



Board of Public Works

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Final Minutes

Monday, August 12, 2024

7:30 PM

Council Chambers and Virtual

I. Call to Order

The meeting was called to order at 7:32 PM by Mayor James Boyd

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Present	
Dan Carpenter	Alderman	Present	
Mike Eserkaln	Alderman	Absent	
Jonathon Hansen	Alderman	Present	
Shana Defnet Ledvina	Alderman	Present	

Others present:

Scott Thoresen, Director of Public Works

Eric Rakers, City Engineer

Betty Marovich, Administrative Assistant/Recording Secretary

II. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Board of Public Works. Section 6-3(f) DPMC

None

III. Items

1. Approval of the July 8, 2024 Board of Public Works Meeting Minutes

Mayor Boyd moved to approve the July 8, 2024 Board of Public Works Meeting Minutes, seconded by Alderman Hansen. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Jonathon Hansen, Alderman
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
ABSENT:	Mike Eserkaln

2. Consideration and possible action on award of Contract 24-20 Open Pick Hole Manhole Replacement*

Eric Rakers, City Engineer, explained the project work to be completed along with the bids and budget.

Mayor Boyd commented on the wide range of bids received for this project.

Alderman Hansen moved to approve award of Contract 24-20 Open Pick Hole Manhole Replacement to De Groot, Inc., seconded by Alderman Ledvina.

Alderman Carpenter asked how the quantity in this project compares to the total number of open pick hole manholes to be replaced. Mr. Rakers stated it was less than one third of the total number and explained that staff chose the locations that likely contribute the larger amounts of inflow and infiltration into the system. Alderman Hansen verified

that the contractor is responsible for replacing the asphalt surrounding the manhole. Mr. Rakers verified that was correct.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
ABSENT:	Mike Eserkaln

3. Discussion on Full Sanitary Lateral Replacement Program

Eric Rakers, City Engineer, stated that the City maintains approximately 100 miles of gravity fed mains and two lift stations and explained that there are approximately that many miles of private laterals that could also contribute inflow and infiltration to the system. Mr. Rakers further explained the work the City does to maintain their portion of the system and stated that homeowners are responsible for their own laterals. Mr. Rakers explained that sanitary laterals were relayed as part of construction projects to the right-of-way and outlined the 2024 voluntary pilot program for full length lateral replacements as part of Projects 24-01 and 24-02. Mr. Rakers outlined the cost differences between pipe bursting and open-cut construction. Mr. Rakers shared the response from residents to the pilot program and explained staff's request to continue this program for 2025 construction projects and incorporate a 50% reimbursement program for residents who complete pipe bursting or lateral lining outside of City construction projects. Mr. Rakers stated he would request starting with \$100,000 in matching reimbursement funds for 2025 and would reimburse residents on a first come, first serve basis until funds were depleted. Mr. Rakers explained that work outside of the construction projects would require inspections prior to reimbursement. Mr. Rakers stated that staff would bring back a draft policy if the Board was in favor of moving forward with staff's requests.

Mayor Boyd spoke in favor of the current project and response from residents and also staff's requests to expand the program. Mayor Boyd stated he would like to highlight these programs as part of Mayor's Corner. Alderperson Carpenter asked the cost of the lateral lining. Mr. Rakers stated it was similar to pipe bursting but staff would research the cost further. Alderperson Carpenter asked if locations could be lined if they had a pvc lateral to the right-of-way from a previous City construction project. Mr. Rakers stated that the lateral could still be lined from the house into the new pvc lateral section. Alderperson Hansen asked if staff received any objections from residents regarding the pilot program. Mr. Rakers stated that staff did not receive any objections to the program and further explained that each location that expressed interest was televised to determine eligibility. Mr. Rakers added that some residents decided not to participate because they had finished basements and the work would restore the concrete floor but other aspects were the responsibility of the homeowner. Alderperson Ledvina clarified that there were certain ways that the site needed to be accessed. Mr. Rakers explained that each location varies but the contractor met with residents who had concerns about how the pipe materials were fed into the house. Alderperson Carpenter asked if staff would request the funds for 2025 if Board was in favor. Scott Thoresen, Director of Public Works, stated that the funds were included in this 2025 draft budget for Mayor to review. Mr. Rakers added if the Board was not in favor of the program then staff would remove from the draft budget before the budget workshop for Council. Mayor Boyd reiterated his support

