

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
June 3, 2013
6:30 PM
or immediately following the Common Council

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. May 20, 2013
- D. ACTION ITEMS
 - 1. Street Use Application – Community First Fox Cities Marathon; Sunday, September 22, 2013; 6:00 AM – 2:00 PM (Community First Credit Union)
 - 2. Recommendation to Award; West Sedimentation Basin Repair Project; Front Range Environmental; \$47,801.00 (Menasha Utilities)
- 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
May 20, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 8:25 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

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

C. MINUTES TO APPROVE

1. [May 6, 2013](#)

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

Motion carried on voice vote.

D. ACTION ITEMS

1. [Storm Water Utility Financial Report](#)

DPW Radtke and Dpty Treasurer Sassman presented the semi-annual Storm Water Utility report. They explained the departments that are funded by Storm Water Utilities. The City has received a grant to assist in planning runoff management standards as related to the Lower Fox River TMDL.

General discussion regarding the Storm Water Utility ensued.

E. ADJOURNMENT

Moved by Ald. Nichols, seconded by Ald. Sevenich to adjourn at 8:44 p.m.

Motion carried on voice vote.

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



STREET USE APPLICATION

Event: Community First Fox Citrus Marathon
 Presented by Kimberly Clark
 Sponsored by: Community First Credit Union
 Responsible Person: Jesse Drake, Race Operations Manager
 Address: PO Box 1315
Appleton, WI 54912-1315

Street Use Date: 9/22/2013
 Start Time: 6:00 AM
 End Time: 2:00 PM
 Number of Units: 5,000+ participants
 (Parades)

Email Address: jesse.drake@communityfirstwi.org Phone: (920) 882-5219 (office)
(920) 450-2083 (cell)
 Street Route: Start Line: VW-Fox Valley, Finish Line: Riverside Park, Neenah
 Description of Use (attach map) See enclosed map & explanations

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 Parade Insurance Agency Policy No. CP3195181
 (Attached are samples of the certificate of insurance and endorsement, each naming the City of Menasha as additional insured)

Date: 3/1/2013 Applicant's Signature: [Signature]

add #9029
CS

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: 6-17-13
 Approved: _____ Denied: _____

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



2013 Community First Fox Cities Marathon Start Line:

UW-Fox Valley, Midway Road – Menasha

- Requesting Midway Road from University Avenue to Hwy. 10/Oneida Street to be closed (all 4 lanes) to traffic from 5:30 a.m. until 7:15 a.m.
 - State Patrol will secure the Oneida St/Midway Rd intersection
- City of Menasha Police officers (in conjunction with the Town of Menasha Police officers) are needed at Midway Rd/University Ave intersection to direct traffic into UW-Fox Valley and Sabre Lanes parking lots (as well as traffic and shuttle busses south on University Ave.)
 - Time Frame: 5:30 – 7:15 a.m.



Map of:
Menasha, WI

Notes



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2013 Community First Fox Cities Marathon (City of Menasha section):

