



Board of Public Works

335 South Broadway

Regular Meeting

De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Monday, August 10, 2015	7:30 PM	De Pere City Hall Council Chambers
-------------------------	---------	------------------------------------

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Board of Public Works** of the City of De Pere will be held on **August 10, 2015** at **7:30 PM** in the **De Pere City Hall Council Chambers**, 335 S. Broadway Street, De Pere, WI 54115.

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

I. Call to Order

1. Roll Call

II. Public Comment

III. Items

1. Approval of the Board of Public Works July 13, 2015 Meeting Minutes.
2. Consider Second Driveway Request at 1964 Lost Dauphin.
3. Request to Obtain an Easement for Storm Drain at 609 S Huron.*
4. Consider Award of Project 15-16 De Pere Dam Liner Repair & Seepage Filter.*
5. Consider the Compliance Maintenance Annual Report (CMAR) for Wastewater Collection System for Submittal to the Wisconsin Department of Natural Resources.*
6. Consider City Engineer Recommendations for Parking & Traffic Issues.*
7. Reminder: The September Board of Public Works meeting will be on Tuesday, September 8, 2015 at 5:30 pm due to the Labor Day Holiday.

IV. Future Agenda Items

V. Adjournment

***Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Monday August 10, 2015 so that arrangements can be made.

Agenda Sent To:
Mayor
Alderspersons
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Melissa Schmidt

Steve J. Janke, Janke General Contractors
James M. Moericke

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have

decision-making responsibility.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 10, 2015

DEPARTMENT: Public Works

FROM: Pam Denis

SUBJECT: Approval of the Board of Public Works July 13, 2015 Meeting Minutes.

ATTACHMENTS:

- Ce_ BOPW Draft July 13, 2015 Meeting Minutes (PDF)



Board of Public Works

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Draft Minutes

Monday, July 13, 2015

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	Title	Status	Arrived
Dean Raasch	Aldersperson	Present	
Kevin Bauer	Aldersperson	Excused	
James Boyd	Aldersperson	Present	
Jim Kneiszel	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

II. Public Comment

None

III. Items

1. Approval of Board of Public Works June 8, 2015 Meeting Minutes.

Mayor Walsh moved to approve the June 8, 2015 Board of Public Works Meeting minutes, Aldersperson Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jim Kneiszel, Aldersperson
AYES:	Dean Raasch, James Boyd, Jim Kneiszel, Michael J. Walsh
EXCUSED:	Kevin Bauer

2. Consider Award for Project 15-08 Manhole Repairs*

Aldersperson Boyd moved to approve the award of bid for Project 15-08 Manhole Repairs to Visu-Sewer, Inc. in the amount of \$41, 145.00, Aldersperson Raasch seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Aldersperson
SECONDER:	Dean Raasch, Aldersperson
AYES:	Dean Raasch, James Boyd, Jim Kneiszel, Michael J. Walsh
EXCUSED:	Kevin Bauer

3. Consider Rejection of Bids for Project 15-09 Pond and Drainage System Construction*

Eric Rakers, City Engineer, did a short review of the locations that this project encompassed. He explained that the higher costs reflected in the bids received were due to the Paint Horse Trail Pond being higher than anticipated and the Commerce Pond storm sewer which were not fully budgeted under TID 10. Engineer Rakers stated that staff will be investigating alternatives to reduce the pipe size while still providing the overall storm water treatment for the expansion of the industrial park.

Attachment: Ce_ BOPW Draft July 13, 2015 Meeting Minutes (3781 : Approval of BOPW July 13, 2015 Meeting Minutes)

Mayor Walsh moved to reject the bids for Project 15-09 Pond and Drainage System Construction, Alderperson Kneiszel seconded the motion. Upon vote the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Dean Raasch, James Boyd, Jim Kneiszel, Michael J. Walsh
EXCUSED:	Kevin Bauer

4. Consider Engineering Technical Services Regarding Installation of Verizon's Wireless Antennae Facilities on Merrill Water Tower*

Alderperson Raasch moved to approve the engineering technical services for the installation of Verizon's Wireless Antennae Facilities on the Merrill Water Tower, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Dean Raasch, James Boyd, Jim Kneiszel, Michael J. Walsh
EXCUSED:	Kevin Bauer

5. Consider Engineering Technical Services Regarding Installation of AT&T's Wireless Antennae Facilities on Merrill Water Tower*

Alderperson Raasch moved to approve the engineering technical services for installation of AT&T's wireless antennae facilities on the Merrill Street Water Tower, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Dean Raasch, James Boyd, Jim Kneiszel, Michael J. Walsh
EXCUSED:	Kevin Bauer

