



Board of Public Works

Regular Meeting

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

Final Minutes

Monday, December 13, 2021

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	Present	
Dean Raasch	Aldersperson	Present	

Others present:

Scott Thoresen, Public Works Director

Eric Rakers, City Engineer

Tony Fietzer, Street Superintendent

Betty Sellenheim, Recording Secretary

II. Public Comment Period

None

III. Items

None

1. Approval of the November 8, 2021 Board of Public Works Meeting Minutes

Aldersperson Carpenter moved to approve the November 8, 2021 Board of Public Works Meeting Minutes, seconded by Aldersperson Hansen. Upon vote, the motion passed unanimously.

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

2. Consideration and possible action on City Engineer Parking and Traffic Recommendations*

Eric Rakers, City Engineer, explained the recommendations for parking and traffic. The first recommendation was painting directional arrows in the parking lot by the Lee Building. Mayor Boyd and Aldersperson Ledvina supported this recommendation. Mayor Boyd asked about routing vehicles to exit at George Street. Mr. Rakers explained it was an option to exit at George or Wisconsin from the parking lot. Aldersperson Raasch asked if the exit at George Street was one way. Mr. Rakers stated it was for southbound exit onto George Street. The second recommendation was installation of speed limit signs on Rockland Road. Aldersperson Hansen supported this recommendation.

Aldersperson Carpenter moved to approve City Engineer Parking and Traffic Recommendations to paint directional arrows in the parking lot by the Lee Building and

install speed limit signs on Rockland Road, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

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

3. Discuss City Engineer Recommendations for No-Action Parking & Traffic Discussion Items

Eric Rakers, City Engineer, outlined request to add parking stall lines on east side of Third Street between Marsh and Michels Commons and the south side of Marsh Street from Fourth to Third Streets. Mr. Rakers explained the typical areas where parking stall lines are painted and stated the need for a policy for painting outside of those areas. Alderperson Raasch asked the purpose of adding the stall lines. Mr. Rakers stated they could help fit more cars in the area more efficiently, but vehicles that park over stall lines cannot be ticketed or prevented.

Discussion only. No action necessary.

RESULT:	DISCUSSED
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4. Discuss Alderperson Hansen's request for changes on S. Broadway at Cook Street

Alderperson Hansen outlined the concerns and suggestions provided to him from concerned resident.

Mayor Boyd commended the suggestions and stated it would need to be discussed by parking and traffic for any changes to be made. Alderperson Raasch reviewed previous discussions and attempts to modify the speed limit in this area and the availability of the median for pedestrian crossing. Eric Rakers, City Engineer, agreed with the review of the speed limit in the area and stated staff could check the signal timing though it was reviewed recently by a consultant and there were no concerns. Mr. Rakers suggested obtaining the accident history for the intersection before making any changes.

Alderperson Carpenter suggested installing a reduced speed sign before the change to 35 mph or change the speed to 25 sooner, if controlled by the City. Mr. Rakers supported the installation of a reduced speed limit sign and was unsure which entity controls the speed between Cook Street and Bomier Street. Alderperson Ledvina asked for clarification of the term "artificial speed limit". Mr. Rakers explained the artificial speed limit and how it can impact traffic situations. Alderperson Hansen asked if the speed limit sign for 45 mph could be removed, with no changes to the speed limit except it would not be posted. Mr. Rakers stated that staff has asked that question to the County and State and was denied that option. Mr. Rakers suggested discussing the installation of the reduced speed limit sign at Parking and Traffic. Alderperson Carpenter supported obtaining accident data for the intersection. Mr. Rakers stated staff would investigate accidents at the intersection and explained the necessity of a large intersection to accommodate truck movement. Mayor Boyd asked what the next steps would be. Mr. Rakers stated first they should obtain the accident reports, then the reduced speed sign, and timing of the lights. Mayor Boyd mentioned requesting additional police presence at the intersection. Mr. Rakers mentioned speed checks being warranted at interections of Broadway at Bomier and Cook Streets. Alderperson Hansen added the suggestion of upgrading the street lights to LED at the location.

Mayor Boyd moved to open the meeting for public comment at 7:53 PM, seconded by Alderperson Raasch. Motion passed unanimously.

Mike Moore, 440 Cook St, further explained his concerns regarding traffic and pedestrian safety at the intersection of Broadway and Cook Street, including timing for pedestrian crossing, vehicles traveling through the red signal, lack of speed limit signs southbound off the bridge, and speeding.

Mayor Boyd moved to return to regular session at 7:57 PM, seconded by Alderperson Carpenter. Motion passed unanimously.

