

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
December 7, 2009
7:20 PM
or immediately following the Administration Committee
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [November 16, 2009](#)
- D. ACTION ITEMS
 - 1. [R-31-09 Resolution Pertaining to Equivalent Runoff Unit \(ERU\) Charges for Storm Water Utility](#)
 - 2. [Authorization to Purchase Recycling Truck Body](#)
- 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
November 16, 2009
MINUTES**

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 9:12 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Alderman Pack, 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. [November 2, 2009](#)

Moved by Ald. Zelinski, seconded by Ald. Pack to approve minutes.
Motion carried on voice vote.

D. ACTION ITEMS

1. [Street Use Application – 16th Annual Fox Cities New Year's Eve Celebration; Thursday, December 31, 2009; 10:30 PM to 12:30 AM, Community Forward, Inc.](#)

Mayor Merkes commented that staff is working on a new Special Events policy for 2010.

Moved by Ald. Englebert, seconded by Ald. Zelinski to recommend approval to Common Council
Motion carried on voice vote

2. [Recommendation to Execute Agreement with Kaempfer & Associates for Preparation of Wastewater Collection System Operation and Maintenance \(O&M\) Manual](#)

DPW Radtke explained the Dept. of Natural Resources will hold up to 5% of the Clean Water Fund loan until they receive a satisfactory Operation and Maintenance Manual. Requests for Proposals were sent to seven engineering firms. The only one received was from Kaempfer & Associates. Kaempfer & Associates are familiar with the City's wastewater collection system. Staff is recommending accepting the proposal from Kaempfer & Associates. The final O&M manual should be completed by Spring 2010.

Moved by Ald. Englebert, seconded by Ald. Zelinski to recommend approval to Common Council
Motion carried on voice vote

3. [Consideration of O-21-09, an Ordinance Relating to Refuse Collection and Recycling Materials and Collection](#)

This ordinance covers the fee charged on property tax bills for the new recycling carts. Acting CA Richard Carlson prepared this ordinance. He made a few language changes within the ordinance regarding refuse and recycling collections.

Discussion ensued on suggested changes and clarification to the ordinance.

Moved by Ald. Wisneski, seconded by Ald. Zelinski to recommend ordinance O-21-09 with changes to Common Council.
Motion carried on voice vote

E. ADJOURNMENT

Moved by Ald. Pack, seconded by Ald. Englebert to adjourn at 9:31 p.m.
Motion carried on voice vote.

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

RESOLUTION R-31-09

RESOLUTION PERTAINING TO EQUIVALENT RUNOFF UNIT (ERU) CHARGES FOR STORM WATER UTILITY

Introduced by Mayor Merkes

WHEREAS, the ordinance creating a storm water utility contains a provision that charges for storm water services for each lot within the City of Menasha shall be made by resolution.

THEREFORE, BE IT RESOLVED, that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be: \$ 75.00

BE IT FURTHER RESOLVED that the contents of this resolution will be applicable to service billed by the Menasha Utilities or the City of Menasha on or after January 1, 2010.

BE IT FURTHER RESOLVED that the Comptroller and Director of Public Works shall report to the Mayor and the Common Council as to whether the rates are still appropriate at least annually.

Passed and approved this 7th day of December, 2009.

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk



Memorandum

DATE: December 3, 2009

TO: Board of Public Works

FROM: Mark Radtke, Director of Public Works
Tim Jacobson, Public Works Superintendent

RE: Recommendation to Purchase 41 CY Refuse/Recycling Collection Body

Earlier this year, the City of Menasha made a decision to proceed with automated single stream recycling collection and authorized the purchase of carts for all 1-4 family dwelling units and condominiums. The cost for these carts is being supported by available funds in the City's Recycling Fund. At that time, our thought was to convert our existing recycling truck to an automated collection truck by retrofitting an automated collection system on the front of the recycling truck. We were given an estimate of \$30,000 plus in house labor cost to complete the conversion.