6. Consider Engineering Technical Services Regarding Installation of AT&T's Wireless Antennae Facilities on Matthew Water Tower*

Mayor Walsh moved to approve the engineering technical services for the installation of AT&T's wireless antennae facilities on the Matthew Street Water Tower, Alderperson Raasch seconded the motion. Upon vote the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Dean Raasch, James Boyd, Jim Kneiszel, Michael J. Walsh
EXCUSED:	Kevin Bauer

7. Discussion on Roof Drain Inspection and Connection to Storm Sewers

Eric Rakers, City Engineer, introduced a discussion regarding inspecting the roof drains on downtown businesses to determine if they were connected to the sanitary or the storm sewer system. The process would involve sending letters to the businesses

and arranging one on one meetings with the property owner. Areas being considered are: the east side from Front Street to Cass on the north, businesses on Broadway to James and George Street and on the west side: the alley north of Main, Main, and parts of Reid and alley. Businesses would not be required to connect unless a storm lateral was easily accessible. The information would be used to plan for storm sewer construction as part of street projects. Engineer Rakers covered other types of infiltration into the sanitary sewer. Infiltration can come through leaking manholes, and pipes, which get repaired through projects like 15-08 Manhole Repair. Private infiltration includes laterals and foundation drains that tie directly into the sanitary sewer. These can be eliminated as new street reconstruction projects are in that area. Discussion followed as to how much of a financial impact the inflow and infiltration has. Engineer Rakers stated that a rough estimate would be 1/2 million dollars a year. Director of Public Works Scott Thoresen added that the City knows the amount of water that is purchased each year through the Brown County Water Authority and the amount charged for processing from NEW Water is twice the amount purchased. The Board of Public Works was in agreement to begin the process of assessing infiltration.

IV. Future Agenda Items

Aldersperson Boyd questioned whether the new Wisconsin Statute repealing prevailing wage would effect the City of De Pere. Engineer Rakers stated that there isn't a way to quantify that effect, but he expects the bids for next year's projects to come in lower than in the past.

V. Adjournment

Mayor Walsh moved to adjourn the Board of Public Works meeting, Aldersperson Kneiszel seconded the motion. Upon vote the motion passed and the meeting was adjourned at 7:46pm.

Respectfully submitted,
Pam Denis

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 10, 2015

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Second Driveway Request at 1964 Lost Dauphin.

The property owner at 1964 Lost Dauphin Road has requested a second driveway onto Stevens Street. Currently there is a driveway onto Lost Dauphin Road. A copy of the letter requesting the second driveway along with supporting documentation is attached. To summarize, the property owner is requesting the second driveway for the following reasons:

- Adjacent neighbor has no issues with the additional driveway.
- Safety concerns due to speed and traffic on Lost Dauphin Road.
- Excessive distance from the existing driveway to the garage in the northwest corner of the property.
- Large side lot length.

Additionally, two other properties at 1792 Lost Dauphin and 1950 Lost Dauphin are identified as having two drives.

Background

City code prohibits more than two way drives to a single family property unless the driveways are one way. The Municipal Code addressing driveways and specifically residential drives is as follows:

14-55. - Off-street parking.

(3) Access. All off-street parking facilities shall be designed in accordance with the requirements contained in Section 14-55(8), Driveways, and in a manner that will provide the least interference with traffic movement. All lots developed shall have a minimum of one (1) driveway unless waived by the Plan Commission.

(8) Driveways.

(a) Before a driveway or curb cut for a driveway is made, a permit shall be obtained from the Building Inspector after first obtaining approval of the parking plan and upon compliance with the provisions of Chapter 22, of the Municipal Code. All driveways shall meet the following requirements:

4) Number of curb cuts permitted.

a) Residential zones.

- i. R-1 District. In the case of a single family residence, one two-way or two one-way drives for each lot of record, and all other uses permitted in R-1 Districts shall be subject to those provisions that apply to commercial districts.*

The driveway at 1950 Lost Dauphin Road would conform to the Municipal Code for two one-way drives. The driveway at 1792 Lost Dauphin Road does not conform to the Municipal Code.

Recommendation

Based on the requirements of the Municipal Code that does not allow two two-way drives, which is what Mr. Moericke is requesting, staff recommends denial of the second driveway. If the Board feels that a second drive is acceptable, this request should be sent back to staff to modify the Municipal Code and establish situations where a second drive is acceptable.

ATTACHMENTS:

- Second Driveway Request-1964 Lost Dauphin (PDF)

Mr. Bakers,

I, Jim Moericke, Home-owner at 1964 Lost Dauphin Rd. am looking to put in driveway access to my 2.5 car garage on the west side of the property. - See Sketch

After talking to my neighbor on that side, he stated he had no Problem and said the layout looked good. That was important to hear from him. His concern was using it without paving saying it would tear up the lawn making the area look bad.

