Board of Public Works

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

Regular Meeting

Final Minutes

Monday, July 9, 2018 | 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	Alderperson	Present	
Dan Carpenter	Alderperson	Present	
Jonathon Hansen	Alderperson	Present	
Dean Raasch	Alderperson	Present	
Michael J. Walsh	Mayor	Present	

Also present were Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, Alderperson Scott Crevier, Steve Bloemer, Street Superintendent, Tom Blohowiak, Maintenance Supervisor, Darryl Carter, Lead Street, and Pam Denis, Recording Secretary.

II. Public Comment

None

III. Items

1. Approval of Board of Public Works June 11, 2018 Meeting Minutes.

Alderperson Carpenter moved to approve the June 9, 2018 Board of Public Works meeting minutes, Alderperson Hansen seconded the motion. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

2. Consider Revising MSC Drop Off Operations.

Scott Thoresen, Director of Public Works, reviewed through a Power Point presentation, the data and recommendations that the Municipal Service Center (MSC) Rubbish Team had prepared regarding the current MSC drop off site. He reviewed the issues that had generated the study, which included: a significant volume increase of noise, police enforcement, salvaging, and use during off hours. He reviewed a chart showing that only Green Bay offered a drop off site in the area. Green Bay has specific hours of operation. The Team's recommendations were: move the drop off site to the rear of the MSC building with a new sliding gate, the site would be staffed, site would be open for disposal purposes on Wednesdays (3pm to 7pm) and Saturdays (8am-4pm), April 1st to November 30th, closed on holidays. Discussion followed. Mayor Walsh moved to open the meeting for public input at 8:20pm, Alderperson Raasch seconded the motion. Upon vote, the motion passed unanimously.
John Aland, a neighbor to the site, stated that people are coming into the drop off site after 11 pm, sometimes as late as 3am and 4am. He stated the site's neighbors are disturbed by the noise and he has called the police several times. He said that the noise and traffic are endless. He stated that he thinks that the site doesn't need to be open 7 days a week. He doesn't agree with a fee as someone could drop a 5 ton item compared to a lighter one and pay the same. Jean Roffers, also a neighbor, shared that she

appreciated the hard work that went into this study. She loves the recommendation but felt maybe looking at timing the implementation so that it would be in stages to arrive at the reduced hours. Teina Rowell, 13 year resident, also was excited about the proposal confirming that there are vehicles arriving at 11 pm. She was concerned because a roofing contractor located her home by saying it was "by the dump".

Mayor Walsh moved to return to regular session at 8:28pm, Alderperson Boyd seconded the motion. Upon vote, the motion passed unanimously.

Alderperson Raasch moved to approve the MSC Drop Off Site recommendations, Alderperson Boyd seconded the motion. Upon vote the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

3. Consider Modifying the Ordinance for Short Term Parking from 2 Hour to 3 Hour Parking.

Kim Flom, Development Services Director, reviewed the outreach to and received from downtown businesses in regard to changing the short term parking restrictions of 2 hours to 3 hours. She explained that letters were sent to businesses and property owners to provide their feedback on the hourly change. Kim stated that most of the responses were generally in strong support for the proposed change.

Discussion followed including but not exclusively to: having an established policy for the entire downtown or to specific areas only, difficulty of enforcing different hourly restrictions, signs that would need to be made, diverse mix of business parking needs, parking meters etc.

Mayor Walsh moved to open the meeting for public input at 8:43pm, Alderperson Raasch seconded the motion. Upon vote, the motion passed unanimously.

Peggy George, business owner, expressed concern about where her employees can park, stating that the lot across the street from them on Williams Street, where ¾ of the stalls are 2 hour parking, is often empty. Alderperson Crevier shared that he had walked the blocks by Nicolet Square and found 115 unrestricted parking spots, 50 of which were within 2 blocks of Nicolet Square. He believes that there is no need to make any changes; that on the west side there's plenty of parking on Main, Reid, Grant and spots behind businesses on Main. He also suggested that business owners need to start using the spots across the street from Pizza Hut as they are unrestricted the entire day. He concluded that if business owners would use the unrestricted parking spaces, that would free up short term parking spots.

