

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 7, 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. [May 17, 2010](#)

D. ACTION ITEMS

1. [Street Use Application – Parade of Lights; Saturday, July 3, 2010; 9:15 PM -10:15 PM \(CommunityFest Committee\)](#)
2. [Resolution R-14 -10 Acknowledging Review of City of Menasha 2009 Compliance Maintenance Annual Report Under Wisconsin Administrative Code NR 208](#)
3. [Request to Install Street Light on Utility Pole No. 888 on Lake Street \(Ald. Taylor\)](#)

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 17, 2010
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:16 p.m.
Chairman Taylor recognized Public Works Week, invited residents to visit the Public Works Facility.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, Lt. Brunn, DPW Radtke, CDD Keil, C/T Stoffel, Clerk Galeazzi and the Press

C. MINUTES TO APPROVE

1. May 3, 2010

Moved by Alderman Wisneski, seconded by Alderman Hendricks to approve minutes.
Motion carried on unanimous voice vote

D. ACTION ITEMS

1. Street Use Application – 2nd Annual Sun Runner; Saturday, June 19, 2010;
7:00 AM – 11:00 PM (Menasha Action Council)

CA/HRD Captain explained she is waiting on the insurance endorsement. It has been requested.

Moved by Alderman Hendricks, seconded by Alderman Wisneski to recommend approval to Common Council.

Motion carried on unanimous voice vote

2. Street Use Application – Race the Lake; Sunday, August 22, 2010;
7:00 AM – 9:00 AM (Midwest Sports Events)

CA/HRD Captain explained what type endorsement is required on all insurance policies. She is waiting for the insurance endorsement for this event and Sun Runner event.

Discussion ensued on the large number of walk/run events going through the City.

DPW Radtke explained staff is working on a Special Events Permit which would require organizations to pay for actual costs for the City services.

Moved by Alderman Englebert, seconded by Alderman Hendricks to recommend approval to Common Council.

Motion carried on unanimous voice vote.

3. Action Regarding Winnebago County Recycling Surplus Revenue Ballot for 2008 Funds

DPW Radtke explained the City's portion of the 2008 surplus revenue would be approximately \$41, 502. The City can either vote for Winnebago County to hold the recycling revenue surplus in a fund for future recycling tipping fee stabilization or have the surplus amount based on the City's actual tonnage processed and sold in 2008 returned to the City. DPW Radtke stated staff has no particular recommendation. However, the ultimate decision is controlled by the prevailing ballot representing 70% of the total population of the participating municipalities.

Mayor Merkes explained if the Council elected to have the amount returned to the City, it would go into the Recycling Fund.

When asked the current balance in the City's recycling fund, C/T Stoffel replied it almost zero due to the purchase of the recycling carts.

Moved by Alderman Wisneski, seconded by Alderman Hendricks to recommend to Common Council to vote to refund the recycling revenue surplus for 2008 to the City. Motion carried on unanimous voice vote.

4. Action Regarding Winnebago County Recycling Surplus Revenue Ballot for 2009 Funds

DPW Radtke explained the City's portion of the 2009 recycling surplus revenue is approximately \$10,707. The ultimate decision is controlled by the prevailing ballot representing 70% of the total population of the participating municipalities.

Moved by Alderman Wisneski, seconded by Alderman Langdon to recommend to Common Council to vote for Winnebago County to retain the recycling revenue surplus in a fund for future recycling tipping fee stabilization.

Motion carried on roll call 6-2. Alderman Roush, Zelinski – no.

E. ADJOURNMENT

Moved by Alderman Wisneski, seconded by Alderman Zelinski to adjourn at 7:33 p.m. Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, WCMC
City Clerk



STREET USE APPLICATION

Event: Parade of Lights
 Sponsored by: Community Fest Committee
 Responsible Person: Mayor Don Merkes
 Address: 140 Main Street
Menasha, WI 54952
 Phone: 920-967-3600
 Email Address: dmerkes@ci.menasha.wi.us

Street Use Date: July 3, 2010
 Start Time: 9:00 p.m.
 End Time: 10:15 p.m.
 Number of Units: 32

Street Route: (Attach Map) Parade starts at 9:15 p.m. Second + Milwaukee St
 Description of Use South on Milwaukee to Main, West on Main to
Tayco, south on Tayco / Washington into Neenah

Liability Insurance has been secured in the amount of \$ _____ with the City of Menasha named as the additional insured. This is primary insurance.