Using the garage on Lost Dauphin is a safety concern. Speed limit plus amount of traffic are the reasons for this. Distance from corner would be 129 Feet to center of Driveway.

Other Properties with additional drives are : 1792 Lost Dauphin Rd.
1950 Lost Dauphin Rd.

It appears lot size and shapes makes this work with their properties as well as mine. - See aerial Photo's.

Thank you for your time and help on this matter.

Sincerely,
James M. Moericke





1950 Lost Dauphin Rd

Street View · Search nearby

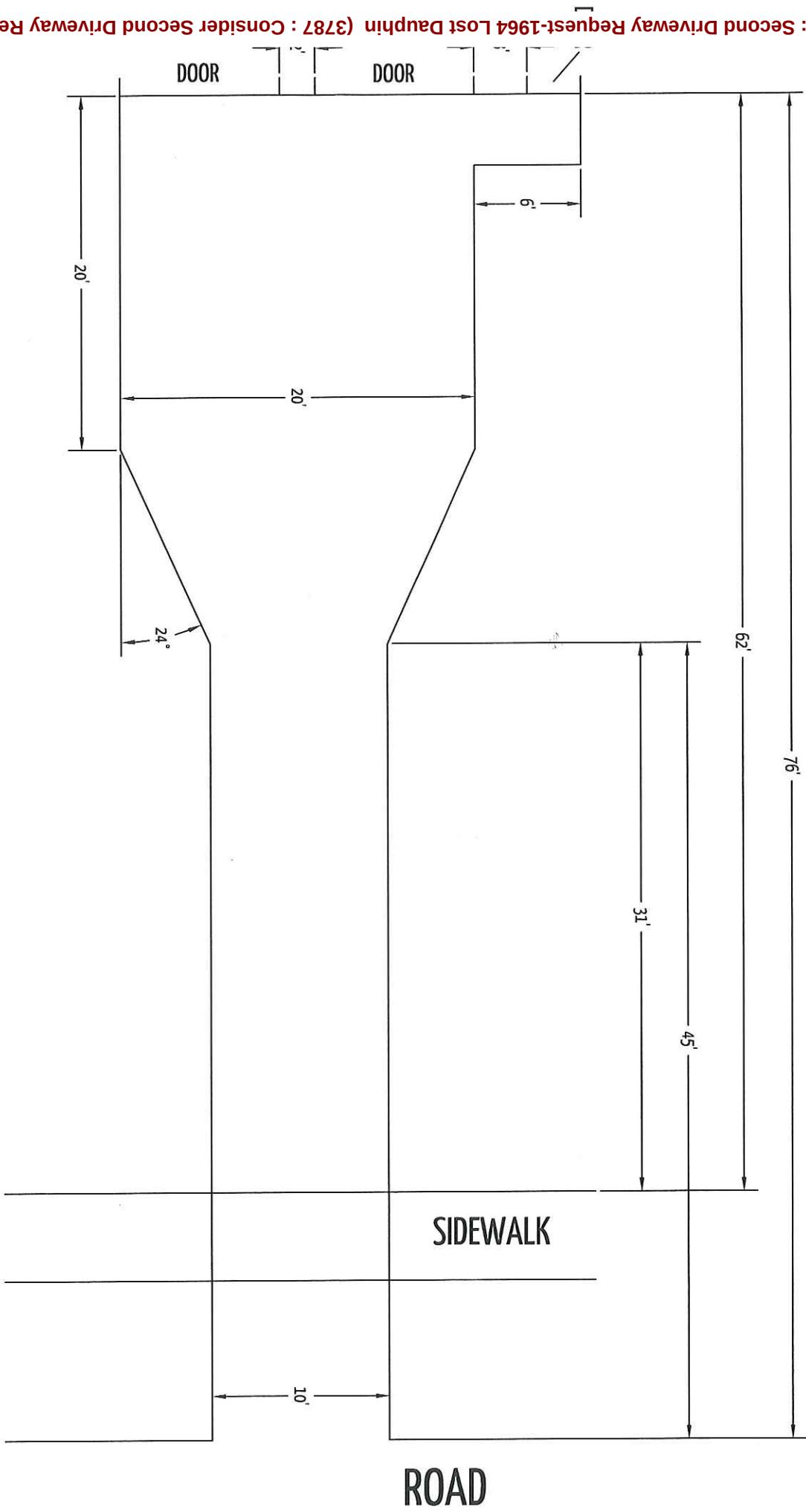
Map data ©2015 Google 20 ft



1792 Lost Dauphin Rd

Street View · Search nearby

Map data ©2015 Google 20 ft



City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 10, 2015

DEPARTMENT: Public Works

FROM: Karen Heyrman

SUBJECT: Request to Obtain an Easement for Storm Drain at 609 S Huron.*

The Engineering Department will be reconstructing the alley between Huron and Erie, from Merrill to Bolles in 2015. During design we determined the need for a storm drain on the west side of the alley. I discussed this with the property owner at 609 S Huron and he agreed to provide the easement needed to construct the drain. The City will have access to clean and maintain this facility from the alley.

