

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
First Floor Conference Room
100 Main Street
March 2, 2020
6:45 PM**

or immediately following the Administration Committee Meeting

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. MINUTES TO APPROVE
 - 1. February 17, 2020
- D. DISCUSSION / ACTION ITEMS
 - 1. Seventh Street Rehabilitation
 - 2. Automated Refuse Truck
- 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
First Floor Conference Room
100 Main Street, Menasha
February 17, 2020
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Langdon at 8:39 p.m.

B. ROLL CALL

PRESENT: Aldermen Mark Langdon, Ann Schmidt, Ted Grade, Randy Ropella, Rebecca Nichols, James Taylor, Stan Sevenich

ABSENT: Alderman Tom Grade

ALSO PRESENT: Mayor Merkes, CA Captain, DPC Sahr, CDD Schroeder, DPW Alix, FD Sassman, PRD Tungate, DDE Gordon, DDMO Brown, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. February 3, 2020

Moved by Ald. Taylor seconded by Ald. Ted Grade to approve minutes.

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. Recommendation to Award - Contract 2020-02 Jefferson Park Parking Lot, Basketball Court & Regrading

Unanimous consent was given for Parks & Recreation Board Chairman Dick Sturm to speak.

Mr. Sturm explained the Parks & Recreation Board has been working on the Jefferson Park Master Plan for a few years. They put off any major improvements to Jefferson Park until the Master Plan was finalized. Public meetings were held to get input from the public on the recommendations for the Master Plan. Staff has moved forward with sending out Requests for Proposals (RFP). Mr. Sturm encouraged the Board of Public Works to award bids based on the RFPs.

Moved by Ald. Sevenich seconded by Ald. Ted Grade to recommend to Common Council to approve Recommendation to Award – Contract 2020-02, Jefferson Park Parking Lot, Basketball Court & Regrading to include Alternate Bids 1A and 1B, be awarded to Vinton Construction Company in the amount of \$492,867.95.

General discussion ensued on:

- the importance of following through on Jefferson Park improvements;
- concerns that Jefferson Park is not overly utilized;
- comments from neighbors of Jefferson Park regarding basketball courts;
- additional parking may not be necessary;
- the project is within budget;
- important to maintain Jefferson Park;
- fund part of the improvements to Jefferson Park through fundraising.

Motion carried on roll call 5-2.

Ald. Nichols, Sevenich, Langdon, Schmidt, Ted Grade voted yes.

Ald. Taylor, Ropella voted no.

2. O-02-20 An Ordinance Modifying Section 10-1-26 of the Motor Vehicles and Traffic Ordinance

DPW Alix explained options for the recommendation to extend the no parking area on Tayco Street north of Main Street.

General discussion ensued on:

- who requested to extend the no parking area;
- allowing for brief stops for pick up and/or drop off in that area;
- cost to make recommended changes;
- installing right turn only lane;
- additional signage of no parking and indicate lane merging;
- markings on the road;
- safety concerns

Moved by Ald. Ropella seconded by Ald. Nichols to recommend to Common Council to approve O-02-20 An Ordinance Amending Title 10, Chapter 1, Article C of the Code of Ordinances (Parking Regulations).

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Ted Grade to adjourn at 9:32 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk



Memorandum

Date: February 24, 2020

To: Board of Public Works

From: Adam Alix – Public Works Director
Corey Gordon – Deputy Director of Engineering

RE: Seventh Street Rehabilitation

Background

During the 2020 budget process, the Common Council approved funding for the rehabilitation of Seventh Street from Racine Street to Appleton Road and State Street from Sixth Street to Ninth Street. Within Seventh Street there is a dual storm sewer system consisting of an 18" clay pipe and a 48" CMP. Within State Street, from Sixth Street to Seventh Street, there is a single storm sewer system consisting of a 10" clay pipe. During the review of the sanitary sewer & storm sewer televising, that was done leading up to plan preparation, it was discovered that the 18" clay pipe storm sewer on Seventh Street and the 10" clay pipe storm sewer on State Street are failing.

On Seventh Street Engineering staff modeled the existing conditions for the storm sewer drainage basin to determine if the dual storm sewer system is needed. After reviewing the results of the storm sewer modeling, staff recommends maintaining the dual system to prevent flooding.

For both Seventh Street and State Street Engineering staff reviewed a number of options to include CIPP Lining, pipe bursting and relaying new pipe. There are a number of variables including existing slopes, existing conditions and proximity to other utilities that lead staff to recommend relaying new pipe as the best option.