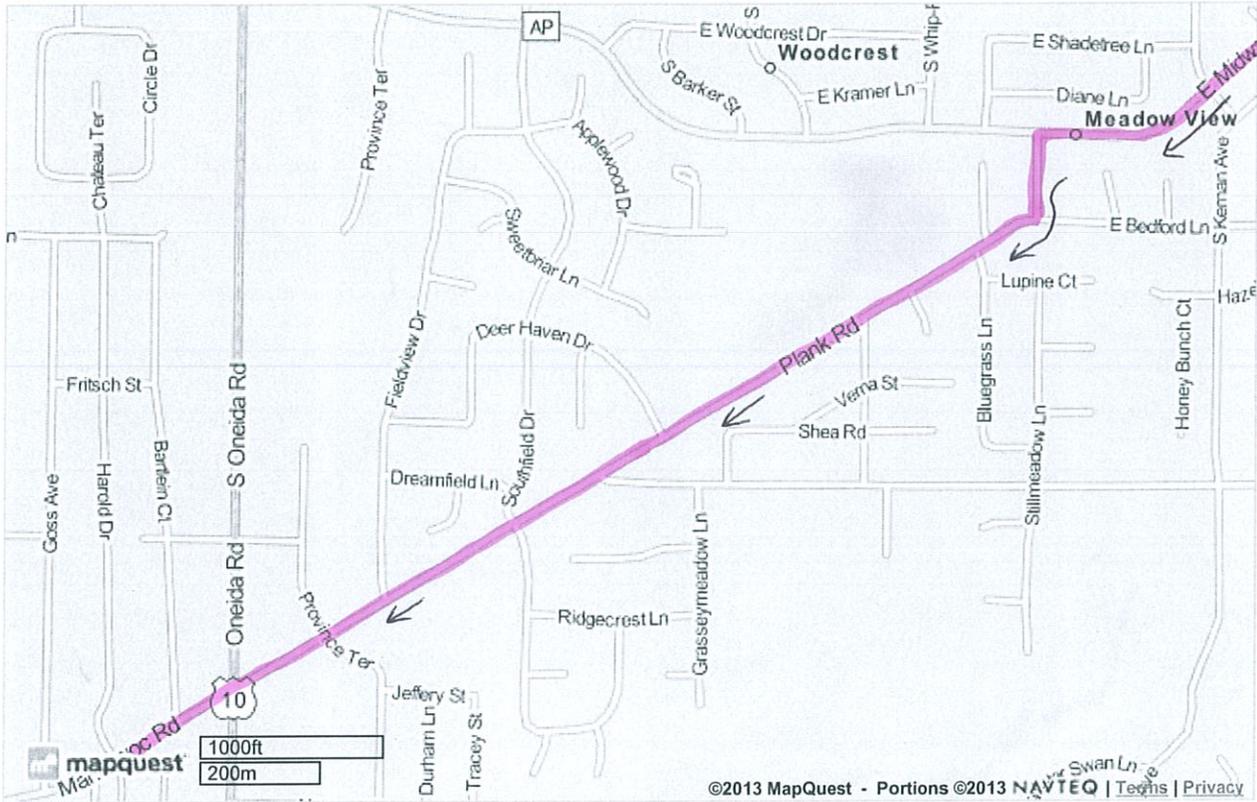
The Fox Cities Marathon will re-enter the City of Menasha on Manitowoc Road and exit the City of Menasha at the Walnut St/Nicolet Blvd intersection – entering the City of Neenah.

- Please place traffic cones on the left side of the road (allowing for the runners lane width to be HALF of the width of the entire road) – runners will be running on the left-hand side, against the normal flow of traffic. This arrangement will continue to allow traffic as well as provide runners a safe part of the road during the race.
- Please place 'No Parking' signs where it is not already prohibited, on all roads of the Marathon route
 - Manitowoc Road/Plank Road
 - Melissa Street
 - 7th Street
 - London Street
 - Konemac Street
 - 3rd Avenue
 - Jefferson Park
 - Broad Street (running the wrong way on the 1-way street)
 - Racine Street (over Racine Street Bridge – left hand and middle lanes reserved for runners, 1-way traffic only allowed across Bridge – northbound traffic only)
 - Ahnaip Street
 - Walnut Street



Map of:
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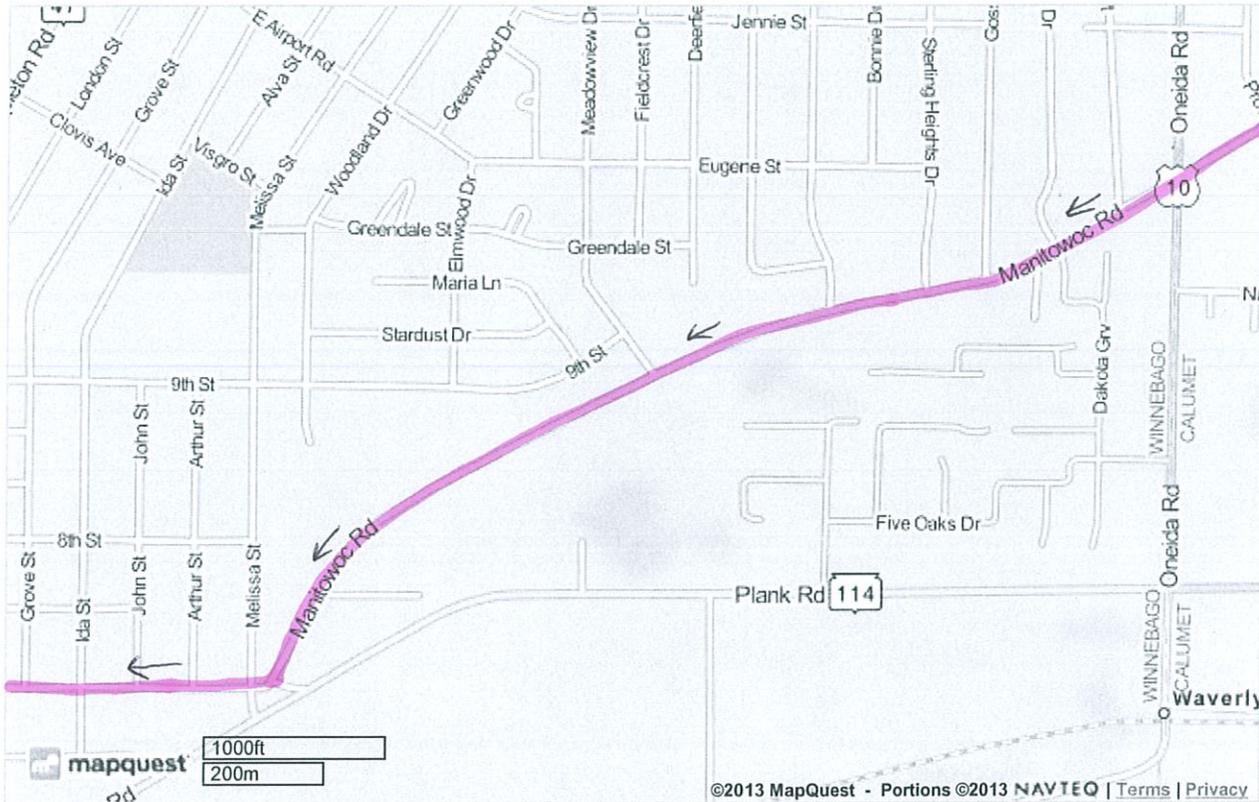