Insurance Company _____ Policy No. _____
 (Attached is a copy of the certificate of insurance).
Covered by City of Menasha Insurance

Date: 2 June 2010 Applicant's Signature: [Signature]

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of Twenty-Five Dollars (\$25.00). Make checks payable to City of Menasha. See highlighted portion of the attached City of Menasha Municipal Code.

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 May 2010)

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

Scheduled Common Council Review Date: June 21, 2010
 Approved: _____ Denied: _____

APPROVAL:
 Police Dept. MB Fire Dept. AA Public Works Dept. MR City Attorney PAC

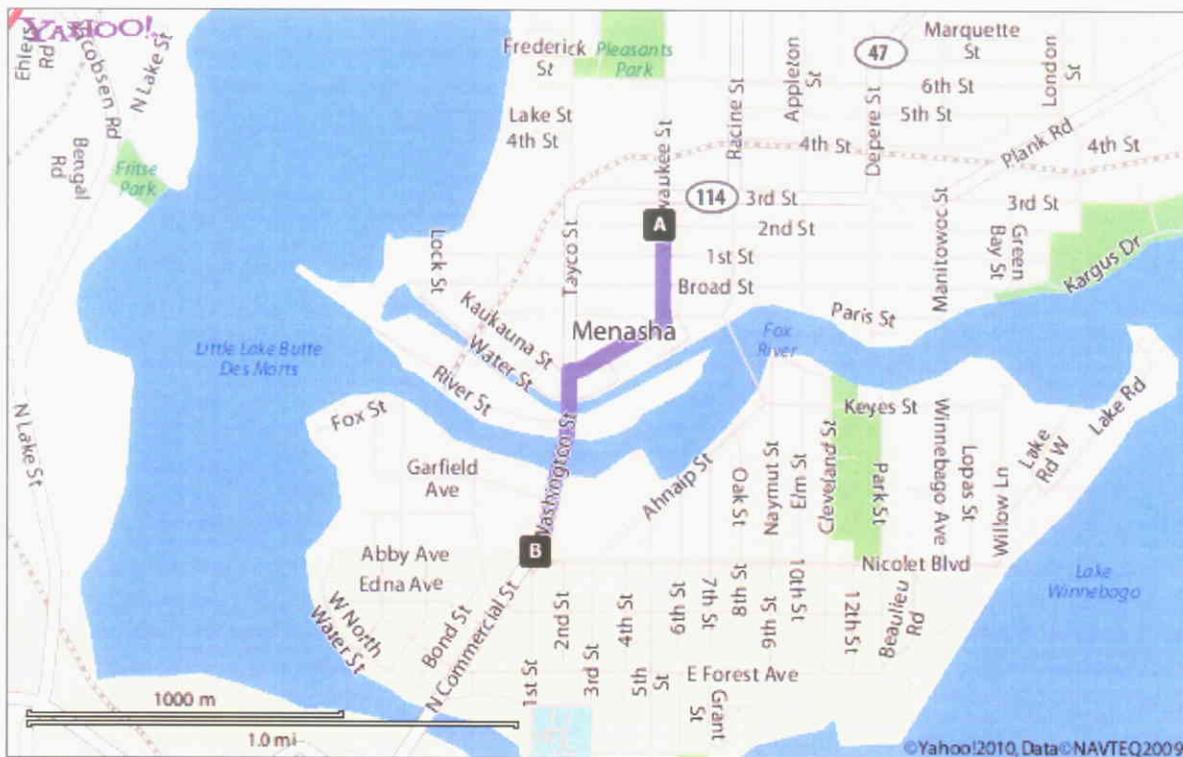
Directions to 298 Washington St, Menasha, WI 54952-3353



