Board of Public Works

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

Regular Meeting

Final Minutes

Monday, August 9, 2021 | **7:30 PM** | **Council Chambers and Virtual**

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor James Boyd

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Present	
Dan Carpenter	Alderperson	Present	
Jonathon Hansen	Alderperson	Present	
Shana Defnet Ledvina	Alderperson	Present	
Dean Raasch	Alderperson	Present	

Scott Thoresen, Public Works Director
Eric Rakers, City Engineer
Betty Sellenheim, Recording Secretary
Judy Schmidt-Lehman, City Attorney
Peter Schleinz, City Senior Planner and Definitely De Pere Board Member
Tina Quigley, Definitely De Pere
Zak Krueger
Johanna Beal
David Roy
Don Roffers
Matt Weber
Mindy Sheikh

II. Public Comment Period

None

III. Items

1. Approval of the July 12, 2021 Board of Public Works Meeting Minutes

Alderperson Raasch moved to approve the July 12, 2021 Board of Public Works Meeting Minutes, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

2. Consideration of and Possible Action on a Request for Approval to have Prepared a Transportation Plat and Retain an Appraiser to Acquire Under Eminent Domain Property Necessary to Construct Public Parking Facilities in and Adjacent to the Public Alley Located Between Reid Street and Main Avenue and 4th and 5th Streets*

Judy Schmidt-Lehman, City Attorney, explained the request in regards to the public parking facilities in coordination with an agreement for the future Cobblestone Hotel Development. Ms. Schmidt-Lehman outlined the process of aquiring necessary easements and property under eminent domain.

Alderperson Raasch asked if the lack of enthusiasm by property owners was due to the amount of time it has taken to get to the project in place. Ms. Schmidt-Lehman agreed that was a contributing factor. Alderperson Raasch asked if the property owners were familiar with the plan and the potential benefits to their businesses. Ms. Schmidt-Lehman explained the benefits and stated the owners were aware of them.

Mayor Boyd moved to approve the preparation of a Relocation Order to acquire the necessary property interests involved in construction of the parking facility improvements for the public alley located between Main Avenue and Reid Street and 4th and 5th Streets; and the law department issuing a request for proposals for the necessary property appraisal work prior to the approval of the Relocation Order; and authorizing the Mayor and City Clerk to execute a standard City Consultant Agreement with the appraisal firm with the lowest responsive proposal, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

3. Consideration and possible action on Definitely De Pere's Revised Request for Garbage & Recycle Receptacle Proposal Utilizing Excess Stadium Tax Funds*

Mayor Boyd moved to open the meeting at 7:43 PM, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

Tina Quigley, Definitely De Pere, recapped the proposal and explained the revisions being presented. Peter Schleinz, City Senior Planner and Definitely De Pere Board Member, explained the proposed locations.
Mayor Boyd verified the funding source with Ms. Quigley. Alderperson Hansen expressed his approval of the revised plan including receptacle design and locations. Alderperson Carpenter suggested the downtown businesses purchase the new receptacles and the city would continue to maintain and empty them. Scott Thoresen, Public Works Director, explained the funding having been established for this project a few years prior. Ms. Quigley added that the receptacles are not for business use but pedestrian use while visiting the downtown. Mr. Thoresen questioned the locations in relation to public seating in the downtown. Ms. Quigley informed they were situated nearby. Alderperson Raasch questioned what entity paid for the current receptacles. Staff, elected officials, and Definitely De Pere were unsure of the answer as they have not been replaced for many years. Alderperson Raasch suggested the receptacles be purchased through city budget allowing Definitely De Pere the ability to fund different streetscape initiatives. Mr. Thoresen expressed being hesitant about including it in the city budget when there is no guaranteed funding in that process. Alderperson Carpenter stated he had expressed interest in the funds being designated to the new multi-use facility at the park but understands the streetscape funds had been designated for this project. Mayor Boyd explained the multi-use facility funding needs are approximately $500k and the streetscape funds would be make a very small contribution. Mayor Boyd expressed his appreciation for the uniformity and cohesiveness of the updated receptacles.

Alderperson Carpenter moved to return to regular session at 8:06 PM, seconded by Mayor Boyd. Upon vote, the motion passed unanimously.

Alderperson Carpenter moved to approve the revised request from Definitely De Pere for garbage and recycle receptacles in the amount of $22,815 from streetscape-excess stadium tax funds, seconded by Mayor Boyd.

Alderperson Raasch explained if he voted against the motion, it was not due to it being a bad project, but that he did not agree with the funding source.

The motion passed with a 4-1 vote, with Alderperson Raasch voting no.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dan Carpenter, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

4. Grant and Allard Street Signal Update

Eric Rakers, City Engineer, provided an update on the Grant and Allard Street Signal Project.
Alderperson Raasch expressed concerns from residents, the issue of having a lot of unknown factors regarding the project, and personal experiences accessing Grant Street from Suburban Drive.

Mayor Boyd moved to open the meeting for public comment at 8:17 PM, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

Zak Krueger and Johanna Beal at 901 Grant Street expressed concerns accessing and leaving their home, parking loss along Grant Street, crosswalk placement, traffic signal locations, lights shining into the house, and property values/curb appeal.

