

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

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:35 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Alderman Taylor, Wisneski, Pack, Hendricks, Zelinski, Englebert, Benner, Roush

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, Lt. Bouchard, DPW Radtke, CDD Keil, C/T Stoffel, Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE

1. [February 1, 2010](#)

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

D. ACTION ITEMS

1. [Recommendation for Utility Cabinet Application Fee Amount](#)

DPW Radtke explained staff is recommending the application fee of \$150 based on the expected staff time it will take for inspections and follow up of the utility cabinets. When questioned about landscaping, DPW Radtke explained the owner of the utility cabinet is responsible for installing and maintaining proper landscaping.

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

Motion carried on voice vote.

2. [Contract Revision for Phase 3 Sanitary Sewer Rehabilitation Engineering Services](#)

DPW Radtke explained a revision to the contract with Kaempfer & Assoc. for engineering services for Phase 3 Sanitary Sewer Rehabilitation will allow the City to access the Clean Water Fund at a lower interest rate. The contract revision increases the budget by \$8,500 for assistance in administering sewer improvements, but it will decrease the budget by \$55,000 for the sump pump inspection due to the City Engineering staff undertaking much of the work.

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

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Alderman Roush, seconded by Alderman Hendricks to adjourn at 7:45 p.m.  
Motion carried on voice vote.

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