



Board of Public Works

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Final Minutes

Monday, May 12, 2014

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
Kevin Bauer	Alderman	Present	
James Boyd	Alderman	Present	
Jim Kneiszel	Alderman	Late	7:47 PM
Michael J. Walsh	Mayor	Present	

Others present were Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, Larry Delo, City Administrator, Ken Pabich, Director of Planning, and Pam Denis, Recording Secretary.

II. Public Comment

None

III. Items

1. Approval of April 7, 2014 Board of Public Works Meeting Minutes
Alderman Bauer moved to approve the minutes, Alderman Boyd seconded the motion. Upon vote, the motion passed and the April 7, 2014 Minutes were approved.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderman
SECONDER:	James Boyd, Alderman
AYES:	Kevin Bauer, James Boyd, Michael J. Walsh

2. Consider Request for Revocable Occupancy Permit – Pubhaus 600*
Scott Thoresen, Director of Public Works, reviewed the request for a revocable occupancy permit to allow additional outdoor seating and tables within a fenced in area on the sidewalk alongside of the west side (S. Michigan Street) of the Pubhaus600. The Director of Public Works stated that this will not impact pedestrian traffic on the sidewalk as long as the fencing is at least four feet from the back of the curb on S. Michigan Street and twelve feet south from the north building corner. Director Thoresen also stated since this property already has a revocable occupancy permit for the front of the building it would be best to amend their existing cafe permit to include this request. This would make it easier to maintain one permit rather than two. Mayor Walsh moved to approve the request for a revocable occupancy permit for Pubhaus 600, Alderman Bauer seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Kevin Bauer, Alderman
AYES:	Kevin Bauer, James Boyd, Michael J. Walsh

3. Consider Revocable Occupancy Permit – Definitely De Pere*
Scott Thoresen, Director of Public Works, reviewed the request from the De Pere Beautification Committee under Definitely De Pere for a revocable occupancy permit to

place planters in the downtown area to be located within the street right-of-way. Alderperson Bauer moved to approve the request, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Michael J. Walsh

4. Consider Revocable Occupancy Permit for Bridging the Arts Art Walk Activities. Scott Thoresen, Director of Public Works, distributed the draft of a Revocable Occupancy Permit for Bridging the Arts Art Walk Activities. This permit would authorize Definitely De Pere to utilize portions of the areas indicated on attached Exhibit A for purposes of Bridging the Arts Art Walk on July 18, 2014. Director Thoresen stated that the attached permit was a draft revocable occupancy permit, drafted by Definitely De Pere. The City Attorney will draft our own revocable occupancy permit. Mayor Walsh moved to approve the request for a Revocable Occupancy Permit for Bridging the Arts Art Walk, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Kevin Bauer, Alderperson
AYES:	Kevin Bauer, James Boyd, Michael J. Walsh

5. Consider Azure Contemporary Fashion & Accessories Request to Set Up Traffic Control*. Director of Public Works, Scott Thoresen, stated that Azure Contemporary Fashion & Accessories is requesting the City's street department provide traffic control for their Fashion Night Out Event on September 5, 2014. Director Thoresen shared that the total costs of \$424.42 had been budgeted and that the City had provided the same service last year. Alderperson Bauer moved to approve the staff recommendation to provide traffic control service for Azure Contemporary Fashion & Accessories Fashion Night Out Event on September 5, 2014 at no charge, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Michael J. Walsh

6. Consider Preliminary Resolution for Special Assessment for Storm Sewer Main and/or Laterals on CTH PP from 1330' South of Prosper Street to O'Keefe Road*. City Engineer Eric Rakers shared that Brown County will be reconstructing CTH PP from Viking Lane to STH 32/57 in 2014. As part of this project, new storm sewer is being constructed and storm laterals being added to service property in the construction limits, from 1330 feet south of Prosper Street to O'Keefe Road. Director of Public Works, Scott Thoresen, stated that the property owners have been notified five different times of this project. Mayor Walsh asked if anyone wished to speak in regard to this, no one responded. Alderperson Boyd moved to approve the Preliminary Resolution for Special Assessment for Storm Sewer Main and/or Laterals on CTH PP from 1330 feet south of Prosper Street to O'Keefe Road, Alderperson Bauer seconded the motion. Upon

vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Kevin Bauer, Alderperson
AYES:	Kevin Bauer, James Boyd, Michael J. Walsh