When we pursued the truck conversion route, obstacles to conversion started to surface which made the endeavor more challenging and more costly. The existing recycling truck is a co-collector truck, meaning there are two separate compartments to hold the recyclables. The top compactor device would need to be removed in order to store the carry can for on the go travel. If that is not properly positioned inside the compartment, we would not comply with the maximum legal height restriction of 13'-6". Removing the top compactor device creates concerns with adequate compaction/ejection of the load contents given there would only be one undersized compactor at a level that would not be conducive to uniform packing/ejection of the load contents.

There also is the question of whether the existing hydraulic arms are of the right size and configuration to properly operate and dump the carry can hopper into the existing compartment opening. Additional engineering and retrofitting of the body components would be necessary to accommodate that operation. Because of this additional required work, it is now estimated the conversion cost would be \$45,000 to \$50,000 plus in house labor. There would be no product support from the truck body or automated collection device manufacturers because of the alterations made to the original equipment. They consider this a research and development type of product, which is not fully supported.

City of Menasha Public Works Facility

Memorandum

Date: 12/3/2009

To: Mark Radtke, Director of Public Works
Common Council

From: Tim Jacobson, Public Works Superintendent

Re: Recycling Body Exchange Option

Although the body exchange is more than the original retro-fit estimate, the Department of Public Works is here tonight to recommend pursuing the body exchange from Kann Corporation rather than the retro-fit originally proposed.

This estimate is just that, a field estimate. The estimate did not include wages from staff to help expedite the retro-fit. The second error that I made was that while concentrating on the masses (6400 carts), I omitted (forgot) about the few (condo's). We have also been having discussion with the Park Department about stopping them from dumping high volumes of recyclables into the refuse trucks after large park events.

These areas of collection present a different collection process. Rather than supply upwards of 50 carts for one stop (either a condo facility or Jefferson Park), it is more efficient to collect these areas in bulk form with 4 cubic yard dumpsters.

Our concept of a retro-fit was based on cost. When the concept got to the drawing board of the manufacturer, the retro-fit concept proved to be more trouble than it would be worth. There are many obstacles to over come with the retro-fit. Having the need to empty dumpsters is essential, and the retro-fit would not accommodate keeping the height of the vehicle under the required 13'6" while in the travel mode.

This turn of events is disappointing to some, based on the estimated cost, but I am very excited about the potential this new technology presents for the future waste collection process for the City of Menasha.

In 1994 when the City of Menasha made the change from manual collection of refuse to an automated process, I commented that this change was nothing short of an "industrial revolution". During the past sixteen (16) years we have worked with, and prompted manufacturers to develop this very type of collection vehicle.

Tonight that vehicle and technology is here!

Tonight the City of Menasha has the opportunity to start a second revolution in the waste collection process. The Department of Public Works has been postponing the replacement of refuse collection vehicles, knowing that this technology was soon to be available. By pursuing this change tonight you will establish a path to change all our vehicles to this technology, thus allowing all collection vehicles to perform all waste collection tasks. With this I envision the sanitation department evolving from a six (6) vehicle department down to a five (5) vehicle department, an eventual savings of over \$200,000. in purchasing.



DISTRIBUTORS OF MUNICIPAL AND CONTRACTOR EQUIPMENT

November 2, 2009

City of Menasha
140 Main Street
Menasha, WI 54952-3190

Gentlemen:

We are pleased to offer for your consideration this proposal on the following:

One New Kann Model KE 41 Yd. Front Loader
Push out blade with replaceable shoes
Front Body Work Lights
Tailgate Lights-LED
Body Side Work Lights
Hopper Work Lights
Roof access ladder
Mud Flaps-front of rear tires
Kann will remount City's existing camera to new front load body
Body painted Blue
Automated Carry Can

Price for above mentioned	\$ 111,330.00
Less trade allowance for City's Kann CoCollector body w/tag axle	- 31,500.00
Price with trade	\$ 79,830.00

Please note: City will deliver their Kann CoCollector to Kann Mfg. in Guttenberg, Iowa and Kann Mfg. will deliver new Front Loader with Automated Carry Can to Menasha for Training. Kann will furnish Menasha loaner if unable to switch bodies by January 4, 2010.

