

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 those bodies will be taken)

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers, 140 Main Street, Menasha
July 2, 2007

6:15 PM

AGENDA

 + [Back](#)  [Print](#)

I. CALL TO ORDER

A. -

II. ROLL CALL/EXCUSED ABSENCES

A. -

III. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

A. June 18, 2007

[Attachments](#)

IV. DISCUSSION

A. Street Use Application - 14th Annual St. Joe 5K Run/Walk for St. Joseph Food Pantry; Saturday, November 3, 2007; 8:45 AM to 10:00 AM (Pacesetter's of the Fox Cities)

[Attachments](#)

B. Street Use Application - 37th Otto Grunski Family Festival; Saturday, July 28, 2007; 7:00 AM - 12:00 AM; Community Forward, Inc.

[Attachments](#)

C. Consideration of Concerns of Briarwood Cottage Residents Regarding Proposed Asphalt Walk/Trail on Midway Road (Ald. Wisneski) (Held 6/18/07)

[Attachments](#)

D. Concerns Regarding Drainageways at 2160 Manitowoc Road and 2140 Grassy Plains Drive

E. Request for Stop Sign on Keyes Street at Willow Lane (Ald. Merkes) (Held 6/18/07)

[Attachments](#)

F. Resolution R-14-07 Acknowledging Review of City of Menasha 2006 Compliance Maintenance Annual Report Under Wisconsin Administrative Code NR208

[Attachments](#)

V. ADJOURNMENT

A. -

Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the Clerk's Office at 967-3600 at least 24-hours in advance of the meeting so special accommodations can be made.

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers, 140 Main Street, Menasha
 June 18, 2007

MINUTES DRAFT

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I. CALL TO ORDER

A. :

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Meeting called to order by Chairman Pack at 8:00 p.m.			

II. ROLL CALL/EXCUSED ABSENCES

A. :

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	PRESENT: Ald. Hendricks, Michalkiewicz, Chase, Merkes, Taylor, Wisneski, Pack.			
	EXCUSED: Ald. Eckstein.			
	ALSO PRESENT: Mayor Laux, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, Clerk Galeazzi and the Press.			

III. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

A. [June 4, 2007](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Move	to approve Board of Public Works minutes, 6/4/07	Alderman Taylor	Alderman Michalkiewicz	Passed
	Motion carried on voice vote.			

IV. DISCUSSION

A. [Consideration of Concerns of Briarwood Cottage Residents Regarding Proposed Asphalt Walk/Trail on Midway Road \(Ald. Wisneski\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Ald Wisneski explained the resident at Briarwood Cottages are concerned with walking on the asphalt trail along Midway Road. The trail is uneven and hard to see with the dark surface.			

DPW Radtke explained the current trail is only 5' wide and is uneven because it could not be installed with a paver. An 8' wide trail could be installed using the paver and would be more even.

Discussion ensued, concrete trail would hold up better than an asphalt trail. It was agreed to refer this item to the July 2 agenda.

B. [Request to Enclose Open Drainage Area at 2160 Manitowoc Road \(Ald. Chase\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Ald. Chase received a letter from Dave and Sue Prinsen, 2160 Manitowoc Road explaining their concern is safety with the culvert on their property. They are asking for help with the problem.			
	DPW Radtke explained the storm sewer discharges to open culvert areas. There will be a cost to construct a structure to cover up the area which is not budgeted for.			
	Sue Prinsen, 2160 Manitowoc Road spoke on the safety issue. Michael Larsen, 2140 Grassy Plains spoke on a similar situation on his property. Chairman Pack referred Mr. Larsen's issue to another agenda.			
	Discussion ensued if funds would be available from other accounts, if PW crews can do the work and what type of a solution to help resolve the problem. For safety reasons, DPW will install grates on the ends of the two larger storm sewer pipes.			

C. [Request for Stop Sign on Keyes Street at Willow Lane \(Ald. Merkes\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Ald. Merkes explained residents in the area of Keyes Street are concerned with excessive speed. They are looking for suggestions to help resolve this speeding problem. Ald. Merkes asked to refer this item to the July 2 agenda to allow for residents to attend the meeting.			

D. [Cal. Cnty Hwy. Dept. to DPW Radtke, 6-7-07; Request to Apply for HSIP Funds for CTH.LP/Manitowoc Rd. Intersection](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	DPW Radtke explained as directed by the Council, he sent a letter to Town of Harrison and Calumet County requesting them to apply for the HSIP grant. He received a letter from Calumet County asking for more direction from the City.			
	Discussion ensued on the City has done what they can to make this a safe intersection. Town of Harrison and Calumet County need to do their part.			

E. [Consideration of Options for Surplus Commodity Revenue Through Tri-County Regional Recycling Program](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	DPW Radtke explained the City has the opportunity to receive the surplus revenue from the Tri-County Regional Recycling Program. In past years the majority of the municipalities involved in the program have elected to retain the surplus in the fund. This year he is recommending the City elect to have the surplus funds refunded. The City's share is estimated at \$74,953. He is making this recommendation due to the			

favorable commodity markets and the success of the tri-county regional recycling program.

V. ADJOURNMENT

A. -

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Move	to adjourn at 9:10p.m.	Alderman Taylor	Alderman Hendricks	Passed
Motion carried on voice vote.				
Respectfully submitted by Deborah A. Galeazzi, City Clerk				



STREET USE APPLICATION

Sponsored by: PACESETTER'S OF THE FOX CITIES

Responsible Person: NED HUGHES - RACE DIRECTOR

Address: P.O. BOX 681
MENASHA, WI, 54952

Phone: 920-475-7116

Street Route: (Attach Map) SEE ATTACHED 5K RUN/WALK COURSE
Description of Use: 14TH ANNUAL ST. JOE'S 5K RUN/WALK! FUNDRAISER/FOODRAISER TO BENEFIT THE ST. JOSEPH FOOD PANTRY PROGRAM 11/3/07!

Street Use Date:	<u>11/03/2007</u>
Start Time:	<u>8:45 AM</u>
End Time:	<u>10:00 AM</u>
Number of Units:	<u>300-400</u>
	<u>5K RUN/WALK</u>

LIABILITY INSURANCE HAS BEEN SECURED IN THE AMOUNT OF \$ 1,000,000.00 WITH THE CITY OF MENASHA NAMED AS ADDITIONAL INSURED.

Insurance Company GREAT AMERICAN ASSURANCE Policy No. MAC0000568960002

(Attached is a copy of the insurance certificate).

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.