Staff recommends the Board of Public Works approve the easement for a storm drain at 609 S Huron.

ATTACHMENTS:

- 609 ALLEY EASEMENT (PDF)

60'

802

NYLOPLAST DRAIN BASIN WITH BRONZE
GRATE OR APPROVED EQUAL
RIM ELEV: 615.60
FLOWLINE ELEV: 611.69

13.5'-8" ST PVC 0.87%

ED-713
609

EASEMENT REQUIRED

12" ST PVC 0.53%

PROPOSED
MATCH LINE

ASPH

GRVL

GRVL

ED-58
610



ENGINEERING DIVISION
925 S. SIXTH ST
DE PERE, WI 54115
OFFICE 920-339-4061
FAX 920-339-4071

609 HURON STREET

TITLE: MATCH LINE

PROJECT:
ASPHALT, CURB
AND SEWER REPAIR

DATE: 5/22/15
BY: KAD
CHECKED: KMH

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 10, 2015

DEPARTMENT: Public Works

FROM: Karen Heyrman

SUBJECT: Consider Award of Project 15-16 De Pere Dam Liner Repair & Seepage Filter.*

The Engineering Department received bids for Project 15-16 De Pere Dam Liner Repair & Seepage Filter on July 30, 2015. This project involves repairing the liner on the upstream side of the dam and installing a seepage filter erosion control on the downstream side of the dam.

Background

The City owns a small portion of the dam on the Fox River. The section is located off the end of James Street and extends to the Fox River Navigational Authority property at the locks. In 2010, the City and Wisconsin Department of Natural Resources (WDNR) completed a field review. Seepage was identified at several points through the dam.

The City contracted with the Army Corps of Engineers (ACOE) to complete an analysis of the dam to determine the source/location of the leak. The report was completed in July of 2013. ACOE completed a survey and ran several tests to determine the point of the leak. Through the use of a dye test, ACOE identified the location of the leak near the west end of the dam. ACOE recommended a repair be made to the liner on the upstream side and a seepage filter be constructed on the downstream side.

In June of 2015, the City contracted with Becher Hoppe to complete the permitting, bidding plans and specifications, and construction inspection of the repairs.

Summary

The City received two bids for construction of the project. The bids received were as follows:

Bidder	Amount
Janke General Contractors, Inc.	\$80,225.75
McMullen & Pitz	\$112,482.25

The staff recommendation is to award the bid to Janke General Contractors Inc. in the amount of \$80,225.75. The budgeted amount for the project from TID #7 was \$150,000.

ATTACHMENTS:

- 15-16 Bid Tab(PDF)

