

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
August 19, 2013
6:45 PM
or immediately following the Administration Committee
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [August 5, 2013](#)
- D. ACTION ITEMS
 - 1. [Request for Street Light on Pole in Front of 344 Grandview Avenue](#)
 - 2. [Request to Change Stop Sign to Yield Sign at South End of Willow Lane](#)
- 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
August 5, 2013
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:45 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Benner, Nichols, Taylor, Sevenich, Keehan, Zelinski, Englebert

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, Dpty Treasurer Sassman, PP Homan, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [July 15, 2013](#)

Moved by Ald. Nichols, seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. [Street Use Application – Labor Day Parade; Monday, September 2, 2013; 9:30 AM – 10:30 AM; \(Fox Valley Area Labor Council and Labor Temple Coop Association\)](#)

Moved by Ald. Sevenich, seconded by Ald. Englebert to recommend to Common Council Street Use Application for Labor Day Parade, Monday September 2, 2013, 9:30-10:30 AM (Fox Valley Area Labor Council and Labor Temple Coop Association).

Motion carried on roll call 7-0.

2. [Authorization to Execute WisDOT Bridge Operation Agreement for Fiscal Year 2014](#)

DPW Radtke explained the agreement is the same as previous years with Department of Transportation for bridge operation. However there are a few minor changes suggested by CA/HRD Captain last year that were not included in this year's agreement. He will be following up with DOT to make the correction.

Moved by Ald. Benner, seconded by Ald. Englebert to recommend to Common Council Authorization to Execute WisDOT Bridge Operations Agreement for Fiscal Year 2014 with recommended changes by CA/HRD Captain.

Motion carried on roll call 7-0.

3. [Preliminary Resolution R-11-13 Declaring Intent to Exercise Special Assessment Powers under Section 66.0703, Wisconsin Statutes \(Drum Corps Drive Storm Sewer\)](#)

DPW Radtke explained the residents on the north side of Drum Corps Drive are requesting storm sewer. Storm sewer will be installed in the roadside ditch fronting their properties. This project was included in the 2013 budget. A public hearing will be set.

Moved by Ald. Sevenich, seconded by Ald. Englebert to recommend to Common Council Preliminary Resolution R-11-13 Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703, Wisconsin Statutes (Drum Corps Drive Storm Sewer)

Motion carried on roll call 7-0.

4. [Recommendation to Award – Menasha Utilities High Lift Pumping Station Yard Piping Modifications; Contract M0003-930159-A; DeGroot, Inc.; \\$58,500.00](#)

Water Plant Supervisor Gosz explained this is to clean up the area in front of the pump station and replace main and add valves. Five bids were received with DeGroot being the lowest.

Moved by Ald. Sevenich, seconded by Ald. Benner to recommend to Common Council Recommendation to Award, Menasha Utilities High Lift Pumping Station Yard Piping Modifications, Contract M0003-930159-A to DeGroot, Inc, for \$58,500.

Motion carried on roll call 7-0.

5. [Recommendation to Award – Menasha Utilities Water Main Reconstruction – Edgewater Drive & Lakecrest Drive; Contract M0003-930159-B; Donald Hietpas & Sons, Inc.; \\$106,379.40](#)

Water Plant Supervisor Gosz explained the project is for water main reconstruction on Edgewater Drive and Lakecrest Drive. Seven bids were received with Hietpas & Sons being the lowest.

Moved by Ald. Sevenich, seconded by Ald. Keehan to recommend to Common Council Recommendation to Award, Menasha Utilities Water Main Reconstruction, Edgewater Drive and Lakecrest Drive, Contract M0003-930159-B to Donald Heitpas & Sons, Inc for \$106,379.40

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Englebort, seconded by Ald. Benner to adjourn at 7:00 p.m.

Motion carried on voice vote.

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



Memorandum

DATE: August 15, 2013

TO: Menasha Board of Public Works

FROM: Mark Radtke, Director of Public Works *MR*

RE: Request to Add a Street Light on Utility Pole at 344 Grandview Avenue

A request has been submitted by a resident at 344 Grandview Avenue to add a street light on the existing utility pole on the north side of the street. Enclosed with this report is a drawing showing the approximate locations of existing street lights along Grandview Avenue and Lisbon Avenue.