DATE: June 25, 2007 APPLICANT'S SIGNATURE: Ned Hughes

TO BE COMPLETED BY CITY STAFF

SCHEDULED PARK & RECREATION BOARD REVIEW DATE: _____

NOT REQUIRED: _____ APPROVED: _____ DENIED: _____

SCHEDULED COMMON COUNCIL REVIEW DATE: 7-2-07

APPROVED: _____ DENIED: _____

APPROVAL: [Signature]

Police Dept. _____ Fire Dept. LWV Public Works Dept. MR City Attorney JSB

ST. JOE'S 5K RUN/WALK COURSE MAP

CURRENT COURSE AS 2006

Runners/Walkers Important Information Regarding The Friendship Trestle Trail Segment of The 5K (3.1 Miles) Run/Walk Course:

1. As the 5K course is laid out as an out and back... orange cones will be placed down the middle (in the center) of the trail segment of the course!
2. On the trail... runners and walkers stay to your right (except to pass)
3. On the trail... runners and walkers pass only on your left!
4. On the trail... runners... as you approach walkers or other runners from behind to pass... please call out... "Runner... passing on your left!"
5. On the trail... walkers... please no more than two walkers walking abreast (side by side) at all times!

Other Important 5K Run/Walk Information:

1. Traffic Control... the City of Menasha Police will be directing traffic at three intersections on the street part of the course: Intersection #1 Main Street/Milwaukee Street, Intersection #2 Broad Street/Milwaukee Street, Intersection #3 Broad Street/Tayco Street
2. Course Marshalls will be stationed at every street intersection on the course and at strategic locations on The Friendship Trestle Trail
3. Tall mile marker cones (with a large mile marker number printed on each) will be positioned at mile markers 1, 2, and 3! MM means mile marker.



ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/22/2007

PRODUCER (260)482-5455 FAX: (260)483-6297
EGL Insurance - Diller-Smith Office
2526 Scotswolde
P.O. Box 8517
Fort Wayne IN 46898

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
ROAD RUNNERS CLUB OF AMERICA
AND ITS MEMBER CLUBS
1501 LEE HWY, SUITE 140
ARLINGTON VA 22209

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: GREAT AMERICAN ASSURANCE	26344
INSURER B: NATIONWIDE LIFE INSURANCE	70750
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR/ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY	MAC0000568960002	12/31/2006 12:01 AM	12/31/2007 12:01 AM	EACH OCCURRENCE \$ 1,000,000
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
		<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5,000
		<input checked="" type="checkbox"/> LEGAL LIAB TO PART. \$1,000,000				PERSONAL & ADV INJURY \$ 1,000,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				GENERAL AGGREGATE \$ NONE
		<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				PRODUCTS - COMPI/OP AGG \$ 1,000,000
A		AUTOMOBILE LIABILITY	MAC0000568960002	12/31/2006 12:01 AM	12/31/2007 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
		<input type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$
		<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
		<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident) \$
<input checked="" type="checkbox"/> HIRED AUTOS						
<input checked="" type="checkbox"/> NON-OWNED AUTOS						
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
		<input type="checkbox"/> ANY AUTO				OTHER THAN EA ACC \$
						AUTO ONLY: AGG \$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE \$
		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE \$
		<input type="checkbox"/> DEDUCTIBLE				\$
		<input type="checkbox"/> RETENTION \$				\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS OTH-ER
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT \$
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
B		OTHER EXCESS ACCIDENT & MEDICAL	SPX0000002408400	12/31/2006 12:01 AM	12/31/2007 12:01 AM	EXCESS MEDICAL: \$10,000 \$250 DEDUCTIBLE: PER CLAIM AD & SPECIFIC LOSS \$2,500

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED AS RESPECTS THEIR INTEREST IN THE OPERATIONS OF THE NAMED INSURED.

DATE & EVENT: 11/03/07 14TH ANNUAL ST. JOE'S 5K RUN/WALK FUNDRAISER

INSURED CLUB: PACESETTER'S RUNNING CLUB ATTN: NED HUGHES; PO BOX 681, MENASHA, WI 54952

CERTIFICATE HOLDER

(920)967-5272

11/03/07 CITY OF MENASHA, WI
ATTN: MARK RADTKE
140 MAIN STREET
MENASHA, WI 54952

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

John Lefever/EM





STREET USE APPLICATION

Sponsored by: COMMUNITY FORWARD INC.

Responsible Person: JAMES TAYLOR

Address: PO BOX 185
MENASHA

Phone: 725-4857

Street Use Date: 7-28-07

Start Time: 7:00 AM

End Time: 12:AM

Number of Units: _____

Street Route: (Attach Map)

Description of Use

9AM WALK/RUN
CURTIS REED SQUARE
TO BROAD ST. 300-200-100
BLOCKS

37th OTTO GRUNSKI FAMILY FESTIVAL
MAIN ST. CLOSED FROM CENTER ST. TO MILL ST.
CHUTE ST. CLOSED JUST PAST CITY HALL PARKING LOT
MILWAUKEE CLOSED BEFORE US BANK + BROAD ST. PARKING LOT

LIABILITY INSURANCE HAS BEEN SECURED IN THE AMOUNT OF \$ 2,000,000 WITH THE CITY OF MENASHA NAMED AS ADDITIONAL INSURED.

Insurance Company CAPITOL INDEMNITY CORP Policy No. CP00325121
(Attached is a copy of the insurance certificate).

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.

DATE: 6-20-07 APPLICANT'S SIGNATURE: [Signature]