Total Time: 3 mins, Total Distance: 0.83 mi

	Distance
A 1. Start at 200 MILWAUKEE ST, MENASHA going toward 2ND ST	go 0.21 mi
2. Turn R on MAIN ST	go 0.23 mi
3. Turn L on TAYCO ST(WI-114)	go 322 ft
4. Continue to follow WI-114	go 0.33 mi
B 5. Arrive at 298 WASHINGTON ST, MENASHA, on the R	

Time: 3 mins, Distance: 0.83 mi



When using any driving directions or map, it's a good idea to do a reality check and make sure the road still exists, watch out for construction, and follow all traffic safety precautions. This is only to be used as an aid in planning.

RESOLUTION R-14-10

A RESOLUTION ACKNOWLEDGING REVIEW OF CITY OF MENASHA 2009 COMPLIANCE MAINTENANCE ANNUAL REPORT UNDER WISCONSIN ADMINISTRATIVE CODE NR 208

Introduced by Ald. Hendricks

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 2009 CMAR reporting year.

Passed and approved this ____ day of June 2010.

Donald J. Merkes, Mayor

ATTEST: _____
Deborah A. Galeazzi, City Clerk

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Menasha City

**Last Updated:
6/3/2010**

Reporting Year: 2009

Financial Management

	Questions	Points
1.	Person Providing This Financial Information <hr/> Name: <input type="text" value="Thomas Stoffel"/> Telephone: <input type="text" value="(920) 967-3630"/> E-Mail Address(optional): <input type="text" value="tstoffel@ci.menasha.wi.us"/>	
2.	Are User Charge or other Revenues sufficient to cover O&M Expenses for your wastewater treatment plant AND/OR collection system ? <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (40 points) If No, please explain: <input type="text" value="See note regarding User Charge in General Comments Section."/>	0
3.	When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2008 <input checked="" type="radio"/> 0-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable (Private Facility)	0
4.	Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? <input checked="" type="radio"/> Yes <input type="radio"/> No (40 points)	0
REPLACEMENT FUNDS(PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 5)		
5.	Equipment Replacement Funds	
	5.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2008 <input checked="" type="radio"/> 1-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable Explain: <input type="text"/>	0
	5.2 What amount is in your Replacement Fund? <div style="text-align: center;">Equipment Replacement Fund Activity</div>	
	5.2.1 Ending Balance Reported on Last Year's CMAR: \$40,000.00 5.2.2 <i>Adjustments</i> + \$10,000.00 if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Menasha City

**Last Updated:
6/3/2010**

Reporting Year: 2009

Financial Management (Continued)

	<p>5.2.3 Adjusted January 1st Beginning Balance \$50,000.00</p> <p>5.2.4 Additions to Fund (e.g., portion of User Fee, earned interest, etc.) + \$0.00</p> <p>5.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 5.2.5.1 below*.) - \$0.00</p> <p>5.2.6 Ending Balance as of December 31st for CMAR Reporting Year \$50,000.00</p> <p>(All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.)</p> <p>*5.2.5.1. Indicate adjustments, equipment purchases and/or major repairs from 5.2.5 above</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>							
	<p>5.3 What amount <u>should</u> be in your replacement fund? \$50,000.00</p> <p>(If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP option button.)</p>							
	<p>5.3.1 Is the Dec. 31 Ending Balance in your Replacement Fund above (#5.2.6) equal to or greater than the amount that should be in it(#5.3)?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No Explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>							
6.	Future Planning							
	<p>6.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating or new construction of your treatment facility or collection system?</p> <p><input type="radio"/> Yes (If yes, please provide major project information, if not already listed below)</p> <p><input checked="" type="radio"/> No</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 60%;">Project Description</th> <th style="width: 20%;">Estimated Cost</th> <th style="width: 20%;">Approximate Construction Year</th> </tr> </thead> <tbody> <tr> <td style="height: 30px;"></td> <td></td> <td></td> </tr> </tbody> </table>	Project Description	Estimated Cost	Approximate Construction Year				
Project Description	Estimated Cost	Approximate Construction Year						
7.	Financial Management General Comments:							
	<div style="border: 1px solid black; padding: 5px;"> <p>The City has a CWFP recommendation of \$10,000 deposits to our replacement fund. These payments started in 2005 and reflect funds necessary to replace, or make major repairs to, our four lift stations in the system. Also, regarding Question #2, we are awaiting resolution of a pending lawsuit regarding Fox River PCBs. There is the potential for the outcome to render our current user charge insufficient to cover possible additional costs assessed via the judgement.</p> </div>							

