

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
October 7, 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. [September 3, 2013](#)

D. ACTION ITEMS

1. [Street Use Application – Fox Cities Jingle Bell Run; Saturday, November 9, 2013; 8:45 AM – 10:30 AM \(Arthritis Foundation\)](#)
2. [Petition to Dedicate River Lea Court to the City of Menasha](#)
3. [Recycling Program Recommendations from the Sustainability Board](#)

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
September 3, 2013
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 8:26 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, CDD Keil,
Dpty Treasurer Sassman, Engineering Supervisor Montour, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [August 19, 2013](#)

Moved by Ald. Nichols, seconded by Ald. Keehan to approved minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. [Street Use Application – 20th Annual St. Joe’s 5K Run/Walk; Saturday, October 12, 2013; 8:00 AM – 10:00 AM \(Pacesetter’s – Fox Cities\)](#)

Moved by Ald. Sevenich, seconded by Ald. Benner to recommend to Common Council Street Use Application for 20th Annual St. Joe’s 5K Run/Walk on Saturday October 12, 2013, 8:00 AM-10:00AM (Pacesetter’s-Fox Cities)

Motion carried on roll call 7-0.

2. [Street Use Application – Menasha High School Homecoming Parade; Friday, September 27, 2013; 5:30 PM – 6:15 PM](#)

Moved by Ald. Sevenich, seconded by Ald. Keehan to recommend to Common Council Street Use Application for Menasha High School Homecoming Parade on Friday September 27, 2013, 5:30 PM-6:15 PM.

Motion carried on roll call 7-0.

3. [Street Use Application – St. Mary’s Central Homecoming Parade; Friday, September 27, 2013; 5:00 PM – 6:00 PM](#)

Moved by Ald. Sevenich, seconded by Ald. Keehan to recommend to Common Council Street Use Application for St. Mary’s Central Homecoming Parade on Friday September 27, 2013, 5:00 PM-6:00 PM.

Motion carried on roll call 7-0.

4. [Request for Street Light on Pole in Front of 344 Grandview Avenue \(Held\)](#)

Engineering Supervisor Montour reported residents in the area of 344 Grandview Avenue were sent notification of the meeting and the request for the installation of a street light.

PC Styka explained the type of police calls received in the area. More lighting in general is better in preventing crime.

Judy Pocan, 344 Grandview Avenue, addressed the Board on the importance of having a street light in the area.

Moved by Ald. Zelinski, seconded by Ald. Sevenich to recommend to Common Council the request for street light on pole in front of 344 Grandview Avenue.

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Nichols, seconded by Ald. Benner to adjourn at 8:35 p.m.

Motion carried on roll call.

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



STREET USE APPLICATION

Event: Fox Cities Jingle Bell Run
 Sponsored by: Arthritis Foundation
 Responsible Person: Phil Melnarik
 Address: 2920 S. Webster Ave Ste. A
Green Bay, WI 54311

Street Use Date: 11/9/13
 Start Time: 8:45 AM
 End Time: 10:30 AM
 Number of Units: _____
 (Parades)

Email Address: PMelnarik@arthritis.org Phone: 920-330-0592

Street Route: Run/Walk in left lane of route, Partial use of lane, will need
 Description of Use (attach map) street closure.

Liability Insurance has been secured in the amount of \$ 2,000,000 with the City of Menasha named as the additional insured. This is primary insurance.
 Insurance Company Bremer Insurance Policy No. NSN1762557
 (Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured)

Date: 8/16/13 Applicant's Signature: [Signature]

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25.00. Please make checks payable to City of Menasha.

