

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**

July 6, 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. [June 21, 2010](#)

D. ACTION ITEMS

1. [Request to Amend Section 10-2-6\(g\)\(1\) of the Municipal Code Regarding Riding Bicycles on Sidewalks](#)

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
June 21, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:19 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, FC Auxier, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, Paul Riederer (Miron), Clerk Galeazzi, the Press.

C. MINUTES TO APPROVE

1. [June 7, 2010](#)

Moved by Ald. Roush, seconded by Ald. Zelinski to approve minutes.

Motion carried on voice vote

D. ACTION ITEMS

1. [Street Use Application – 17th Annual St. Joe's 5K Run/Walk; Saturday, October 16, 2010; 8:45 AM – 10:30 AM \(Pacesetter's Fox Cities\)](#)

CA/HRD Captain reported everything is in order. The endorsement for the insurance has been received and is acceptable

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

Motion carried on voice vote.

2. [Street Use Application – 30th Annual Otto Grunski Runski; Saturday, August 14, 2010; 6:30 AM – 10:30 AM \(City of Menasha\)](#)

CA/HRD Captain reported everything is in order.

Moved by Ald. Roush, seconded by Ald. Hendricks to recommend approval to Common Council.

Motion carried on voice vote.

3. [Recommendation to Accept Proposal for Architectural Design Services for Fire Station 36 \(Gries Architects\)](#)

FC Auxier explained proposals for the Architectural Design Services for the construction of the new fire station were received from six architectural firms. Staff met with three firms and reviewed their proposals. Staff is recommending the selection of Gries Architects as they meet all the criteria and are the lowest bid.

Paul Riederer from Miron Construction explained the time table for the project. They are waiting on the environmental assessment review. When asked if this item would need to be approved by Common Council before the next scheduled Council meeting, Mr. Riederer replied it would help move the project forward faster.

3. [Recommendation to Accept Proposal for Architectural Design Services for Fire Station 36 \(Gries Architects\)](#), cont'd.

Ald. Taylor asked Mayor Merkes if a special meeting could be scheduled if needed. Mayor Merkes replied he would consider scheduling a special meeting after they hear from FEMA on the environmental assessment.

Moved by Ald. Wisneski, seconded by Ald. Roush to recommend to Common Council Gries Architects be awarded the contract for Architectural Design Services for Fire Station 36

Ald. Taylor stated he will be abstaining due to a conflict of interest.

Motion carried on voice vote.

4. [Request to Transfer Approval of Fire Station 36 Recommendations, Contracts and Change Orders Directly to Common Council](#)

FC Auxier and Lt. Dan Schultz are requesting the Board of Public Works transfer the approval process for contracts and change orders directly to the Common Council for the new fire station project to avoid delays and added costs due to the tight timeframe.

Discussion ensued on the option of holding special meetings if needed to help expedite the project; exceptions could be made to the procedures of approving contracts and change orders on a case by case basis.

5. [Recommendation to Accept Proposal for Professional Land Surveying Services – Midway Road Sidewalk; Martenson & Eisele, Inc.](#)

DPW Radtke explained this is a joint project with the Town of Menasha. The Town prepared and sent out Request for Proposals for land surveying for the proposed Midway Road sidewalk project. The RFP requested firms to submit an alternate price to exclude approx. 2,680 lineal feet of right of way plat for properties along which the City may choose not to install sidewalk. Four proposals were received and staff is recommending Option A proposal from Martenson & Eisele. Option A includes right of way plat work for the entire Midway Road corridor. Selecting Option A of the proposal would allow gathering the full right of way data for the entire City corridor. The Town will be acting on the same recommendation at its next meeting.

Moved by Ald. Wisneski, seconded by Ald. Englebert to recommend to Common Council accepting Option A of Martenson & Eisele proposal for Professional Land Surveying Services for Midway Road sidewalks

Motion carried on voice vote

E. ADJOURNMENT

Moved by Ald. Englebert, seconded by Ald. Benner to adjourn at 7:40 p.m.

Motion carried on voice vote.

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

CHAPTER 2

Bicycles

SEC. 10-2-1 DEFINITIONS.

As used in this Chapter:

- (a) **BICYCLE** means every device propelled by the feet upon pedals and having wheels, any two (2) of which are not less than fourteen (14) inches in diameter.
- (b) **BICYCLES' LANE** means that portion of a roadway set aside for exclusive use of bicycles and so designated by appropriate signs and markings by the responsible governing body.
- (c) **BIKE ROUTE** means any bicycle lane, bicycle way or highway which has been duly designated by the responsible governing body and identified by appropriate signs and markings.
- (d) **BICYCLE WAY** means any path or sidewalk, or portion thereof, designated for the use of bicycles by the responsible governing body.
- (e) **CARRIER** means any device attached to a bicycle designed for carrying articles.
- (f) **IDENTIFICATION TAG** means a metal plate or sticker indicating that a bicycle is registered.
- (g) **RIGHT-OF-WAY** means the right of one vehicle or pedestrian to proceed in a lawful manner in preference to another vehicle or pedestrian approaching under such circumstances of direction, speed and proximity as to give rise to danger of collision unless one grants precedence to the other.