PROJECT 15-16 Dam Liner Repair & Seepage Filter
BID TAB



				BIDDER NO. 1		BIDDER NO. 2	
				Janke General Contractors, Inc		McMullen & Pitz Construction Co.	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID
SD-01	Medium Riprap; Soil Class A-2	CY	184	\$ 47.00	\$ 8,648.00	\$ 53.00	\$ 9,752.00
SD-02	1.25" Crushed Base Aggregate, Soil Class C-3, (Undistributed)	TON	103	\$ 26.00	\$ 2,678.00	\$ 28.00	\$ 2,884.00
SD-03	Bedding Stone; Soil Class A-8	TON	340	\$ 27.00	\$ 9,180.00	\$ 24.15	\$ 8,211.00
SD-04	Clay Soil, Soil Class E-1	TON	14	\$ 45.00	\$ 630.00	\$ 209.00	\$ 2,926.00
SD-05	Topsoil, Soil Class F-1 (Undistributed)	TON	20	\$ 41.00	\$ 820.00	\$ 96.00	\$ 1,920.00
SD-06	Light Riprap; Soil Class A-3 (Undistributed)	CY	12	\$ 66.00	\$ 792.00	\$ 100.00	\$ 1,200.00
SD-07	Stripping & Removal of Topsoil; Site Clearing	SY	367	\$ 7.25	\$ 2,660.75	\$ 6.80	\$ 2,495.60
SD-08	Unclassified Excavation	CY	100	\$ 24.00	\$ 2,400.00	\$ 37.00	\$ 3,700.00
SD-09	Filling Sinkholes; Trenching, Backfilling, & Compaction	SF	124	\$ 24.00	\$ 2,976.00	\$ 27.60	\$ 3,422.40
SD-10	Silt Fence	LF	100	\$ 3.15	\$ 315.00	\$ 3.50	\$ 350.00
SD-11	Erosion Control Mat-Class 1 Type B, Urban (Non channel)	SY	550	\$ 1.70	\$ 935.00	\$ 3.00	\$ 1,650.00
SD-12	Stone Tracking Pad	EA	1	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00
SD-13	Inlet Protection, Type D	EA	2	\$ 167.00	\$ 334.00	\$ 200.00	\$ 400.00
SD-14	Geotextile Fabric, Type HR	SY	400	\$ 4.50	\$ 1,800.00	\$ 5.75	\$ 2,300.00
SD-15	Turf & Grasses – Seed Mix No. 20	SY	550	\$ 3.00	\$ 1,650.00	\$ 4.00	\$ 2,200.00
SPECIAL CONSTRUCTION							
SC-01	Mobilization	LS	1	\$ 8,000.00	\$ 8,000.00	\$ 17,000.00	\$ 17,000.00
SC-02	Turbidity Barrier	SY	90	\$ 24.00	\$ 2,160.00	\$ 80.00	\$ 7,200.00
SC-03	Traffic Control – Project-Barricades Type III	LS	1	\$ 760.00	\$ 760.00	\$ 1,000.00	\$ 1,000.00
SC-04	Removing Concrete Slab & Rock Wall; Selective Site Removal	CY	15	\$ 225.00	\$ 3,375.00	\$ 435.00	\$ 6,525.00
SC-05	Salvage Light Riprap & Relay	SY	61	\$ 92.00	\$ 5,612.00	\$ 71.25	\$ 4,346.25
SC-06	40mil LLDPE Liner Repair Patch (Including Removal & Replacement)	SF	200	\$ 35.00	\$ 7,000.00	\$ 100.00	\$ 20,000.00
SC-07	Cofferdam (Structure & Dewatering)	LS	1	\$16,000.00	\$ 16,000.00	\$ 10,500.00	\$ 10,500.00
TOTAL AMOUNT BID					\$ 80,225.75		\$ 112,482.25

Attachment: 15-16 Bid Tab (3785 : Consider Award of Project 15-16 De Pere Dam Liner Repair & Seepage Filter.*)

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 10, 2015

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider the Compliance Maintenance Annual Report (CMAR) for Wastewater Collection System for Submittal to the Wisconsin Department of Natural Resources.*

The Engineering Department has completed the Compliance Maintenance Annual Report (CMAR) for the wastewater collection system. The CMAR is required by the Wisconsin Department of Natural Resources. The report scores the City wastewater collection system based on Financial Management and the Collection System.

Included with this memo are the results of the CMAR. The City received a grade A on the Financial Management and A on the Collection System.

Staff recommends the BOPW approve the Report for submittal to the WDNR.

ATTACHMENTS:

- MYCMAR (PDF)

Compliance Maintenance Annual Report

3.5.a

De Pere, City

Last Updated: Reporting For:
8/4/2015 2014

Financial Management

1. Provider of Financial Information Name: Joe Zegers Telephone: (920) 339-4041 (XXX) XXX-XXXX E-Mail Address (optional): jzegers@mail.de-pere.org																			
2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? ☒ Yes (0 points) ☐ No (40 points) If No, please explain: 2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2014 ☒ 0-2 years ago (0 points) ☐ 3 or more years ago (20 points) ☐ N/A (private facility) 2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? ☒ Yes (0 points) ☐ No (40 points)	0																		
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]																			
3. Equipment Replacement Funds 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2014 ☒ 1-2 years ago (0 points) ☐ 3 or more years ago (20 points) ☐ N/A If N/A, please explain: 3.2 Equipment Replacement Fund Activity <table style="width: 100%;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%; text-align: center;">\$</td> <td style="width: 35%; text-align: right;"> 150,000.00 </td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"> 0.00 </td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"> 150,000.00 </td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$ 0.00 </td> </tr> <tr> <td>3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$ 0.00 </td> </tr> <tr> <td>3.2.6 Ending Balance as of December 31st for CMAR Reporting Year</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"> 150,000.00 </td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	150,000.00	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	0.00	3.2.3 Adjusted January 1st Beginning Balance	\$	150,000.00	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$ 0.00	3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	\$ 0.00	3.2.6 Ending Balance as of December 31st for CMAR Reporting Year	\$	150,000.00	
3.2.1 Ending Balance Reported on Last Year's CMAR	\$	150,000.00																	
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	0.00																	
3.2.3 Adjusted January 1st Beginning Balance	\$	150,000.00																	
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$ 0.00																	
3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	\$ 0.00																	
3.2.6 Ending Balance as of December 31st for CMAR Reporting Year	\$	150,000.00																	

Attachment: MYCMAR (3788 : Consider CMAR Report for Wastewater Collection System*)

Compliance Maintenance Annual Report

3.5.a

De Pere, City

Last Updated: Reporting For:
8/4/2015 2014

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? \$

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP link under Info in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

☒ Yes

☐ No

If No, please explain.

