

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 4, 2010
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 20, 2010 – Special Board of Public Works Meeting](#)
 - 2. [September 20, 2010 - Board of Public Works Meeting](#)
- D. ACTION ITEMS
 - 1. None
- 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
SPECIAL Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
September 20, 2010
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 5:45 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Langdon, Hendricks, Zelinski, Englebort, Benner, Roush, Taylor, Wisneski

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, Shift Commander Schultz CDD Keil, DPW Radtke, C/T Stoffel, Paul Riederer, Clerk Galeazzi, and the Press

C. ACTION ITEMS

1. Recommendation to Award Contract for Manitowoc Road/Province Terrace Fire Station #36 (Neenah-Menasha Fire Rescue)

Shift Commander Dan Schultz from NM Fire Rescue and Paul Riederer from Miron Construction explained the procedure used to solicit bids for the construction of the new fire station. They published an Invitation to Bid in publications statewide. To qualify for the grant funds, they must accept the lowest qualified bid. They estimate coming in about \$20,000 under budget. That amount will be put into a contingency fund. These funds cannot be used for landscaping, but could be used for any unexpected costs directly related to the construction project as submitted in the grant application. A list of the recommended qualified bidders was provided to the board.

Moved by Ald. Wisneski, seconded by Ald. Benner to recommend to Common Council the approval the list of qualified bidders as recommended by Miron Construction and NM Fire Rescue.

Motion carried on voice vote.

D. ADJOURNMENT

Moved by Ald. Wisneski, seconded by Ald. Hendricks to adjourn at 6:00 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
September 20, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 9:11 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Langdon, Hendricks, Zelinski, Englebert, Benner, Roush, Taylor, Wisneski
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, DPW Radtke, CDD Keil,
C/T Stoffel, PWS Jacobson, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [September 7, 2010](#)

Moved by Ald. Roush, seconded by Ald. Wisneski to approve minutes.
Motion carried on voice vote.

D. ACTION ITEMS

1. [Presentation of Sanitary Sewer User Charge System \(UCS\) Update Recommendations](#)

DPW Radtke explained the last time sanitary sewer user rates were changed was in 2006. Kaempfer and Associates was hired to review the sanitary sewer user charge.

Tayrn Nall from Kaempfer and Associates explained how the sanitary sewer user charge system works and why it is necessary. They are recommending implementing sanitary sewer user charge increases in stages. Stage one increase would be in October 2010; Stage two in July 2011; and Stage three in July 2012. Increases in the rates are necessary to cover existing and future expenditures with the sanitary sewer system.

DPW Radtke encourages the Board to consider the first two increases to cover the expenses of some upcoming required improvements to the sanitary sewer. The third increase may not be necessary as this increase will be more to cover the PCB settlement. The increase would not affect residents in the Waverly Sanitary District or Town of Menasha Utility District.

Moved by Ald. Roush, seconded by Ald. Zelinski to recommend stage one and stage two increases of the sanitary sewer user charges to Common Council.
Motion carried on voice vote.

2. [Recommendation to Solicit Proposals for End Loader \(2010 Budget\)](#)

PWS Jacobson explained the purchase of an end loader was included in the 2010 budget, but the Council directed to delay the purchase until there was a better opportunity. Because of some additional 2011 EPA diesel exhaust requirements the cost for the end loader would be approximately 12% higher if it were purchased next year. The equipment fund has enough resources to handle the purchase of the end loader. It would be to the City's advantage to get proposals out now to get the best price before any increases.

DPW Radtke stated the mechanics at PWF have told him parts for the loader scheduled for replacement are hard to find and are expensive when they do find them. This is a versatile piece of equipment. Discussion ensued on leasing equipment, purchasing used, how equipment fund is used.

Moved by Ald. Hendricks, seconded by Ald. Wisneski to recommend to Common Council to solicit proposals for an end loader.
Motion carried on voice vote.

3. [Recommendation to Establish 8:00 PM Gate Closing Time for Recycling Drop-Off Center at Public Works Facility \(Mayor Merkes\)](#)

Moved by Ald. Wisneski, seconded by Ald. Langdon to approve the new recycling drop-off center hours at 6:00AM-8:00PM daily.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Roush, seconded by Ald. Langdon to adjourn at 10:08 p.m.

Motion carried on voice vote.

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