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Menasha City

Last Updated:
6/3/2010

Reporting Year: 2009

Financial Management (Continued)

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Menasha City	Last Updated: 6/3/2010	Reporting Year: 2009
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Sanitary Sewer Collection Systems

	Questions	Points
1.	<p>Do you have a Capacity, Management, Operation & Maintenance(CMOM) requirement in your WPDES permit?</p> <p style="margin-left: 40px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p>	
2.	<p>Did you have a <u>documented</u> (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance or CMOM program last calendar year?</p> <p style="margin-left: 40px;"> <input checked="" type="radio"/> Yes (go to question 3) <input type="radio"/> No (30 points) (go to question 4) </p>	0
3.	<p>Check the elements listed below that are included in your Operation and Maintenance (O&M) or CMOM program.:</p> <p><input type="checkbox"/> Goals: Describe the specific goals you have for your collection system:</p> <p><input checked="" type="checkbox"/> Organization: Do you have the following written organizational elements (check only those that you have):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ownership and governing body description <input checked="" type="checkbox"/> Organizational chart <input checked="" type="checkbox"/> Personnel and position descriptions <input type="checkbox"/> Internal communication procedures <input type="checkbox"/> Public information and education program <p><input checked="" type="checkbox"/> Legal Authority: Do you have the legal authority for the following (check only those that apply):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Sewer use ordinance Last Revised MM/DD/YYYY 11/01/2004 <input type="checkbox"/> Pretreatment/Industrial control Programs <input checked="" type="checkbox"/> Fat, Oil and Grease control <input checked="" type="checkbox"/> Illicit discharges (commercial, industrial) <input checked="" type="checkbox"/> Private property clear water (sump pumps, roof or foundation drains, etc) <input type="checkbox"/> Private lateral inspections/repairs <input type="checkbox"/> Service and management agreements <p><input checked="" type="checkbox"/> Maintenance Activities: details in Question 4</p> <p><input checked="" type="checkbox"/> Design and Performance Provisions: How do you ensure that your sewer system is designed and constructed properly?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> State plumbing code <input checked="" type="checkbox"/> DNR NR 110 standards <input checked="" type="checkbox"/> Local municipal code requirements <input checked="" type="checkbox"/> Construction, inspection and testing <input type="checkbox"/> Others: 	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Menasha City

**Last Updated:
6/3/2010**

Reporting Year: 2009

Sanitary Sewer Collection Systems (Continued)

