



Board of Public Works

Regular Meeting

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

Final Minutes

Monday, June 13, 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	Present	
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, Judith Schmidt-Lehman, City Attorney, and Kim Flom, Director of Economic Development and Planning.

II. Public Comment

None

III. Items

1. Approval of the Board of Public Works May 9, 2016 Meeting Minutes.

Aldersperson Raasch moved to approve the Board of Public Works May 9, 2016 meeting minutes, Aldersperson Boyd seconded the motion. Upon vote, the motion passed.

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

2. Consider Conversion of Short Term Parking Stalls to Long Term Parking Stalls. *

Kim Flom, Director of Economic Development and Planning, presented a two stage proposal to add more long term parking in the downtown area. The first stage would add specific long term parking stalls by converting some short term parking spaces, which Director Flom outlined on an overhead. Discussion followed. Mayor Walsh moved to open the meeting for public comment at 7:45pm, Aldersperson Raasch seconded the motion. Upon vote, the motion passed. Andy Krans suggested that long term parking be shortened to 24-48 hours as some cars have parked in the long term parking for nine days. Director Flom explained that some long term parking will be used by residents that live above the businesses. Tim Kneeland agreed with the idea of limiting long term parking to 24-48 hours. Another suggestion was to provide permits to park long term. Mayor Walsh moved to return to regular order at 7:52pm, Aldersperson Raasch seconded the motion. Upon vote, the motion passed. Discussion followed regarding the difficulty of snow removal with long term parking.

Mayor Walsh moved to approve the conversion of the indicated short term parking spaces to long term parking spaces on the east side of downtown, Aldersperson Boyd seconded the motion. Upon vote, the motion passed.

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

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

Eric Rakers, City Engineer, presented an overview of the Preliminary Resolution for Special Assessment for Storm Sewer on Wishart Avenue. City Engineer Rakers reviewed the assessments for lateral and storm sewer main for the assessed properties. He reviewed the extended payment plan stating that the City tries to make the assessment impact smaller to encourage storm sewer hook ups. He stated that the staff recommendation was to adopt the preliminary resolution of the six properties on Wishart Avenue. Mayor Walsh moved to open the meeting for public comment, Alderperson Carpenter seconded the motion, upon vote the motion passed. Randall Mallery, on St. Anthony Street, stated that he received an assessment notice, but his property was not part of the proposed assessment. City Engineer Rakers said that was in error, as his property was not in the assessed area. Mayor Walsh moved to return to regular session, Alderperson Raasch seconded the motion. Upon vote, the motion passed. Discussion followed as to the discrepancy in addresses.

Alderperson Boyd moved to table the preliminary assessment, Alderperson Raasch seconded the motion. Upon vote the motion passed.

RESULT:	TABLED [UNANIMOUS]
AYES:	Boyd, Carpenter, Jennings, Raasch, Walsh

4. Consider Preliminary Resolution for Special Assessment for Storm Sewer Main and/or Laterals on Franklin Street.

Eric Rakers, City Engineer, reviewed the proposed preliminary assessment for storm sewer connection on Franklin Street. He stated there was only one property impacted and that there would only be a lateral charge for the hook up.

Mayor Walsh moved to adopt the preliminary resolution for special assessment for storm sewer main and or laterals on Franklin Street, and schedule a public hearing at the Board of Public Works meeting on July 11, 2016 unless the impacted property signs a waiver of public hearing for a special assessment, Alderperson Raasch seconded the motion. Upon vote the motion passed.

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

5. Consider Ordinance Changes for Commercial Garbage & Recycling Collection.*

Scott Thoresen, Director of Public Works, presented the Ordinance changes for commercial garbage and recycle collection that had been proposed at the May 9, 2016 Board of Public Works meeting. The changes he outlined were: 1). Create a Nicolet Square recycle and garbage collection district to be serviced by a private waste hauler. This would be implemented by 12/31/16; 2). Implement a three cart rule at the same time as implementing Nicolet Square collection. All properties would be restricted to a total of 3 carts (garbage/recycle) per parcel. This would be implemented by 6/1/17; and 3).

The remainder of the downtown areas defined in current ordinance would eventually go to a dumpster collection similar to Nicolet Square at a to-be-determined time in the future. Also included in the ordinance revisions was direction on storage of waste receptacle containers for all properties. Still to be determined by the Board of Public Works was a formula for setting rates for the dumpster usage and recyclable collection for Nicolet Square.

City Attorney, Judith Schmidt-Lehman, gave an overview of the state statute in regard to the setting of rates for service. She stated that objective criteria needed to be used to determine the rates, otherwise the rates could be challenged in court.

Mayor Walsh moved to open the meeting at 8:25pm for public comment, Alderperson Raasch seconded the motion. Upon vote, the motion passed. Ellen DeKeyser thanked Scott Thoresen for doing the research on the industry standards, and stated that the current collection containers were unsightly and smelly. She shared concern for the appropriate rates being applied to small user businesses and supported Option 4. Paula Kochen, expressed concerns for the additional costs that would be sustained by the non-profit she represents. She said that they have dumpsters and city collection containers. She asked if she could keep the City collection containers. Director Thoresen stated that with this ordinance change commercial/institutional properties would have to go strictly private once they are over the cart limit. Mayor Walsh moved to return to regular session at 8:34pm, Alderperson Raasch seconded the motion. Upon vote, the motion passed. Discussion followed in regard to businesses having adequate space to build enclosures, the history of why the proposed change in commercial waste collection began, rate setting to provide equity between large and small users, how these changes could reduce volume and tipping fees, residential container storage, and whether to send it back to staff to review and bring back at the July Board of Public Works meeting.

Alderperson Raasch moved to approve the recommendations for ordinance change for commercial garbage and recycling collections and Option 4 for the rate formula for Nicolet Square, Alderperson Boyd seconded the motion. Discussion followed.

Alderperson Raasch modified the original motion to approve the recommendations for ordinance change, option 4, adding that the ordinance changes should come back to the Board of Public Works meeting on July 11, 2016. Alderperson Boyd seconded the modified motion. Upon vote the motion passed.

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

6. Consider Compliance Maintenance Annual Report (CMAR) for Wastewater Collection System.*

Eric Rakers, City Engineer, presented the completed Compliance Maintenance Annual Report (CMAR) for wastewater collection system. **Alderperson Raasch moved to approve the Report for submittal to the Wisconsin Department of Natural Resources, Mayor Walsh seconded the motion. Upon vote, the motion passed.**

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

7. Parking and Traffic Discussion Items from May 23, 2016 Meeting.

Eric Rakers, City Engineer, reviewed each discussion item. No action was taken.

8. Consider Award of Contract for Project 16-07 Asphalt, Curb, & Utility Repair.*

Mayor Walsh moved to approve the award of contract for Project 16-07 Asphalt, Curb, & Utility Repair, to Wood Sewer & Excavation in the amount of \$1,573,690.00, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

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

IV. Future Agenda Items

Alderperson Carpenter requested that the Parking & Traffic committee look at S. Sixth Street and the blind curve at 1208 S. Sixth Street to determine whether there is needed a no parking sign from 1108 S. Sixth to the connect at 7th Street.

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 9:25pm.

Respectfully submitted,
Pam Denis