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

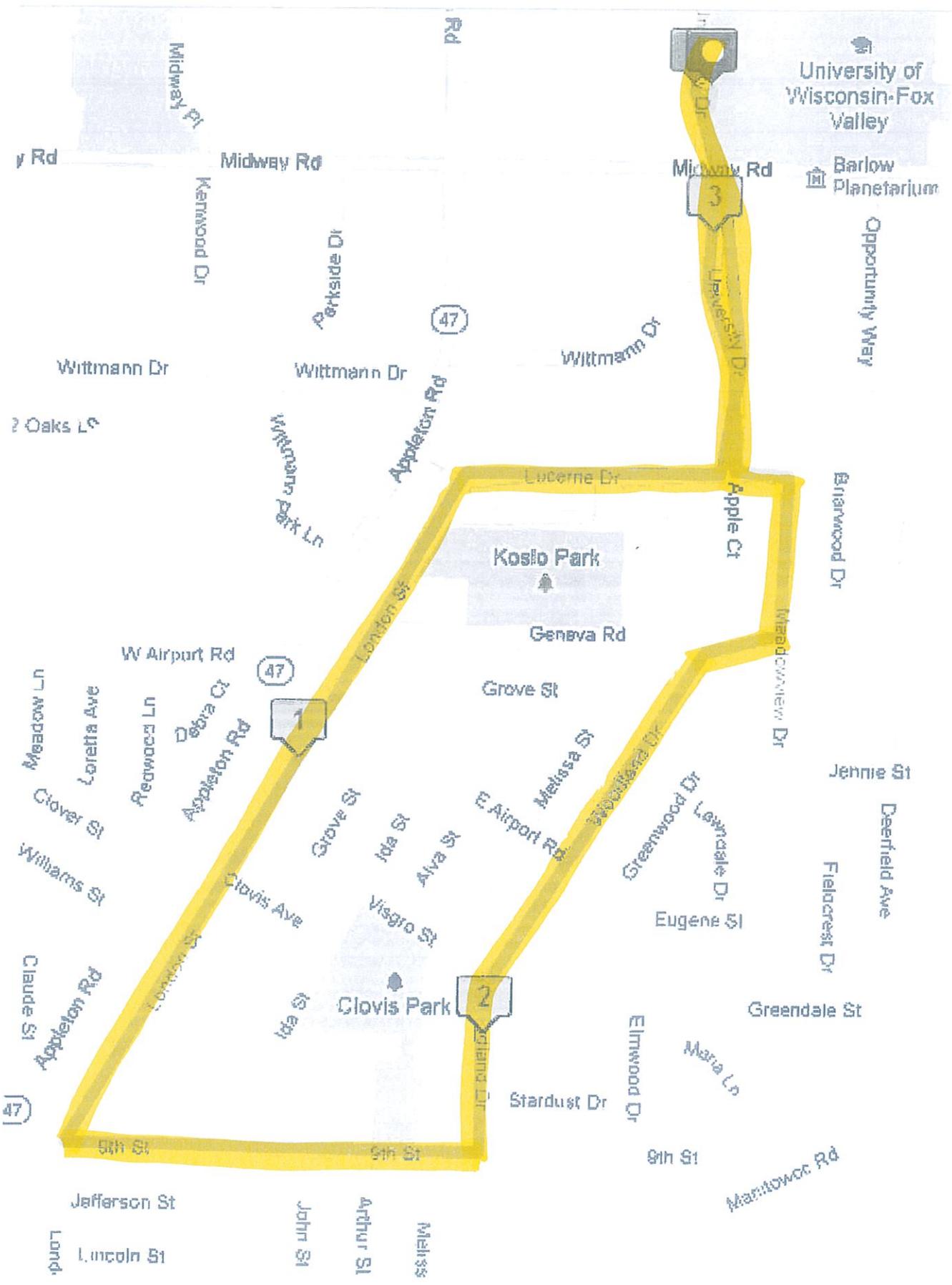
TO BE COMPLETED BY CITY STAFF (Revised February 4, 2013)

Scheduled Park & Recreation Board Review Date: _____
 Not Required: Approved: _____ Denied: _____

Scheduled Common Council Review Date: 10-21-13
 Approved: _____ Denied: _____

APPROVAL:

Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR City Attorney [Signature]





West Bend Mutual Insurance Company
 1900 S. 18th Avenue | West Bend, WI 53095

CUSTOMER NO. 0110600626

R N91

COMMERCIAL LINES POLICY DECLARATION

POLICY NUMBER NSN 1762557 01

RENEWAL

POLICY PERIOD: FROM: JUNE 01, 2013 TO: JUNE 01, 2014

INSURED NAME AND ADDRESS

AGENCY NAME AND ADDRESS

ARTHRITIS FOUNDATION UPPER
 MIDWEST REGION, INC
 1650 S 108TH ST
 WEST ALLIS, WI 53214

BREMER INSURANCE AGENCIES INC
 633 CONCORD STREET SOUTH
 PO BOX 188
 SOUTH ST PAUL, MN 55075
 (651) 552-2424
 AGENCY NUMBER: 2260087 01