0

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

☒ Yes - If Yes, please provide major project information, if not already listed below.

☐ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Sewer Lining	266000	2015
2	Sewer Rehabilitation - Spot Repairs and Lateral Replacement	100000	2015
3	Remove and Relay Sanitary Sewer	400000	2016
4	Sewer Lining	266000	2016
5	Sewer Rehabilitation - Spot Repairs and Lateral Replacement	100000	2016

5. Financial Management General Comments

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Attachment: MYCMAR (3788 : Consider CMAR Report for Wastewater Collection System*)

Compliance Maintenance Annual Report

3.5.a

De Pere, City

Last Updated: Reporting For:
8/4/2015 2014

Sanitary Sewer Collection Systems

1. CMOM Program

1.1 Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?

☐ Yes

☒ No

1.2 Did you have a documented (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance (O&M) or CMOM program last calendar year?

☒ Yes (Continue with question 1)

☐ No (30 points) (Go to question 2)

1.3 Check the elements listed below that are included in your O&M or CMOM program.

☒ Goals

Describe the specific goals you have for your collection system:

Continue to rehabilitate sewers in areas of street improvements. Continue identifying sewers in easements, alleys, and street resurfacing areas for lining. Identify areas of inflow and infiltration, include directly connected roof drains in the downtown areas of the City.

☐ Organization

Do you have the following written organizational elements (check only those that apply)?

☒ Ownership and governing body description

☐ Organizational chart

☐ Personnel and position descriptions

☐ Internal communication procedures

☐ Public information and education program

☒ Legal Authority

Do you have the legal authority for the following (check only those that apply)?

☒ Sewer use ordinance Last Revised Date (MM/DD/YYYY) 12/18/2007

☒ Pretreatment/industrial control Programs

☒ Fat, oil and grease control

☒ Illicit discharges (commercial, industrial)

☒ Private property clear water (sump pumps, roof or foundation drains, etc.)

☒ Private lateral inspections/repairs

☐ Service and management agreements

☒ Maintenance Activities (provide details in question 2)

☒ Design and Performance Provisions

How do you ensure that your sewer system is designed and constructed properly?

☒ State plumbing code

☒ DNR NR 110 standards

☒ Local municipal code requirements

☒ Construction, inspection, and testing

☐ Others:

☐ Overflow Emergency Response Plan:

Does your emergency response capability include (check only those that apply)?

☐ Alarm system and routine testing

☐ Emergency equipment

☐ Emergency procedures

☐ Communications/notifications (DNR, internal, public, media, etc.)

☒ Capacity Assurance:

How well do you know your sewer system? Do you have the following?

Attachment: MYCMAR (3788 : Consider CMAR Report for Wastewater Collection System*)

Compliance Maintenance Annual Report

3.5.a

De Pere, City

Last Updated: 8/4/2015
Reporting For: 2014

- ☒ Current and up-to-date sewer map
- ☒ Sewer system plans and specifications
- ☒ Manhole location map
- ☐ Lift station pump and wet well capacity information
- ☐ Lift station O&M manuals

Within your sewer system have you identified the following?

- ☐ Areas with flat sewers
- ☐ Areas with surcharging
- ☐ Areas with bottlenecks or constrictions
- ☐ Areas with chronic basement backups or SSOs
- ☐ Areas with excess debris, solids, or grease accumulation
- ☐ Areas with heavy root growth
- ☒ Areas with excessive infiltration/inflow (I/I)
- ☐ Sewers with severe defects that affect flow capacity
- ☒ Adequacy of capacity for new connections
- ☐ Lift station capacity and/or pumping problems
- ☐ Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed
- ☐ Special Studies Last Year (check only those that apply):
 - ☐ Infiltration/Inflow (I/I) Analysis
 - ☐ Sewer System Evaluation Survey (SSES)
 - ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
 - ☐ Lift Station Evaluation Report
 - ☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	20	% of system/year
Root removal	20	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	20	% of system/year
Manhole inspections	20	% of system/year
Lift station O&M	0	# per L.S./year
Manhole rehabilitation	1	% of manholes rehabbed
Mainline rehabilitation	1	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services