	<input checked="" type="checkbox"/> Overflow Emergency Response Plan: Does your emergency response capability include (check only those that you have): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Alarm system and routine testing <input checked="" type="checkbox"/> Emergency equipment <input checked="" type="checkbox"/> Emergency procedures <input checked="" type="checkbox"/> Communications/Notifications (DNR, Internal, Public, Media etc) <input checked="" type="checkbox"/> Capacity Assurance: How well do you know your sewer system? Do you have the following? <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Current and up-to-date sewer map <input checked="" type="checkbox"/> Sewer system plans and specifications <input checked="" type="checkbox"/> Manhole location map <input checked="" type="checkbox"/> Lift station pump and wet well capacity information <input checked="" type="checkbox"/> Lift station O&M manuals Within your sewer system have you identified the following? <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Areas with flat sewers <input checked="" type="checkbox"/> Areas with surcharging <input checked="" type="checkbox"/> Areas with bottlenecks or constrictions <input checked="" type="checkbox"/> Areas with chronic basement backups or SSO's <input checked="" type="checkbox"/> Areas with excess debris, solids or grease accumulation <input type="checkbox"/> Areas with heavy root growth <input checked="" type="checkbox"/> Areas with excessive infiltration/inflow (I/I) <input type="checkbox"/> Sewers with severe defects that affect flow capacity <input checked="" type="checkbox"/> Adequacy of capacity for new connections <input checked="" type="checkbox"/> Lift station capacity and/or pumping problems <input type="checkbox"/> Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed. <input checked="" type="checkbox"/> Special Studies Last Year(check only if applicable): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Infiltration/Inflow (I/I) Analysis <input checked="" type="checkbox"/> Sewer System Evaluation Survey (SSES) <input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input checked="" type="checkbox"/> Lift Station Evaluation Report <input checked="" type="checkbox"/> Others: <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> We entered Phase 4 (of 4) of our citywide SSES program to identify I/I sources and sewer system defects. </div>	
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4. Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained:

Cleaning	75	% of system/year
Root Removal	0	% of system/year
Flow Monitoring	2	% of system/year
Smoke Testing	0	% of system/year

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Menasha City

**Last Updated:
6/3/2010**

Reporting Year: 2009

Sanitary Sewer Collection Systems (Continued)

Sewer Line Televising	<input style="width: 50px;" type="text" value="5"/>	% of system/year
Manhole Inspections	<input style="width: 50px;" type="text" value="8"/>	% of system/year
Lift Station O&M	<input style="width: 50px;" type="text" value="1"/>	# per L.S./year
Manhole Rehabilitation	<input style="width: 50px;" type="text" value="2"/>	% of manholes rehabed
Mainline Rehabilitation	<input style="width: 50px;" type="text" value="0"/>	% of sewer lines rehabed
Private Sewer Inspections	<input style="width: 50px;" type="text" value="6"/>	% of system/year
Private Sewer I/I Removal	<input style="width: 50px;" type="text" value="4"/>	% of private services
Please include additional comments about your sanitary sewer collection system below:		
<input style="width: 100%; height: 20px;" type="text"/>		

5. Provide the following collection system and flow information for the past year:

<input style="width: 80px;" type="text" value="30.93"/>	Total Actual Amount of Precipitation Last Year
<input style="width: 80px;" type="text" value="31"/>	Annual Average Precipitation (for your location)
<input style="width: 80px;" type="text" value="54.3"/>	Miles of Sanitary Sewer
<input style="width: 80px;" type="text" value="4"/>	Number of Lift Stations
<input style="width: 80px;" type="text" value="0"/>	Number of Lift Station Failure
<input style="width: 80px;" type="text" value="0"/>	Number of Sewer Pipe Failures
<input style="width: 80px;" type="text" value="0"/>	Number of Basement Backup Occurrences
<input style="width: 80px;" type="text" value="0"/>	Number of Complaints
<input style="width: 80px;" type="text" value="2.39"/>	Average Daily Flow in MGD

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Menasha City

Last Updated:
6/3/2010

Reporting Year: 2009

Sanitary Sewer Collection Systems (Continued)

3.85	Peak Monthly Flow in MGD(if available)	
	Peak Hourly Flow in MGD(if available)	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Menasha City

**Last Updated:
6/3/2010**

Reporting Year: 2009

Sanitary Sewer Collection Systems (Continued)