Mayor Walsh moved to return to regular session, Alderperson Raasch seconded the motion. Upon vote the motion passed and the meeting returned to regular session at 8:47pm.

Alderperson Raasch explained that he would be voting nay because he feels this should go back to staff to examine other options, such as metered parking. He feels one size does not fit all. Alderperson Hansen explained that he supported the motion, that it would help make the cultural district on Broadway more pedestrian friendly.

Mayor Walsh moved to approve the staff recommendation to change short term parking from 2 hour parking to 3 hour, Alderperson Hansen seconded the motion. Upon vote, the motion passed, with Alderperson Raasch and Alderperson Carpenter voting nay.

RESULT:	**ADOPTED [3 TO 2]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jonathon Hansen, Alderperson
AYES:	James Boyd, Jonathon Hansen, Michael J. Walsh
NAYS:	Dan Carpenter, Dean Raasch

4. Consider City Engineer Parking & Traffic Recommendations.*

   Eric Rakers, City Engineer, reviewed nine recommendations for parking and traffic. Discussion followed. **Mayor Walsh moved to approve all nine recommendations for parking and traffic, Alderperson Raasch seconded the motion. Upon vote the motion passed unanimously.**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

5. City Engineer Parking & Traffic Discussion Items.

   Eric Rakers, City Engineer, reviewed items that did not require any action, some of which may be coming back to the Board of Public Works at a later date.

6. Consider Quote for 2018 Bridge Inspections.*

   Eric Rakers, City Engineer, presented the quote received from Cedar Corporation for bridge and sign bridge inspections to be completed this year as part of FHWA mandated bridge inspections.
   Alderperson Carpenter moved to accept the quote from Cedar Corporation in the amount of $5,050.00 for bridge and sign bridge inspections, Alderperson Boyd seconded the motion. Upon vote, the motion passed unanimously.

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

7. Recommendation Regarding the Release of 3 Utility Easements at 2600 Block of Ryan Rd (Parcels ED-R27-1 & ED-R27-2).*

   Eric Rakers, City Engineer, reviewed the recommendation regarding the release of 3 utility easements at the 2600 block of Ryan Road. He explained that due to the residential development now the 3 utility easements are no longer needed. **Alderperson Hansen moved to approve the release of the 3 utility easements at the 2600 block of Ryan Road, Alderperson Carpenter seconded the motion. Upon vote, the motion passed unanimously.**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

8. Consider Award of Contract for Project 18-06 Claude Allouez Bridge East Abutment Staining.*

Eric Rakers, City Engineer, presented the bids received for Project 18-06 Claude Allouez Bridge East Abutment Staining**. Alderperson Raasch moved to accept the bid from Norcon Corporation in the amount of $41,760.00 for the Claude Allouez Bridge East Abutment Staining, Mayor Walsh seconded the motion. Upon vote, the motion passed unanimously.**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

9. Consider Award of Contract 18-21 MSC Boiler Replacement.*

Eric Rakers, City Engineer, presented the bids received for Project 18-21 MSC Boiler Replacement. **Alderperson Raasch moved to accept the bid from Tweet/Garot Mechanical, Inc. in the amount of $75,600.00, Alderperson Boyd seconded the motion. Upon vote, the motion passed unanimously.**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

10. Consider Quote for Spur Line Maintenance.*

City Engineer Rakers presented proposals received for spur line maintenance. Discussion followed. **Alderperson Raasch moved to accept the quote from Holubar Construction Company for Spur Line Maintenance estimated at $32,700.00. Alderperson Boyd seconded the motion. Upon vote, the motion passed unanimously.**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

IV. Future Agenda Items

Alderperson Raasch asked that staff look at a fee for rubbish drop off at the Municipal Service Center. He also would like a better understanding of what parking meters might do in the downtown area. Alderperson Hansen asked staff to look into how the parking hours could be more strictly enforced. He also requested that staff look into the overhead lighting on Michigan Street to S. Huron.

V. Adjournment

Mayor Walsh moved to adjourn the Board of Public Works meeting, Alderperson Carpenter seconded the motion. Upon vote, the motion passed unanimously and the meeting was adjourned at 9:24pm.

Respectfully submitted,
Pam Denis