COMMISSION SCHEDULE

INSURANCE LINE	PREMIUM	RATE	DOLLARS
BUSINESS AUTO	\$426.00	.15000	\$63.90
COMMERCIAL PROPERTY	\$2,489.00	.15000	\$373.35
GENERAL LIABILITY	\$7,598.00	.15000	\$1,139.70
COMMERCIAL INLAND MARINE	\$153.00	.15000	\$22.95
	TOTAL PREMIUM		TOTAL DOLLARS
	\$10,666.00		\$1,599.90

FORM NO. COMMSCHED 02/09

ISSUED 04/18/2013

AGENT COPY

GENERAL LIABILITY DECLARATION

POLICY NUMBER NSN 1762557 01

RENEWAL

INSURED NAME: ARTHRITIS FOUNDATION UPPER

FORMS SCHEDULE

NUMBER		DESCRIPTION
CG0435	12/07	EMPLOYEE BENEFITS LIABILITY COVERAGE
CG2011	01/96	ADDITIONAL INSURED - MANAGERS OR LESSORS OF PREMISES
CG2135	10/01	EXCLUSION-COVERAGE C - MEDICAL PAYMENTS
CG2150Z	09/89	AMENDMENT OF LIQUOR LIABILITY EXCLUSION
NS0001A	06/11	PROFESSIONAL COUNSELING LIABILITY COVERAGE
NS0070A	05/10	PHYSICAL ABUSE AND SEXUAL MOLESTATION LIAB END
NS0273	07/08	LIMITED FUNGI COVERAGE
NS0275	02/05	PROFESSIONAL LICENSE REVIEW EXPENSE ENDORSEMENT
NS0295	01/07	DEDUCTIBLE LIABILITY INSURANCE
WB144	10/99	VOLUNTARY PROPERTY DAMAGE COVERAGE
WB1460	07/08	AMENDMENT-WHO IS AN INSURED
WB2000	07/08	PLUS PAK - LIABILITY
CG2026	07/04	ADDITIONAL INSURED-DESIGNATED PERSON OR ORGANIZATION
CG2170	01/08	CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM
NS0013	04/99	EXCESS PROVISION
NS0077	06/07	EXCLUSION - NONCOMPENSATORY DAMAGES
IL0017	11/98	COMMON POLICY CONDITIONS
NS0029	04/99	EXCLUSION-DISCRIMINATION
WB1958	07/98	EXCLUSION - LEAD LIABILITY
CG0124	01/93	WISCONSIN CHANGES-AMENDMENT OF POLICY CONDITIONS
CG0001	12/07	COMMERCIAL GENERAL LIABILITY COVERAGE FORM
CG2147	12/07	EMPLOYMENT-RELATED PRACTICES EXCLUSION
IL0283	09/07	WISCONSIN CHANGES-CANCELLATION AND NONRENEWAL
IL0021	09/08	NUCLEAR ENERGY LIABILITY EXCLUSION ENDORSEMENT (BROAD)
WB660	01/09	TWO OR MORE COVERAGE FORMS OR POLICIES ISSUED BY US
WB1468	01/09	EXCLUSION-ASBESTOS OR ASBESTOS PRODUCTS
CG0068	05/09	REC AND DISTR MATERIAL OR INFO IN VIOLATION OF LAW EXCL
CG2605	02/07	MINNESOTA CHANGES
CG0122	12/07	MN CHANGES-CONTRACTUAL LIABILITY EXCL & SUPPLEMENTARY PY
CG2681	12/04	MINNESOTA CHANGES - DUTIES CONDITION
IL0245	09/08	MINNESOTA CHANGES-CANCELLATION AND NONRENEWAL
WB1890	04/08	AI-AUTOMATIC STATUS WHEN REQ'D BY WRITTEN CONTRACT W/YOU
CG2404	05/09	WAIVER OF TRANSFER RIGHTS OF RECOVERY AGAINST OTHERS