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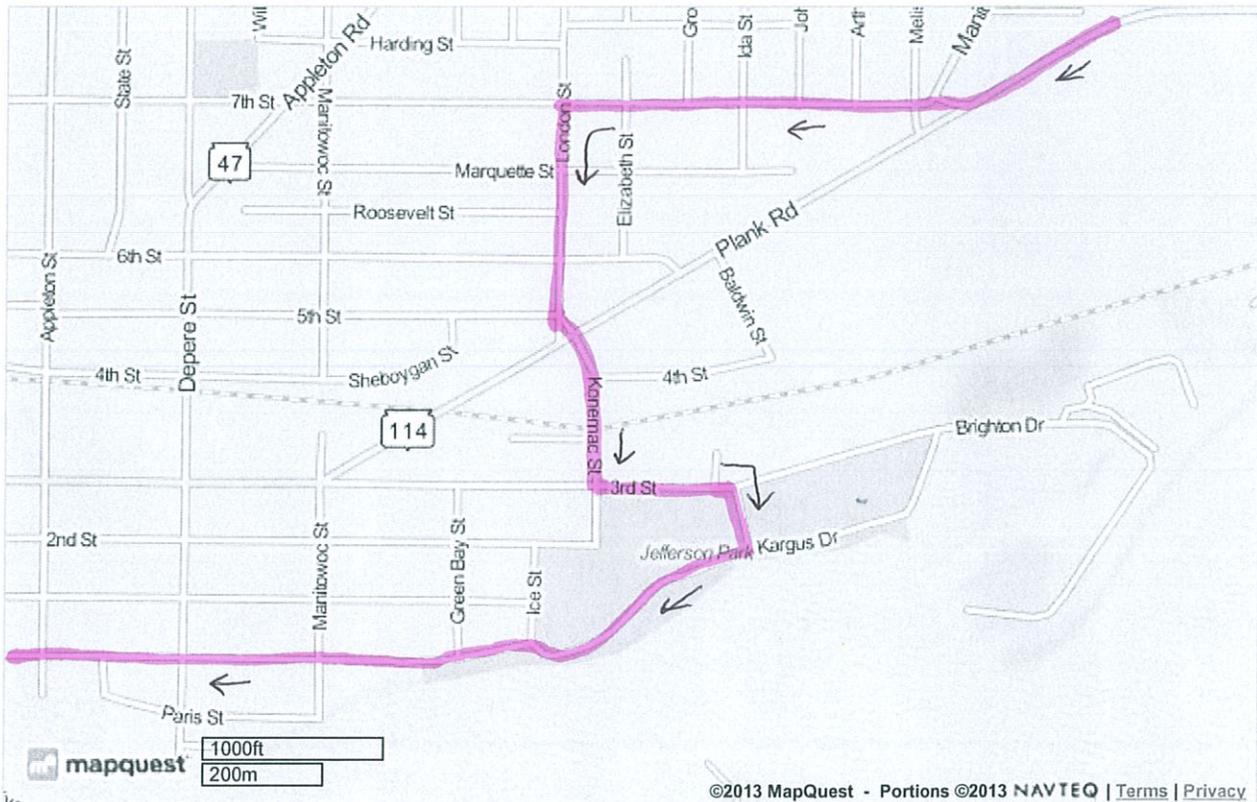


