

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
November 2, 2020
6:45 PM**

or immediately following the Administration Committee Meeting

1. Join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/757634821>

2. Dial in using your phone.

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AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. MINUTES TO APPROVE
 - 1. October 19, 2020
- D. DISCUSSION / ACTION ITEMS
 - 1. Yard Waste Drop Site
- 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
OCTOBER 19, 2020
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Langdon at 7:52 p.m.

B. ROLL CALL

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

ALSO PRESENT: PC Styka, FC Kloehn, CDD Schroeder, DPW Alix, DDE Gordon, PHD McKenney, CA/HRD Captain, Mayor Merkes, Clerk Krautkramer

C. MINUTES TO APPROVE

1. October 5, 2020

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

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. Sanitary Sewer Interceptor Ownership

Staff provided an overview of the current interceptors that run through the City; Garfield Ave Interceptor (east from the sewer treatment plant to the Menasha Water plant), the Lakeshore Interceptor (north from Broad St to Ninth St), and the Shared Interceptor (from the sewer treatment plant north to Sixth St) and commented on ownership intentions for Garfield Ave and Lakeshore interceptors.

General discussion ensued on:

- Benefits of interceptor ownership
- Costs
- Sewage rates

Moved by Ald. Taylor seconded by Ald. Sevenich to recommend to Common Council to approve that the City of Menasha assumes ownership of the Garfield and Lakeshore Interceptors.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Ropella to adjourn at 8:21 p.m.

Haley Krautkramer
City Clerk



Memorandum

To: Board of Public Works
From: Deputy Director of Operations Brown
Date: October 27, 2020
Re: Brush/Yard Waste Drop Site Location

Background

With the construction of the new Public Works Facility we moved the brush and yard waste drop site to Bucklin's Tree Service on Appleton Road. The move had some issues with signage and education of the residents on the new procedure. Once we figured out the signage we were then thrown a curve ball with COVID-19. Once again we worked with the Bucklin's group to find a safe and economical solution to keep the site functioning.

The hours for the drop site at Bucklin's are slightly different than in past years with nearly the same number of days available, just starting earlier and ending earlier in the calendar year. Their winter hours, November 1 thru March 31 are Monday thru Friday 7:00 AM to 4:00 PM. The summer hours, April thru October, are 7:00 AM to 5:00 PM, Monday thru Friday and 7:00 AM to 12:00 PM on Saturdays.

Outside of the few concerns early on we have not heard of any complaints with the drop site being at this location.

Analysis/Fiscal Impact

In 2019 the City paid \$8,625 for grinding all of our brush and estimate our total cost for handling and managing the yard waste drop site to be around \$27,000. In 2020 we paid \$10,000 to Bucklin's for this service.

The difference in cost is due to the countless hours saved pushing up and separating the brush from the yard wastes, time handling and hauling this material to our compost site at Bucklin's, and the wages not incurred for a yard attendant to verify residency.

Bucklin's has agreed to continue with the current arrangement of utilizing their location for the City's yard waste drop site for the same fee of \$10,000. With these cost savings we believe it is in the City's best interest to keep the drop site at the Bucklin's location.

Recommendation

Staff recommends keeping the brush and yard waste drop site at Bucklin's for 2021.