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – AUTOMATIC STATUS WHEN REQUIRED BY WRITTEN CONTRACT WITH YOU

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. Section II - Who is An Insured** is amended to include as an additional Insured any person or organization you are required by a written contract to name as an additional insured.
The written contract must be:
1. Currently in effect or becoming effective during the term of this policy; and
 2. Executed prior to the "bodily injury," "property damage," "personal injury and advertising injury."
- B. The insurance provided to the additional Insured is limited as follows:**
1. That person or organization is only an additional Insured with respect to liability arising out of:
 - a. "your ongoing operations" performed for the Insured at the location designated in the written contract; or
 - b. premises owned or used by you.
- C. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:**
This insurance does not apply to:
1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
 - a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
 - b. Supervisory, inspection, architectural or engineering activities.
 2. "Bodily injury" or "property damage" occurring after:
 - a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
 - b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principle as a part of the same project.
- D. As respects the coverage provided under this endorsement, Paragraph 4.b. Section IV – COMMERCIAL GENERAL LIABILITY CONDITIONS is amended with the addition of the following:**
- 4. Other Insurance**
- b. **Excess Insurance**
This insurance is excess over:
Any other valid and collectible insurance available to the additional insured whether primary, excess, contingent or on any other basis unless a written contract specifically requires that this insurance be either primary or primary and noncontributing. Where required by written contract, we will consider any other insurance maintained by the additional insured for injury or damage covered by this endorsement to be excess and noncontributing with this insurance.
When this insurance is excess, as a condition of coverage, the additional insured shall be obligated to tender the defense and indemnity of every claim or suit to all other insurers that may provide coverage to the additional insured, whether on a contingent, excess or primary basis.



Memorandum

DATE: October 3, 2013

TO: Board of Public Works

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

RE: Petition to Dedicate River Lea Court to the City of Menasha

Enclosed is a petition from the five River Lea Court property owners indicating their desire to dedicate River Lea Court to the City of Menasha. The City previously received a petition to dedicate River Lea Court in 1998 but one of the abutting property owners at that time was not in favor of dedication so the issue was not pursued.

All five abutting property owners are now included on the petition for dedication. In meeting with their representative, I explained the process necessary for street dedication and the expected construction items and cost for improving the street to City standards. All the costs for platting and street improvements would be assessed to the abutting property owners. It is the desire of the owners to equally share in the project cost rather than prepare the assessments on the basis of front foot.

River Lea Court extends northerly from the intersection of Keyes Street and Willow Lane. The street is an asphalt pavement in poor condition with no curb and gutter. The street width varies from 16' to 20' along the straight portion and is approximately 45' at its widest point in the cul de sac. There is no storm sewer in the street.

Proposed improvements to upgrade River Lea Court include a new 4" thick, 20' wide asphalt pavement placed on a new 12" thick aggregate base course. The cul de sac portion would be 55' in diameter. Due to the inability to install storm sewer because of the insufficient elevation difference from the river, curb and gutter is not recommended on this street.

A new subdivision plat would be created dedicating 30' of street right of way (more for the cul de sac) to the City. The estimated cost for the street improvements, engineering and plat preparation is \$32,100. This cost would be assessed equally among the five property owners. If this dedication is approved by the Council, funds will be placed in the 2014 Budget for this project.

Enclosures

To: Mark Radtke and Becky Nichols
From: River Lea Court Property Owners
Subject: Dedication of River Lea Court to the City of Menasha
Date: August 20, 2013

We, the property owners on River Lea Court, hereby wish to dedicate River Lea Court to the City of Menasha as soon as it can be accomplished.

	<u>Signature</u>	<u>Date</u>
Barbara Ballard 850 River Lea Court	<u>Barbara Ballard</u>	<u>8-20-13</u>
David Erdmann (Deceased) Sue Erdmann 854 River Lea Court	<u>Sue E. Erdmann ^{widow} of the Deceased</u>	<u>8-20-13</u>
Robert R Chabalowski Trust 858 River Lea Court Lois Chabalowski	<u>Robert R. Chabalowski</u>	<u>8/20/13</u>
Scheetz Rev Trust Thomas S Scheetz TTEE 862 River Lea Court Geesje M Scheetz	<u>Thomas S Scheetz</u> <u>Geesje M Scheetz</u>	<u>8-20-13</u> <u>8-20-13</u>
Samir Gores 868 River Lea Court	<u>Samir Gores</u>	<u>8/22/13</u>

Mark Radtke

Hi Tom,

My answers follow each question below.

Mark

Mark Radtke

Director of Public Works

City of Menasha

Phone: (920)967-3610

Fax: (920)967-5272

mradtke@ci.menasha.wi.us

From: tssbiz [<mailto:tssbiz@aol.com>]

Sent: Monday, August 12, 2013 10:27 AM

To: Mark Radtke

Subject: River Lea Ct.

Good morning Mark. Thank you for your email which was very helpful. We held a street meeting to review it. Everyone is still in favor of going ahead with the transfer. There were a few more questions and some wishes shown below for your input.

