

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, Menasha  
Monday, January 16, 2023  
6:30 PM  
AGENDA**

**or immediately following the Common Council Meeting**

- A. CALL TO ORDER
- B. ROLL CALL
- C. MINUTES TO APPROVE
  - 1. Special Board of Public Works, 12/19/22
- D. COMMUNICATIONS
  - 1. Sanitary Sewer Budget Carryover
- E. DISCUSSION / ACTION ITEMS
- F. 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  
SPECIAL BOARD OF PUBLIC WORKS  
100 MAIN STREET  
DECEMBER 19, 2022  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Sevenich at 5:51 p.m.

B. ROLL CALL

PRESENT: Ald. Ted Grade, Ropella (6:00 p.m.), Nichols, Eisenach, Sevenich, Hammond, Schmidt, Tom Grade

ALSO PRESENT: PC Styka, CDD Schroeder, DPW Jungwirth, DDE Gordon, FD Sassman, PHD Hutter, CA Struve, Mayor Merkes, Clerk Krautkramer

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)

D. MINUTES TO APPROVE

1. Board of Public Works, 12/5/22

Ald. Nichols offered a correction to the minutes, requesting to change item E1 to state "Motion carried on roll call 7-0".

Moved by Ald. Schmidt seconded by Ald. Ted Grade to approve the minutes as corrected.

Motion carried on voice vote.

E. DISCUSSION / ACTION ITEMS

1. Change Order – Vinton Construction, Inc; Contract Unit No. 2022-02; Street Reconstruction – Airport Road; ADD \$81,424.63 (Change Order No. 2 & Final)

Moved by Ald. Schmidt seconded by Ald. Ted Grade to recommend to Common Council approval of the Change Order to Vinton Construction, Inc; Contract Unit No. 2022-02 for Street Reconstruction on Airport Road an ADD in the amount of \$81,424.63 (Change Order No. 2 & Final).

Motion carried on roll call 7-0.

2. Payment – Vinton Construction, Inc; Contract Unit No. 2022-02; Street Reconstruction – Airport Road; \$81,424.63 (Payment No. 5 & Final)

Moved by Ald. Schmidt seconded by Ald. Ted Grade to recommend to Common Council approval of the Payment to Vinton Construction, Inc; Contract Unit No. 2022-02 for Street Reconstruction on Airport Road in the amount of \$81,424.63 (Payment No. 5 & Final).

Motion carried on roll call 7-0.

3. Change Order – Vinton Construction, Inc; Contract Unit No. 2022-01; Street Reconstruction - Main Street; DEDUCT \$3,159.88 (Change Order No. 1 & Final)

Moved by Ald. Schmidt seconded by Ald. Ted Grade to recommend to Common Council approval of the Change Order to Vinton Construction, Inc; Contract Unit No. 2022-01 for Street Reconstruction on Main Street a DEDUCT in the amount of \$3,159.88 (Change Order No. 1 & Final).

Motion carried on roll call 7-0.

4. Payment – Vinton Construction, Inc; Contract Unit No. 2022-01; Street Reconstruction – Main Street; \$5,058.31 (Payment No. 3 & Final)

Moved by Ald. Schmidt seconded by Ald. Ted Grade to recommend to Common Council approval of the Payment to Vinton Construction, Inc; Contract Unit No. 2022-01 for Street Reconstruction on Main Street in the amount of \$5,058.31 (Payment No. 3 & Final).

Motion carried on roll call 7-0.

5. Recommend to Award – Contract Unit No. 2023-01; Brin Underground Storm Water; Advance Construction, Inc; \$808,109.00

Staff provided an overview of the recommendation to award Contract Unit No. 2023-01 for the Brin Underground Storm Water to Advance Construction, Inc in the amount of \$808,109.00.

General discussion ensued on the green space square footage of a pond system, storm sewer connection, and the slope change distance.

Moved by Ald. Schmidt seconded by Ald. Ropella to recommend to Common Council to awarding Contract Unit No. 2023-01 for the Brin Underground Storm Water to Advance Construction, Inc in the amount of \$808,109.00.

Motion carried on roll call 8-0.

#### F. ADJOURNMENT

Moved by Ald. Schmidt seconded by Ald. Hammond to adjourn at 6:08 p.m.

Motion carried on voice vote.

Haley Krautkramer  
City Clerk



# Memorandum

**Date:** January 12, 2023

**To:** Board of Public Works

**From:** Corey Gordon – Deputy Director of Engineering

**RE:** Sanitary Sewer Budget Carry Over

## Background

During the 2023 budget process, the Common Council approved funding for the reconstruction of sanitary sewer main and laterals on Water Street from Barlow Street to Tayco Street, along with sanitary sewer laterals on Third Street from Konemac Street to the Lopas Canal. During the review of the sanitary sewer televising, that was done leading up to plan preparation, it was discovered that the 12” clay pipe sanitary sewer on Third Street has a number of defects that warrants the replacement of the main.

Engineering staff reviewed a number of options to include CIPP Lining and relaying new pipe. There are a number of variables that leads staff to recommend relaying new pipe as the best option.

## Fiscal Impact

The original 2023 Construction Budget for sanitary sewer replacement does not include an amount for sanitary sewer main replacement on Third Street. The estimated cost of construction for the proposed sanitary sewer replacement on Third Street and Water Street is \$583,000. Seeing that not all of this amount was budgeted for in 2023, one option to cover this cost would be to use unused 2022 & available 2023 sanitary sewer funds.

### 2022 Sanitary Sewer Budget Summary

		<u>Balance</u>
601-1020-543.24-05	Small Projects	\$126,032
601-1020-543.82-02	Construction	<u>\$260,078</u>
	<b>Total</b>	<b>\$386,110</b>

### 2023 Sanitary Sewer Budget Summary

		<u>Balance</u>
601-1020-543.24-05	Small Projects	\$155,000
601-1020-543.82-02	Construction	<u>\$267,950</u>
	<b>Total</b>	<b>\$422,950</b>

At this time no action is needed. It is Staff’s intention to recommend carrying over a portion of unused 2022 Sanitary Sewer Funds to be used to replace the failing sanitary sewer on Third Street. The final recommendation will be brought forward to the Council at the same time all other yearly carryovers are brought for approval.