



Board of Public Works

Regular Meeting

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

Final Minutes

Monday, July 11, 2022

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	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Remote	
Dean Raasch	Aldersperson	Present	

Others present:

Scott Thoresen, Public Works Director

Eric Rakers, City Engineer

Betty Sellenheim, Recording Secretary

Don Melichar, City Forester/Parks Superintendent

Jim Anderson, 915 Memory Ln

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. §6-3(f) DPMC

None

III. Items

1. Approval of the June 13, 2022 Board of Public Works Meeting Minutes

Aldersperson Carpenter moved to approve June 13, 2022 Board of Public Works minutes, seconded by Aldersperson Raasch.

Aldersperson Hansen stated there was a spelling mistake on page 4.

Upon vote, the motion passed unanimously.

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

2. Consideration and Possible Action on Providing Funding for the Removal of Stumps in the Right of Way*

Mayor Boyd provided an overview of the request for funding.

Mayor Boyd moved to approve funding from undesignated reserves for removing stumps in the street right-of-way, seconded by Aldersperson Raasch.

Aldersperson Carpenter asked why this item was being addressed by the Board of Public Works instead of Board of Park Commissioners. Mayor Boyd stated it was because they are in the street right-of-way. Aldersperson Hansen stated he was supportive of the funding from undesignated reserves and budgeting funds in the future for contracted services to help get the Forestry Department caught up. Aldersperson Hansen clarified the removal of 300 stumps with this funding and an upcoming removal of 700 ash trees and

stumps. Alderperson Ledvina asked if the motion was for the full amount. Mayor Boyd stated his initial intention of funding half through undesignated reserves and half in the next budget cycle, but would be okay funding all through undesignated reserves if the Board went in that direction. Mayor Boyd restated the motion to approve funding in the amount of \$30,600 from undesignated reserves for removing stumps in the right-of-way. Alderperson Ledvina asked for additional information regarding splitting the funding. Mayor Boyd stated that half of the stumps would be removed now and half later, provided the funding was approved in the budget. Don Melichar, City Forester/Park Superintendent, stated the number of stumps removed will be based on the amount of funding provided. Mayor Boyd asked how many trees staff believes will be removed by contractor this year. Mr. Melichar stated it would likely be between 150 and 200 trees and further outlined the recommendation going to Board of Park Commissioners for approval. Alderperson Carpenter stated his belief that contracting services for tree and stump removal might be more economical than having internal staff take on these tasks and asked staff to justify having staff complete the work rather than contracting the services. Alderperson Raasch stated his concerns about stumps that remain untouched for extended periods of time and his personal experiences with tree and stump removals. Alderperson Raasch agreed with Alderperson Carpenter and having the Forestry Department justify costs for completing the work in-house and further asked about funding that was designated for tree pruning and asked if that work was completed. Mr. Melichar stated it was and Alderperson Raasch stated further concerns regarding the information in the memo stating the department was about 10 years behind on pruning. Alderperson Carpenter stated he supports the funding for stump removals but would not support changing priorities in relation to stump removals.

Alderperson Carpenter moved to open the meeting for public comment at 7:46 PM, seconded by Alderperson Raasch.

Jim Anderson, 915 Memory Lane, provided his research on stump removal timing and his belief that the stumps could have been removed much sooner if outside contractors had been used or considered.

Mayor Boyd moved to return to regular session at 7:49 PM, seconded by Alderperson Hansen.

Alderperson Raasch stated his support of using undesignated reserves to fund this work and stated his stance of stumps being removed within a few weeks of tree removal.

Upon vote, the motion passed unanimously.

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

3. Consideration and possible action on award of Request for Proposals for Phragmites Mitigation*

Eric Rakers, City Engineer, outlined the project limits, budget, and proposals received for phragmites mitigation.

Alderson Hansen asked if additional areas were added, as the budget is available, if the locations would come back to the Board of consideration. Mr. Rakers stated not necessarily since it is a proposal and the funds are allocated for the work. Alderson Hansen mentioned an area of phragmites off CTH PP and SH 57. Mr. Rakers stated that would be County Highway right-of-way and due to the funding sources for this work, locations should be selected that are stormwater facilities and TID locations.

Alderson Hansen moved to approve the proposal from Merjent, seconded by Mayor Boyd. Upon vote, the motion passed unanimously.

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

4. Consideration and possible action on award of Contract 22-09 Pond and Drainage System Construction*

Eric Rakers, City Engineer, outlined the request from staff to reject bids for Project 22-09 Pond and Drainage System Construction, obtain an extension from Wisconsin DNR for the grant, and rebid in 2023.

Alderson Carpenter moved to reject the bid from Peters Concrete Company in the amount of \$264,023.50 due to budget deficiency, seconded by Alderson Raasch. Upon vote, the motion passed unanimously.