Questions

1. How and when are we billed for the work? Most likely, we will follow the current special assessment process for street work. The final project cost is determined from the actual construction cost and the engineering cost. The total project cost would be divided among the involved properties (it appears you favor the equally divided method). You are billed after the project has been completed and your payment options will be explained at that time.
2. What might the city do regarding replacing trees, mail boxes etc. if widening is necessary? Tree replacement is considered by the Forestry Department. We have usually tried to replace trees that have been removed during street reconstruction projects, although the spacing may be different than what currently exists. Mail boxes that conflict with construction are the responsibility of the owner. Usually, they are temporarily placed together as a mail box station until completion of the project. Because of the limited traffic on this street, we will try to minimize the amount of widening on this street, and will consider paving less than the recommended minimum standard due to the very limited traffic volume.
3. If the city takes someone's property to widen the road, will they get a credit on their tax bill or some other payment? Before the project is approved, the City will require sufficient street right of way be dedicated by the property owners. This will be accomplished by the creation of a Certified Survey Map (CSM) which will be part of the project cost.
4. Sue Erdmann's home sits pretty close to the circle already. Can we protect her from losing any front yard? We will consider that when we create the CSM and do the design.
5. What do you recommend for the next step? Submit a written request for transfer of River Lea Court right of way to the City, either through the Mayor or your alderman, Becky Nichols.
6. Would you be able to meet with me any time Wednesday or Thursday afternoon? We have an easement from Menasha Utilities to pass along and I would like to get acquainted. Promise not to exceed 20 minutes. I am available Thursday afternoon – would 2:00 work for you?

Wishes

- 1 We like the current road width.
- 2 We agreed to divide the cost equally.

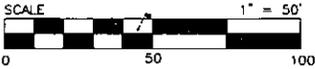
Thank you

Tom Scheetz

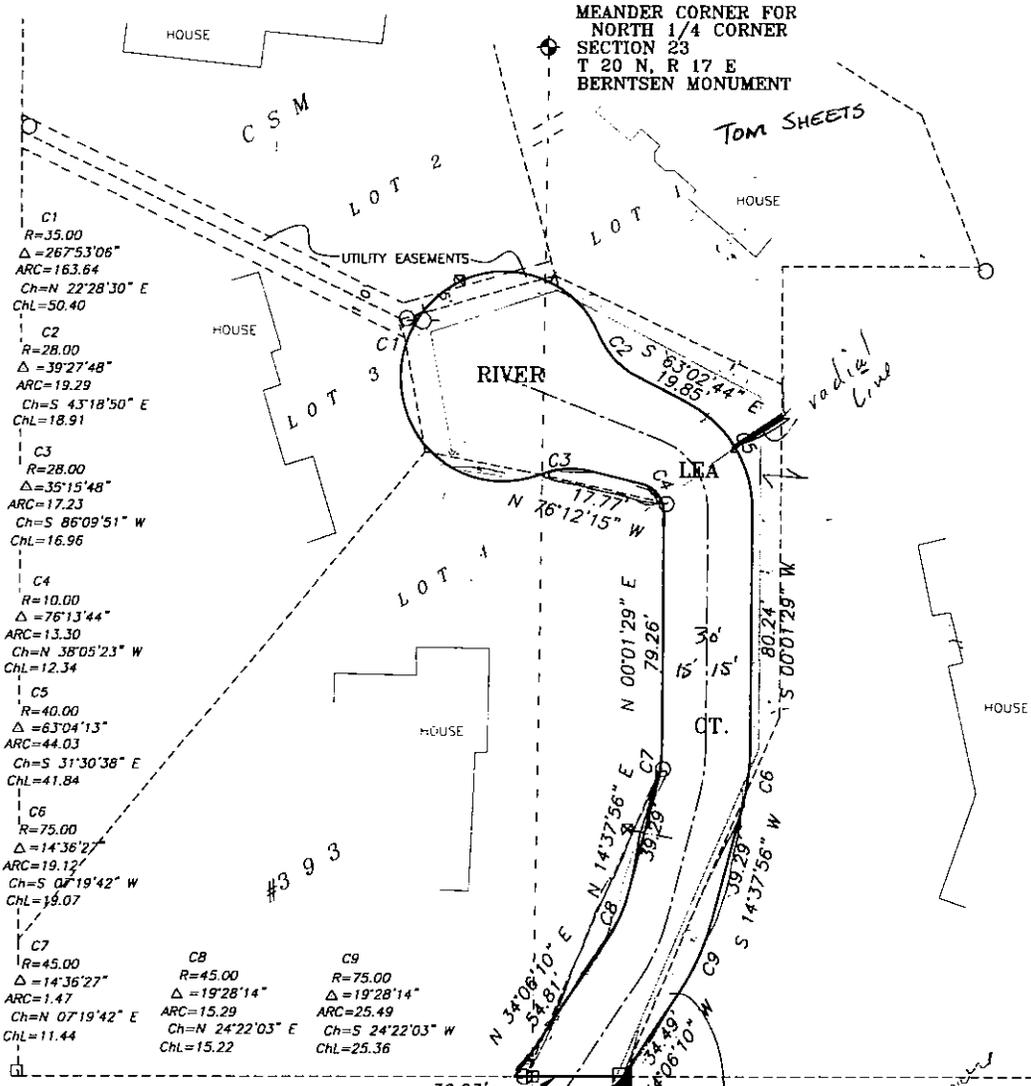
CERTIFIED SURVEY MAP NO. _____
 PART OF LOTS 1 THROUGH 4 OF CERTIFIED SURVEY MAP #393 AND
 ALL OF RIVER LEA COURT, LOCATED IN THE THIRD WARD,
 CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN

BEARINGS ARE REFERENCED TO MATCH
 CERTIFIED SURVEY MAP #393

FOR: CITY OF MENASHA
 P.O. BOX 340
 DEPARTMENT OF PUBLIC WORKS
 MENASHA, WI 54952



MEANDER CORNER FOR
 NORTH 1/4 CORNER
 SECTION 23
 T 20 N, R 17 E
 BERNTSEN MONUMENT



- C1
R=35.00
Δ=267°53'06"
ARC=163.64
Ch=N 22°28'30" E
ChL=50.40
- C2
R=28.00
Δ=39°27'48"
ARC=19.29
Ch=S 43°18'50" E
ChL=18.91
- C3
R=28.00
Δ=35°15'48"
ARC=17.23
Ch=S 86°09'51" W
ChL=16.96
- C4
R=10.00
Δ=76°13'44"
ARC=13.30
Ch=N 38°05'23" W
ChL=12.34
- C5
R=40.00
Δ=63°04'13"
ARC=44.03
Ch=S 31°30'38" E
ChL=41.84
- C6
R=75.00
Δ=14°36'27"
ARC=19.12
Ch=S 07°19'42" W
ChL=19.07
- C7
R=45.00
Δ=14°36'27"
ARC=1.47
Ch=N 07°19'42" E
ChL=11.44
- CB
R=45.00
Δ=19°28'14"
ARC=15.29
Ch=N 24°22'03" E
ChL=15.22
- CC
R=75.00
Δ=19°28'14"
ARC=25.49
Ch=S 24°22'03" W
ChL=25.36

KEYES STREET S 90°00'00" W

WILLOW LANE
 N 00°24'15" E 2138.37'
 S 34°08'10" E 34.81'
 S 34°08'10" W 34.49'

*Johnson
 Dec 00
 River Lea survey*

LEGEND

- 1" IRON PIPE SET, 24" LONG, WEIGHING 1.130 LBS. PER LIN. FOOT
- 3/4" REBAR FOUND
- 1" IRON PIPE FOUND
- △ 1-1/4" REBAR FOUND
- ◆ 2" IRON PIPE FOUND
- ◇ GOVERNMENT CORNER

Martenson & Eisele, Inc.
 Engineering - Surveying - Planning
 1919 American Court
 Neenah, WI 54956
 (920) 731-0381
 Fax (920) 733-8578
 E-MAIL mail@martenson-eisele.com

MEANDER CORNER FOR
 NORTH 1/4 CORNER
 SECTION 23
 T 20 N, R 17 E
 BERNTSEN MONUMENT

PROJECT NO. 210-053
 SHEET 1 OF 3
 DRAFTED BY: DMS





Memorandum

DATE: October 3, 2013
TO: Board of Public Works
FROM: Don Merkes, Mayor
RE: Recycling Program Recommendations from the Sustainability Board

The following information is based on a report by UW Fox Valley students presented to the Menasha Sustainability Board earlier this year.

Recycling has become part of our everyday lifestyle; residents of Menasha recycle .08 tons of recyclable products per capita each year, equal to the statewide average. Unlike our neighbors, most of whom have more frequent curbside collection, Menasha has monthly curbside collection. Since the inception of automated collection some residents have requested more frequent pickups to handle volume. We would like to increase recycling pickup, however, with our current equipment we would be unable to do so without increasing staffing or decreasing other services. As an alternative we have allowed residents to place overflow container(s) out along with their regular recycling container. About 200 households per month take advantage of this option.