TO BE COMPLETED BY CITY STAFF

SCHEDULED PARK & RECREATION BOARD REVIEW DATE: _____

NOT REQUIRED: APPROVED: _____ DENIED: _____
BT MUSIC UNTIL 10:30 PM

SCHEDULED COMMON COUNCIL REVIEW DATE: 7/2/07

APPROVED: _____ DENIED: _____

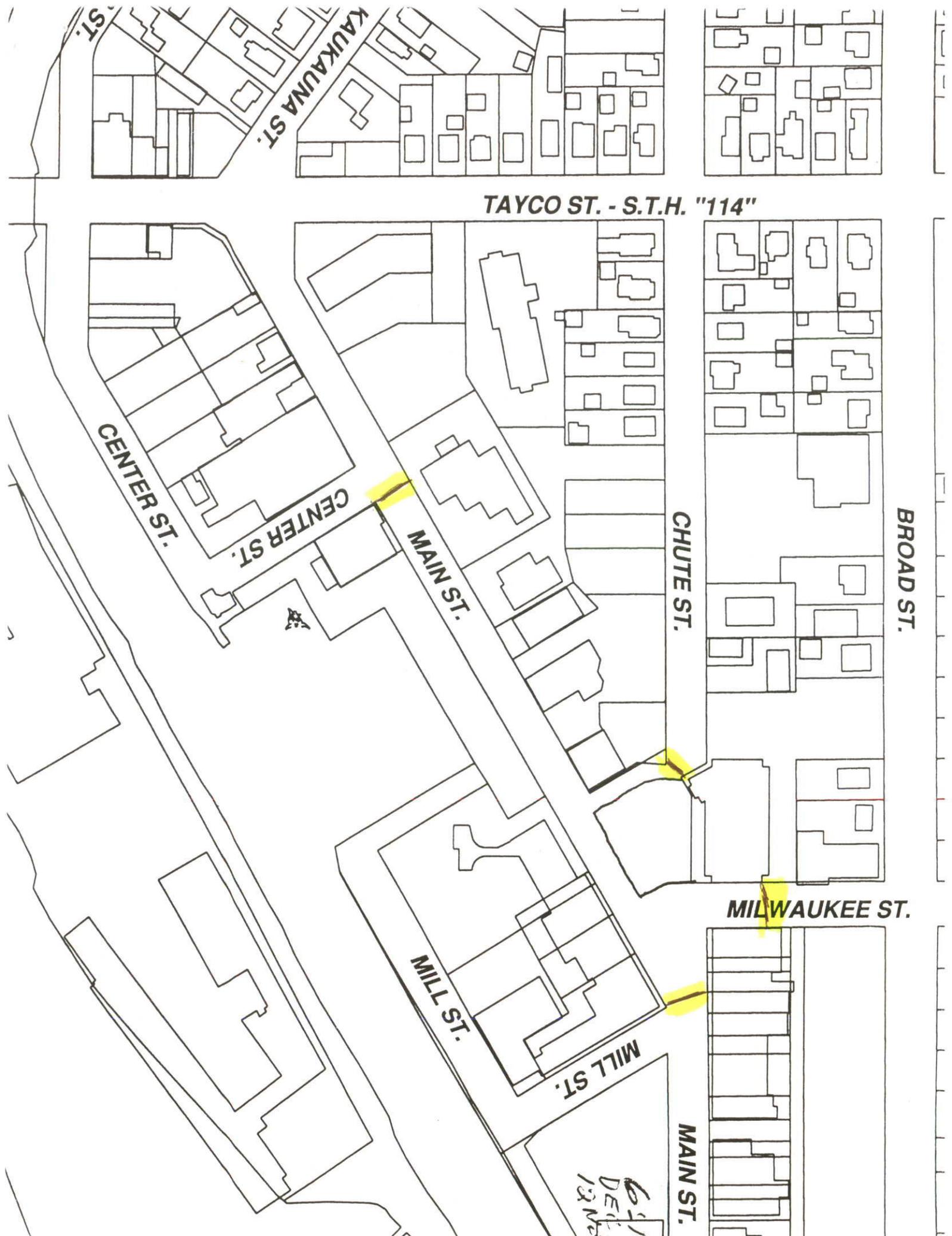
APPROVAL:

Police Dept. [Signature]

Fire Dept. [Signature]

Public Works Dept. MR

City Attorney JSR



ST.

KAUKAUNA ST.

TAYCO ST. - S.T.H. "114"

CENTER ST.

CENTER ST.

MAIN ST.

CHUTE ST.

BROAD ST.

MILL ST.

MILWAUKEE ST.

MILL ST.

MAIN ST.

6-11
DEPT
13th

PRODUCER ISC-Rippl/Manier Group PO Box 207 - 333-D 1st Street Menasha WI 54952 Phone: 920-722-2799 Fax: 920-722-1590	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.												
INSURED Community Forward, Inc. PO Box 185 Menasha WI 54952	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:80%;">INSURERS AFFORDING COVERAGE</th> <th style="width:20%;">NAIC #</th> </tr> <tr> <td>INSURER A: Capitol Indemnity Corporation</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> </table>	INSURERS AFFORDING COVERAGE	NAIC #	INSURER A: Capitol Indemnity Corporation		INSURER B:		INSURER C:		INSURER D:		INSURER E:	
INSURERS AFFORDING COVERAGE	NAIC #												
INSURER A: Capitol Indemnity Corporation													
INSURER B:													
INSURER C:													
INSURER D:													
INSURER E:													

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADD'L	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	CP00325121	06/15/07	06/15/08	EACH OCCURRENCE \$ 1,000,000
		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000				
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 Certificate holder is listed as additional insured as their interest may appear.

CERTIFICATE HOLDER CITYM-1 City of Menasha 140 Main Street Menasha WI 54952	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>10</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE Pauline M. Huven
--	--

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

NAUTS LANDING

An American Pizzeria and pub

June 27, 2007

*Mayor Joe Laux
City of Menasha City Council
140 Main St.
Menasha, WI 54952*

Dear Mayor Joe and the City Council,

We would like to appeal to the Council regarding the proposed closure of Main Street on Saturday July 28, 2007 from 7am until midnight.

Although we strongly support the promotion of downtown Menasha, we feel that this can be accomplished without closing Main Street.

For several years, we've endured the closure of all access to Nauts Landing for a Saturday in July for the international bike races. We were advised that, in order to attract the event to our city, the streets needed to be a specific width and the straight-away needed to be a certain length, therefore, no other area in Menasha would be adequate.

The proposed area for the event scheduled for July 28 could be located to another area without closing Main Street. Please see the enclosed map with a possible alternative area highlighted.

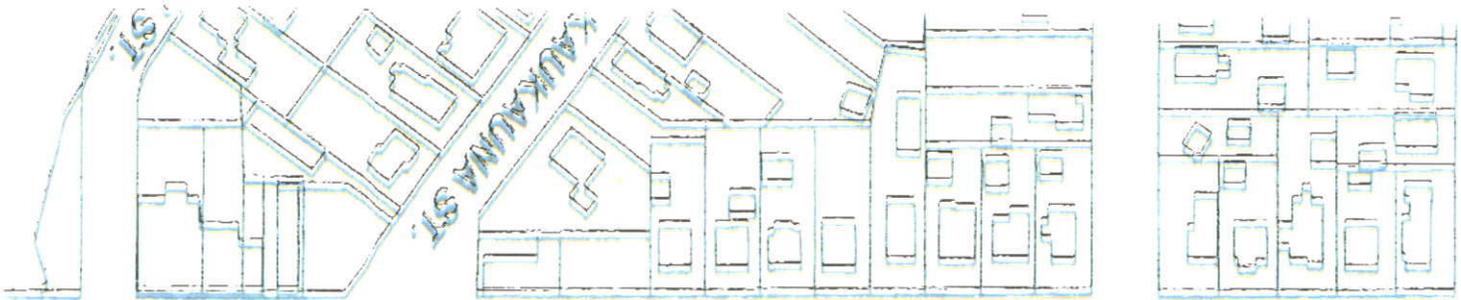
Leaving Main Street open on a Saturday in July allows our business to function in the manner necessary to insure our survival in the winter months.

Please consider alternate options for the July 28 event in downtown Menasha that would allow marina patrons as well as customers of downtown businesses convenient access and parking.

We believe that it would better serve the community to keep the main street of our city open to traffic until this event grows to the point that the area needs to be expanded to include Main St.