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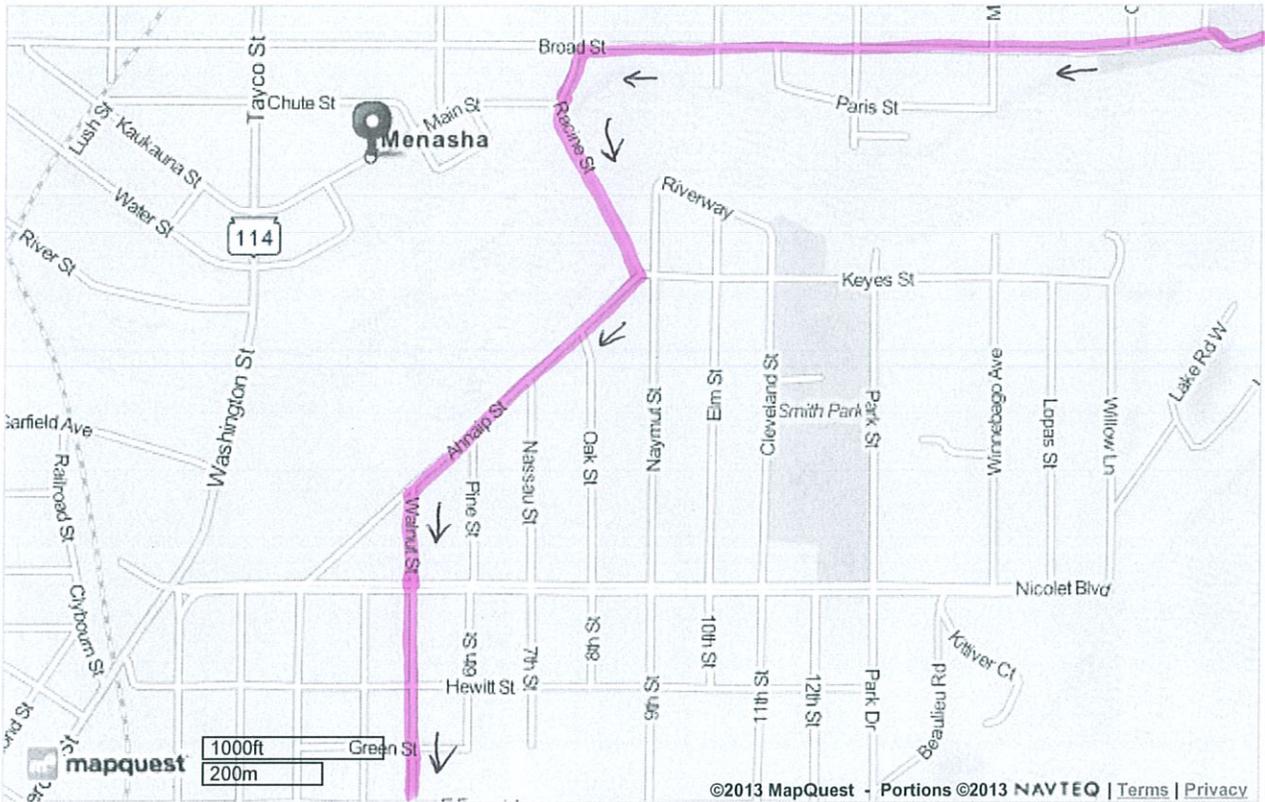
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321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 www.menashautilities.com

MEMORANDUM

TO: Mark Radtke, Director
Public Works

FROM: Melanie Krause, Interim General Manager
Tim Gosz, Water Plant Supervisor

DATE: May 22, 2013

SUBJECT: Recommendation for Award

At the Regular Meeting of the Menasha Utilities Commission on May 22, a motion was approved requesting the Board of Public Works recommend to the Common Council authorization of award of the West Sedimentation Basin project to the low bidder, Front Range Environmental in the amount of \$47,801.00 for West Basin repairs. Front Range Environmental was used for the East Basin repairs that were authorized by the Board of Public Works and Common Council in December of 2012.



Date: Thursday, May 16, 2013

To: Menasha Utility Commission

From: Timothy Gosz Water Plant Supervisor

RE: West Sedimentation Basin Repair Project

On May 16, 2013 at 2:00 pm we opened bids for our West Sedimentation Basin Repairs item 1 in the Water Plants Capitol Budget. There was only one bid submitted, that was from Front Range Environmental for \$ 47,801. Front Range Environmental is the company that did the repairs on our East Sedimentation Basin. We were very satisfied in the job Front Range Environmental did on the East Basin. The amount budgeted for the project was \$100,000. Therefore it is my recommendation to award the West Sedimentation Basin Repair project to Front Range Environmental in the amount of \$47,801.