CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
July 18, 2016
MINUTES

DRAFT

A. CALL TO ORDER
Meeting called to order by Chairman Krautkramer at 7:35 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Taylor, Krautkramer, Collier, Keehan, Zelinski, Spencer, Nichols.
EXCUSED: Alderman Benner.
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Steeno, PRD Tungate, PHD McKenney, AP Englebert, Clerk Galeazzi, Chris VanderHeyden and Brian Adesso (MJSD).

C. MINUTES TO APPROVE
1. July 5, 2016
Moved by Ald. Keehan seconded by Ald. Collier to approve minutes.
Motion carried on voice vote.

Chairman Krautkramer reversed the order of the Action Items.

D. ACTION ITEMS
1. Exploration of City of Menasha and Menasha Joint School District Offices at 100 Main Street
Ald. Taylor stated Point of Order. He asked Chairman Krautkramer to recuse himself as Chairman as there could be a conflict of interest. Chairman Krautkramer is employed by Menasha Joint School District.

CA Captain explained it would not be considered a conflict of interest since Chairman Krautkramer is not a decision maker for MJSD.

Chairman Krautkramer asked the members of the Board if he should remain as Chairman during the discussion of this item.

Ald. Nichols, Collier, Keehan, Spencer voted yes. Ald. Taylor, Zelinski voted no.

Chairman Krautkramer remained as Chairman.

MJSD Superintendent Chris VandeHeyden and Director of Business Services Brian Adesso explained the MJSD recently purchased the property at 100 Main Street (Harbour Place). The plan is for the building to house the school district administrative offices. They are offering City of Menasha the opportunity to lease part of the building and move City Hall to 100 Main Street.

General discussion ensued on which City departments would occupy the building, term of lease, ways City and MJSD already work together, cost savings housing both City Hall and MJSD in same building, cost to explore consolidating both offices, cost to maintain current City Hall building.

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1. Exploration of City of Menasha and Menasha Joint School District Offices at 100 Main Street, cont'd.

Moved by Ald. Nichols seconded by Ald. Keehan to authorize City of Menasha and Menasha Joint School District to explore a consolidated office complex at 100 Main Street and contract with Blue Design Group for architectural services.
Motion carried on roll call 4-3.
Ald. Nichols, Krautkramer, Keehan, Spencer voted yes.
Ald. Taylor, Zelinski, Collier voted no.

8:35 p.m. – Ald. Nichols was excused.

2. Water Street Trail Easement

PRD Tungate explained the 20 year easement with the property owner when Water Street was vacated. One of the requirements of the easement is for a walkway to be constructed. The easement will terminate in April 2017 if the City fails to begin development of a walkway. Staff has explored options for construction of a walkway. Option A would include a 5'-6' concrete walkway along the waterfront within the easement. It would not function well for bicycle traffic and would run through the property owner's rear yard. Option B would include an 8' asphalt trail along the right of way of both Broad and Barlow Streets. This option would require a new easement. Staff recommends Option B and can be included in 2017 budget.

General discussion ensued on renewing the easement, parking needs, effects on businesses in that area, and purchase of property,

Moved by Ald. Zelinski seconded by Ald. Collier to hold a Closed Session to discuss the options of the easement.
Motion carried on roll call 6-0.

3. Street Use Application – Otto Grunski Runski; Saturday, August 13, 2016; 6:00 AM – 11:00 AM (City of Menasha)

PRD Tungate explained the route for the run has been changed. FC Kloehn stated the fire department approves the street use with the new route. All other required departments have approved the street use with the new route.

Moved by Ald. Taylor seconded by Ald. Keehan to recommend to Common Council Street Use Application for Otto Grunski Runski on Saturday August 13, 2016, 6:00 AM-11:00 AM (City of Menasha)
Motion carried on voice vote.

4. Street Use Application – Labor Day Parade/Labor Temple Coop Association; Monday, September 5, 2016; 9:30 AM – 10:30 AM (Fox Valley Area Labor Council)

Moved by Ald. Taylor seconded by Ald. Collier to recommend to Common Council Street Use Application for Labor Day Parade/Labor Temple Coop Association on Monday September 5, 2016, 9:30 AM-10:30AM (Fox Valley Area Labor Council)
Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 9:00 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC, City Clerk