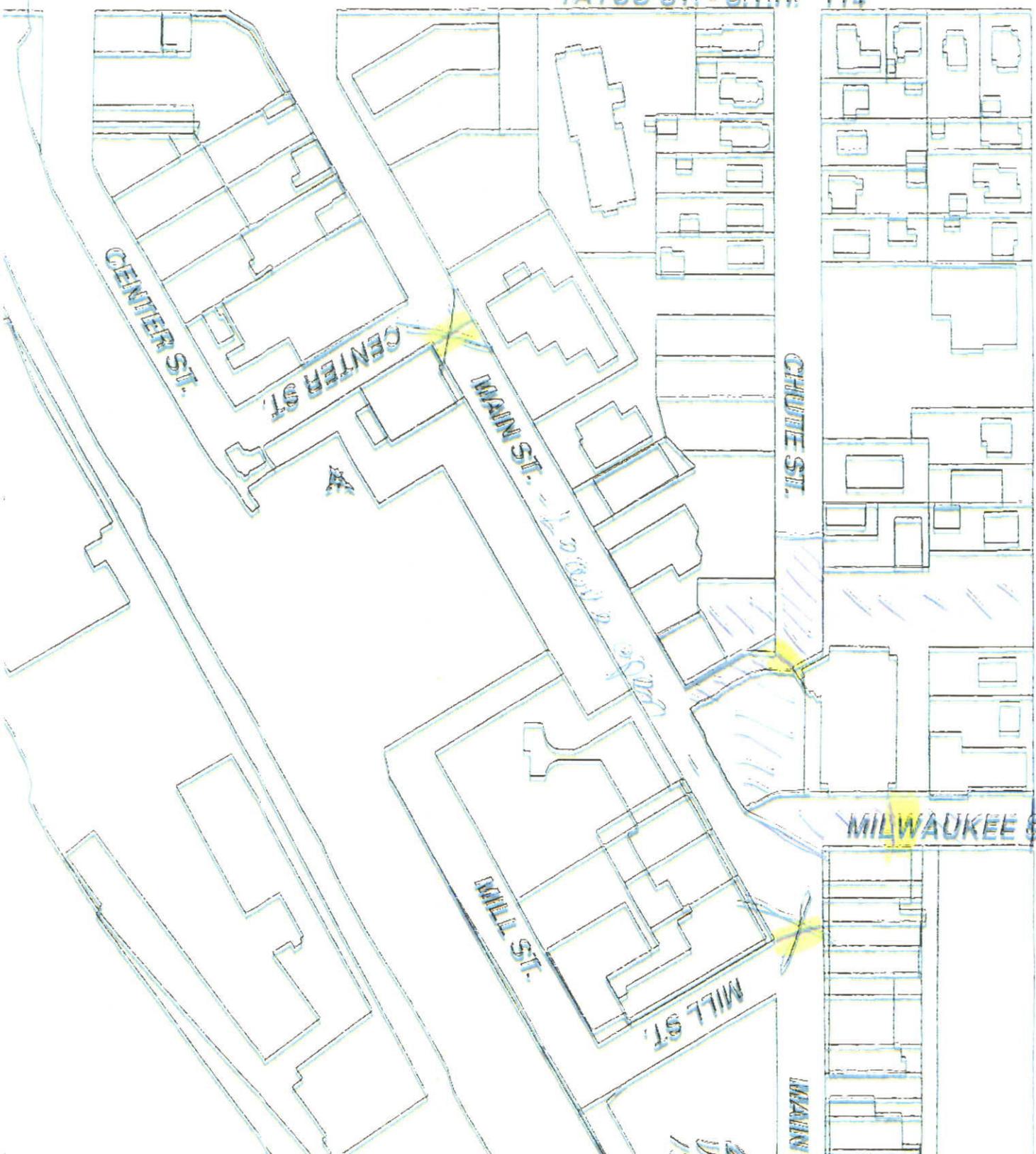
Thank you for your time and consideration.

*Rick and Renee Brey
Proprietors
Nauts Landing, Inc*



WYKAWONA ST.

TAYCO ST. - S.T.H. "114"



CENTER ST.

CENTER ST.

MAIN ST.

MILL ST.

MILL ST.

CHUTE ST.

MILWAUKEE ST.

BROAD ST.

MAIN



June 28, 2007

Board of Public Works
City of Menasha
Menasha, WI 54952

RE: Consideration of Concerns of Briarwood Cottage Residents regarding Proposed
Asphalt Walk/Trail on Midway Road

Members of the Board:

At the last Board of Public Works meeting, direction was given to return to the Board with cost estimates comparing an eight foot wide asphalt trail with a five foot wide concrete sidewalk. As proposed, the trail was to extend from STH 47 to Affinity's west driveway on the north side of Midway, and from STH 47 to Menasha's corporate limits on the south side of Midway. The total distance of both sides is approximately 4,350 feet.

If an eight foot wide asphalt trail were to be installed, the work would be done by Public Works crews and the out of pocket cost to the City would be only for the asphalt material required for this work. The concrete walk work would need to be done by a contractor because we do not have enough forms to do that amount of concrete walk in a timely and efficient manner.

Following are the cost estimates for the two options:

Eight foot asphalt trail: \$10,620 (north side)
\$14,360 (south side)
\$24,980

Five foot concrete walk: \$36,075 (north side)
\$48,750 (south side)
\$84,825

Most of the work done on the south side of Midway could be assessed against the property owners. A small percentage of the work done on the north side would be assessable, due to assessments previously made for concrete walk along these properties.

Due to the expected September or October completion date for the west end of Midway Road, I do not recommend installation of any trail or walk along Midway Road this year. This could be considered for the 2008 Budget if the Board desires.

Sincerely,

Mark Radtke
Director of Public Works

M:\word\BPW letter re Midway Rd walk options 6-28-07.doc



Memorandum

DATE: June 28, 2007

TO: Board of Public Works

FROM: Mark Radtke, Director of Public Works

RE: Request for Stop Sign on Keyes Street at Willow Lane

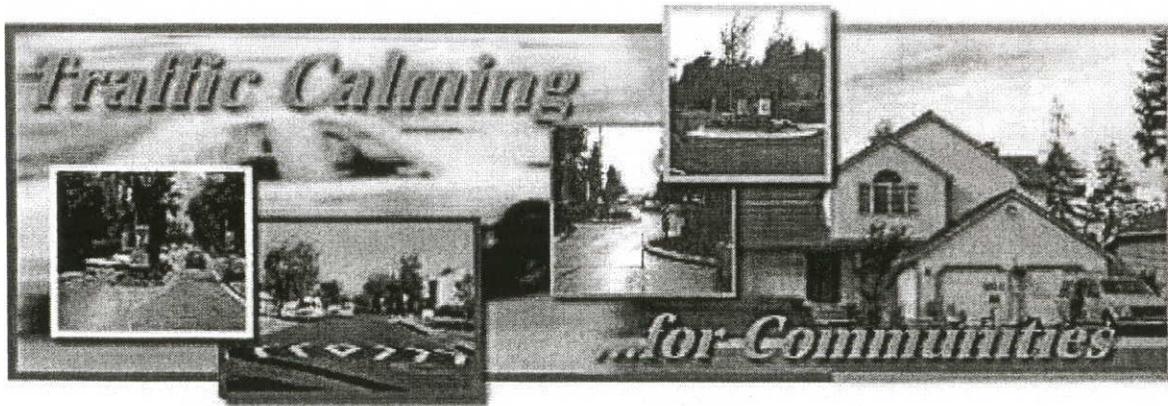
At the last Board of Public Works meeting, direction was given to hold this item over to discuss speed control options for Keyes Street. Enclosed with this memo are copies of fact sheets from the Institute of Traffic Engineers regarding traffic calming measures that have been used successfully in other applications.