SEC. 10-2-2 MANNER OF OPERATION RESTRICTED.

No bicycle shall be allowed to proceed in any street in the City by inertia or momentum with the feet of the rider removed from the bicycle pedals. No rider of a bicycle shall remove both hands from the handlebars or practice any trick or fancy riding in any street in the City nor shall any bicycle rider carry or ride any other person so that two (2) persons are on the bicycle at one time, unless a seat is provided for a second person. Operators shall not ride bicycles abreast.

SEC. 10-2-3 LIGHTING AND OTHER EQUIPMENT.

No person shall operate a bicycle upon a highway unless equipped as required in Sec. 347.81, Wis. Stats., between one-half (1/2) hour after sunset and one-half (1/2) hour before sunrise.

SEC. 10-2-4 PARKING A BICYCLE.

- (e) **BICYCLES NOT TO BE PULLED BY MOVING VEHICLES.** No person riding upon a bicycle shall cling or attach himself or his bicycle to any other moving vehicle upon a street or highway, nor shall the operator of any such bicycle tow or draw any coaster wagon, sled, person on roller skates, toy vehicles or any other similar vehicle on such highway.
- (f) **SPEED.** No person shall operate a bicycle at a speed greater than is reasonable and prudent under existing conditions or in excess of any posted speed limit.
- (g) **RIDING ON SIDEWALKS.**
 - (1) No person shall ride a bicycle upon a sidewalk within a business district, except riding on bridge sidewalks is permitted on the east side only.
 - (2) No person eleven (11) years of age or more shall ride a bicycle upon the sidewalks of any district.

SEC. 10-2-7 REGISTRATION OF BICYCLES.

- (a) **REGISTRATION OF BICYCLES.** No person shall operate or possess a bicycle upon any street, sidewalk, public property, bicycle pathway or public highway within the City of Menasha unless said bicycle shall first have been registered and an identification tag attached.
- (b) **FORM OF REGISTRATION.**
 - (1) Every owner of a bicycle shall list and register with the Police Department their name, address, manufacturer's, model type, identification number, color and general description.
 - (2) The registration period for a bicycle shall be permanent for any bicycle registered after January 1, 1989.
 - (3) The City shall issue registration tags to residents at no charge so long as ownership of the bicycle is retained. Any transfer of ownership shall require a new registration unless such transfer is within the immediate family of the original registrant.
 - (4) Upon registration the City shall provide a suitable registration tag numbered to correspond with the registration number. The owner shall attach the registration tag to the frame of the bicycle as specified by the Police Department.
 - (5) The replacement of the frame on a bicycle shall require a new registration.
- (c) **RECORDS AND TRANSMITTAL OF FEES.**
 - (1) The Police Department shall maintain a registration program consisting of all applications and registrations.
- (d) **CHANGE OF OWNERSHIP.**
 - (1) An owner shall notify the Police Department that a bicycle has been permanently removed from the City or has been dismantled and taken out of operation within 10 days. Upon such notice, the information will be removed from the registry.
- (e) **REGISTRATION TO BE DISPLAYED.**

Don Merkes

From: pkmenasha@yahoo.com
Sent: Sunday, June 20, 2010 10:15 PM
To: Don Merkes
Subject: Question, Comment, or Request from Website Visitor

Name: P Konetzke

Company:

Phone:

EmailConfirm: pkmenasha@yahoo.com

Method: Email

Comments: I have two questions that I was hoping you might answer, although it might take someone with more "institutional memory" to do that.

Imagine that you are riding a bike east on Main St. and turn (R) south onto Racine, intending to cross the river and go down to the parking lot near the dam. As you turn (R) onto the bridge, there is , immediately, a sign indicating that bikes are not allowed on the western sidewalk. They are also clearly not allowed on the road over the bridge. All bikes in both directions are required to use the eastern sidewalk.

Question 1] Does anyone remember why that sign was first placed?

I'm guessing it was placed years ago to allow workers from Banta to access downtown without encountering bikes on the sidewalk. If that's the case, the sign seems to have outlived its usefulness. There are more bikes these days and, sadly, no more Banta employees walking to lunch downtown.

Question 2] Can you remove the sign?

When intending to turn sharp (R) at the bottom of the bridge and approach the dam, I don't see why one is required to cross Racine St. twice in one block for no apparent reason. Until SOMEday, when we have a bridge that has room for everyone, wouldn't it make more sense to have "one-way" bikes on each side of the bridge? All bikes stay right. Go north on the eastern side of the bridge; go south on the other side. I don't see the benefit in having bikes going in opposite directions and meeting on one narrow sidewalk.

If there's no one who remembers why that sign was placed there, maybe we don't need it anymore.

Any ideas? Thank you. PK