Mr. Rakers explained which entities dictate the speed limit on which sections and how the speeds are set. Mayor Boyd outlined a few changes that have been made to Broadway in response to concerns from residents. Mr. Rakers emphasized that you cannot make things 100% safe and the onus of safety falls on the pedestrian and drivers.

Mayor Boyd moved to refer the suggestions to Parking & Traffic Committee, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously. Board discussed whether a motion was required or acceptable on a discussion only item.

RESULT:	DISCUSSED
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5. Discuss Alderperson Ledvina's request for acquiring event barricades that would prevent vehicles from entering pedestrian areas

Alderperson Ledvina explained her request stemmed from the events in Waukesha and wanted to start a discussion about safety measures for events in De Pere.

Tony Fietzer, Street Superintendent, summarized the options he provided in a memo for the meeting. Mr. Fietzer stated that there is likely no option that will 100% protect participants of an event from someone who has chosen to cause harm or suffers from a medical situation.

Alderperson Ledvina asked staff how many events are held in De Pere that would be impacted. Sidewalk sales, holiday horse carriage, downtown farmer's market, downtown concerts, and parades were listed. Alderperson Carpenter agreed that it would be impossible to protect against someone choosing to do harm. Mayor Boyd spoke in support of parking city vehicles to block entrances to events. Alderperson Ledvina suggested having the food trucks park at the ends of George Street for Farmer's Market. Mayor Boyd supported working with Tony and Tina Quigley from Definitely De Pere for Alderperson Ledvina's suggestion. Alderperson Carpenter spoke in favor of the option of parking city vehicles at the entrances. Mayor Boyd offered to work with Scott Thoresen (Public Works Director), Tony Fietzer (Street Superintendent) and Tina Quigley (Definitely De Pere) on the suggestions from the Board of upcoming events. Alderperson Carpenter asked if there would be changes needed to the Special Event Permit to include language pertaining to the stationing of city vehicles and associated costs. Mayor offered to discuss with the City Administrator and City Attorney if changes would be needed on the special event permit. Mr. Fietzer added that there will be a cost associated with the placement and removal of vehicles if the city moves in that direction. Alderperson Ledvina stated those fees could be incorporated into the special event permit fees. Mr. Thoresen mentioned that Definitely De Pere requests from Council that Public Works fees be waived for their special events. Discussion only. No action necessary.

RESULT: DISCUSSED

6. Consideration and possible action on Amendment to 2021 Agreement for 2022 Consulting Services*

Eric Rakers, City Engineer, outlined amendment to extend the 2021 agreement with Robert E. Lee and Associates for 2022 consulting services. Mr. Rakers explained in the future when staff sends out requests for proposals, they will be for multiple year agreements.

Alderson Ledvina asked about the one-year agreement. Mr. Rakers explained the agreements had always been set up on a one year basis and that was sufficient for the normal workload. Alderson Raasch verified the consulting services being used on an as-needed basis. Mr. Rakers confirmed that there are no guaranteed hours or jobs but they are on board when staff needs the help or expertise on a project. Alderson Carpenter supported having multiple year agreements.

Alderson Raasch moved to approve an amendment to extend the 2021 agreement for 2022 Consulting Services with Robert E. Lee and Associates, seconded by Alderson Ledvina. Upon vote, the motion passed unanimously.

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

7. Consideration and possible action on award of Contract 21-11 American Blvd Utility and Street Extension*

Eric Rakers, City Engineer, outlined project limits and components including utility and pond work.

Mayor Boyd verified the funding from TID 12. Mr. Rakers stated it will be funded by TID 12 and Green Bay Metropolitan Sewerage District.

Mayor Boyd moved to approve award of Contract 21-11 American Boulevard Utility and Street Extension to Jossart Brothers in the amount of \$1,885,359.50, seconded by Alderson Raasch. Upon vote, the motion passed unanimously.

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

IV. Future Agenda Items

Alderson Hansen requested discussion of a left turn arrow for westbound traffic on Main Avenue at Ninth Street

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 8:24 PM, seconded by Alderson Ledvina. Upon vote, 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, December 13, 2021 so that arrangements can be made.

Agenda Sent To:

MAYOR

ALDERPERSONS

DEPARTMENT HEADS

DEFINITELY DE PERE

JOSSART BROTHERS, INC

DE PERE CHAMBER OF COMMERCE

TV, NEWSPAPERS & RADIO

KRESS FAMILY LIBRARY

ROBERT E. LEE & ASSOCIATES

Respectfully submitted,
Betty Sellenheim