



Board of Public Works

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

Regular Meeting

Final Minutes

Monday, July 8, 2019

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	Present	
Dan Carpenter	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Others Present:

Eric Rakers, City Engineer

Scott Thoresen, Director of Public Works

Betty Sellenheim, Administrative Assistant for Public Works and Recording Secretary

2. Approval of Board of Public Works June 10, 2019 Meeting Minutes.

Aldersperson Carpenter moved to approve the June 10, 2019 Board of Public Works meeting minutes, seconded by Aldersperson Raasch.

Upon vote, the motion passed unanimously.

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

II. Public Comment

None

III. Items

1. Consideration and Selection of Water Utility Building Condition Assessment Contractor*

Scott Thoresen, Director of Public Works, explained the staff went out for proposal for a condition assessment of four water utility buildings as budgeted for 2019. Staff knows there is maintenance needed at the buildings but is unsure how much or the estimated cost. The condition assessment will outline the repairs needed and approximate cost so staff can prepare the budget and prioritize the repairs. Mr. Thoresen explained the budget for the assessment was much higher than the proposals because staff was unsure how much it would cost to go through the buildings.

Aldersperson Raasch asked if IEI had been used in the past by the City of De Pere. Mr. Thoresen stated they have not done work for public works with the city in the past.

Alderson Raasch moved to approve Integrity Excellence Innovation for the Water Utility Building Condition Assessment, seconded by Alderson Hansen.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderson
SECONDER:	Jonathon Hansen, Alderson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

2. Consider Award of Contract 19-16 Marquette Square Dumpster Enclosure Construction*
- Scott Thoresen, Director of Public Works, explained that this project is a continuation of the work done with the dumpster enclosure at Nicolet Square. The downtown areas do not have locations to store their carts or are exceeding the amount of carts allowed. The enclosure will be constructed in the northeast corner of the parking lot. The enclosure will be the same size as the one previously constructed at Nicolet Square but in a different color per the stakeholders request. Four parking spaces will be lost and the stakeholders are aware of this. Alderson Boyd asked if there was any feedback from Nicolet stakeholders. Mr. Thoresen explained it has been mostly positive. A few issues at first included rubbish/large items being left in the enclosure and cardboard not being flattened. Mr. Thoresen explained the cost will be assessed annually on the taxes for the use of the dumpsters. The costs will be combined between Nicolet and Marquette participation; Nicolet prices will be decreased slightly and it will soften the blow for Marquette. Alderson Hansen asked for clarification on the tree removal listed on the bid tab. Eric Rakers, City Engineer, explained the number listed (20) is the diameter in inches of the trees rather than quantity of trees. Mr. Rakers stated there might be two trees removed. Alderson Carpenter asked if Nicolet had been notified that the prices might decrease. Mr. Thoresen stated that staff has not contacted them and want to wait until final prices come in from construction. Mr. Thoresen also explained once construction was completed the city ordinance would need to be revised and annually the Director of Public Works determines the assessment cost.

Alderson Raasch moved to approve the award of Contract 19-16 Marquette Square Dumpster Enclosure Construction, seconded by Alderson Carpenter.

Upon vote, the motion passed unanimously.

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

3. Consider Award of Contract 19-17 Employers Boulevard Water Relay*
- Mayor Walsh moved to approve the award of Contract 19-17 Employers Boulevard Water Relay, seconded by Alderson Boyd.**

Aldersperson Carpenter asked what happened that there isn't enough pressure. Eric Rakers, City Engineer, explained that it is a dead end line and when the fire suppression system was activated, it broke the pipe by their building. There was corrosion on their pipe but they also need a larger one. Mr. Rakers explained this item will not be forwarded to Common Council until all party's attorneys had the agreement reviewed.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Aldersperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

4. Consider Proposed Easements-Project 19-07*

Aldersperson Hansen moved to approve the proposed easements for Project 19-07, seconded by Aldersperson Raasch.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Aldersperson
SECONDER:	Dean Raasch, Aldersperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

