

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
SPECIAL Board of Public Works
First Floor Conference Room
100 Main Street, Menasha
Monday, August 21, 2023
5:45 PM
AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- 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, 8/7/23
- E. DISCUSSION / ACTION ITEMS
 - 1. Change Order – Northeast Asphalt, Inc.; Contract Unit No. 2023-05; Street Construction and Rehabilitation; ADD \$60,000.00 (Change Order No. 2)
 - 2. Sanitary Sewer User Charge - Revised
- F. ADJOURNMENT

CITY OF MENASHA
BOARD OF PUBLIC WORKS
100 MAIN STREET, MENASHA
AUGUST 7, 2023
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Sevenich at 7:27 p.m.

B. ROLL CALL

PRESENT: Ald. Hammond, Lewis, Tom Grade, Ted Grade, Ropella, Eisenach, Sevenich

ABSENT: Ald. Nichols

ALSO PRESENT: DPW Jungwirth, DD Gordon, FD Sassman, PRD Sackett, CA Struve,
Mayor Merkes, Clerk Neuman

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 7/17/23

Moved by Ald. Ropella and seconded by Ald. Ted Grade to approve Board of Public Works meeting minutes from 7/17/23.

Motion carried by voice vote.

E. DISCUSSION / ACTION ITEMS

1. Payment – Sommers Construction Co, Inc.; 2023-03; Street Reconstruction – Warsaw Street; \$15,352.00 (Payment No. 2)

Moved by Ald. Ted Grade and seconded by Ald. Hammond to recommend to Council the Payment for Sommers Construction Co, Inc.; 2023-03; Street Reconstruction at Warsaw Street; \$15,352.00 (Payment No. 2).

Motion carried on roll call 7-0.

Staff commented how this will be of the final payments for this project.

2. Sanitary Sewer User Charge Update

Moved by Ald. Ropella seconded by Ald. Ted Grade to recommend to Council a sewer user charge fixed rate increase to \$11.40 per month, a volume charge increase to \$6.70 per month per 1,000 gallons and a fixed meter charge of \$4.00 per month effective as of September 1, 2023.

Staff commented the last time sanitary sewer charge was updated was in 2018 – \$11.04/month per meter size, \$4.75/thousand gallons; this will propose a flat \$4.00/meter charge to help replace the sanitary laterals.

General discussion ensued on:

- Lateral replacement

F. ADJOURNMENT

Moved by Ald. Hammond seconded by Ald. Ropella to adjourn at 7:41 p.m.

Motion carried on voice vote.

Respectfully submitted by:
Valerie Neuman, City Clerk



Memorandum

To: Board of Public Works

From: Laura Jungwirth, Director of Public Works
Corey Gordon, Deputy Director of Engineering

Date: August 15, 2023

Re: Change Order No. 2 – Northeast Asphalt, Inc.; Contract Unit No. 2023-05; Street Construction and Rehabilitation; **Plank Road Repairs**

Background

Plank Road/STH 114 had been planned for reconstruction by the WisDOT in 2027, however staff was recently informed that the project was being pushed back to 2028 due to cost increases and budget reconfigurations at the state level. The City of Menasha is responsible for routine maintenance on connecting highways and has done our best to perform minor repairs on Plank Road to get it to 2027. However, with this notification, staff does not believe that these minor repairs will be enough to get the road to 2028 reconstruction without the potential for further failures within the next 5 years.

The city's contractor on the Third Street paving project, Northeast Asphalt, Inc., has been contacted and provided an estimate on completing repair work on Plank Road. Staff would like to obtain feedback from the Board of Public Works on the level of repairs that they would like to see completed on Plank Road based upon the approximate estimates and how staff believes it could be funded. The proposed work effort would occur on Plank Road from the railroad tracks to Baldwin Street.

Work Efforts

Option 1: Mill and overlay the two travel lanes (24 feet) on Plank Rd similar to the segment completed west of the railroad tracks adjacent to Manderfields. **Estimated cost: \$60,000**

Option 2: Mill and overlay 4-feet on each of the outer edges of the road where the road is experiencing the most deterioration along the wheel path. **Estimated cost: \$22,000**

Funding

Overspend the general fund streets budget in 2023, if determined that we have the capacity to do so. Otherwise, any amount beyond this capacity would be added to borrowing for 2023 projects.

Recommendation

Staff recommends that the Board of Public Works forward to Common Council approval of Option 1 through a Change Order to Contract 2023-05; Street Construction and Rehabilitation for \$60,000 to be funded through the general fund and/or borrowing based upon capacity.