for the program and stated that the residents that participated in the pilot program will be the best advocates and endorsements for future work. Mayor Boyd stated that residents have spoken with him at events with praise for the City sump pump (foundation drain disconnection) Program. Alderperson Hansen asked if the program would be funded by storm utility. Mr. Thoresen corrected that it would be funded from the sewage utility. Mayor Boyd asked the process moving forward. Mr. Rakers explained the next steps of drafting a policy for approval and requesting funding in the 2025 budget.

RESULT:	DISCUSSED
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4. Consideration and possible action on DOT I-41 Southbridge Interchange Bridge Concept*

Scott Thoresen, Director of Public Works, explained that the preliminary design concept for the Southbridge Interchange Bridge over I41 was included in the packet for consideration. Mr. Thoresen explained that the cost for the aesthetics associated with the bridge concept would be included in an amendment to the agreement with DOT and split with Town of Lawrence. Mr. Thoresen stated that preliminary cost is \$30,000 and added that staff was informed that CSS funding could become available for these aesthetic aspects, which would reduce the City costs for this bridge design. Mr. Thoresen explained a few modifications that would be made to the design concept that is included in the packet including a concrete paved slope rather than rip rap and retaining walls.

Alderperson Hansen questioned the inclusion of additional artistic aspects and this option over highways compared to local roads. Mr. Thoresen explained that additional artistic elements could be considered similar to that of Lombardi exit and those additional elements were approved by that individual community at the time of the widening of that section of the highway. Mr. Thoresen stated these improvements were CSS funded. Alderperson Carpenter clarified that it would be paved slopes on both sides, rather than gravel as pictured. Mr. Thoresen stated that was correct. Alderperson Carpenter commented that there was some concern about the wise use of tax dollars for funding aesthetics in the past. Mr. Thoresen explained that funds become available when the projects are fully or partially funded by federal money. Mr. Thoresen added that he is attempting to get funding for aesthetic aspects on Main Avenue work, as it also has federal funds allocated to it.

Mayor Boyd moved to approve the bridge concept as presented by staff, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dan Carpenter, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
ABSENT:	Mike Eserkaln

5. Consideration and possible action on City Engineer Parking & Traffic Recommendations*

Eric Rakers, City Engineer, outlined the parking & traffic requests and staff recommendations as follows:

1. Request to relocate the crosswalk on Ninth at Park Street. Staff reviewed and is unable to relocate due to driveways and storm inlet. Staff alternatively recommends restricting

parking 75 north of the north curblin on Ninth St at Park St. Mr. Rakers stated this would eliminate approximately two stalls on each side of the road.

2. Request to install pedestrian upgrades, such as RRFB, at the roundabout of Scheuring road and I41. Mr. Rakers explained that the location did not meet warrents for RRFB but because of the higher rate of speed coming off I41, staff recommends installing pedestrian signs at roundabout of I41 and Scheuring Rd, with approval of Brown County.

3. Request to create consistency on Fox Point Cir regarding signage. Mr. Rakers stated the options were to: 1-remove the stop sign on the east end, 2-leave as it, or 3-convert east end to a yield sign and install a yield sign at the west end. Board requested the stop sign on the east end be removed.

4. Request to install four-way stop at Chicago and Ontario or other improvement for pedestrian safety. Mr. Rakers explained that this location has bumpouts and staff evaluated the safe stopping distance based on speed. Staff recommends installing yield to pedestrian sign in the center of the road at Chicago and Ontario. Alderperson Hansen asked what the criteria was for installation of a four-way stop. Mr. Rakers explained that four-way stops are generally not installed on a collector and local street combination. Mr. Rakers added that there is no crash history or visibility issues. Alderperson Ledvina clarified the type of sign being recommended. Mr. Rakers stated that staff proposed that type because it will create an extra restriction on the street with the bumpout on the outside and the sign in the middle and will encourage extra precaution and attention by the drivers at that location.