Please include additional comments about your sanitary sewer collection system below:

Attachment: MYCMAR (3788 : Consider CMAR Report for Wastewater Collection System*)

Compliance Maintenance Annual Report

3.5.a

De Pere, City

Last Updated: Reporting For:

8/4/2015

2014

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

32.12	Total actual amount of precipitation last year in inches
29.19	Annual average precipitation (for your location)
106.7	Miles of sanitary sewer
0	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
9	Number of basement backup occurrences
9	Number of complaints
4.676	Average daily flow in MGD (if available)
171.896	Peak monthly flow in MGD (if available)
11.071	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

NaN	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.08	Basement backups (number/sewer mile)
0.08	Complaints (number/sewer mile)
36.8	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
2.4	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume (MG)
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

● Yes

○ No

If Yes, please describe:

The City experiences high flows in some of the older areas.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

○ Yes

● No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

The City completed sewer lining and lateral replacement in some of the older areas. Additionally, the City started a new program to internally grout and patch sewers with high infiltration.

Attachment: MYCMAR (3788 : Consider CMAR Report for Wastewater Collection System*)

Compliance Maintenance Annual Report

3.5.a

De Pere, City

Last Updated: Reporting For:
8/4/2015 2014

5.4 What is being done to address infiltration/inflow in your collection system?

The City is continuing to complete sewer lining and lateral replacements. The City incorporated additional lateral televising to identify old laterals that do not need to be re-established when a sewer is lined. Finally, the City implemented a program to identify roof drains that are connected to the sanitary sewer in the downtown area.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Attachment: MYCMAR (3788 : Consider CMAR Report for Wastewater Collection System*)

Compliance Maintenance Annual Report

3.5.a

De Pere, City

Last Updated: Reporting For:
8/4/2015 2014

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

Attachment: MYCMAR (3788 : Consider CMAR Report for Wastewater Collection System*)

Compliance Maintenance Annual Report

3.5.a

De Pere, City

Last Updated: Reporting For:
8/4/2015 2014

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F. Regardless of grade, required for Collection Systems if SSOs were reported):

Financial Management: Grade = A

Collection Systems: Grade = A

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4

Attachment: MYCMAR (3788 : Consider CMAR Report for Wastewater Collection System*)

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 10, 2015

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider City Engineer Recommendations for Parking & Traffic Issues.*

Items for the Board of Public Works:

1. Washington Street and Merrill Street Parking Modifications: Washington Street is being redesigned this year to improve traffic flow and pedestrian movement in the area. With the redesign of Washington Street under construction, the City needs to update the signage. Staff has been working with Dickinson School on student dropoff and pickup around the entire area including Washington Street, Merrill Street, and the parking lot south of the school.

Washington Street will function similar to existing with a loading zone on the east side of the street. Signage is proposed under the loading zone sign to clarify the purpose of the loading zone. Section 346.53 of the State Statutes reviews the intent of a loading zone as follows:

“No person shall stop or leave any vehicle standing in any of the following places except temporarily for the purpose of and while actually engaged in loading or unloading or in receiving or discharging passengers and while the vehicle is attend by a licensed operator so that it may be promptly be moved in case of an emergency or to avoid obstruction of traffic:

(1) Loading Zone”

The loading zone designation is being proposed for a section of the north side of Merrill Street. Finally “No Stopping, Standing, or Parking This Side of Street” is proposed for the west side of Washington to prevent student drop off in this area. Additionally, west side of the street is the travel lane on this side of the street. Currently, parking is allowed outside of school hours.

Recommendation:

Staff is recommending the following updates:

- Washington Street - West Side - Ontario to Chicago - No Stopping, Standing, or Parking This Side of Street.
- Washington Street - East Side - 30 feet East of Ontario to 130 feet East - Loading Zone During School Hours.
- Washington Street - East Side - 130 feet East of Ontario to 450 feet South of Chicago - No Stopping, Standing, or Parking
- Washington Street - East Side - 450 feet South of Chicago to 190 feet south of Chicago - Loading Zone During School Hours.
- Washington Street - East Side - 190 feet south of Chicago to Chicago - No Stopping, Standing, or Parking

- Merrill Street - North Side -380 feet East of Ontario to 600 feet East - Loading Zone During School Hours.
2. Reid Street Parking Modifications: Staff has been working with St. Norbert to update the parking restrictions on Reid Street from Third Street to First Street. Since the last revisions, a loading zone was added with improvements to the Science Building. Additionally, the curb was painted yellow for No Parking even though parking is allowed per the Code.