	<p>NUMBER OF SANITARY SEWER OVERFLOWS (SSO) REPORTED (10 POINTS PER OCCURRENCE)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Date</th> <th style="width: 40%;">Location</th> <th style="width: 20%;">Cause</th> <th style="width: 30%;">Estimated Volume (MG)</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center;">NONE REPORTED</td> </tr> </tbody> </table> <p>Were there SSOs that occurred last year that are not listed above?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, list the SSOs that occurred:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>	Date	Location	Cause	Estimated Volume (MG)	NONE REPORTED				0
Date	Location	Cause	Estimated Volume (MG)							
NONE REPORTED										
	<p>PERFORMANCE INDICATORS</p> <p><input style="width: 50px;" type="text" value="0.00"/> Lift Station Failures(failures/ps/year)</p> <p><input style="width: 50px;" type="text" value="0.00"/> Sewer Pipe Failures(pipe failures/sewer mile/yr)</p> <p><input style="width: 50px;" type="text" value="0.00"/> Sanitary Sewer Overflows (number/sewer mile/yr)</p> <p><input style="width: 50px;" type="text" value="0.00"/> Basement Backups(number/sewer mile)</p> <p><input style="width: 50px;" type="text" value="0.00"/> Complaints (number/sewer mile)</p> <p><input style="width: 50px;" type="text" value="1.6"/> Peaking Factor Ratio (Peak Monthly:Annual Daily Average)</p> <p><input style="width: 50px;" type="text" value="0.0"/> Peaking Factor Ratio(Peak Hourly:Annual daily Average)</p>									
6.	<p>Was infiltration/inflow(I/I) significant in your community last year?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>									
7.	<p>Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>									
8.	<p>Explain any infiltration/inflow(I/I) changes this year from previous years?</p>									

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Menasha City

**Last Updated:
6/3/2010**

Reporting Year: 2009

Sanitary Sewer Collection Systems (Continued)

	<p>2009 I/I was reduced from previous years due to City cross connection control program, 2008 improvements made to our collection system components and fewer major rainfall events.</p>	
9.	<p>What is being done to address infiltration/inflow in your collection system?</p>	
	<p>We continued implementation of the citywide SSES program. The City's consultant studied the portion of the sewer system most problematic from previous year's SSOs, per our WisDNR Compliance Agreement. We continue to operate our private foundation drain cross connection elimination program.</p>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Menasha City

Last Updated:

Reporting Year: 2009

WPDES No.0047341

GRADING SUMMARY				
SECTION	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial Management	A	4.0	1	4
Collection Systems	A	4.0	3	12
TOTALS			4	16
GRADE POINT AVERAGE(GPA)=4.00		4.00		

Notes:

A = Voluntary Range

B = Voluntary Range

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)



Memorandum

DATE: June 3, 2010

TO: Menasha Board of Public Works

FROM: Mark Radtke, Director of Public Works

RE: Request to Install Street Light on Utility Pole # 888 on Lake Street (Ald. Taylor)

A request has been submitted by Alderman Taylor to install a new street light on Menasha Utilities Pole # 888 on Lake Street. In doing research for this item, it was discovered this light was removed as part of the street light reduction efforts in 2005 – 2006. Similarly, one street light was removed on each of the adjoining dead end streets, Fourth Street and Frederick Street. The street light on Frederick Street has since been reinstalled, resulting in a total of three lights on Frederick Street.

The existing spacing for street lights on Lake Street does not provide uniform lighting due to the proximity of the street lights to sizable tree branches. One possible solution would be to relocate each of the two existing lights one pole to the east of their current location, which would place them in better position to the existing trees. The problem with doing so is the resulting lack of proper lighting at the end of Lake Street, where there could be concerns about safety at the water's edge. The tree branches for the light at the end of the street can be trimmed, but the branches obstructing the other light comprise almost half the tree, meaning the entire tree would need to be removed in order to allow better light uniformity.

