



Board of Public Works

Regular Meeting

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

Final Minutes

Monday, August 8, 2016

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
James Boyd	Aldersperson	Excused	
Dan Carpenter	Aldersperson	Present	
Ryan Jennings	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

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

2. Public Hearing to Levy Special Assessments

A. Notice of Public Hearing.

The Recording Secretary read into the record that the notice of public hearing was published in the Green Bay Press Gazette on July 20, 2016.

B. Recommendation from the Board of Public Works.

Eric Rakers, City Engineer, stated that the Board of Public Works at the July 11, 2016 meeting approved the Preliminary Resolution for storm sewer assessment for Wishart Avenue and the public hearing was scheduled for today for the Final Resolution for Special Assessment. Mayor Walsh declared the Public Hearing opened at 7:32pm. He invited public comment, but there was none. Mayor Walsh declared the Public Hearing closed and asked for a motion.

C. Consider Final Resolution for Special Assessment for Storm Sewer Main and/or Laterals on Wishart Avenue.

Aldersperson Raasch moved to adopt the Final Resolution authorizing storm sewer main and/or lateral construction and levying special assessment against benefited property on Wishart Avenue, Aldersperson Carpenter seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Dan Carpenter, Aldersperson
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

II. Public Comment

None

III. Items

1. Approval of BOPW July 11, 2016 Draft Meeting Minutes.

Aldersperson Raasch moved to approve the July 11, 2016 Board of Public Works meeting minutes, Aldersperson Jennings seconded the motion. Upon vote the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Ryan Jennings, Aldersperson
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

2. Consider 2016 Storm Lateral Assessment Charge for Existing Non-Residential Properties.

Eric Rakers, City Engineer, stated that the purpose for this item was to establish the special assessment cost for storm main and laterals installed in 2016 in existing non-residential areas. He stated that the rates had been set with the Ordinance change earlier this year for residential areas and that this would apply them to non-residential areas. Discussion followed.

Aldersperson Jennings moved to approve the 2016 storm assessment for existing commercial areas as follows:

- **Storm Main Assessment - \$9.90 per foot of parcel frontage**
- **Storm Lateral Assessment – 6”- \$1,584.60 per each**
- **Storm Lateral Assessment – 8”- \$2,194.20 each**
- **Storm Lateral Assessment – 12” - \$2,224.43 each**

Aldersperson Carpenter seconded the motion. Upon vote the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ryan Jennings, Aldersperson
SECONDER:	Dan Carpenter, Aldersperson
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

3. Consider Preliminary Resolution for Special Assessment for Storm Sewer Main and/or Laterals on Honey Court.

Eric Rakers, City Engineer, presented the Preliminary Resolution for Special Assessment for Storm Sewer Assessment main and or laterals on Honey Court. Mayor Walsh moved to open the meeting at 7:34pm, Aldersperson Raasch seconded the motion. Upon vote the motion passed.

Dan Hendricks questioned how this would affect him as his property was alongside of Honey Court and zoned commercial. His property is currently used as a duplex. Dan questioned if he would get the residential storm assessment which is less. City Engineer Rakers stated that his property already had the main and would only be assessed for the 6” lateral, based on zoning with a cost differential of about \$100.00 more for non-residential properties.

Mayor Walsh moved to return to regular order at 7:35pm, Aldersperson Raasch seconded the motion. Upon vote, the motion passed.

Aldersperson Carpenter moved to adopt the Preliminary Resolution and schedule a public hearing at the Board of Public Works meeting on September 12, 2016, Mayor Walsh seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

4. Consider Request for Extension of Sidewalk Installation at 2322 Samantha Street.*

City Engineer Rakers stated that earlier this year a sidewalk installation extension was granted to 2232 Samantha Street per the request of the property owner who stated that the property had been sold. The property owner is now requesting another extension as the sale did not occur.

Mayor Walsh moved to open the meeting for public comment at 7:36pm, Alderperson Raasch seconded the motion. Upon vote, the motion passed. Dan Burgoyne explained that he would prefer to put the sidewalk in when the driveway goes in whenever the property sold. He couldn't say when the property might sell. Mayor Walsh moved to return to regular session at 7:38pm, Alderperson Raasch seconded the motion. Upon vote, the motion passed.