5. Update and Discussion on 2018 Stormwater Management Plan-TMDL Written Plan*

Eric Rakers, City Engineer, updated the Board of Public Works on the status of the Stormwater Management Plan. The 2018 Plan outlines the City of De Pere plans for dealing with phosphorus and total suspended solids (TSS) reductions in the stormwater system as required by the Wisconsin DNR permit. The permit requires that three things be updated. First, the stormwater control measures to be used. Second, provide an implementation schedule. Lastly, a cost estimate for the facilities. Mr. Rakers outlined the three stormwater basins that fall within City of De Pere limits and the requirements for each. The 2018 Stormwater Management Plan lays out how staff could accomplish the requirements for phosphorus and TSS with the resources and space available. Mr. Rakers explained the possible locations to add facilities, funding sources including the stormwater utility fund, TID funds, developer funded, and grants, and the timeline for construction. Annually staff will update the DNR on the city's progress. Several things may impact the City's ability to meet the WDNR's permit requirements including: changes to the ability to transfer credits, changes in reduction levels, new restrictions/reductions, the ability to acquire property for pond construction, and funding availability. Scott Thoresen, Director of Public Works, explained staff's approach over the past few years, increasing the stormwater utility charge to create funding for pond construction projects.

Mayor Walsh asked if staff knew how surrounding communities were doing to meet their requirements and if their requirements were different than De Pere. Mr. Rakers explained that each basin was assigned a requirement based on land use. Each community has the same permit as De Pere with the percent of phosphorus

and TSS reduction based on the stormwater basin. Mr. Rakers stated that the city needs to meet the DNR requirements and staff tries to do it as cost effectively as possible. Mayor Walsh asked if the Abbey Pond was a city facility. Mr. Rakers stated the pond is private and not a stormwater pond. Alderperson Carpenter questioned if the areas south of De Pere with new subdivisions are being required to meet the same permit levels. Mr. Rakers stated that De Pere, along with many other communities, have requirements for new developments that are higher than the DNR levels for TMDL. Mr. Thoresen added that as development occurs, ponds are built for treatment and to ensure downstream drainage is not impacted. Alderperson Hansen asked if pond FE050 would be constructed with the street reconstruction. Mr. Rakers stated that staff would look to do the work with street projects and will analyze the options and consequences. Staff's overall view is to build with street projects where possible. Mayor Walsh asked if this discussion would be forwarded to Council as indicated on the agenda. Mr. Thoresen stated that the main intent was informational to the Board of Public Works.

Discussion item only.
No action necessary.

IV. Future Agenda Items

Alderperson Hansen asked staff to look into Merrill Street sign that states "No parking at any time" and other streets (i.e. North Broadway) with signs that state "No parking on this side of the street" on each side of the road. Alderperson Hansen requested "No parking at any time" signs replace the ones for "No parking on this side of the street" to reduce confusion. Eric Rakers, City Engineer, stated staff could look into this request but believes that N. Broadway signs are "No parking on this side of the street" because it is no parking the entire length and Merrill has multiple parking designations (no parking, 2 hour parking, etc.). Scott Thoresen, Director of Public Works, stated that the signage is based on the definitions in the ordinances.

Alderperson Carpenter asked if it was standard to only have one speed limit sign when it changes (i.e. Lost Dauphin from 35 to 25 mph). Mr. Rakers stated he would check the Manual on Uniform Traffic Control Devices but believes there is nothing unusual being done.

V. Adjournment

Mayor Walsh moved to adjourn the meeting at 8:10 PM, seconded by Alderperson Raasch. 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 July 8, 2019 so that arrangements can be made.

Agenda Sent To:

Mayor
Alderpersons
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library

De Pere Chamber of Commerce
RJM Construction, LLC
Kruczek Construction, Inc.
Integrity Excellence Innovation

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