

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**  
March 17, 2008

6:45 PM

AGENDA

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**1. CALL TO ORDER**

A. -

**2. ROLL CALL/EXCUSED ABSENCES**

A. -

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

A. March 3, 2008

[Attachments](#)

**4. DISCUSSION**

A. Change Order - CD Smith Construction, Inc.; Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; Add: \$26,325.00 (Change Order No. 14)

[Attachments](#)

B. Street Use Application - Neenah-Menasha Fire Rescue Open House; Saturday, April 26, 2008; 9:00 AM to 2:30 PM

[Attachments](#)

C. Request Authorization to Execute Intergovernmental Agreement for Educational Efforts about Recycling, Wisconsin DNR 2009 Recycling Efficiency Incentive Grants

[Attachments](#)

D. Parking Committee Recommendation to Prohibit Parking Along the East Side of Baldwin Street

[Attachments](#)

E. Parking Committee Recommendation to Prohibit Parking on River Street West of the Railroad Tracks

[Attachments](#)

**5. ADJOURNMENT**

A. -

"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**  
March 3, 2008

**MINUTES**

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**1. CALL TO ORDER**

Meeting called to order by Chairman Pack at 7:09 p.m.

**2. ROLL CALL/EXCUSED ABSENCES**

**A. -**

PRESENT: Ald. Eckstein, Michalkiewicz, Chase, Merkes, Taylor, Wisneski, Pack, Hendricks  
ALSO PRESENT: Mayor Laux, CA/HRD Brandt, PC Stanke, FC Vander Wyst, DPW Radtke, CDD Keil, C/T Stoffel, PHD Nett, PRD Tungate, Clerk Galeazzi, and the Press

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**A. February 18, 2008**

Moved by Alderman Michalkiewicz, seconded by Alderman Eckstein to Approve minutes

**Motion** Carried on voice vote  
**Results:**

**4. DISCUSSION**

**A. Change Order - Dorner, Inc.; Nature's Way; Contract Unit No. 2006-08; Deduct: \$43,551.76 (Change Order No. 2)**

No Questions or Discussion.

**B. Payment - Dorner, Inc.; Nature's Way; Contract Unit No. 2006-08; \$8,344.00 (Payment No. 8 and Final)**

Ald. Michalkiewicz noted the amount should be \$8,344.40

**C. Approval of City of Menasha Minimum Wage Rates**

No Questions or Discussion

**D. Report on 2007-2008 Snow and Ice Removal Costs**

No Questions or Discussion

**5. ADJOURNMENT**

**A. -**

Moved by Ald. Taylor, seconded by Ald. Michalkiewicz to adjourn at 7:15 p.m.  
Motion carried on voice vote.

*Deborah A. Galeazzi*

Respectfully submitted by Deborah A. Galeazzi, City Clerk

# CHANGE ORDER

DATE: February 20, 2008

CHANGE ORDER NO: 14

CONTRACTOR: CD Smith Construction, Inc

CONTRACT NO.: M002-940266.02

PROJECT: Water Treatment Plant Modifications

*You are directed to make the changes noted below in the subject contract unit number.*

14.1 Install two (2) 90-degree 24-inch stainless steel elbows in finished water Clearwell to create flooded pipe for Ultraviolet (UV) Reactors. This is necessary for proper operation of the UV units during winter periods of low flow. ADD \$14,709.00

14.2 Furnish & install new Control Panel RCP400 for pacing of existing chemical feed systems. ADD \$11,616.00

**TOTAL** **\$26,325.00**

The Menasha Common Council approved the CD Smith contract  
Change Order authorizes changes

Approved by MU Commission, March 6, 2008  
Council Approval

The changes result in the following adjustments:

	CONTRACT - TOTAL	TIME
Prior to this Change Order	\$ 10,383,997.00	_____ Days
Adjustments per this Change Order	\$ 26,325.00	_____ Days
Current Contract Status	\$ <b>10,410,322.00</b>	_____ Days

Directed/Authorized  
City of Menasha Dept. of Public Works

Accepted

BY: \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_



### STREET USE APPLICATION

Sponsored by: Neenah-Menasha Fire Rescue

Responsible Person: Len Vanderwyst

Address: 430 First St. Menasha WI 54952

Phone: 886-6200

Street Use Date:	<u>4/26/08</u>
Start Time:	<u>9:00 AM</u>
End Time:	<u>2:30 p.m.</u>
Number of Units:	_____

Street Route: (Attach Map)  
Description of Use

Neenah-Menasha Fire Rescue and Menasha Police Dept. will be having a open house. We would like a portion of 2nd street blocked so we can have emergency vehicles available to respond if there is a need.

