



Board of Public Works

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Final Minutes

Monday, September 9, 2013

7:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor Michael J. Walsh

Attendee Name	Present	Absent	Late	Arrived
Michael J. Walsh	☒	☐	☐	
James Boyd	☒	☐	☐	
James Kneiszel	☒	☐	☐	
Kevin Bauer	☒	☐	☐	
Bob Heuvelmans	☒	☐	☐	

Others present were: Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, and Pam Denis, Recording Secretary.

II. Public Comment

None.

III. Action Items

1. Approval of August 12, 2013 Board of Public Works Meeting Minutes

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kneiszel, Alderperson
SECONDER:	Bob Heuvelmans, Alderperson
AYES:	Walsh, Boyd, Kneiszel, Bauer, Heuvelmans

2. Preliminary Resolution # 13-119, Declaring Intention To Exercise Special Assessment Powers Under Section 66.0703, Wis. Stats. For Water Main and Water Services on Cedar Street from the Westerly Termini to Tenth Street
- Eric Rakers, City Engineer, reviewed the history of the request to extend water service to the south side of Cedar Street from the westerly termini to Tenth Street, an area annexed from Ashwaubenon in 2012. The owners of the four homes affected by this extension on the south side of Cedar had been invited to this meeting. Engineer Rakers stated that the City had received documentation that the well at 1003 Cedar Street had arsenic levels significantly higher than the drinking water standards and a letter from the property owners requesting the water service extension. City Engineer Rakers reviewed the assessment procedures and approximate costs for the water service extension, \$10,169.00 per property. Engineer Rakers presented the staff recommendation that the Board of Public Works adopt the preliminary resolution as presented to the Board for the water extension and assessment to the property owners and schedule a public hearing at the Common Council.

Mayor Walsh moved to open the meeting at 7:36pm to allow residents to ask questions; Alderperson Bauer seconded the motion, upon vote, the motion passed. Kathy Kocken inquired about the length of time residents would have to hook up. Director of Public Works Scott Thoresen stated that generally residents are given 1 to 5 years to hook up, but it was the staff recommendation to hook up as soon as possible. He explained that it

would be a 10 year assessment, but that it would not go onto the tax rolls until the 2015 taxes due to the completion date being after November 2013. Ms. Kocken also asked if they would be required to put in sidewalks on Cedar Street. Director Thoresen explained that that would be up to the Common Council, but that he did not foresee that for Cedar Street, but possibly for Tenth Street, however sidewalk construction is not included in this project.

Lee Doherty also asked how far back the water main would be extended on Cedar Street. Patty Nitka, a realtor, expressed her concerns regarding the timing of this water extension, especially for property owners currently considering selling. She asked if the ewater main extension was designed for future development. City Engineer Rakers explained that the water extension took into account any further development in that area, providing for high density development as well as fire safety.

Mayor Walsh moved to return to regular session at 7:50pm, seconded by Alderperson Heuvelmans, upon vote the motion passed.

Alderperson Heuvelmans moved to approve the water extension and preliminary assessment as presented, Alderperson Bauer seconded the motion. Upon vote, the motion passed unanimously.

Mayor Walsh explained that this would come before Common Council at the September 17, 2013 meeting and after that a public hearing would be scheduled. Residents would be notified of the date and time of the public hearing as well as it being published in the paper.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bob Heuvelmans, Alderperson
SECONDER:	Kevin Bauer, Alderperson
AYES:	Walsh, Boyd, Kneiszel, Bauer, Heuvelmans

3. Recommendation from the Board of Public Works to Award Project 13-12 - 2013 Street and Utility Extension to Feaker and Sons Construction Company
Eric Rakers, City Engineer, reviewed Project 13-12 2013 Street and Utility Extensions, which also includes Cedar Street and Black Earth. He presented the staff recommendation to award the project to Feaker and Sons, for \$353,217.20, contingent on the developers' agreement being signed by the City and the Developers.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Bob Heuvelmans, Alderperson
AYES:	Walsh, Boyd, Kneiszel, Bauer, Heuvelmans

4. Overnight Street Parking Restrictions
Director of Public Works, Scott Thoresen, reviewed a survey taken of local municipalities' overnight parking restrictions.

Mayor Walsh moved to open the meeting to allow public input at 7:58pm, Alderperson

Bauer seconded the motion, upon vote, the motion passed.

Kathy Nuss explained the difficulty of contacting the police to notify them of weekend guests parking on the street. She explained that currently you must call Monday through Friday before 4:30pm. She also stated that the ticketing for overnight parking is very random. Ms. Nuss stated that Milwaukee has a software program available to residents to enter their overnight parking information at any time. She requested that the City look into a better system to enable residents to have overnight guest park in the street and provide easier notification to the police. Discussion followed. Ms. Nuss stated that having some type of registration system was better than getting rid of overnight parking restrictions altogether as cars would be parked all the time on the streets. Mayor Walsh shared that the call in hours for overnight parking changed when the City went to the 911 Call Center. After further discussion Mayor Walsh moved to return to regular order at 8:09pm, Alderperson Heuvelmans seconded the motion, upon vote, the motion passed.

Director of Public Works was asked to take the request back to staff for recommendations of how to make it easier to apply for overnight parking permits and review the Milwaukee system.

5. Resolution #13-122, Approving Agreement for Consulting Services Between the City of De Pere and McMahon Associates, Inc. (WDNR Field Screening Services). City Engineer Rakers explained that the Wisconsin Department of Natural Resources (WDNR) permit issued to the City of De Pere for Illicit Discharge Detection and Elimination requires ongoing monitoring of major outfalls in the City over a 5-year cycle. Staff obtained three proposals from consultants to complete the work and is recommending McMahon be retained for the amount of \$1,300.00 to complete the 2013 IDDE screening. City Engineer Rakers stated that this amount covers the base monitoring (\$850) and additional samples (\$450). Field screening is to be completed by the end of November to meet the WDNR requirements.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Walsh, Boyd, Kneiszel, Bauer, Heuvelmans

IV. Future Agenda Items

Alderperson Boyd requested that the Parking and Traffic Committee look into the street parking on Charles Street and Ridgeway, near Brule, as he had received numerous complaints from residents. Most complaints were from weekend parking issues causing the street to be very narrow from parking on both sides.

Director of Public Works Scott Thoresen stated that there is a potential for a Special Board of Public Works meeting to be scheduled prior to the upcoming Common Council meeting on September 17, 2013.

V. Adjournment

Respectfully submitted,
Pam Denis