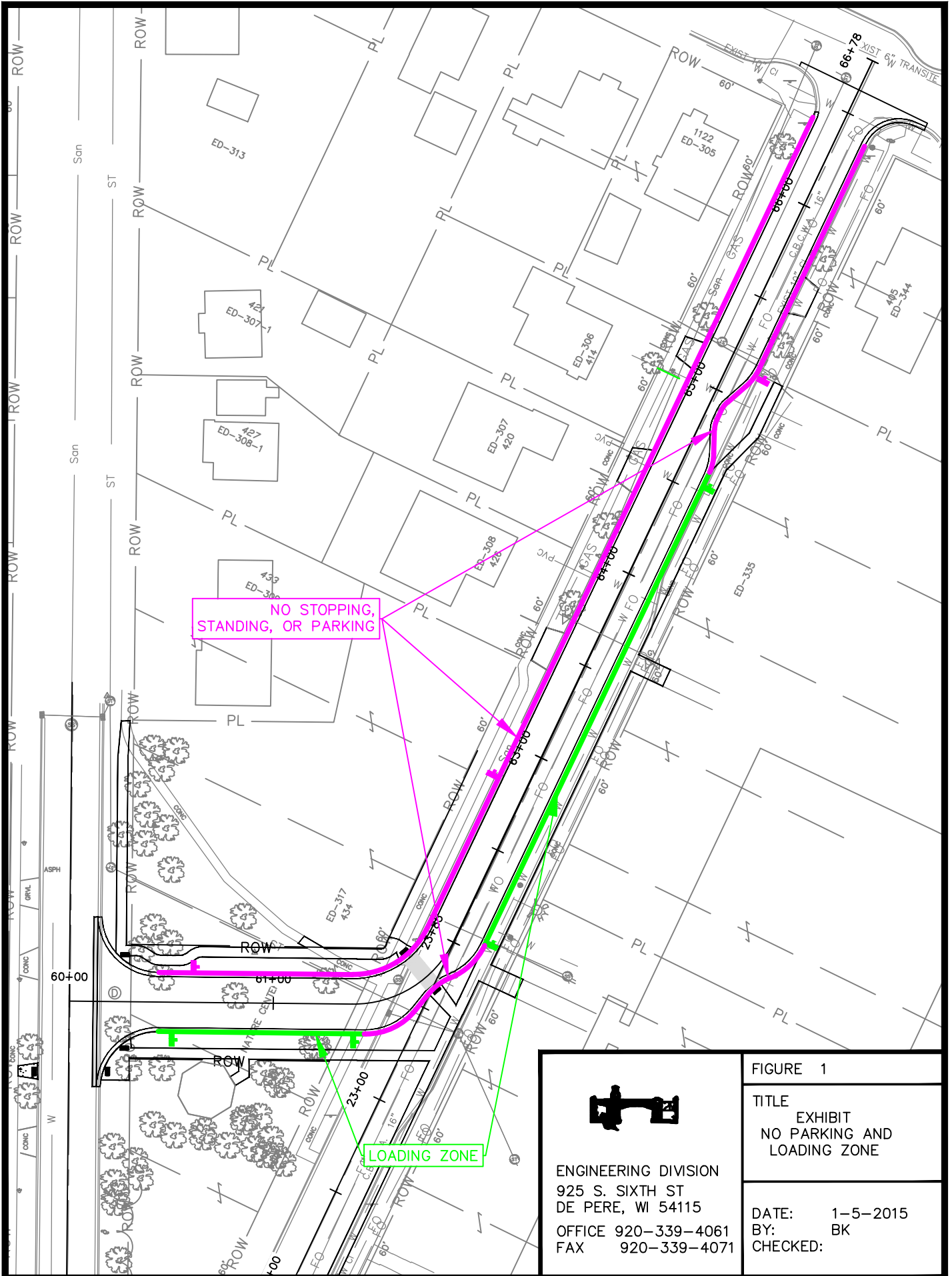
Recommendation:

Staff is recommending the following updates:

- Reid Street - North Side - Modify “No Parking between Signs” to include arrows.
- Reid Street - South Side - 405 feet East of Third to 455 feet East of Third - No Parking
- Reid Street - South Side - 540 feet East of Third to 610 feet East of Third - Loading Zone
- Reid Street - South Side - 155 feet East of First to First - No Parking

ATTACHMENTS:

- Wash_PP_New Design-Exhibit for Parking (PDF)



Attachment: Wash_PP_New Design-Exhibit for Parking (3789 : Consider City Engineer Recommendations for Parking & Traffic Issues*)

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 10, 2015

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: **Reminder: The September Board of Public Works meeting will be on Tuesday, September 8, 2105 at 5:30 pm due to the Labor Day Holiday.**