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

Insurance Company \_\_\_\_\_ Policy No. \_\_\_\_\_  
(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: 3-12-08 APPLICANT'S SIGNATURE: Len Vanderwyst

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TO BE COMPLETED BY CITY STAFF

SCHEDULED PARK & RECREATION BOARD REVIEW DATE: N/A

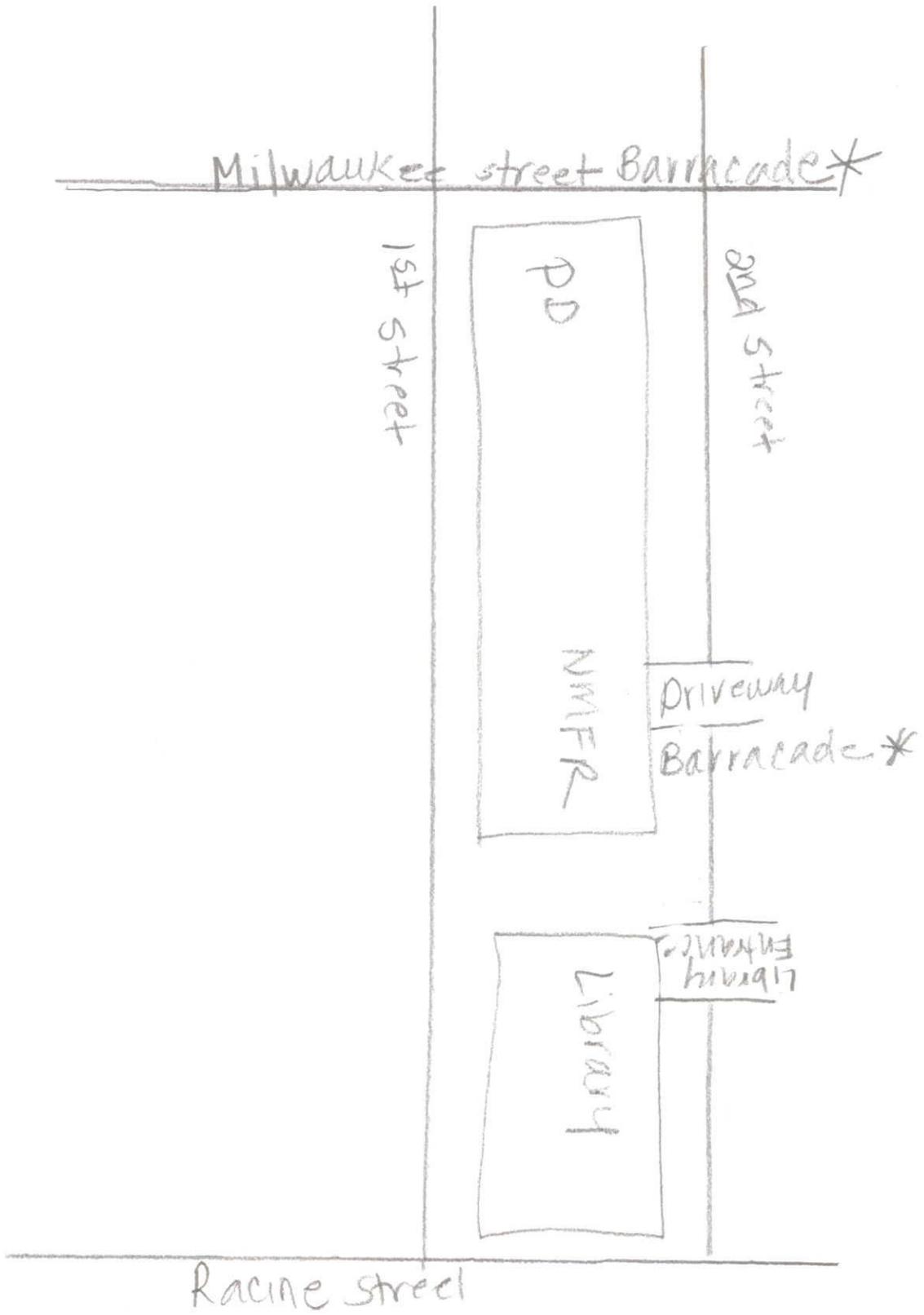
NOT REQUIRED: \_\_\_\_\_ APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