David Roy at 835 Grant Street asked if there were alternative options and expressed concerns about the operation/timing of the signals, parking loss along Grant Street, accessing and leaving his property, turn-around options on impacted properties, and property values.

Donald Roffers at 904 Grant Street shared that he had the same concerns as those that spoke before him and added that he did not feel the stop light would be the right answer to the traffic problem during the start and end of school days.

Matt Weber at 831 Grant Street expressed concerns about increased noise and fumes from idling vehicles and decreased privacy and shared that he had the same concerns as those that spoke before him.

Mindy Sheikh at 916 Grant Street expressed concerns regarding the lack of participation with residents in the area, lack of research and data to show how the signal will help the situation, decreased property values and safety, and suggested alternative options including traffic calming measures. Ms. Sheikh also shared the same concerns as those that spoke before her.

Mayor Boyd shared how to access the information regarding the signal project including traffic studies from TADI and Westwood and letter from Brown County.

Alderperson Raasch moved to return to regular session at 8:32 PM, seconded by Mayor Boyd. Upon vote, the motion passed unanimously.

Mr. Rakers shared how challenging staff knew this project would be, addressed resident concerns, and explained next steps when the project moves forward. Scott Thoresen, Public Works Director, explained that staff intended to move forward with the project and if there were concerns and the Board did not want to continue with this project, that it would need to be brought back as a future agenda item for action. Mr. Rakers explained the process for voting down the project but stated it was ultimately going to be a Brown County decision since it is on a county road.
Alderperson Raasch expressed his belief that the traffic was not going to change considerably with the school district expansions and would not alter the traffic from what was previously experienced.
Alderperson Hansen suggested residents reach out to their Brown County Supervisor regarding their concerns with this project. Alderperson Raasch stated contact has been attempted. Alderperson Carpenter expressed interest in educating residents on alternate driving routes to help minimize the traffic concerns on Grant Street.

Discussion item only. No action necessary.

RESULT:	**DISCUSSED**

5. Consider and Possible Action Regarding Contract Renewal for Commercial & Industrial Cross Connection Control Program*

This item was withdrawn from the agenda.

RESULT:	**WITHDRAWN**

6. Consideration and possible action on Brown County Municipal Agreement for Southbridge Interchange*

Scott Thoresen, Public Works Director, explained the DOT project for the Southbridge interchange and corresponding Brown County Municipal Agreement including City of De Pere cost share.
Alderperson Hansen asked if a similar agreement had been prepared for Lawrence with Brown County. Mr. Thoresen stated he was not involved with the details of that agreement. Alderperson Hansen asked if this process/project could be started earlier than the DOT interchange in 2025/26. Mr. Thoresen explained the process and anticipated it would not be able to start earlier. Alderperson Hansen asked about funding that had been set aside/designated. Mr. Thoresen and Mayor Boyd explained that money was designated for the Environmental Impact Study. Alderperson Hansen stated his appreciation to Mayor Boyd for working to secure funding to complete the southern bridge and explained the steps that are limiting the timeline on the project. Alderperson Raasch stated his frustration with the City paying for half the cost of the County project, though explained the City would see benefits.

Mayor Boyd moved to approve entering into a Brown County Municipal Agreement for Southbridge Interchange, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

7. Consideration and possible action on award of Contract 21-08 Manhole Repair and Rehabilitation*

   Alderperson Carpenter moved to approve the award of Contract 21-08 Manhole Repair and Rehabilitation to Northern Pipe, Inc. in the amount of $34,075.00, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

8. Consideration and Possible Action on the Discontinuance of Colored Concrete Sealing of Crosswalks

   Eric Rakers, City Engineer, explained the request from staff to discontinue sealing the colored concrete crosswalks.

   Alderperson Raasch moved to approve the discontinuance of colored concrete sealing of crosswalks, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

9. Update on Inflow and Infiltration Work

   Eric Rakers, City Engineer, explained inflow and infiltration and the study completed in 2019. Mr. Rakers further explained the work City staff has completed and work staff plans to bring forward in the future to reduce I&I in the sanitary system.
   Alderperson Carpenter agreed with Mr. Rakers plans for funding assistance for residents but provided cautionary input on the mandatory installation of sump pumps and proper inspection.

   Discussion item only. No action necssary.

RESULT:	**DISCUSSED**

IV. Future Agenda Items

Alderperson Raasch requested the Grant Street signal improvements be brought back to Board of Public Works to discuss discontinuing City interest in the project or delay moving forward.

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 9:05 PM, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

***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 9, 2021 so that arrangements can be made.

Agenda Sent To:

MAYOR	DE PERE CHAMBER OF COMMERCE
ALDERPERSONS	TV, NEWSPAPERS & RADIO
DEPARTMENT HEADS	KRESS FAMILY LIBRARY
DEFINITELY DE PERE	HYDROCORP INC
NORTHERN PIPE, INC	

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.

Respectfully submitted,
Betty Sellenheim