

**Special Joint Meeting
Town of Menasha Board of Supervisors
And
City of Menasha Common Council
Municipal Complex Assembly Room - Wed., August 26, 2009 - 6:30 pm**

Minutes

1. Call to Order

Chairman Tews and Mayor Merkes called the special joint meeting to order at 6:30 pm. Everyone rose for the Pledge of Allegiance.

2. Roll Call

Clerk Backman took roll call and noted all five board members present: Chair Tews, Supv. Gerhart, Hanson, Ziegler, and Youngquist. Staff present: Adm. Sturgell, Com. Dev. Dir. Dearborn, Assoc. Planner Hull, Town Eng. Reibold, Attorney Koehler and Assessor Eiberger. Fin. Dir. Piergrossi and Street Supt. Gallow were excused.

City Clerk Galeazzi took roll call announcing seven council members were present: Pres. Hendricks, Ald. Taylor, Wisneski, Pack, Zelinski, Benner, Englebert; Ald. Pamerter was excused.

Others present: McMahan Eng. Nick Vande Hey, Broker John Coughlin, C/Men. Publ. Wks. Dir. Mark Radtke, C/Men. Comm. Dev. Dir. Greg Keil, C/Men. Comptroller Tom Stoffel, City Atty. Rich Carlson, Res./Winn. Cty. Supv. Paul Eisen.

3. Discussion Item

a) Manitowoc Road Resurfacing Update and Discussion

Town Eng. Reibold of McMahan explained this is a State DOT let project with joint application by the Town and City of Menasha for stimulus funds to resurface Manitowoc Rd. Cost of the project is approximately \$579,000. Melissa St. east to Oneida St. originally planned for construction in 2009, has been moved to 2010. After submittal to the State, they will bid the project and oversee its construction. Timelines on various portions of the project were given. December 1, 2009 is the deadline for submittal of the design and specifications to receive the stimulus money.

Ald. Taylor asked if this project was a replica of Cold Spring Road with widening the road, storm drains, curb and gutter, and a trail. Eng. Reibold explained this was a resurfacing project. Taylor also asked why a larger project that included widening of the road and the inclusion of stormwater mains was not submitted and Eng. Reibold and PW Dir. Radtke explained how time ran short for the size of this project. Timelines could not be met for the design and engineering of the full reconstruction of Manitowoc Road for the deadline in December. Adm. Sturgell explained the City and Town initially wanted the project done to include the stormwater upgrade and widening of the road and shoulders but realized the tremendous costs, looked at alternatives, and decided to do the road resurfacing at this time. In addition, when the opportunity arose to receive stimulus funding in 2009 it was decided to proceed with resurfacing the road. The funding however didn't include the engineering costs.

Chairman Tews asked whether this joint project was 50/50 with the City, and Adm. Sturgell stated it was approximately 50/50. Mayor Merkes explained this is a project which weaves through the Town and the City so the municipalities plan to have a cooperative agreement explaining the sharing of engineering costs, with language that provides access to the Town and to the State to construct the project.

Council members asked questions about the width of the gravel shoulders and resurfacing of a portion of the road, and whether water mains run along Manitowoc Road. Eng. Reibold and Adm. Sturgell explained there was a water main replacement originally scheduled for 2012; however certain portions of road due for water main replacement may be moved to the fall of 2009 and spring of 2010. Supv. Gerhart reminded residents water main work will be done on the south side of the road only. Ald. Zelinski addressed driveway aprons. Eng. Reibold stated driveways would be removed to the right-of-way line; improvements beyond this line must be paid for by the resident, and if culvert upgrades are desired they must be accomplished by the homeowner prior to the project. Mayor Merkes summarized by stating that this project began as a cooperative effort between the Town and the City on a project important to both entities.

b) Midway Road Sidewalk Update and Discussion

Adm. Sturgell summarized the Midway Road project; creating a sidewalk or trail beginning at Oneida St./Midway Rd. going west under Hwy. 441/10 ending at Racine St. The project is on the Town's 5-year capital plan, and is comprise of two phases. Adm. Sturgell referred to a draft of an Intermunicipal Agreement between the City and the Town and explained the proposed project.

Phase 1; The Town would serve as lead agent and develop the right-of-way along Midway Road.

Phase 2; The City would serve as lead agent for the design, bidding out and construction of the sidewalk or trail. PW Dir. Radtke explained the City must determine the needs of pedestrians/bicyclists, and devise an estimated cost. Council members commented on the importance of linkages to both communities, connecting public facilities such as businesses, stores, schools and parks by providing pedestrians' access opportunities. Safety issues were raised with pedestrians walking to and from specific public buildings/events (named them), and stressed was the need for a better walkway along this road.

Chairman Tews questioned future proposed changes with ramps near Hwy. 441 and the affect with connecting sidewalks/trails. Dir. Dearborn stated the DOT would integrate any current modifications into their State plans. The moving of power poles and guide wires were discussed and it was stated this must be combined into the project's cost. Supv. Youngquist asked a number of questions about projected timing of the phases, total budget costs by phase, the Town's cost vs. the City portion and the City's bonding/timeline for spending, and the City's policy for assessing sidewalks.

Having a sidewalk (or trail) on both sides of the road seemed to be the most appropriate to some Board and Council members and staff, stimulus funding (is remote), responsibility/policy for snow removal was discussed but not priority, and estimated project costs were discussed. Continuity of using concrete or asphalt when connecting the sidewalks or trails was expressed by Ald. Wisneski.

Mayor Merkes then proposed the following: Receive a cost estimate for the right-of-way plat, engineering, and concrete sidewalk construction/asphalt trail costs for each community with an agreement thereafter to move forward/or not, for Phase 1-engineering and right-of-way plat. After results are received, the Town and City would have another joint meeting or decide individually on whether to construct sidewalks or trails and where they would be from Racine St. to Oneida St. Another agreement would then be entered into for the actual construction. Both the Town and City shall bring their costs back within one month's time. Supv. Ziegler requested the project costs also be broken down separately for the portion going to Hwy. 441 and going to Racine St.

4. Public Comments on Any Matter Listed on the Agenda

Res. and Winnebago Cty. Supv. of District 4 in the Town, Paul Eisen, Brighton Beach Rd., commented he was pleased with the desire of the communities to get together and get the job done for the good of the community and the safety of the residents.

5. Adjourn

At 7:35 p.m., MOTION: Ziegler/Hanson to adjourn. Mayor Merkes expressed thanks for (the communities) coming together jointly and shook hands with Chairman Tews. A motion was then made by Ald.

Benner/Wisneski to adjourn the special joint meeting. Motions carried on adjournment.

Chairman Tews then made positive comments about the Board, Council, and staff on working well together as a team.

Respectfully submitted,

Karen Backman, Town Clerk

Note: *These minutes are not to be considered official until acted upon at an upcoming regular meeting, therefore, are subject to revision.*