7. Consider Preliminary Resolution for Special Assessment for Sidewalk on CTH PP from 1330' South of Prosper Street to Heritage Road*
- Eric Rakers, City Engineer, presented the Preliminary Resolution for Special Assessment for Sidewalk on CTH PP. He explained that the County is reconstructing CTH PP from Viking Lane to STH 32/57 and new sidewalk is being proposed along the west side of CTH PP from Viking Lane to Heritage Road and on the east side of CTH PP from Heritage Road to Cook Street. City Engineer Rakers presented a survey and map of property owners and their responses in favor or against the sidewalk installation. Forty-seven (47) were in favor of the sidewalk and twenty-nine (29) were against it, 3 were neutral.

Mayor Walsh moved to open the meeting for public comment at 7:47 pm, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

Mike Gilson spoke in opposition of the sidewalks.

Don Van Straten spoke in opposition of the sidewalks.

Mike Stoller spoke in opposition of the sidewalks.

Donna Gilson spoke in opposition of the sidewalks.

The Mayor moved at 7:55pm to return to regular session, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

City Engineer Rakers stated that the sidewalk program is a part of the overall Comprehensive Plan for the City. The installation price would be \$10/foot.

Mayor Walsh moved to open the regular meeting at 8:06pm to allow Mike Stoller to speak again. Alderperson Boyd seconded the motion. Upon vote, the motion passed.

Mike Stoller spoke in concern for the maintenance costs of the sidewalk.

The Mayor moved to return to regular session, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

Alderperson Bauer moved to approve the Preliminary Resolution for Special Assessment for Sidewalk on CTH PP from 1330' South of Prosper Street to Heritage Road, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

Mayor Walsh explained that the Preliminary Resolution will come before the Common Council Meeting on Tuesday, May 20, 2014.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

8. Consider Central Brown County Water Authority 6th Amendment to Water Purchase & Sale Contract*
- Director of Public Works, Scott Thoresen, reviewed the 6th amendment to the Central Brown County Water Authority's (CBCWA) water purchase and sale contract. Director Thoresen then introduced Dave Vaclavik, from the CBCWA, who shared a Power Point presentation that detailed the need for an amendment to facilitate refinancing the CBCWA's 2005 and 2013 series bonds to take advantage of lower interest rates and to amend restrictive covenants and contractual agreements that result in unnecessary burden on the Authority and its members.
- Mayor Walsh moved to approve the 6th amendment to the Central Brown County Water Authority's water purchase and sale contract, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Kevin Bauer, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

9. Consider City of De Pere 2014 Sidewalk Repair Order
- City Engineer Rakers presented the 2014 Sidewalk Repair Order. He explained that each year the City inspects 1/8th of the City for required repairs to the sidewalks. This year the repair area is the west side of the Fox River, south of Scheuring Road. All costs are paid by the property owners, except where terrace trees may have moved sidewalks.
- Mayor Walsh moved to approve the 2014 Sidewalk Repair Order, Alderperson Boyd seconded the motion. Upon vote, the motion carried.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

10. Consider Intergovernmental Agreements with the Town of Lawrence*
- Scott Thoresen, Director of Public Works, shared that the Town of Lawrence and City staff met to discuss the terms of the deferred assessment for parcels WD-D0104 and WD-L496 abutting Lost Dauphin Road which had been agreed upon at the 2/11/13 Board of Public Works meeting. Director Thoresen stated that agreement had been made to extend the assessments for the above two parcels until December 31, 2017 and to also extend to December 31, 2017 the Town of Lawrence time frame to construct its own water mains and cease utilizing City water mains as the non-emergency source of potable water. Scott Thoresen, Director of Public Works, presented two intergovernmental agreements for the Board to approve.
- Alderperson Bauer moved to approve an amendment to Agreement Waiving Notice and Agreeing to Assessment and a second Amendment to Supplemental Intergovernmental Agreement between the City of De Pere and the Town of Lawrence Regarding the

Planning and Implementation of Water and Sewer Main Project along Lost Dauphin Road, Alderperson Boyd seconded the amendment. Upon vote, the amendments were approved.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