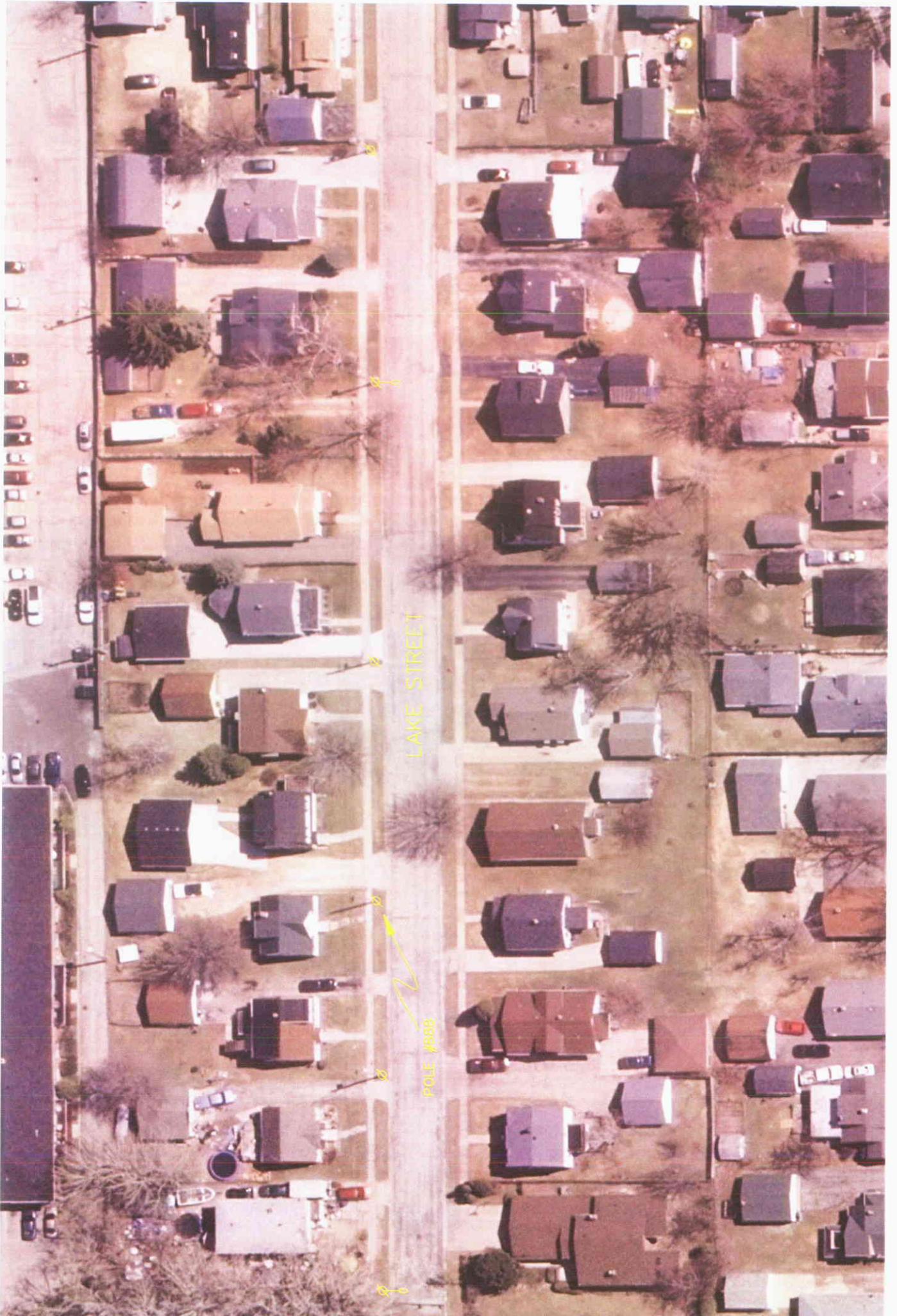
To add a 150 watt HPS light costs approximately \$100 for energy usage and facilities charge on an annual basis. Menasha Utilities would not charge the City to install the light. Because of the need to illuminate the end of the street, the relative location of trees to the existing street lights, and to be consistent with the lighting provided on Frederick Street, I recommend the City approve the request to install a street light on Utility Pole # 888 on Lake Street.

Sincerely,

Mark Radtke
Director of Public Works

Attachment

M:\word\Bpw memo re street light Lake St 6-3-10.doc



LAKE STREET

POLE #9888