- (2e) Except as stated below, no operator shall work more than eight (8) hours in any twenty-four (24) hours or 40 hours in any week. During periods of emergencies operators shall work not more than twelve (12) hours each in any twenty-four (24) hours. When an operator is to be absent from duty, the State shall be notified by the Street Superintendent and advised as to the probable extent of such absence. The Street Superintendent shall review each bridge operator's building weekly after the navigation season is closed to check for appropriate heat.
- (2f) To grant such vacation and sick leave with pay to each operator as may be due in accordance with applicable rules and regulations governing the matter of vacation and sick leave for other employees of the City covered by a labor agreement with Local 1035. A certified current copy of the action governing same shall be filed with the State at the time the agreement is returned for execution by the State. Vacations charged to the State shall be prorated according to the number of months served per year by the employees as bridge operator.
- (2g) To terminate the service of any operator when it can be shown that the operator is negligent in his/her duty or is otherwise conducting himself in a manner detrimental to the best interest of the State and/or the City as provided in the collective bargaining covering full time non-probationary bridge tenders.
- (3) To assume the cost of roadway lighting system and snow and ice removal and control.
- (4) To make such reports and records as may be required by the City and/or the State.
- (5) To furnish the necessary supplies subject to reimbursement by the State except for such items as may be furnished directly by the State.
- (6) To immediately notify the State in case of any emergency.
- (7) To submit a monthly signed statement, in duplicate, on official invoice or letterhead form for reimbursement of operation costs to the Transportation Region Office, State of Wisconsin, at Green Bay, Wisconsin. Statements are to be submitted no later than fifteenth (15) of the following month and are to include all the costs for the preceding calendar month, together with a copy of electric bills on utility company forms. Each bridge should be listed separately but may be submitted on one (1) sheet. Statements will include the cost of premiums on worker's compensation insurance, liability insurance, and contributions made by the City to its unemployment reserve account in the event that the City is operating under the provisions of Chapter 108, Wisconsin Statutes. Statements

may include contributions made to employee retirement or made to employee retirement under the provisions of Chapter 66, Wisconsin Statutes.

(8) The amount of this agreement is estimated at \$186,300.

In connection with the performance of work under this contract the City agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, developmental disability as defined in Statute 51.01 (5), sexual orientation as defined in Statute 111.32 (13m) or national origin. Employees must meet qualifications and requirements as specified by the Wisconsin Department of Transportation. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. Except with respect to sexual orientation, the City further agrees to take affirmative action to ensure equal employment opportunities. The City agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

And the said State, in consideration of the faithful performance by the City of the conditions as outlined, agrees to reimburse the said City upon submission of invoice covering said operating costs. The State reserves the right, if necessary, to make inquiries to verify the items in the invoice.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures, the City on the day and year above written and the State on the ____ day of _____, 20____.

STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION

CITY OF MENASHA
WINNEBAGO COUNTY
WISCONSIN

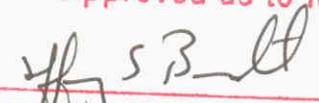
By _____
Northeast Region Transportation Director

By _____
Mayor

By _____
DIV. Of Transportation Systems Development
Director, Bureau Highway Operations

By _____
City Clerk

Approved as to form

 4-2-09

Jeffrey S. Brandt, City Attorney



November 12, 2008

Board of Public Works
City of Menasha
Menasha, WI 54952

RE: Request to Install Stop for Pedestrians Sign in Ahnaip Street at RR Donnelly
Pedestrian Crossing

Members of the Board:

We have received a request from RR Donnelly to install an in street "Stop for Pedestrians in Crosswalk" sign in Ahnaip Street on both approaches to the crosswalk connecting the employee parking lot with the building employee entrance. Attached to this report are copies of email communications between Donnelly and the City and the pertinent Manual on Uniform Traffic Control Devices (MUTCD) sections regarding signage at mid-block pedestrian crossings.

According to RR Donnelly's Regional HR Manager, Joel Schultz, traffic on Ahnaip Street, particularly traffic exiting the Racine Street Bridge, often does not heed the warning signals at the crosswalk, placing the employees in a hazardous situation when crossing Ahnaip Street. The amber colored warning signals are activated via push button by the user when crossing the street. Donnelly is requesting the installation of two in street signs, one on each side of the crosswalk, with the message to Stop for Pedestrians in the Crosswalk per State Law.