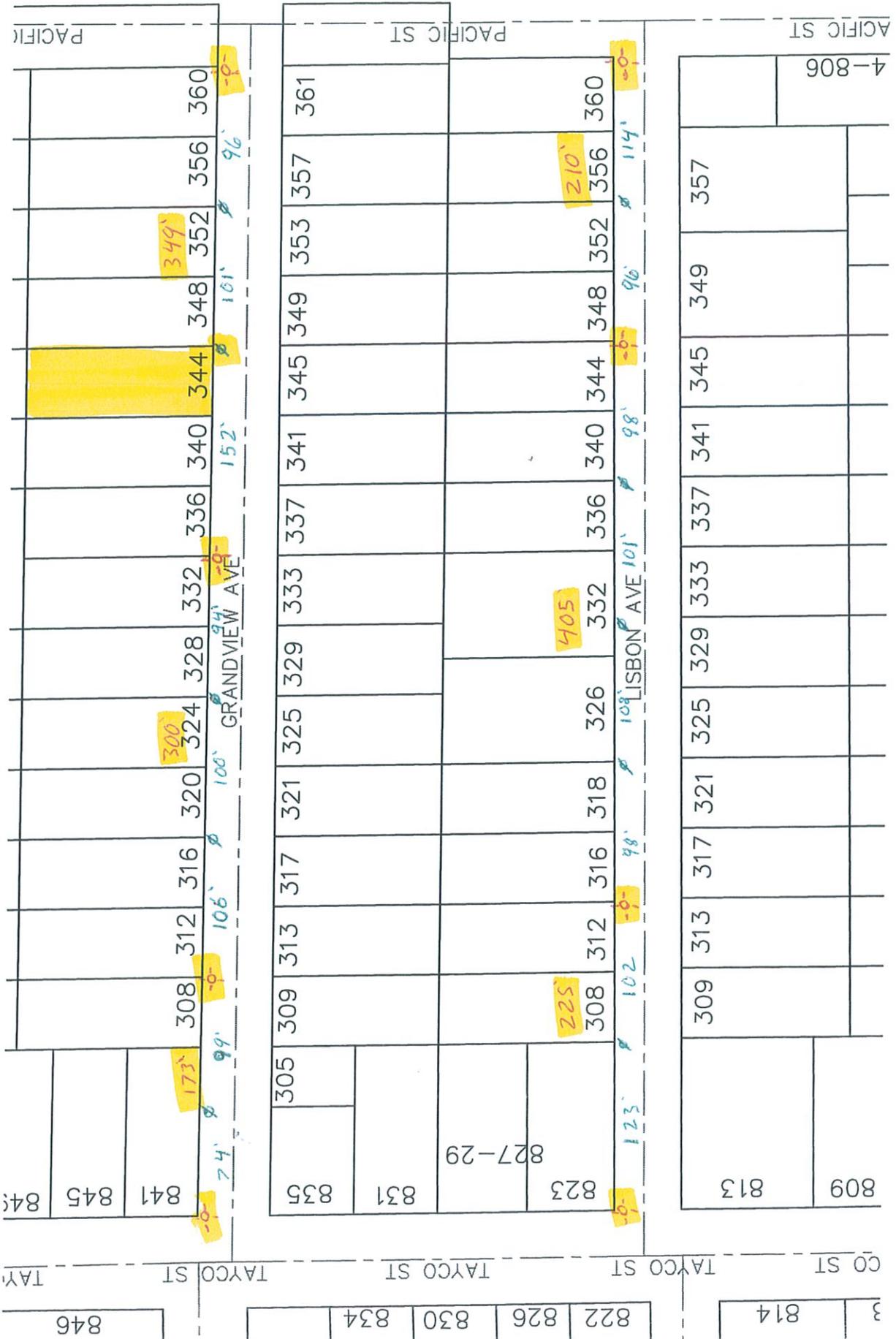
In 2007, there was an existing street light on this pole, but the light was removed as part of the citywide street light review. The same situation exists on Lisbon Avenue, the street paralleling Grandview one block to the south. The removal of the Grandview street light has resulted in a slightly larger than normal spacing between lights.

The street lights in this vicinity are 150 watt high pressure sodium (HPS) fixtures. To add a similar fixture at this location would cost approximately \$130 annually, including the energy charge. Menasha Utilities is undergoing a PSC rate case, which incorporates a review of all street light rates, including the more energy efficient induction and LED lighting. When I asked about the possibility of installing an induction or LED light, MU Supervisor Lonnie Pichler indicated they have received preliminary rates for the induction and LED lighting, but he is questioning the proposed charges as he feels they are too high and not representative of MU's true costs for those lights. At this point, if a street light is authorized for this location, we would recommend it be a 150 watt HPS fixture.

The Police Department also has included useful information relating to this neighborhood and regarding the importance of street lighting as it relates to crime statistics. I don't think the lighting along this segment of Grandview is inadequate for the existing residential use, but I also would not be opposed to adding a light given the Police Department report of incidents in the area.