I have only included measures that I think are feasible for the Keyes Street situation. The costs indicated on these sheets represent costs in 1997 dollars and may not correlate exactly to our regional construction costs, but they will at least provide some basis for determining cost impact for the various options.

These fact sheets are included only as information for the Board. I am not suggesting in any way that traffic calming measures are necessary along Keyes Street. If there are concerns about excessive speeds along this corridor, a speed study should be conducted before any recommendations are made or any actions taken, the only exception possibly being increased speed enforcement activity by the Police Department.

Enclosure

M:\word\BPW memo re Keyes Street traffic calming 6-28-07.doc



- [Calming Measures](#)
- [Library](#)
- [Discussions](#)
- [Seminar Materials](#)
- [Selected Reports](#)
- [Public Information](#)
- [Locations](#)
- [Other Links](#)
- [Home](#)

Traffic Calming Measures

A series of fact sheets providing an overview of several traffic calming measures are available from this Web page. A photograph of a typical application as well as a plan-view sketch adapted from the Boulder, Colorado *Neighborhood Traffic Mitigation Program Toolkit* are included within each fact sheet.

Four types of measures are summarized:

- **Vertical deflections, horizontal shifts, and roadway narrowings** are intended to reduce speed and enhance the street environment for non-motorists.
- **Closures** (diagonal diverters, half closures, full closures, and median barriers) are intended to reduce cut-through traffic by obstructing traffic movements in one or more directions.

For each traffic calming measure, information has been compiled from a variety of sources, including:

Traffic Calming: State of the Practice (ITE/FHWA)

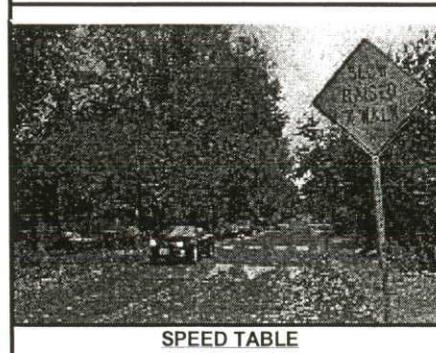
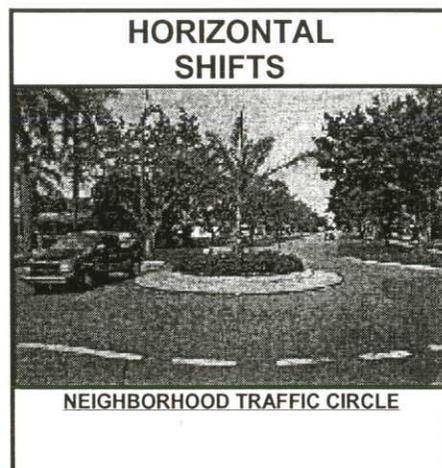
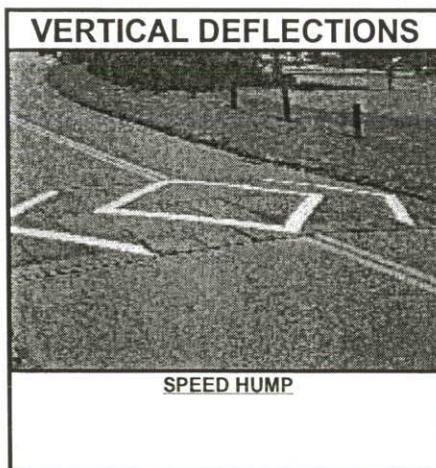
Canadian Guide to Neighbourhood Traffic Calming (TAC and CITE)

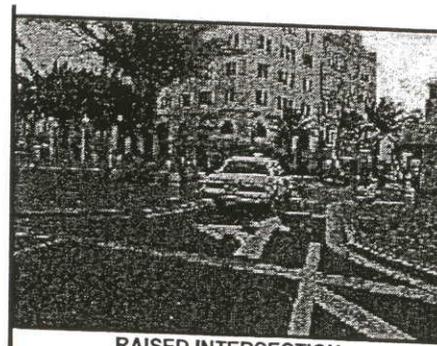
Traffic Calming Primer (Pat Noyes & Associates)

Guidelines for the Design and Application of Speed Humps (ITE)

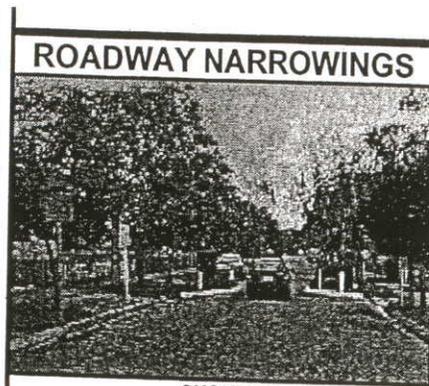


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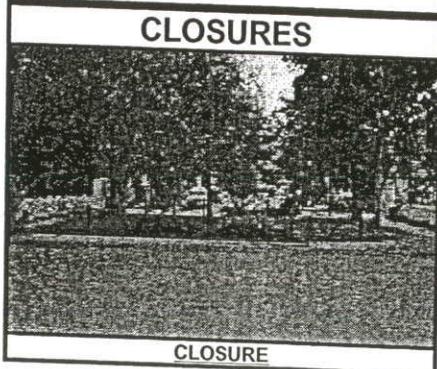


