



Board of Public Works

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Final Minutes

Monday, June 8, 2015

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
Dean Raasch	Alderman	Present	
Kevin Bauer	Alderman	Present	
James Boyd	Alderman	Present	
Jim Kneiszel	Alderman	Present	
Michael J. Walsh	Mayor	Present	

Others present were Scott Thoresen, Director of Public Works, Marty Kosobucki, Director of Parks, Recreation & Forestry, Eric Rakers, City Engineer, and Debbie Zierson, Recording Secretary.

II. Public Comment

None.

III. Items

1. Approval of Board of Public Works May 11, 2015 Meeting Draft Minutes.

Alderman Bauer moved to approve the Board of Public Works May 11, 2015 meeting minutes, Alderman Raasch seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderman
SECONDER:	Dean Raasch, Alderman
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

2. Approval of May 13, 2015 Special Board of Public Works Meeting Draft Minutes.

Alderman Raasch moved to approve the May 13, 2015 Special Board of Public Works meeting minutes, Alderman Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderman
SECONDER:	Jim Kneiszel, Alderman
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

3. Consider Drainage Easement Off of Glen Meadows Lot 21.*

Eric Rakers, City Engineer, shared an overview of the concerns in regard to an owner's request to install a culvert in place of the swale in drainage easement along the back property line of Glen Meadows Lot 21. Currently there is a swale in the easement with grades established as part of the subdivision. Engineer Rakers listed three concerns with allowing a culvert to be installed: the ownership and maintenance of the culvert, stormwater drainage swales reduce sediment by filtering along the swale and setting

precedent of allowing residents to put culverts in drainage easements which could effect neighbors' drainage. Engineer Rakers stated that the staff recommendation is not to allow the culvert. Should the Board allow the request, City Engineer Rakers stated that the culvert would need to be designed by a professional engineer, according to standards set by the city and documentation approved by the City Attorney for the property owner's responsibility for maintenance and upkeep. The document would need to be recorded. The Mayor shared the difference between the swale in a drainage easement versus other backyard drainage issues.

The Mayor moved to open the meeting at 7:40pm to allow the resident to address the Board, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed. Luke Walder shared a map of where he lives and explained his drainage and elevation concerns on his property. Discussion followed. Mayor Walsh moved to return to regular session at 7:55pm, Alderperson Boyd seconded the motion. Upon vote, the motion passed. Discussion followed regarding originally building the house within the allotted drainage easement. Mayor Walsh moved to re-open the meeting for input from the resident at 8:00pm, Alderperson Boyd seconded the motion. Upon vote the motion passed. Luke Walder asked for an extension of the culvert pipe. Discussion followed as to cost and payment responsibility and efficiency.

Mayor Walsh moved to return to regular session at 8:07pm, Alderperson Kneiszel seconded the motion. Upon vote the motion passed.

Alderperson Kneiszel moved to deny the request to allow a culvert installation in the drainage easement, Alderperson Boyd seconded the motion. Upon vote the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kneiszel, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

4. Determine Future of Fountain in Front of Union Hotel.*

Marty Kosobucki, Director of Parks, Recreation and Forestry, presented an overview of the condition of the city owned fountain in front of the Union Hotel. Director Kosobucki stated that the Board should guide the direction of the future of the fountain. There is costly maintenance, upkeep and repair for the fountain. Director Kosobucki stated that in talking with staff and contractors, the cost to have the fountain repaired to its original condition could cost approximately \$30,000-\$50,000. The Mayor gave a historical overview stating that the fountain was installed sometime in the early 80's and was paid for through the redevelopment TIF. It had changed over the years, originally starting as a picture of the locks, but once clogged with debris, a fountain was added to aerate it. Discussion followed. The Board of Public Works (BOPW) was directed to obtain several redesign concepts and bring back to the BOPW for review. The BOPW also requested input from downtown businesses on the redesign concepts.

5. Consider Intergovernmental Agreement between De Pere and Ledgeview and the Unified School District of De Pere for Pedestrian Walkways.*

Eric Rakers, City Engineer, presented an agreement between De Pere and Ledgeview and the Unified School District of De Pere for Pedestrian Walkways and associated drainage facilities. He stated that the facilities were originally built in the 1990's and the existing drainage pipes under the trail need to be replaced.

Alderson Bauer moved to approve the agreement, Alderson Boyd seconded the motion. Upon vote the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderson
SECONDER:	James Boyd, Alderson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

6. Consider Award of Project 15-06 Lawrence Drive Sidewalk*

Mayor Walsh moved to award the contract for Project 15-06 Lawrence Drive Sidewalk to Sommers Construction Company, Inc. In the amount of \$676,961.40, Alderson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

7. Consider Award for Project 15-07 Asphalt, Curb, and Sewer Repair.*

Alderson Bauer moved to award the contract for Project 15-07 Asphalt, Curb, and Sewer Repair to MCC, Inc. In the amount of \$1,017,238.49, Alderson Raasch seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderson
SECONDER:	Dean Raasch, Alderson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

8. Consider Approval for the State Municipal Agreement with WisDOT for STP-U Grant Projects.*

Eric Rakers, City Engineer, presented the revised State Municipal Agreement (SMA) with the Wisconsin Department of Transportation (WisDOT) for Surface Transportation Program - Urban (STP-U) projects on Allard, Helena, and Erie Street. He listed the revisions that WisDOT had made to the agreement and the total estimated costs, Federal and Municipal. Alderson Boyd moved to approve this agreement and forward it to the Common Council, Alderson Bauer seconded the motion. Upon vote the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderson
SECONDER:	Kevin Bauer, Alderson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

9. Consider Quote for Oak Street Right of Way Width.*

Eric Rakers, City Engineer, stated that the Wisconsin Department of Transportation (WisDOT) will be reconstructing 8th Street from Oak to the north City Limits in 2017. A discrepancy in the right of way of Oak Street between Seventh and Ninth Street was discovered in the review. Engineer Rakers presented the proposals received for a registered land surveyor to determine the right of way width of Oak Street between Seventh Street and Ninth Street. Alderson Bauer moved to accept the quote from

Robert E. Lee & Associates for the Sanitary Sewer Easement descriptions in the amount of \$3,950.00. Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

10. Discuss MSC Drop Off Services

Scott Thoresen, Public Works Director, provided the Board of Public Works with an overview of drop off services and alternative drop off possibilities. There was discussion regarding signage at the drop off sites indicating that residents could take their items to Christian Outreach or the Restore. He explained that Restore especially had stringent criteria and it could result in residents having to bring their items back to the MSC for drop off. Director Thoresen stated that soon Cyber Green will have an electronics recycling drop off alongside of the existing MSC drop off site for items such as computers, cellphones, TVs, etc.

IV. Future Agenda Items

None

V. Adjournment

Mayor Walsh moved to adjourn the meeting, Alderperson Bauer seconded the motion. Upon vote the motion passed and the meeting was adjourned at 8:30pm.

Respectfully submitted,
Pam Denis