Enclosures

M:\word\BPW memo re street light Grandview Ave_8-15-13.docx



-0- = Light Pole
 ∅ = Power Pole

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

From: cribbagenut2@gmail.com [<mailto:cribbagenut2@gmail.com>]
Sent: Friday, May 17, 2013 12:33 PM
To: Don Merkes
Subject: Feedback from Web Site: Suggestion

Selected Subject: Suggestion

Name: Judy Pocan
Phone: 920-841-1957
Fax:
EmailConfirm: cribbagenut2@gmail.com
Contact Method: Phone

Message: I learned yesterday that we are getting new poles on Grandview Ave. I am requesting a street light on the pole in front of 344 Grandview. Presently, there are poles 4-5 houses away. We used to have a pole in front of the requested address. As a single female, I would feel much more safe. Last year there was vandalism in this area. Thank you for your consideration.

Judy Pocan

Please contact me as soon as possible regarding this matter: Yes

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

From: Don Merkes
Sent: Friday, May 17, 2013 2:44 PM
To: 'cribbagenut2@gmail.com'
Cc: Mark Radtke
Subject: RE: Streetlight

Judy

I'll forward your request to our Public Works Director for review to see if it meets criteria for additional lighting. Thanks contacting us.

Don

Donald Merkes
Mayor, city of Menasha
140 Main Street
Menasha, WI 54952
(920) 967-3600
Fax: (920) 967-5273
www.DonMerkes.com
www.facebook.com/MayorMerkes
dmerkes@ci.menasha.wi.us

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

From: Mark Radtke
Sent: Monday, August 12, 2013 11:42 AM
To: Tim Styka; Brett Halderson
Subject: FW: Streetlight

Tim/Brett,

We have received a request for a street light at 344 Grandview Drive. The request (see below) mentions vandalism occurring in that area last year. We will be presenting this issue at next Monday's Board of Public Works meeting. As always, we would appreciate any input you might have regarding the street light issue as it relates to safety. This is a street light that had been removed several years ago by the City as part of our citywide street light review. Please contact me if you have any questions.

Thanks, Mark

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

From: Brett Halderson
Sent: Monday, August 12, 2013 1:03 PM
To: Mark Radtke; Tim Styka
Subject: RE: Streetlight

Hi Mark,

I did a quick check of past reports in the 300 block of Grandview and found there were 31 calls since Jan 1, 2011. I estimated that three of those calls involved situations that may not have occurred if the people involved were dissuaded from doing what they did because of extra lighting in the area.

As a general rule, we believe that on-street lighting helps reduce the amount of crime in neighborhoods and assists officers in being more effective in checking those areas.

I have not personally seen how much light gets to the area in front of 344 Grandview Av from the nearest street light.

Brett



August 15, 2013

Board of Public Works
City of Menasha
Menasha, WI 54952

RE: Traffic Study Report – Removal of the existing stop sign on Willow Lane and Nicolet Boulevard

Members of the Board:

The Engineering Department was asked to look into the feasibility of removing the existing stop sign for southbound traffic on Willow Lane at Nicolet Boulevard and replacing it with a yield sign (see attached correspondence).

On-site observations do not show any major vision control issues to the east of the intersection. The only traffic that would possibly approach the intersection from the east would be a vehicle that is doing a u-turn type movement at the existing turnaround to the east of the intersection and proceeding westbound on Nicolet Boulevard.

There is no history of reportable accidents at the intersection in our accident recording database.

Discussions held with the Police Department verify that the intersection has no accident history and the traffic movements warrant a yield sign rather than the existing stop sign.

In reviewing the intersection history, accident discussions/history, relatively low traffic volume and from field observations in the area, I feel that this intersection would be better served by removing the existing stop sign for southbound traffic and replacing it with a yield sign for southbound traffic on Willow Lane at Nicolet Boulevard.

