

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
March 15, 2010
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:52 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Alderman Pack, Hendricks, Zelinski, Englebert, Benner, Roush, Taylor, Wisneski
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, DPW Radtke, CDD Keil,
C/T Stoffel, Engineer Suprv Montour, Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE

1. [March 1, 2010](#)

Moved by Alderman Pack, seconded by Alderman Englebert to approve minutes.
Motion carried on voice vote

D. ACTION ITEMS

1. [Street Use Application – Memorial Day Parade: Monday, May 31, 2010; 8:00 AM – 10:30 AM \(Neeah VFW Post 10893\)](#)

CA/HRD Captain verified that the street use application has been reviewed and approved by staff.

Moved by Alderman Roush, seconded by Alderman Wisneski to recommend approval to Common Council.

Motion carried on voice vote.

2. [Change Order – Vinton Construction Company; Midway Business Park; Contract Unit No. 2009-01; ADD: \\$6,099.96 \(Change Order No.1 and Final\)](#)

DPW Radtke explained the change order is for additional excavating in an area of poor subgrade soil, additional driveway removal and replacement to ensure proper drainage to the street, and the need to perform additional traffic control on Midway Road for safety purposes during one phase of the paving operations. The total cost of the project was below the budgeted amount.

Moved by Alderman Zelinski, seconded by Alderman Wisneski to recommend approval to Common Council.

Motion carried on voice vote.

3. [Payment – Vinton Construction Company; Midway Business Park; Contract Unit No. 2009-01; \\$16,102.73 \(Payment No. 5 and Final\)](#)

DPW Radtke explained this is the final payment for the construction of concrete street and sidewalk in the Midway Business Park. The project came in under budget.

Moved by Alderman Zelinski, seconded by Alderman Hendricks to recommend approval to Common Council.

Motion carried on voice vote.

4. [Establish Excavation Permit Fee Per O-3-10](#)

DPW Radtke explained a recent ordinance change gave the Board of Public Works the authority to set fees for excavation permits. The Common Council had previously set the fee at \$25. Staff is recommending the Board of Public Works establish the excavation permit fee at \$25.

Moved by Alderman Hendricks, seconded by Alderman Wisneski to set the excavation permit fee at \$25.

Motion carried on voice vote.

5. [Traffic Study – Conversion of the 600 Block of Broad Street from One-Way Traffic to Two-Way Traffic](#)

Engineer Supervisor Montour reported on the traffic study on Broad Street from Appleton Street to De Pere Street converting it from a one-way to a two-way. It is the recommendation of the engineering staff to keep this section of Broad Street as one-way traffic based on the the responses received from residents in that area. The Police Dept. and a majority of the residents that responded to the survey oppose changing the section of Broad Street from Racine Street to De Pere Street to two-way traffic.

Discussion ensued on installing stop signs at the intersection of Appleton Street and De Pere Street; the cost of installing traffic islands; how businesses in that area will be affected; safety issues; changing one block and not the other is a concern.

Moved by Alderman Roush, seconded by Alderman Pack to postpone the conversion of the 600 block of Broad Street from a one-way traffic to two-way until final disposition of item #6 (Conversion of Broad Street from one-way to two-way traffic)

Motion carried on voice vote.

6. [Traffic Study to Consider the Conversion of Broad Street from One Way to Two Way Traffic \(Ald. Zelinski\) \(No Action Taken at March 1, 2010 Meeting\)](#)

Engineer Supervisor Montour explained staff recommends that if any changes are going to be made it would be best to convert both blocks of Broad Street, from Racine Street to De Pere Street to two-way traffic. If this is done, then traffic islands should be installed at the intersection of Racine Street and Broad Street to allow only right turns onto Racine Street. The islands should be constructed to allow for semi-tractor size trucks to negotiate the turn without crossing the center line or overrunning the curb and sidewalk. Most of the residents that responded to the survey want to keep that corridor as one-way traffic.

Discussion ensued on safety issues for pedestrians; truck traffic in that area; increased traffic on Racine Street; should look at area of Broad Street, (Racine to De Pere) as a whole, not in pieces.

Moved by Alderman Zelinski, seconded by Alderman Pack to table conversion of Broad Street from one-way to two-way traffic until staff hears from downtown businesses about the installation of traffic islands and the costs.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Alderman Roush, seconded by Alderman Pack to adjourn at 7:52 p.m.

Motion carried on voice vote