Alderperson Hansen moved to approve City Engineer Parking & Traffic recommendations and remove stop sign on the East end of Fox Point Circle, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
ABSENT:	Mike Eserkalm

6. Discuss City Engineer Recommendations on No Action Parking & Traffic Discussion Items

Eric Rakers, City Engineer, outlined the no-action parking & traffic requests as follows:

1. Restrict parking on Seventh Street between Westwood and Helena. Mr. Rakers explained that if changes were made to the parking, staff would send notices to residents for feedback on the interest in restricting and the preferred side to restrict. Alderperson Carpenter stated that he drove through without a sporting event in session and there were still cars parked from the residents who live there and suggested that many adjoining residents would not be in favor of restrictions. Alderperson Carpenter stated he would support restrictions if there were issues getting emergency personnel and equipment (Fire and EMS) through this location. Mr. Rakers explained that some restrictions go into place during events such as football games, but not during track meets, and explained how traffic flow is different for these types of events.

2. Restrict parking on Lewis near Michigan. Mr. Rakers agreed that parking might get tight during larger events at Mulva Center, but added that wouldn't be a constant issue. Mr. Rakers equated this to parking on local roads north of Lambeau during Packer Games. Scott Thoresen, Director of Public Works, added that the amount of traffic has diminished since the installation of the "no left turn" from Broadway onto Lewis. Mayor

Boyd stated that he has noticed few cars parked on the street during the day. Alderperson Hansen asked if there was a setback distance from stop signs for parking. Mr. Thoresen stated it was fifteen feet. Mr. Rakers stated that drivers should ease forward if visibility is in question and added that speed is low on these streets because they are local roads. Alderperson Hansen asked how this location differs from parking restrictions on Ninth and Park St. Mr. Rakers stated that Ninth Street is a collector street with higher traffic volume and higher speeds and the parking restrictions were related to the pedestrian crosswalk, rather than for driver visibility.

3. Request for Rapid Rectangular Flashing Beacons (RRFBs) at the Claude Allouez Roundabout. Mr. Rakers stated that traffic will likely decrease with the construction of Southbridge. Mr. Rakers stated that this location has good adherence for yielding to pedestrians.

4. Consider crosswalks at Michigan and Lewis. Mr. Rakers stated that this location did not meet criteria for crosswalk installation. Alderperson Hansen requested that staff list the criteria that needs to be met. Mr. Rakers stated that it is based on volume of traffic and number of pedestrians at peak hour. Mr. Rakers added that these are local streets with low volume and not part of Safe Routes to School.

5. Request for reduced speed ahead sign for southbound Lawrence Drive near the Fortune intersection. Mr. Rakers commented that the change in number of lanes may have added to the issues but with the new roadway pattern, the number of lanes remains the same from Scheuring south and should help eliminate that issue.

6. Request to allow ATV/UTVs on City streets. Alderperson Carpenter commented that people in subdivisions or areas abutting neighboring communities that allow atv/utv use on streets are the ones asking in order to access these other areas from their homes. Mayor Boyd added that these individuals were looking for small areas to be allowed and the Police Chief had commented that it would be very difficult to enforce if there were only select areas where it was allowed. Alderperson Carpenter stated it shouldn't be more difficult than enforcing truck routes and suggested that it could be signed similarly.

7. Review bus/parked car/pedestrian interactions on Helena Street. Mr. Rakers stated that staff used a drone to video the interactions and did not see any concerns.

Mayor Boyd asked if that was all the discussion items. Alderperson Hansen commented that there were future items listed. Mr. Rakers stated that those are listed to reassure members that their requests had not been forgotten. Alderperson Hansen asked about the Neighborhood Watch program and whether that is Police led. Mr. Rakers stated that it is Police led but they had asked the Parking and Traffic Team to look at it from the aspects of number of signs within a certain area and cost of signs. Alderperson Hansen commented that a new sign design had been approved but that new signs had not been installed yet. Alderperson Hansen added that another aspect was to remove signs from inactive watch areas.

RESULT:	DISCUSSED
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IV. Future Agenda Items

None

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 8:19 PM, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Marovich