RAISED INTERSECTION



ROADWAY NARROWINGS

CHOKER



CLOSURES

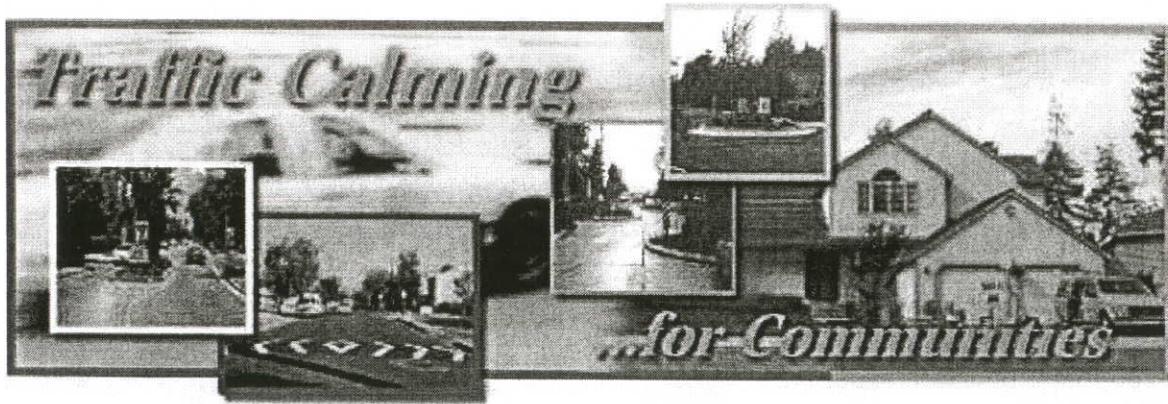
CLOSURE



CENTER ISLAND NARROWING

The information provided on these fact sheets has been obtained from the research and experience of transportation engineering and planning professionals. The information is intended for informational purposes only and does not include ITE or FHWA recommendations on the best course of action.

Photos of traffic calming devices were provided by Reid Ewing.


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Traffic Calming Measures - Speed Hump

Description:

- rounded raised areas of pavement typically 12 to 14 feet in length
- often placed in a series (typically spaced 300 to 600 feet apart)
- sometimes called road humps or undulations



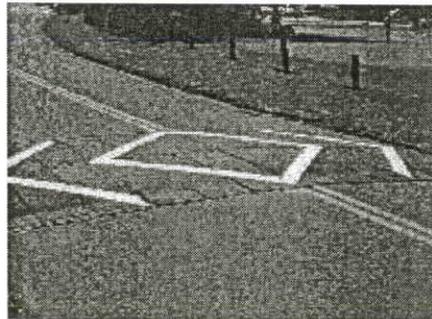
U.S. Department of Transportation
**Federal Highway
 Administration**

Applications:

- residential streets
- not typically used on major roads, bus routes, or primary emergency response routes
- midblock placement, not at an intersection
- not on grades greater than 8 percent
- work well with curb extensions



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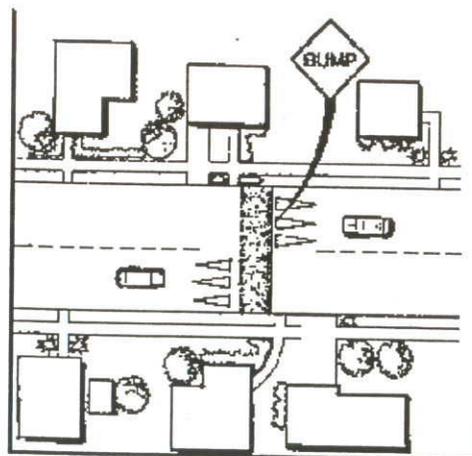


Design/Installation Issues:

- typically 12 to 14 feet in length; other lengths (10, 22, and 30 feet) reported in practice in U.S.
- speed hump shapes include parabolic, circular, and sinusoidal
- hump heights range between 3 and 4 inches with trend toward 3 - 3 ½ inches maximum
- difficult to construct precisely; may need

to specify a construction tolerance (e.g. $\pm 1/8$ inch) on height

- often have signage (advance warning sign before first hump in series and warning sign or object marker at hump)
- typically have pavement marking (zigzag, shark's tooth, chevron, zebra)
- taper edge near curb to allow gap for drainage
- some have speed advisories
- bicyclists prefer that it not cover or cross a bike lane



Potential Impacts:

- no effect on non-emergency access
- speeds determined by height and spacing; speeds between humps have been observed to be reduced between 20 and 25 percent on average
- based on a limited sample of sites, typical crossing speeds (85th percentile) of 19 mph have been measured for 3½ inch high, 12 foot humps and of 21 mph for 3 inch high, 14 foot humps; speeds have been observed to rise to 27 mph within 200 feet downstream
- speeds typically increase approximately 0.5 mph midway between humps for each 100 feet of separation
- studies indicate that traffic volumes have been reduced on average by 18 percent depending on alternative routes available
- studies indicate that collisions have been reduced on average by 13 percent on treated streets (not adjusted for traffic diversion)
- most communities limit height to 3-3½ inches, partly because of harsh ride over 4-inch high humps
- possible increase in traffic noise from braking and acceleration of vehicles, particularly buses and trucks

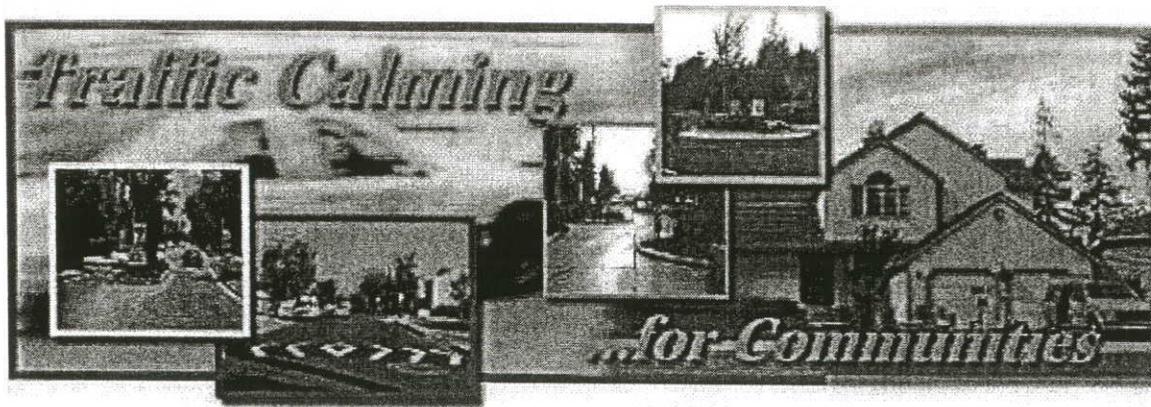
Emergency Response Issues:

- Concern over jarring of emergency rescue vehicles
- Approximate delay of between 3 and 5 seconds per hump for fire trucks and up to 10 seconds for ambulance with patient

Typical Cost:

- Approximately \$2,000 (1997 dollars)

For additional detail, refer to ITE's Recommended Practice entitled *Guidelines for the Design and Application of Speed Humps*. Visit the [ITE Bookstore](http://www.ite.org/bookstore) for more information about this publication.