SCHEDULED COMMON COUNCIL REVIEW DATE: 3-17-08

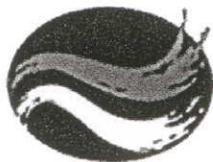
APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

APPROVAL: mbj Police Dept. cvw Fire Dept. MR Public Works Dept. JSB City Attorney

*city event - no additional insurance req'd*



LANDFILL/ADMINISTRATION  
(920) 232-1800  
FOX CITIES  
(920) 727-2884  
FAX (920) 424-1189



TRANSFER STATION  
(920) 232-1850  
FOX CITIES  
(920) 727-2896  
FAX (920) 424-4955

100 W. COUNTY RD. Y  
OSHKOSH, WI 54901

## Winnebago County

### Solid Waste Management Board

*The Wave of the Future*

LANDFILL GAS FACILITY  
(920) 232-1810  
LANDFILL GAS FAX  
(920) 424-7761

**DATE:** February 13, 2008  
**TO:** Contracted Responsible Units  
**FROM:** Jennifer Semrau - Recycling Specialist  
**RE:** January 2008 Scale Tickets & Tonnage Report

Enclosed are your recycling scale tickets for the month of January 2008. Check your tickets carefully for any errors and omissions. ***We need to be notified immediately of errors found or missing tickets so that we can correct the records.***

Your tonnage report is also enclosed. Review your ratios, pounds per person and how you compare to other units of similar size.

### **It's That Time Again: DNR Recycling Efficiency Incentive Grant**

Once again Winnebago County is coordinating an activity that will qualify its participating communities for additional grant monies from the DNR via the Recycling Efficiency Incentive Grant program. Each year, our communities have received around \$100,000 in additional grant dollars! Enclosed is a copy of the 2009 Cooperative Agreement. This year's Agreement focuses on computer and electronic recycling education. Please ensure your community signs this document by **April 30, 2008**. Once signed, please mail to me at:

Jennifer Semrau  
Winnebago County Recycling  
105 W County Road Y  
Oshkosh, WI 54901

### **Senate Bill 397: Electronics Recycling Legislation**

As referenced in last month's letter, Senator Mark Miller has authored a bill to create a collection and recycling system for certain electronic devices and a landfill ban on said electronics. The bill was introduced on Jan. 17 and a public hearing was held on Jan. 24. The bill has bipartisan support and is moving quickly through the legislative process. This legislation has until Mar. 13, 2008 to pass, as the last regular legislative floor period ends on that date. I will continue to keep you informed on this recycling legislation.

### **Solid Waste Department Welcomes New Financial Analyst**

Please join me in welcoming Kurt Pernsteiner to the Winnebago County Solid Waste Department. Kurt joined us on Jan. 29, 2008, coming to us from the Outagamie County Solid Waste Department where he served as the Solid Waste Supervisor overseeing budgets, purchasing, accounting functions and more.

**Intergovernmental Agreement for Educational Efforts About Recycling  
Wisconsin DNR 2009 Recycling Efficiency Incentive Grants**

This agreement is made by and between the Cities of Menasha, Neenah, Omro and Oshkosh, the Village of Winneconne, and Towns of Algoma, Black Wolf, Clayton, Menasha, Neenah, Nekimi, Omro, Vinland, Winneconne, and Wolf River, each of which is a municipal corporation, and each of which is a Responsible Unit as defined in Section 287.01(9) of the Wisconsin Statutes, (collectively referred to as the "Responsible Units" or "RUs") for purposes of demonstrating efficient educational efforts about recycling and qualifying for the 2009 Recycling Efficiency Incentive Grants from the Wisconsin Department of Natural Resources, pursuant to Section 287.235, Stats, and Wisconsin Administrative Code Section NR 549, during the year 2008.