During my review of this request, I discovered the State of Wisconsin only allows **Yield to Pedestrians** signs (see attached reference R1-6 sign). If the in street Yield to Pedestrians sign were approved, I would recommend the installation of only one double faced sign, which is allowed by the MUTCD, to minimize the cost. Each sign costs approximately \$265. Any sign allowed in the street would need to be removed during snow plowing months.

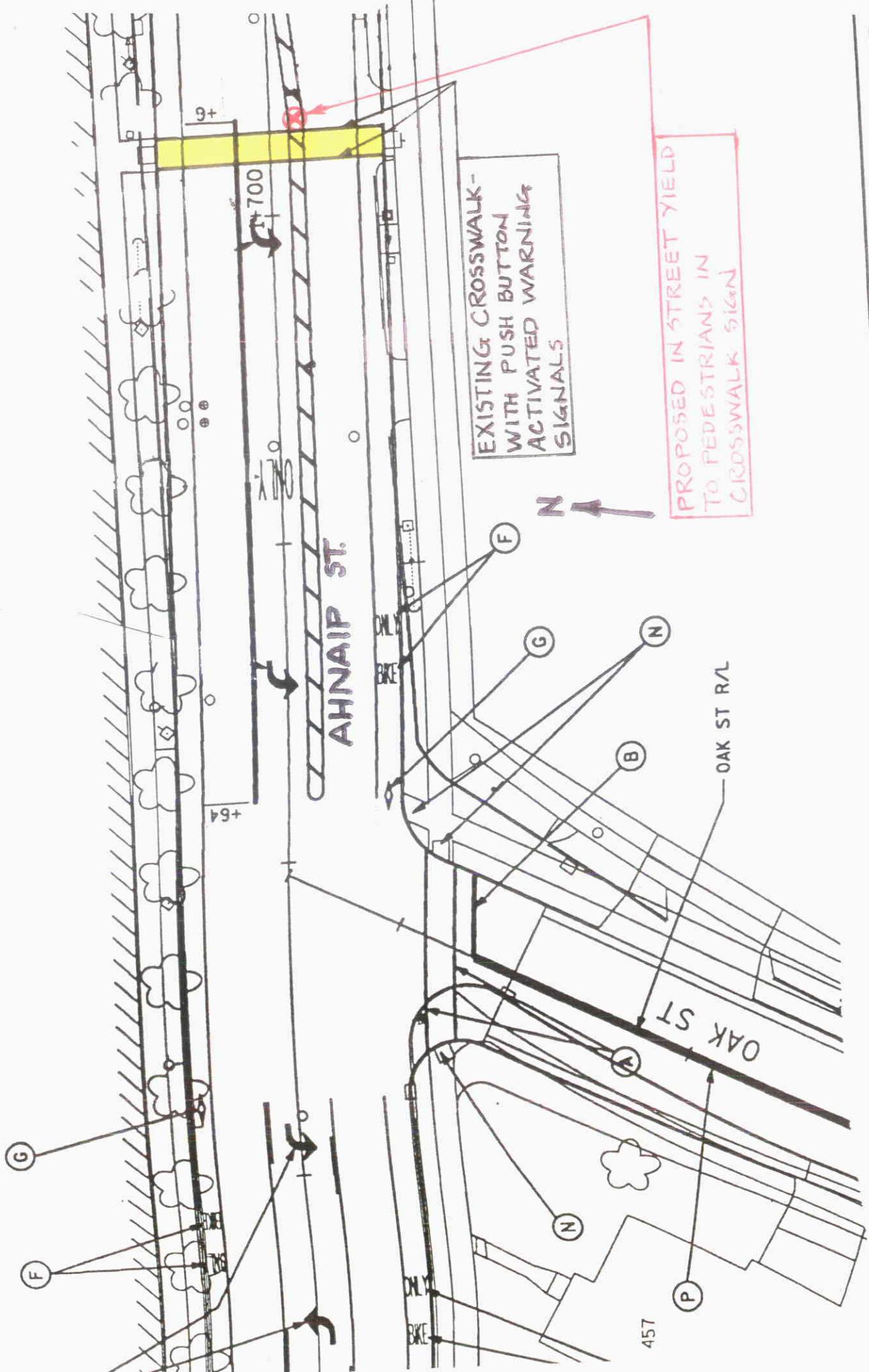
Another option for this situation is the placement of two Yield to Pedestrians signs in the terraces at the crosswalk (MUTCD R1-5). These signs would be in place year round and could be made in our Sign Shop for a total of approximately \$150. RR Donnelly prefers the in street signs because they believe they would be more effective than the terrace signs.