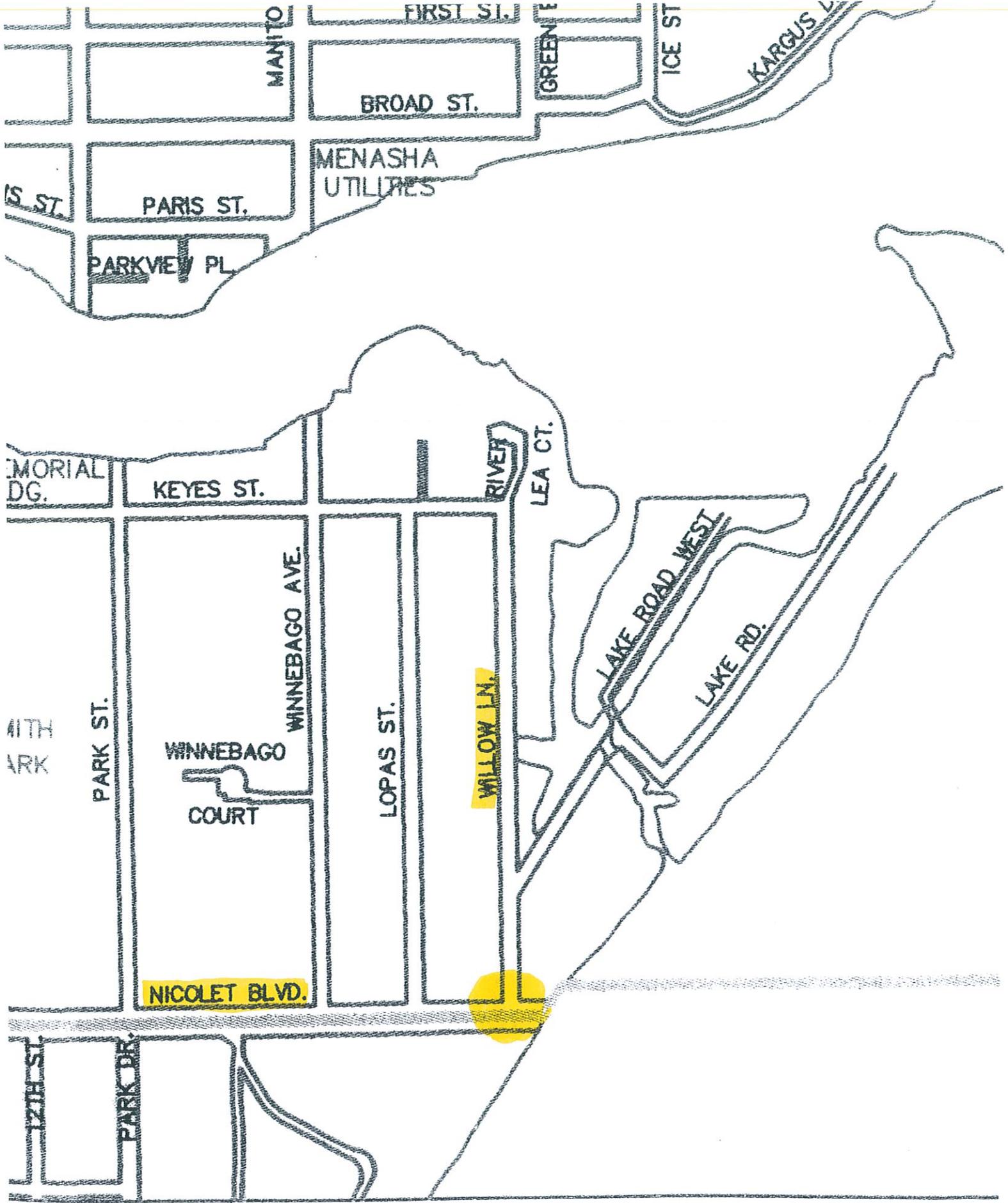
Sincerely,

Tim J. Montour
Engineering Supervisor

Attachments

C: Street file

P:\PUBLICWORKS\PUBLICWORKS\Tim\traffic_studies\Traffic Study\Willow Lane and Nicolet Blvd8_14_2013) doc



FIRST ST.
BROAD ST.
GREENE
ICE ST.
KARGUS L.
MANITO
MENASHA UTILITIES
IS. ST.
PARIS ST.
PARKVIEW PL.
MEMORIAL DG.
KEYES ST.
RIVER
LEA CT.
WITH PARK
PARK ST.
WINNEBAGO COURT
WINNEBAGO AVE.
LOPAS ST.
WILLOW LN.
LAKE ROAD WEST
LAKE RD.
NICOLET BLVD.
12TH ST.
PARK DR.

July 30, 2013

City of Menasha

ATT: Mark Radtke

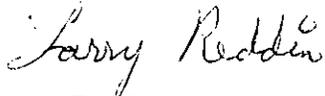
I would like to have the stop sign changed over to a yield sign at the south end of Willow Lane, Menasha. It is an unusual street end because it connects to Nicolet Boulevard only going to the right. Traffic coming from the Neenah side of the boulevard going north onto Willow Lane does not affect the stoppage on the southwest side of Willow Lane.

With the increases in roundabouts in Neenah and Oshkosh it just seems to make common sense that we should look at intersections such as this one, and try some changes as well. If this new change to a yield sign does not work after six months it could be changed back. However, I believe that this would be a worthwhile consideration.

Also, Lake Road and Willow Lane, just 300 yards north, is controlled by only a yield sign and I do not believe that in the 25 years in which I have lived on Willow has there been an accident because it does not have a stop sign.

I would appreciate your thoughts on this matter.

Thank you,

A handwritten signature in cursive script that reads "Larry Reddin".

Larry Reddin

393 Willow Lane

Menasha, Wi 54952

920-725-2613