Studies have shown that ease of recycling results in increased participation. In fact with the implementation of single stream recycling in our city the amount of recycled material collected increased by 37.7% in one year. Currently, Menasha averages 31.0 lbs of recyclables per household when considering only curbside collection. That average increases to 36.5 lbs per household when the Public Works Recycling Facility amounts are included. In comparison, Oshkosh averages 36.1 lbs, and Neenah averages 40.8 lbs per household. Earlier this year Menasha partnered with UW Fox Valley environmental science students to collect more information on residents use and satisfaction of the recycling program in the city. The students surveyed 117 residents in multiple neighborhoods; findings included:

- 85% of residents always recycle
- 72% were happy with the service
- 60% said that more frequent pickups would make recycling easier
- 49% were willing to pay more for more frequent recycling
- The most frequent reason for not recycling was "inconvenience"

Starting in 2014, for every ton of solid waste diverted from the landfill to the recycling center the city saves \$31 and reduces the need to construct new landfills. The city is moving forward with plans to further automate pickup, reduce solid waste, and increase recycling collection. We plan to do so by increasing recycling pickup, making fees more representative of actual costs, and maintaining or reducing employee hours dedicated to sanitation.

2014 Waste Reduction and Automation

- Continue vehicle replacement in July
 - Will allow most pickups of overflow refuse as part of regular route eliminating most usage of two person rear loading truck
 - Will allow most commercial pickups to be accomplished with a single person truck eliminating most usage of two person rear loading truck
- Increase cost of 96 gallon refuse container by 25 cents per pickup to 75 cents
- Reduce bulky item/overflow stickers from 6 to 5
- Encourage use of overflow containers and drop off site for recycling beyond 96 gallons per month

2015 Recycling Increase & Waste Reduction

- Increase curbside recycling to 18 pickups annual from 12 (because of changes in bulky pickup and commercial pickup this should be able to be accomplished without staffing increases)
- Increase cost of 96 gallon refuse container by 25 cents per pickup to \$1

By continuing the implementation of the multi-year Sanitation and Recycling plan the city will continue to decrease operation costs, miles driven, and waste to the landfill, while increasing convenience and service levels to our residents.

Enclosure

Good Enough? Assessing the Recycling Habits and Attitudes in the City of Menasha

Danielle Handler and Dr. Teresa Wegiarz
UNIVERSITY OF WISCONSIN-FOX VALLEY



BACKGROUND

- In January 2010, single-stream recycling collection began in the City of Menasha when Winnebago County, Outagamie County, and Brown County opened a jointly operated Single-Stream Recycling Processing Facility in Outagamie County.
- Single-stream recycling allows people to place recyclable paper, glass, plastics and metals in the same recycling container, reducing the need for residents to separate different types of recyclables.
- The Cities of Menasha, Oshkosh, and Neenah implemented single-stream recycling in 2010 and have used similar outlets for community education on recycling.
- The City of Menasha has approximately 6,400 recycling bins that can store up to 96 gallons of recyclable material, which gets picked up once per month.
- Before single-stream collection began in the City of Menasha, the annual average weight of residential recyclable materials collected from 2007-2009 was 866.9 tons.
- After single-stream collection began in the City of Menasha, the annual average weight of residential recyclable materials collected from 2010-2012 was 1,194.4 tons, a 37.7% increase of recycled material.
- The City of Menasha has the same recycling tonnage, 08 tons per capita, as statewide recycling collections in the state of Wisconsin for 2010 and 2011.

RESULTS OF STATISTICAL ANALYSIS OF RECYCLING DATA FOR MENASHA, OSHKOSH, & NEENAH

- Community recycling comparisons show that the City of Menasha has collected the lowest rate of recycled material per recycling bin, compared to the City of Oshkosh and City of Neenah since 2010. Recycling rates in Menasha also have decreased by 10.5% per bin since 2010. (See Table 1).
- Data from the Public Works Departments of cities Menasha, Oshkosh, and Neenah was used to calculate the amount of recycled material collected per pick-up, then compared to neighboring communities. This data shows that having more frequent pick-ups of recycling has increased the amounts of material collected. (See Table 2).
- Data collected by the City of Menasha and the City of Oshkosh was used to calculate the estimated weekly average weight of recycled material per bin, and per recycling pick-up, if recycling pick-up frequency is increased from 12 times to 20 times per year. We found total annual recycling rates could increase by as much as 9.5% with 20 recycling pick-ups per year, while recycling costs would increase by 39%. A pick-up schedule of 26 times per year would increase recycling by 17% with a 71% increase in costs. (See Figure 3.)