Sincerely,

Mark Radtke
Director of Public Works

Attachments

M:\work\BPW_email\RR Donnelly, sign request 11-12-08.pdf



EXISTING CROSSWALK-
WITH PUSH BUTTON
ACTIVATED WARNING
SIGNALS

PROPOSED IN STREET YIELD
TO PEDESTRIANS IN
CROSSWALK SIGN

AHNAIP ST.

OAK ST

OAK ST R/L

457

AHNAIP STREET COUNTY: WINNEBAGO STATE PROJECT NO: 4992-00-35

Section 2B.11 Yield Here To Pedestrians Signs (R1-5, R1-5a)

Standard:

If yield lines are used in advance of an unsignalized marked midblock crosswalk, Yield Here To Pedestrians (R1-5 or R1-5a) signs (see Figure 2B-2) shall be placed 6.1 to 15 m (20 to 50 ft) in advance of the nearest crosswalk line (see Section 3B.16 and Figure 3B-15).

Section 2B.12 In-Street Pedestrian Crossing Signs (R1-6, R1-6a)

Option:

The In-Street Pedestrian Crossing (R1-6 or R1-6a) sign (see Figure 2B-2) may be used to remind road users of laws regarding right of way at an unsignalized pedestrian crossing. The legend STATE LAW may be shown at the top of the sign if applicable. The legends STOP FOR or YIELD TO may be used in conjunction with the appropriate symbol.

Guidance:

If an island (see Chapter 3G) is available, the In-Street Pedestrian Crossing sign, if used, should be placed on the island.

Standard:

The In-Street Pedestrian Crossing sign shall not be used at signalized locations.

The STOP FOR legend shall only be used in States where the State law specifically requires that a driver must stop for a pedestrian in a crosswalk.

If used, the In-Street Pedestrian Crossing sign shall have a black legend (except for the red STOP or YIELD sign symbols) and border on either a white and/or fluorescent yellow-green background.

If the In-Street Pedestrian Crossing sign is placed in the roadway, the sign support shall comply with the breakaway requirements of the latest edition of AASHTO's "Specification for Structural Supports for Highway Signs, Luminaires, and Traffic Signals" (see Page i).

Support:

The Provisions of Section 2A.18 concerning mounting height are not applicable for the In-Street Pedestrian Crossing sign.

Option:

The In-Street Pedestrian Crossing sign may be used seasonably to prevent damage in winter because of plowing operations, and may be removed at night if the pedestrian activity at night is minimal.

Figure 2B-2. Unsignalized Pedestrian Crosswalk Signs



WISCONSIN SUPPLEMENT TO MUTCD

February 4, 2005

Section 2B.10 Yield Sign Placement

Standard:

The DO NOT ENTER sign shall not be mounted back to back with a YIELD sign. The DO NOT ENTER sign shall not protrude beyond the edges of the YIELD sign.

Section 2B.11 Yield Here to Pedestrians Signs (R1-5, R1-5a)

Standard:

When used, the R1-5 and R1-5a shall only be used at mid-block pedestrian crossings and shall also include a W11-2 pedestrian sign in advance of the crossing. The advanced pedestrian sign shall be supplemented with an AHEAD plaque (W16-19P).

Section 2B.12 In-Street Pedestrian Crossing Signs (R1-6, R1-6a)

Standard:

The R1-6a (Stop for Pedestrians) shall not be used in Wisconsin. In Wisconsin, Statute 346.24 indicates Yield to Pedestrians.

When used, they shall only be used as an in-street sign, not on the outside shoulder or parking lane.

The R1-6 sign shall not be used at intersection approaches that are controlled by a stop sign.

The sign support shall be a maximum 2" square or 2" round post that meets NCHRP 350 breakaway standards.

The maximum mounting height shall be 2 feet to the bottom of the sign.

When used, only one sign per approach shall be used and only at marked and maintained crosswalks.

When used, the In-Street Pedestrian Crossing sign shall be placed in each direction of the two-way street approach or utilize back-to-back signs.

