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CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
December 17, 2012
MINUTES

A. CALL TO ORDER
Meeting called to order by Chairman Taylor at 7:10 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Taylor, Sevenich, Krueger, Zelinski, Benner, Klein
EXCUSED: Aldermen Englebert, Langdon
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, DPW Radtke, CDD Keil, C/T Stoffel, Taryn Nall (Kaempfer & Assoc), Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE
1. December 3, 2012
Moved by Ald. Krueger, seconded by Ald. Klein to approve minutes.
Motion carried on voice vote.

D. ACTION ITEMS
1. Change Order – Northeast Asphalt, Inc.; Contract Unit No. 2012-03; Street Reconstruction, Concrete Curb & Gutter, Asphalt Pavement; Paris Street/Manitowoc Street; DEDUCT: $136.40 (Change Order No. 1 and Final)

DPW Radtke explained adjustments in the contract netted a small deduct.

Moved by Ald. Krueger, seconded by Ald. Benner to recommend to Common Council Change Order for Northeast Asphalt, Inc, Contract Unit No. 2012-03, Street Reconstruction, Concrete Curb & gutter, Asphalt Pavement, Paris Street/Manitowoc Street, deduct $136.40.
Motion carried on roll call 6-0.

2. Payment - Northeast Asphalt, Inc.; Contract Unit No. 2012-03; Street Reconstruction, Concrete Curb & Gutter, Asphalt Pavement; Paris Street/Manitowoc Street; $21,836.94 (Payment No. 3 and Final)

DPW Radtke explained this is the final payment for the Paris Street/Manitowoc Street reconstruction project.

Moved by Ald. Krueger, seconded by Ald. Zelinski to recommend Common Council Payment to Northeast Asphalt, Inc, Contract Unit No. 2012-03, Street Reconstruction, Concrete Curb & Gutter, Asphalt Pavement, Paris Street/Manitowoc Street, $21,836.94.
Motion carried on roll call 6-0.

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3. Approval of Sanitary Sewer User Charge Update Recommendations

DPW Radtke, Comptroller Stoffel and Taryn Nall gave an update on the proposed Sanitary Sewer User Charge System (UCS) update. The projected expenses, including the Wisconsin Department of Administration debt coverage requirements, and the proposed revenues were explained in the UCS report. This resulted in an approximate 23% increase in the proposed rate.

General discussion ensued on the numbers provided. There was concern that the City of Menasha's proposed increase is too large. Discussion ensued on the impact to the sewer user rates by moving items from fixed charges to volume charges. Suggestions were made to consider options to lessen the immediate impact to the sewer users.

Moved by Ald. Zelinski, seconded by Ald. Sevenich to recommend to Common Council to transfer legal fees of $200,000 from Sanitary Sewer Fixed Charges to Volume Charges and transfer $100,000 from Sanitary Sewer Contingency Fund to Volume Charges for 2013.
Motion carried on roll call 4-2.
Ald. Klein, Sevenich, Krueger, Zelinski – yes
Ald. Taylor, Benner - no

E. ADJOURNMENT
Moved by Ald. Krueger, seconded by Ald. Zelinski to adjourn at 8:58 p.m.
Motion carried on voice vote.

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