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

5. Consideration and possible action on award of Contract 22-11 2022 Utility and Street Construction Waterview Heights Fifth Addition*

Eric Rakers, City Engineer, outlined the project limits and the bids received for this new subdivision. Mr. Rakers stated the project would be entirely developer funded and recommended award to Feaker & Sons Co., Inc. contingent upon execution of the Public Infrastructure Improvement Agreement with the developer.

Alderson Raasch moved to approve award of Project 22-11 to Feaker & Sons Co., Inc. in the amount of \$3,373,145.50 contingent upon execution of the Public Infrastructure Improvement Agreement, seconded by Mayor Boyd. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderson
SECONDER:	James Boyd, Mayor
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

6. Consideration and possible action on award of Request for Proposals for Project 22-21 Pond Trapping*

Eric Rakers, City Engineer, outlined the project limits, budget, and proposals received for pond trapping.

Mayor Boyd moved to approve proposal from Suburban Wildlife Solutions in the amount of \$15,650, seconded by Alderson Raasch.

Alderson Raasch asked when a resolution might be seen to the muskrat problem. Mr. Rakers stated he did not believe there would ever be an end and there would always be a need for periodic trappings.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dean Raasch, Alderson
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

7. Discuss Archaeological Report Completed for Project 21-16 Mystic Creek Subdivision Construction

Eric Rakers, City Engineer, outlined the report from UW-Milwaukee for Project 21-16 Mystic Creek Subdivision Construction. Mr. Rakers stated there were no findings and the permits were issued for work to begin on the project.

Alderson Raasch asked if staff knew what might have been in that area that was identified as being previously disturbed. Mr. Rakers stated that the area appeared to be by an old wayside location, but nothing specific was identified in the report or researched from that area. Alderson Carpenter asked if this report would be kept with the project. Mr. Rakers stated it would be kept with the project under a subfolder called "Reports".

RESULT:	DISCUSSED
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8. Discussion on Sump Pump Installation Program

Eric Rakers, City Engineer, updated the Board on the program intents for sump pump installations to continue to reduce inflow and infiltration into the sanitary sewer system. Alderson Carpenter asked how staff planned to address the question of existing sump pumps. Mr. Rakers stated his approach regarding existing sump pumps and information that will be provided in the letter. Alderson Hansen asked about funding (special assessment, cost share, city-funded). Mr. Rakers stated that would be determined by the elected officials once there is a better idea of installation costs. Scott Thoresen, Public Works Director, outlined other instances that could be causing I&I. Alderson Hansen asked a follow-up question regarding leaky lateral detection. Mr. Rakers explained that roots are a big cause of leaky laterals; when roots have gotten into the lateral, water can. Mr. Rakers also added that during televising of the main, they can get a good idea if the lateral has constant flow and it is clean water. Alderson Carpenter suggested deploying the camera in the main following a rain event to detect clear water flow. Mr. Rakers stated that would be an option, especially in known areas of high flow following rain events. Mr. Rakers added that the televising unit cannot project up the lateral, but can focus the camera into the lateral opening which can detect roots and clear water flow. Mr. Thoresen added that routinely having staff out televising sewer mains has helped detect clear water connections (sump pumps, roof drains, drain tile). Alderson Raasch asked if these connections were connected/associated with cross connection inspections. Mr. Rakers and Mr. Thoresen clarified that cross connection inspections are to prevent backflow into the water system. Alderson Carpenter added that cross connection inspections for residential properties occur once every 20 years. Alderson Ledvina asked what other communities are doing for funding sump pump installations. Mr. Rakers outlined what he knew about programs in Green Bay (past) and Milwaukee Metropolitan Sewerage District areas. Mayor Boyd asked when staff would plan to send out the letter. Mr. Rakers explained it would be sent out after the internal review/inventory and in between construction projects. Mayor Boyd added that ARPA fund discussions are slated

for after budget (about November) and hoped staff would have some information by that time. Alderperson Ledvina asked if staff was concerned that residents would claim the existence of a sump pump at their home, when there was not one in actuality. Mr. Rakers stated that could happen but ultimately there would need to be some type of inspection on properties to ensure sump pumps are installed and that everything is connected properly. Mayor Boyd asked the approximate cost of a sump pump. Alderperson Carpenter and Mr. Rakers stated it was hard to estimate because each property would be a little different based on how much work was required with creating the pit and assuring drain tiles were properly discharging, but guessed it would be a few thousand dollars. Mr. Rakers stated staff would work to add information to the City website for residents to access.

RESULT:	DISCUSSED
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IV. Future Agenda Items

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 8:17 PM, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Sellenheim