Guidance:

The sign is not recommended for roadways with a speed limit of 45 MPH or higher.

Carol,

Please place this item on the **November 17th** BPW meeting. The item would be "Request to Install Stop for Pedestrians Sign in-Ahnaip Street at RR Donnelly Pedestrian Crossing." Include this email in the packet.

Thanks, Mark

Mark Radtke
Director of Public Works
City of Menasha
Tel. (920) 967-3610
Fax (920) 967-5272
mradtke@ci.menasha.wi.us

-----Original Message-----

From: joel.p.schultz@rrd.com [mailto:joel.p.schultz@rrd.com]

Sent: Wednesday, October 22, 2008 10:51 AM

To: Mark Radtke

Cc: joel.p.banks@rrd.com; patrick.j.kloehn@rrd.com

Subject: RE: Ahnaip St Crosswalk

Mark-

Thanks for stopping over this morning to review signage options to help stop traffic for our employees and other citizens while in the crosswalk on Ahnaip Street. As discussed, our recommendation would be to have signs in the middle of the road on both sides of the crosswalk alerting the cars to the upcoming crosswalk and reminding them it is state law to stop for pedestrians crossing. We feel this option would be more effective than signs in the terrace because parked cars will make it difficult to view those in the terrace plus they would just blend in with the other signs already in place. We understand that the signs in the road would have to be taken down in the winter.

If you would like someone from RR Donnelley present when you review this matter with the board, please advise.

Thanks again for your support on this matter.

Joel Schultz

Joel Schultz | Regional HR Manager | RR Donnelley
460 Ahnaip Street | PO Box 60 | Menasha, WI 54952 | ☎ 920-751-7210 | 📠 920-540-7394 | 📠 920-751-7252 | 📧 joel.p.schultz@rrd.com

"Mark Radtke" <mradtke@ci.menasha.wi.us>

To <joel.p.schultz@rrd.com>

CC

Subject RE: Ahnaip St Crosswalk

10/20/2008 02:05 PM

Yes. I'll see you then at your place.

Mark Radtke
Director of Public Works
City of Menasha
Tel. (920) 967-3610
Fax (920) 967-5272
mradtke@ci.menasha.wi.us

-----Original Message-----

From: joel.p.schultz@rrd.com [mailto:joel.p.schultz@rrd.com]
Sent: Monday, October 20, 2008 12:27 PM
To: Mark Radtke
Subject: RE: Ahnaip St Crosswalk

Mark-

Are you planning on coming over to our plant Wednesday at 9?

Thanks,
Joel

Joel Schultz | Regional HR Manager | RR Donnelley
460 Ahnaip Street | PO Box 60 | Menasha, WI 54952 | ☎ 920-751-7210 | ✉ 920-540-7394 | 🌐 : joel.p.schultz@rrd.com

"Mark Radtke" <mradtke@ci.menasha.wi.us>

10/17/2008 11:59 AM

To <joel.p.schultz@rrd.com>
cc

Subject RE: Ahnaip St Crosswalk

Joel,

I think to have both types of sign in use would be an unnecessary duplication, and I'm not sure if that is even allowed. My preference is for the signs in the terrace because they would be in place year-round. The only times I have available next week are Monday, Wednesday or Thursday mornings — 9:00 each of those days would work best. Please let me know if any of those times work for you.

Thanks, Mark

Mark Radtke
Director of Public Works
City of Menasha
Tel. (920) 967-3610
Fax (920) 967-5272
mradtke@ci.menasha.wi.us

-----Original Message-----

From: joel.p.schultz@rrd.com [mailto:joel.p.schultz@rrd.com]
Sent: Friday, October 17, 2008 10:28 AM
To: Mark Radtke
Cc: joel.p.banks@rrd.com
Subject: RE: Ahnaip St Crosswalk

Thanks a lot Mark for info.. We are definitely interested in pursuing signage.. Our thinking would be to have signs before the crosswalk as laid out in your attachment plus the sign in the crosswalk for all times of the year except winter. Would you have some time next week to stop over and talk with our plant manager and me on where we could

place the signs and timing to accomplish this project?

Thanks for your help..