WHEREAS the RUs believe that, by working together in this cooperative agreement, they can more effectively and efficiently provide for the recycling educational needs of their citizens; and

WHEREAS the RUs desire to collaborate in an effort to educate about recycling; and

WHEREAS the RUs recognize the importance of educating residents about computer and electronic recycling options noting that recycling these devices, although not mandated by state law, is the preferred management option to prevent hazardous components in these devices from entering the landfill; and

WHEREAS Winnebago County is willing conduct recycling education on behalf of its RUs and has set aside educational budget dollars for such purpose; and

WHEREAS Winnebago County operates a computer and electronic recycling program, providing a locally available, convenient option for computer and electronic recycling; and

WHEREAS Section 66.0301(2) of the Wisconsin Statutes authorizes cooperation between municipalities and allows municipalities to contract with each other for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law; and

WHEREAS each participating RU will maintain a copy of the other above listed RUs cooperative agreements on file, given that not all cooperating RUs will be able to sign a single document;

IT IS THEREFORE AGREED THAT the above listed RUs authorize Winnebago County to use educational dollars to conduct a computer and electronic recycling educational campaign, aimed at encouraging residents to consider recycling options for their computer and electronic equipment and educating residents on the hazardous components contained in these devices, with the expectation that this will increase the recycling of computers and electronics, resulting in decreased tonnage of said devices into the landfill;

IT IS FURTHER AGREED THAT the effective date of this cooperative agreement is January 1, 2008 and that all educational efforts will take place during 2008 with an end date of this agreement of December 31, 2008.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
MUNICIPALITY

\_\_\_\_\_  
DATE

**CITY OF MENASHA**  
**Parking Committee**  
**Third Floor Council Chambers, City Hall – 140 Main Street**  
March 5, 2008

**DRAFT MINUTES**

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**I. CALL TO ORDER**

- A. Meeting called to order by PWD Radtke at 11:04 a.m.

**II. ROLL CALL/EXCUSED ABSENCES**

- A. MEMBERS PRESENT: Ald. Wisneski; PWD Radtke; CA Brandt; CDD Keil; PC Stanke  
MEMBERS ABSENT: None  
OTHERS PRESENT: Carol Schmidt, Public Works and Engineering Department

**III. MINTUES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

- A. **Minutes to approve:**  
Motion by PC Stanke, seconded by Ald. Wisneski to approve the minutes of the December 5, 2007 meeting. Motion carried.

**VI. DISCUSSION ITEMS**

- A. **Request to Prohibit Parking on River Street West of “No Outlet” Sign**  
Motion made by PC Stanke, seconded by Ald. Wisneski to recommend to Council to prohibit Parking on River Street west of the railroad tracks. Motion carried
- B. **Request to Prohibit Parking Along the East Side of Baldwin Street**  
DPW Radtke stated the request to prohibit parking along the east side of Baldwin Street was from Street Superintendent Tim Jacobson. In discussion with SS Jacobson, he stated it is difficult to get a snow plow with a wing and other attachments down Baldwin when cars are parked on both sides of the street.

Motion made by PC Stanke, seconded by CDD Keil to recommend to Council to prohibit parking along the east side of Baldwin Street.

**VIII. ADJOURNMENT**

- A. Motion made by CDD Keil, seconded by PC Stanke to adjourn at 11:17 p.m. Motion carried.

Respectfully submitted by Carol A. Schmidt, Public Works and Engineering Department

**CITY OF MENASHA**  
**Parking Committee**  
**Third Floor Council Chambers, City Hall – 140 Main Street**  
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Respectfully submitted by Carol A. Schmidt, Public Works and Engineering Department

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

From: apache [mailto:apache@hbs.net] On Behalf Of Michael Austin  
Sent: Friday, February 15, 2008 8:37 AM  
To: Mark Radtke  
Subject: Question, Comment, or Request from Website Visitor

Below is the result of your feedback form. It was submitted by Michael Austin (Winterspiel@tds.net) on Friday, February 15, 2008 at 08:37:08

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To: mradtke@ci.menasha.wi.us

Name: Michael Austin

Phone: 920-428-6440

Email: Winterspiel@tds.net

EmailConfirm: Winterspiel@tds.net

Method: Email

Comments: Hello Mark:

Are you still on the parking committee? Cheyanne Schaeuble and myself would like to see no parking on River Street west of the No Outlet sign continuing west down River Street to the railroad property where River Street ends. The street is very narrow. In the past there has been cars parked on the street while owners fished and has made the street nearly impassable for another vehicle. It would be nearly impossible for an ambulance to get to 117 and 121 River Street with cars parked along the roadway. As I now own 121 and 141 River Street I would like to not have to tell vehicle owners not to park on my lawn. Prohibiting parking on this part of River street would alleviate property damage to my lawns as well as increase the public safety. Thank you for your time and attention to this.

Michael Austin

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