Table 1: Average weight of Recycling Materials Collected Annually per Bin

	2010	2011	2012
Menasha	415.3lbs	400.5lbs	371.5lbs
Oshkosh	417.8lbs	424.5lbs	433.3lbs
Neenah	493.3lbs	491lbs	490.1lbs

PARTNERS

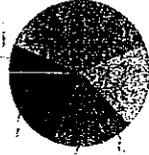
City of Menasha Mayor Don Walters
Superintendent of Public Works from Cities of Menasha, Oshkosh, and Neenah Jennifer Sennau Recycling Specialist for Winnebago County
City of Menasha Sustainability Board

HYPOTHESIS AND OBJECTIVES

- Hypothesis**
Monthly curbside recycling pick-up decreases a communities recycling rate compared to communities that have more frequent recycling pick ups per month.
- Objectives**
Conduct recycling surveys of City of Menasha residents.
Compare recycling rates in neighboring communities using City and County recycling data.

SURVEY RESULTS

- Groups of students in an environmental science class at UW Fox Valley went door-to-door to conduct surveys in seven distinct areas in the City of Menasha. The 11-question survey, which assessed recycling habits, was completed by 117 residents.
- When asked how often do you recycle, 83% of surveyed residents said 'Always', and 15% said 'Sometimes'. Those answering 'Sometimes' received a follow-up question asking why, and what recyclables end up in the trash. The most frequent reason for not recycling was inconvenience. Residents reported that the recyclables which were most often put in the trash were paper and plastic.
- We found that 72% of the surveyed residents were happy with the recycling collection in the City of Menasha.
- When asked what the city could do to make recycling easier, 60% requested more frequent pick-ups.
- Residents were asked if they would be willing to pay slightly more to have recycling picked up more than once per month, 49% said 'Yes.'



CONCLUSIONS

- The majority of the City of Menasha residents surveyed reported recycling on a regular basis, however the City of Menasha has one of the lowest recycling rates in the area.
- The City of Menasha has a lower recycling rate compared to Oshkosh and Neenah. Oshkosh and Neenah have twice per month and weekly recycling pick-up, respectively. We suggest that the lower recycling rate in Menasha may be due to less frequent recycling pick-up (once a month). This is supported by an EPA report, "Waste Prevention, Recycling, and Composting Options: Lessons from 30 U.S. Communities," which suggests communities that have weekly refuse pick-ups and less frequent recycling pick-ups, may lead residents who have minimal storage for recyclables to dispose of their recyclables into their refuse container.
- Our findings are also supported by this EPA report, which found that communities with weekly recycling collection have higher recycling rates.
- Based on our findings the City of Menasha's Mayor plans to explore strategies that encourage recycling and discourage refuse, while maintaining current employee staffing levels. The mayor has a goal for 2014 to increase recycling tonnage by 5% and decrease refuse tonnage by 5%. One strategy is to increase the recycling collection rate to 20 pick-ups per year.
- Our data suggests that if the City of Menasha increased the recycling collection rate to 20 times per year, the weekly average of recycled material per bin could be as much as 7.83lbs. The average weight per recycling pick-up could be 20 lbs. This would result in a total of 1,303 tons of recycled material collected in a year, increasing the recycling rate by 9.5%. This increase could delay costs incurred for construction of a new landfill.
- Communities with a higher recycling rate may increase both economic and environmental benefits. Recycling centers create jobs for communities and divert material from the landfill which saves local communities \$34/ton in refuse tipping fees. The valuable recycled material is reused by industries, reducing the need to use greater amounts of energy to extract new raw material from the limited natural resources available.

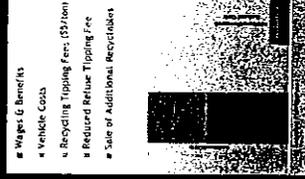


Figure 3. Additional costs and revenue for 20- and 26-recycling pick-ups per year in the City of Menasha. Additional cost for wages and benefits were calculated based on additional hours needed to collect recyclables, and additional vehicle costs were estimated for increased fuel and maintenance. Additional revenue estimates for the sale of additional recyclables were based on recycling weights from the City of Oshkosh.