Joel Schultz

Joel Schultz | Regional HR Manager | RR Donnelley
460 Ahnaip Street | PO Box 60 | Menasha, WI 54952 | ☎ 920-751-7210 | 📠 920-540-7394 | 📠 920-751-7252 | 📧 joel.p.schultz@rrd.com

"Mark Radtke" <mradtke@ci.menasha.wi.us>

10/16/2008 02:33 PM

To <joel.p.schultz@rrd.com>
cc
Subject RE: Ahnaip St Crosswalk

Sorry for the slow response Joel. Attached is the section of the Manual on Uniform Traffic Devices that describes the use of the signs you asked about.

Mark

Mark Radtke
Director of Public Works
City of Menasha
Tel. (920) 967-3610
Fax (920) 967-5272
mradtke@ci.menasha.wi.us

-----Original Message-----

From: joel.p.schultz@rrd.com [mailto:joel.p.schultz@rrd.com]
Sent: Tuesday, October 14, 2008 2:08 PM
To: joel.p.schultz@rrd.com
Cc: Mark Radtke
Subject: Re: Ahnaip St Crosswalk

Mark-

Just checking in to make sure you received this email.. Please advise..

Thanks,
Joel Schultz

Joel Schultz | Regional HR Manager | RR Donnelley
460 Ahnaip Street | PO Box 60 | Menasha, WI 54952 | ☎ 920-751-7210 | 📠 920-540-7394 | 📠 920-751-7252 | 📧 joel.p.schultz@rrd.com

Joel P Schultz/US/DNY

10/08/2008 03:56 PM

To mradtke@ci.menasha.wi.us

cc

Subject Ahnaip St Crosswalk

Mark-

Thanks a lot for taking some time today to discuss our concerns with the crosswalk on Ahnaip Street used by our employees when exiting/entering our facility. I have worked in this plant for 21 years and every couple of years employees voice a concern to Human Resources about almost getting "picked off" in the Ahnaip Street crosswalk. This time, I have to say, the concerns have been quite numerous and alarming from a safety standpoint. After hearing stories from my employees I'm surprised there hasn't been an accident..

Mark, we would certainly appreciate anything the City could do from a signage standpoint to reduce the safety risk of our employees and increase the awareness of the drivers that there are pedestrians in the crosswalk and they are required to yield to them. As discussed, email me some options and I will share them with my management team and then get back to you.

Thanks so much for your support on this very important matter.

Joel Schultz

Joel Schultz | Regional HR Manager | RR Donnelley

460 Ahnaip Street | PO Box 60 | Menasha, WI 54952 | 📞 920-751-7210 | 📠 920-540-7394 | 📠 920-751-7252 | 📧 joel.p.schultz@rrd.com



Memorandum

Date: April 2, 2009

To: Board of Public Works

From: Greg Keil, Community Development Director
 Mark Radtke, Public Works Director *MR*

RE: Approval of Fee Schedule for Construction Site Erosion and Sediment Control Permit

Ordinance 0-7-08, relating to construction site erosion control, was adopted last year by the Common Council as part of the City's Municipal Separate Storm Sewer System (MS4) Permit requirement. The ordinance was created as a means to protect the integrity of our waterways by minimizing the amount of sediment and other pollutants carried by runoff and land disturbing activities to waters of the state.

Ordinance 0-7-08 establishes requirements for which permits must be obtained for construction or other land disturbing projects. The ordinance further stipulates a permit application fee shall be established by the Common Council.

Following is a recommended schedule of permit fees designed to cover the City's cost for plan review, field inspections, inspection report preparation, software applications and program administration.

Project Type	Permit Fee
Subdivision Plats	\$250 + \$25/lot
Certified Survey Maps	\$250 + \$25/lot
Municipal Projects	\$250
Utility Projects > 400 lineal feet	\$250
Commercial	\$200 for 1 st acre + \$75/acre
Minor Utility Projects (> 100' but < 400')	\$100

Projects required to be permitted that begin land disturbing activities prior to obtaining a permit will be charged double the listed fees.

In addition, the following financial guarantees are recommended as assurance to execute the requirements of the erosion control plan and any permit conditions.

Commercial Projects less than 1/2 acre	\$ 500
Commercial Projects between 1/2 and 2 acres	\$1000
Commercial Projects greater than 2 acres	1.25 x the estimated installed cost of erosion control practices, as provided by the site developer
Utility & Municipal Projects, except as noted below	\$ 500
Utility & Municipal Projects requiring a more complex erosion control practice than inlet protection/tracking pad	1.25 x the estimated installed cost of erosion control practices, as provided by the site developer