Fiscal Impact

The original 2020 Construction Budget for Seventh Street and State Street does not include an amount for storm sewer replacement. The estimated cost of construction for the replacement of failing storm sewer on Seventh Street and State Street is \$229,500. Seeing that this amount was not budgeted for in 2020, one option to cover this cost would be to use unused 2019 & available 2020 Stormwater Utility funds as follows.

2019 Stormwater Activities Summary

		<u>Budget</u>	<u>Anticipated</u>	<u>Surplus/Deficit</u>
625-1002-541	Engineering	\$174,918	\$166,323	\$8,595
625-1003-541	C&G	\$453,836	\$268,985	\$184,851
625-1005-541	Sweeping	\$148,303	\$173,762	(\$25,459)
625-1006-541	Snow Removal	\$53,176	\$72,530	(\$19,354)
625-1010-541	Storm	\$760,702	\$535,066	\$225,636
625-1013-541	Lots	\$11,409	\$22,293	(\$10,884)
625-1028-543	Yardwaste	\$197,020	\$182,826	\$14,194
	Totals	\$1,799,364	\$1,421,785	\$377,579

2019 Stormwater Project Summary

625-1010-541				
82-02	Broad St	\$35,000	\$35,000*	
	Repairs	\$30,000		
	Rear Yard	\$10,000		
	Province Pond	\$200,000	\$210,000	
	Lake Park Pond	\$80,000		
	Midway Pond	\$100,000		
	Totals	\$455,000	\$245,000	\$210,000

*Carry forward to 2020 due to cost of steel casing required by railroad.

2020 Stormwater Project Budget

625-1010-541				
82-02	Broad St	\$35,000	\$35,000	
	Repairs	\$30,000	\$30,000	
	Depere St	\$38,400	\$24,000	\$14,400
	Abby St	\$88,000	\$88,000	
	Lake Park Pond	\$90,000	\$90,000	
	9 th St Pond/PWF	\$175,000	\$114,000	\$61,000
	Total	\$456,400	\$381,000	\$75,400

Total 2019 & 2020 Project Construction Surplus \$285,400

A second option would be to postpone street construction on Seventh Street from Racine Street to DePere Street and State Street from Sixth Street to Seventh Street until 2021. If postponed this will cause additional costs to be incurred to patch the proposed water main trenches on both streets and could push other streets back further on the CIP.

One additional project that has been talked about and that was not been budgeted for is the proposed underground detention to be installed as part of The Brin development. At this time we have not made a determination how to fund this proposed project but it is our assumption that some combination of borrowing, Stormwater Utility Fund and TIF will cover the costs of the underground detention.

Recommendation

Staff recommends that unused 2019 and available 2020 Stormwater Utility funds be used to replace the failing storm sewer on both Seventh Street and State Street.



Memorandum

Date: February 25, 2020

To: Board of Public Works

From: Thad Brown - Deputy Director of Municipal Operations

RE: Automated Refuse Truck

Background

In the 2020 budget, we budgeted \$220,000 for a used automated side arm refuse truck. With a lot of research, we found two options that would fit our needs. Option one: an out-of-state 2017 Heil for \$225,000. Option two: a local vendor's 2019 Loadmaster for \$246,919.50. Both refuse trucks come with the Peterbilt chassis that we previously used for our sanitation fleet. We had several other proposals for used refuse trucks, but they sold quickly.

This refuse truck will be used every day in our garbage/recycling collection. With that being said, I do not feel comfortable buying this refuse truck simply looking at pictures even with the remainder of the 5 year warranty on the engine and transmission. I would like to send a mechanic to look over the refuse truck before making the purchase to ensure that it is a wise investment. Exact dates of travel would have to be established, but a quick price check of flights would be approximately \$700 round trip and \$165 per night for a hotel room.

There will be no fiscal impact on the City. With the sale of the recently replaced refuse truck for \$16,000 in addition to coming in under budget on the SUV and Pole setter by \$5,911.82, we have sufficient funding. With the \$5,865 dollars added to the used sanitation truck for the 2017 Heil, it still leaves us with a surplus of \$16,046.82 in our Equipment Replacement Fund budget for this year.

Recommendation

Our recommendation is to send a mechanic to Texas for approximately \$865 dollars to look at the 2017 Heil automated refuse truck and to purchase it provided it passes our inspection.