Thank you for this opportunity to quote on your equipment needs. If I can be of further assistance, please feel free to call me anytime.

Sincerely,
BRUCE MUNICIPAL EQUIPMENT, INC.

Jerry Weedman
District Sales Manager



MANUFACTURING CORPORATION

REFUSE & RECYCLING BODY COMPANY

Established 1946

ROUTE KING SERIES

Residential Front Loader Articulated Automated Carry Can



KANN Manufacturing Corporation

210 Regent Street
Post Office Box 400
Guttenberg, IA 52052 USA

For FREE Route Demonstration at Your Site Call 800-806-5266

Phone 563-252-2035 Email sales@kannmfg.com
Fax 563-252-3069 Web www.kannmfg.com

STEPP

Equipment Company

QUOTATION

N58 W14810 SHAWN CIRCLE MENOMONEE FALLS, WI 53051
 PHONE #262-252-5500 FAX #262-252-5519

DATE: November 19, 2009

QUOTATION No. 8061

CITY OF MENASHA FLEET DIVISION
 ATTN: TIM JACOBSON
 455 BALDWIN STREET
 MENASHA, WISCONSIN 54952

In response to your inquiry, we submit the following quotation:

QUANTITY	DESCRIPTION	PRICE
1	<p>2010 WITTKE STARLIGHT 40 CUBIC YARD FRONT LOADER THE WITTKE UNIT TO INCLUDE THE FOLLOWING COMPONENTS:</p> <ul style="list-style-type: none"> *Residential Package for Right Hand side operation. Package will include a curbside console (arm/fork control levers, pack, stop, and return pushbuttons)- Residential forks, arm cradles, decal down valve, and dual container lights. *Hopper Clean Out Door – Street Side. * Drive Position Main Control Joystick, one handle control to operate the fork and arm functions. * Electronic control modules in lieu of relay system. * LED Body Lights throughout Wittke unit to include Back Up and License Plate Light. * Upper Tailgate Light Bar to include Multi-Functioning Strobe Lights with an additional central brake light and stop/tail lights in upper bar. *Third Eye Camera System on Tailgate with a 7 inch LCD swivel monitor: Includes heater, sound, night vision, and a high electromagnetic noise resistance. * One Color Paint Finish to meet customers specified paint code. * Fire Extinguisher (ANSI), Triangle Safety Kit (ANSI), Conspicuity Tape (ANSI), and a First Aid Kit. <hr/> <p>Perkins 4 Yd. Automated Cart Lift System with Joystick Controls on Right Side</p> <hr/> <p>To Dismount City of Menasha's present Kann Front Loader and install the Wittke Starlight Front Loader on Menasha's 2003 Peterbilt Front Loader Chassis. Mounting to include all wiring, chassis modification, and installation of all componentry needed to have the Wittke Front Loader and Perkins Automated Can Function Properly.</p> <p>Quote includes Pre-delivery of Wittke unit, disposal of Kann Front Loader, and delivery of completed Wittke unit to Menasha, WI</p> <ul style="list-style-type: none"> * Quote is good for 60 days from date listed on quote. * Quote DOE NOT INCLUDE any Applicable Taxes. 	<p style="text-align: right;">\$84,331.00</p> <hr/> <p style="text-align: right;">\$19,612.00</p> <hr/> <p style="text-align: right;">\$5,925.00</p> <hr/>
TERMS: 30 Days Net	F.O.B. MENOMONEE FALLS, WI	EST. SHIPPING DATE: 75 to 90 days after P.O. is received.

CHARLIE HOEPFNER