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Traffic Calming Measures - Neighborhood Traffic Circle

Description:

- raised islands, placed in intersections, around which traffic circulates
- motorists yield to motorists already in the intersection
- require drivers to slow to a speed that allows them to comfortably maneuver around them
- sometimes called intersection islands
- different from roundabouts



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Applications:

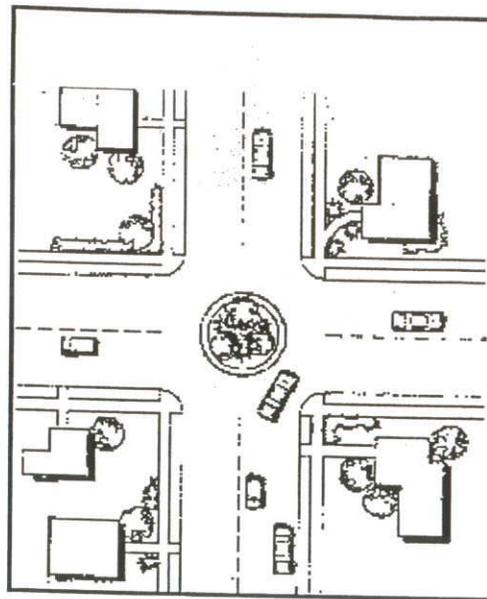
- intersections of local or collector streets
- one lane each direction entering intersection
- not typically used at intersections with high volume of large trucks and buses turning left



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- typically circular in shape, though not always
- always
- usually landscaped in their center islands, though not always
- often controlled by YIELD signs on all approaches, but many different signage approaches have been used
- key design features are the offset distance (distance between projection of street curb and center island), lane width for circling the circle, the circle diameter, and height of mountable outer ring for large vehicles such as school buses and trash trucks



Potential Impacts:

- no effect on access
- reduction in midblock speed of about 10 percent; area of influence tends to be a couple hundred feet upstream and downstream of intersection
- only minimal diversion of traffic
- intersection collisions have been reduced on average by 70 percent and overall collisions by 28 percent
- can result in bicycle/auto conflicts at intersections because of narrowed travel lane

Emergency Response Issues:

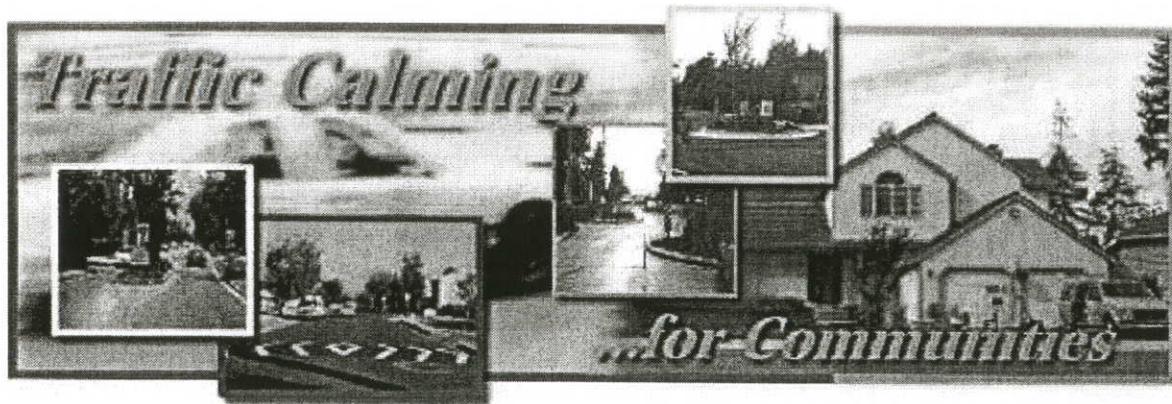
- emergency vehicles typically slow to approximately 13 mph; approximate delay of between 5 and 8 seconds per circle for fire trucks
- fire trucks can maneuver around traffic circles at slow speeds provided vehicles are not parked near the circle

Other/Special Considerations:

- large vehicles may need to turn left in front of the circle (which could be unsafe at higher volumes); legislation may be required to legally permit this movement
- quality of landscaping and its maintenance are key issues
- landscaping needs to be designed to allow adequate sight distance
- care must be taken to avoid routing vehicles through unmarked crosswalks on side-street approach

Typical Cost:

- approximately \$3,500 to \$15,000 (1997 dollars)



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Traffic Calming Measures - Chicane

Description:

- a series of narrowings or curb extensions that alternate from one side of the street to the other forming S-shaped curves
- also called deviations, serpentine, reversing curves, twists, and staggerings

Applications:

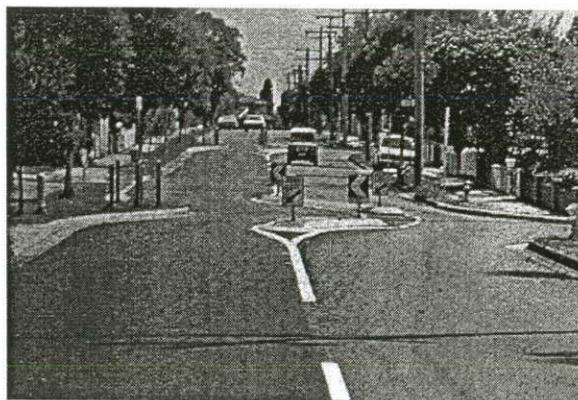
- appropriate for midblock locations only
- most effective with equivalent volumes on both approaches
- typically, is a series of at least three curb extensions
- can use on-street parking to create chicane

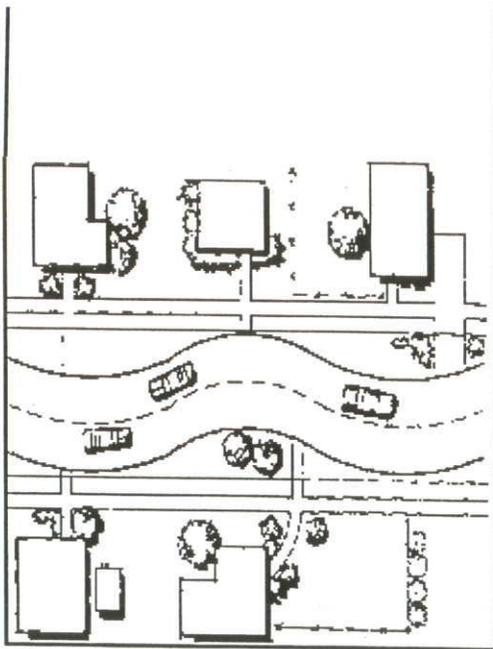


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Design/Installation Issues:

- unless well-designed, chicanes may still permit speeding by drivers cutting straight paths across the center line
- European manuals recommend shifts in alignment of at least one lane width, deflection angles of at least 45 degrees, and center islands to prevent drivers from taking a straight "racing line" through the feature

Potential Impacts:

- no effect on access
- limited data available on their effect on speed, volume, and collisions
- street sweeping may need to be done manually
- can impact parking and driveway access
- provides opportunity for landscaping

Emergency Response Issues:

- limited data available on their effect on delay to emergency response
- emergency response typically prefer two-lane chicanes to speed humps

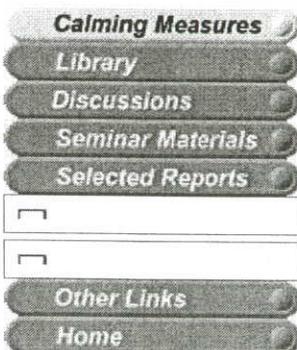
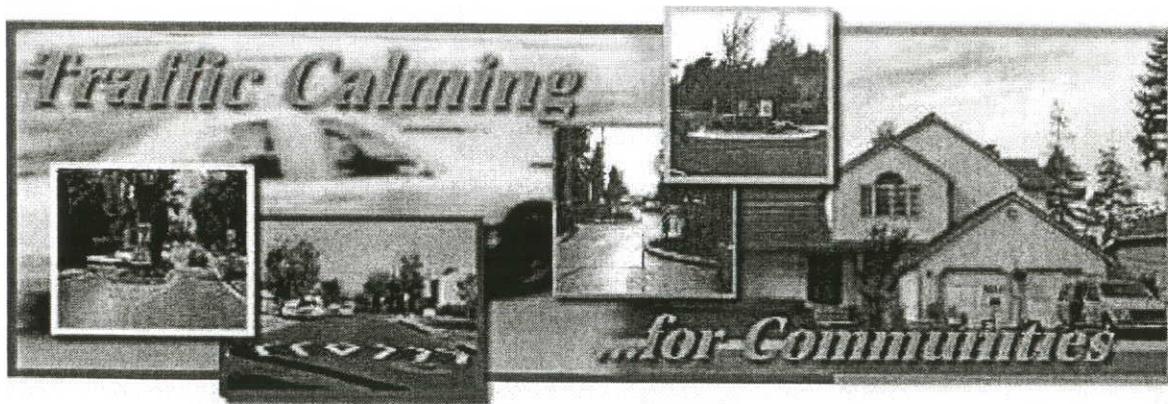
Typical Cost:

- reported costs range between \$5,000 and \$15,000 (1997 dollars)

SPEED HUMP | SPEED TABLE | RAISED INTERSECTION | CLOSURE

NEIGHBORHOOD TRAFFIC CIRCLE | CHICANE | CHOKER | CENTER ISLAND NARROWING

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1099 14th Street, NW, Suite 300 West
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Traffic Calming Measures - Choker

Description:

- curb extensions at midblock or intersection corners that narrow a street by extending the sidewalk or widening the planting strip
- can leave the cross section with two narrow lanes or with a single lane
- at midblock, sometimes called parallel chokers, angled chokers, twisted chokers, angle points, pinch points, or midblock narrowings
- at intersections, sometimes called neckdowns, bulbouts, knuckles, or corner bulges
- if marked as a crosswalk, they are also called safe crosses



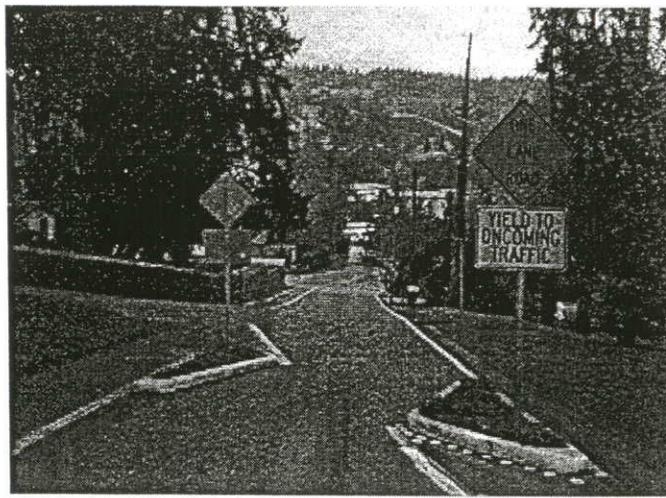
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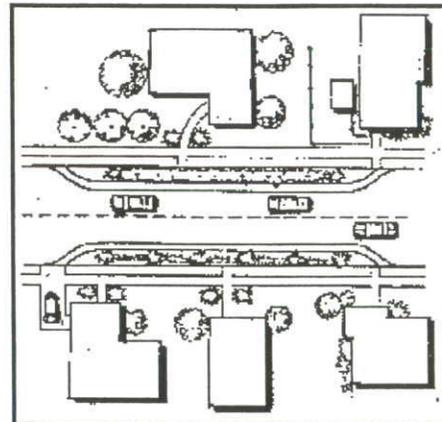
Applications:

- local and collector streets
- pedestrian crossings
- main roads through small communities
- work well with speed humps, speed tables, raised intersections, textured crosswalks, curb radius reductions, and raised median islands



Design/Installation Issues:

- some applications use an island which allows drainage and bicyclists to continue between the choker and the original curb line
- typically designed to narrow road to 20 feet for two-way traffic; typically avoid the use of widths between 13 and 17 feet
- adequate drainage is a key consideration
- provides opportunity for landscaping
- vertical delineators, bollards or object markers are often used to make visible to snowplow operators



Potential Impacts:

- can impact parking and driveway access
- reduces pedestrian crossing width and increases visibility of pedestrian
- speeds have typically been reduced on average by 4 percent for two-lane chokers and 14 percent for one lane chokers
- minor decrease in traffic for two-lane and 20 percent reduction for one-lane chokers
- collision data not available
- bicyclists prefer not to have the travelway narrowed into path of motor vehicles

Emergency Response Issues:

- preferred by many fire department/emergency response agencies to most other traffic calming measures

Other/Special Considerations:

- one-lane chokers rely on regulatory signs and driver courtesy to work

Typical Cost:

- approximately \$7,000 to \$10,000 (1997 dollars)

RESOLUTION R-14-07

A RESOLUTION ACKNOWLEDGING REVIEW OF CITY OF MENASHA 2006 COMPLIANCE MAINTENANCE ANNUAL REPORT UNDER WISCONSIN ADMINISTRATIVE CODE NR 208

Introduced by Mayor Laux

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208; and

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR); and

WHEREAS, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades of "C" or less and/or an overall grade point average <3.00;

NOW, THEREFORE BE IT RESOLVED by the Mayor and the Common Council of the City of Menasha concurring, that no recommendations or corrective actions are necessary at this time because the City has achieved CMAR grades of "A" for its individual sections for its 2006 CMAR reporting year.

Passed and approved this ____ day of July, 2007.

Joseph F. Laux, Mayor

ATTEST: _____
Deborah A. Galeazzi, City Clerk