

**CITY OF MENASHA  
BOARD OF PUBLIC WORKS  
Third Floor Council Chambers  
140 Main Street, Menasha  
October 6, 2008  
MINUTES**

A. CALL TO ORDER

Meeting called to order by Chairman Pack at 8:26 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Benner, Pamenter, Taylor, Wisneski, Pack, Hendricks, Zelinski, Michalkiewicz  
ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil,  
C/T Stoffel, Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. September 29, 2008

Moved by Ald. Michalkiewicz, seconded by Ald. Benner to approve minutes  
Motion carried on voice vote

D. ACTION ITEMS

1. Change Order – DeGroot, Inc., City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01C: ADD: \$2,438.00  
(Change Order No. 3)

NO DISCUSSION OR QUESTIONS.

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

2. Payment – Badger Highways Co., Inc.: New Street Construction/Street Reconstruction: Contract Unit No. 2008-01; \$166,493.57 (Payment No. 4)

NO DISCUSSION OR QUESTIONS.

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

3. Payment – Infrastructure Technologies, Inc.: City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3: Contract No. E145-07-01A; Sanitary Manhole Lining; \$39,097.98 (Payment No. 7)

NO DISCUSSION OR QUESTIONS.

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

4. Recommendation to Revise Policy Regarding Mail Box Damage by Snow Plowing Operations

Staff recommends issuing a check not to exceed \$50 to property owners of any mailbox actually hit by a snow plow. Staff also recommends charging a minimum rate of \$35 or a fee to be determined by Director of Public Works for residents requesting removal of snow from around their mailboxes.

Moved by Ald. Wisneski, seconded by Ald. Michalkiewicz approved the revision to mailbox damage policy.

Motion carried on roll call 8-0.

5. Stormwater Utility Billing Options

Menasha Utilities revised their original billing proposal for the Storm Water Utility. The billing method will be done on actual incremental customer service cost. Utilities will bill the City for initial setup costs to implement the system. They anticipate it taking approximately 90 days to to implement the billing process.

Moved by Ald. Wisneski, seconded by Ald. Michalkiewicz to endorse the billing through Menasha Utilities.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Michalkiewicz, seconded by Ald. Wisneski to adjourn at 8:37 p.m.

Respectfully submitted by Deborah A. Galeazzi, City Clerk