Alderperson Raasch moved to deny the request, Alderperson Jennings seconded the motion. Upon discussion Alderperson Raasch rescinded his motion, Alderperson Jennings concurred. Alderperson Raasch then moved to approve the sidewalk extension for 2232 Samantha Street for not more than a year, Alderperson Jennings seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Ryan Jennings
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

5. Consider Wisconsin Continuously Operating Reference Station (WISCORS) Agreement with the Wisconsin Department of Transportation (WisDOT).*

Alderperson Raasch moved to approve the Wisconsin Continuously Operating Reference Station (WISCORS) agreement with the Wisconsin Department of Transportation (WisDOT) to establish the reference station on the City's wastewater treatment plant, Alderperson Carpenter seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

6. Consider Approval for the State Municipal Agreement SMA Revision #2 with WisDOT for STP-U Grant Projects.*

Mayor Walsh moved to approve the State Municipal Agreement (SMA) Revision #2 with WisDOT for STP-U Grant Projects, Alderperson Carpenter seconded the motion. Discussion followed. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dan Carpenter, Alderperson
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

7. Consider Easement Vacation at 1820 Enterprise.*

Alderperson Raasch moved to approve the easement vacation at 1820 Enterprise, Mayor Walsh seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

8. Consider Proposal for Broadway Pedestrian Crossing Study.*

Eric Rakers, City Engineer, presented the staff recommendation to accept the quote from Ayres Associates for the Broadway Pedestrian Crossing Study estimated at \$13,600.00. He stated that the study is focused on Broadway, between Cass and Randall Streets. The traffic and pedestrian counts will be done at Randall and Ridgeway. Discussion followed including but not limited to why such an expensive study, whether all streets off Broadway were being looked at, whether speed was being addressed etc. City Engineer Rakers explained that Broadway sees as many as 15,000 cars per day, it's a 4 lane connective highway, and there are few gaps in traffic, which makes it difficult for pedestrians to safely cross. He stated that the study would take in account vehicle counts (not speed), traffic gaps, and would make suggestions of various ways to address the pedestrian crossing issues.

Mayor Walsh moved to open the meeting for public comment at 7:53pm, Alderperson Raasch seconded the motion. Upon vote, the motion passed. Steven Lepak stated that he has been advocating for action on speed and pedestrian crossing along N. Broadway for 8 years and likes what he hears, but he is concerned about the high cost of the study. He stated that this money could be used to install yellow flashing lights. He encouraged the Board to focus the study on the peak traffic times. Susan Gallagher Lepak expressed concern with the speed of vehicles coming into De Pere. She asked that the community be included in consultant meetings and expressed concerns that there would be enough money budgeted for interventions. She asked that Eileen Kolb could receive notices of meetings. She hoped that the study would consider the busier times during holidays such as Celebrate De Pere and also consider different times of year (weather issues), types of pedestrians crossing, such as bikes, strollers, toddlers, wheelchairs, families.

Mayor Walsh moved to return to regular session at 7:59pm, Alderperson Raasch seconded the motion. Upon vote, the motion passed. Scott Thoresen, Director of Public Works, explained that the intent of the study was to arrive at a recommendation to be presented to Common Council which would most likely be put in the 2018 budget. Eric Rakers explained that neighborhoods would be invited to meetings. He stated that \$13,600 in reality wasn't too much for this study. The Federal Highway Administration recommends that engineering studies are completed prior to installing/modifying pedestrian facilities on four lane urban streets to avoid making a change that would make the crossing less safe. The study will provide the multiple options available and the pro's

and con's of each option and the preliminary costs. Engineer Rakers stated that the traffic and pedestrian counts are being done during the week at peak hours; adding holiday hours would increase the cost of the study.

Mayor Walsh moved to accept the quote from Ayres Associates for the Broadway Pedestrian Crossing Study in the amount of \$13,600, Alderperson Carpenter seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dan Carpenter, Alderperson
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

9. Consider Proposal for Claude Allouez Bridge Maintenance Study.*

Eric Rakers, City Engineer, reviewed the proposals that were received to evaluate the Claude Allouez Bridge and provide recommendations for maintenance. He stated that the evaluation would include: non-loadbearing cable post stud repair, exterior structure painting, and miscellaneous maintenance activities not identified by the City. Discussion followed.

Alderperson Raasch moved to approve the quote from Graef-USA, Inc. for the Claude Allouez Bridge Maintenance Study estimated at \$5,800.00, Alderperson Carpenter seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

10. Consider Proposal for Storm Water Management Planning.*

Eric Rakers, City Engineer, reviewed the proposals that were received for the design of new and analysis of existing storm water facilities in the City of De Pere. He explained that the funds for the proposed study are budgeted in the storm water utility capital projects accounts.

Alderperson Raasch moved to accept the quote from Graef-USA, Inc. for the Storm Water Management Planning estimated at \$18,200.00, Alderperson Jennings seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Ryan Jennings, Alderperson
AYES:	Dan Carpenter, Ryan Jennings, Dean Raasch, Michael J. Walsh
EXCUSED:	James Boyd

IV. Future Agenda Items

None

V. Adjournment

Mayor Walsh moved to adjourn the Board of Public Works meeting, Alderperson Raasch seconded the motion. Upon vote, the motion passed and the meeting was adjourned at 8:09pm.

Respectfully submitted,
Pam Denis