11. Consider Merrill Tower Cleaning & Coating Repair Contract*
Director of Public Works, Scott Thoresen stated that six companies were solicited for proposals to paint the Merrill Street Tower. The tower was last painted inside and out in 2003 and now needs cleaning and spot repair of the existing coat. Staff recommended approving the quote from Water Tower Clean and Coat, Inc. of Lodi, Wisconsin in the amount of \$3,800. Director Thoresen explained that the 2014 water utility budget has \$15,000 allocated for the cleaning and coating repair. Discussion followed as to the difference in quotes from the other two companies. Director Thoresen explained that since the Water Tower Clean and Coat, Inc. bid on all three tower jobs it was able to give a lower bid. Mayor Walsh moved to approve the staff recommendation to approve the quote of Water Tower Clean and Coat, Inc. Of Lodi, Wisconsin in the amount of \$3,800.00, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

12. Consider Scheuring Reservoir Clean & Overcoat Contract*
Scott Thoresen, Director of Public Works, shared that staff had solicited seven companies for proposals to clean and overcoat the Scheuring Reservoir Tower. He stated that Staff recommended approving the quote from Water Tower Clean and Coat, Inc, of Lodi, Wisconsin in the amount of \$14,200. Director Thoresen stated that the 2014 water utility budget has \$20,000 allocated for the cleaning and overcoating. Mayor Walsh moved to approve the quote from Water Tower Clean and Coat, Inc. of Lodi, Wisconsin in the amount of \$14,200.00 for cleaning and overcoating of the Scheuring Reservoir Tower, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

13. Consider 9th Street Reservoir Inspection Contract*
Director of Public Works, Scott Thoresen, shared that the City is required by Wisconsin Statutes NR 811.08(5) to inspect their water storage facilities every five years. The 9th Street reservoir was last inspected in 2009. He stated that staff solicited six companies for proposals. Staff recommended approving the quote from Water Tower Clean and Coat, Inc., Lodi, Wisconsin in the amount of \$1,800.00 to inspect the 9th Street Reservoir. In addition, staff recommended cleaning any sediment found in the tank during inspection for an additional \$300.00. Director Thoresen stated that the 2014 water utility budget has \$5,000 allocated for the inspection. Alderperson Boyd moved to

approve the Water Tower Clean and Coat, Inc. quote in the amount of \$1,800 to inspect the 9th Street Reservoir and an additional \$300.00 to clean any sediment found in the tank during inspection, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Kevin Bauer, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

14. Consider Merrill Tower Inspection Contract*
Scott Thoresen, Director of Public Works, stated that the Merrill Street Tower was last inspected in 2009, thus requiring an inspection under Wisconsin Statutes NR 811.08(5). Director Thoresen said that staff had solicited six companies for proposals and was recommending approval of the quote from Water Tower Clean and Coat, Inc. In Lodi, Wisconsin for the amount of \$1,800.00. In addition, staff recommended cleaning any sediment found in the tank during inspection for an additional \$300.00. The 2014 water utility budget has allocated \$5,000 for the inspection. Mayor Walsh moved to approve the quote from Water Tower Clean and Coat, Inc. In the amount of \$1,800 and also an additional \$300.00 to clean any sediment found in the tank during inspection, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

15. Consider Award of Project 14-03 Sewer Lining - CIPP*
Alderperson Bauer moved to approve the staff recommendation to award the bid for Project 14-03 Sewer Lining - CIPP to Visu-Sewer in the amount of \$247,510.75, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

16. Consider Award for Project 14-05 Sidewalk, Curb, and Concrete Pavement Repair*
Alderperson Bauer moved to approve the staff recommendation to award the bid for Project 14-05 Sidewalk, Curb, and Concrete Pavement Repair to Al Dix Concrete Inc. in the amount of \$140,773.00, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

17. Consider Award for Project 14-19 Mudjacking*
Alderperson Bauer moved to approved the staff recommendation to award the bid for Project 14-19 Mudjacking to Badger Concrete Lifting in the amount of \$2, 250.00, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

18. Consider Award for Project 14-19A Concrete Sidewalk Grinding*
Alderperson Kneiszel moved to approve the staff recommendation to award the bid for Project 14-19A Concrete Sidewalk Grinding to Raise Rite Concrete Lifting in the amount of \$4,100.00, Mayor Walsh seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kneiszel, Alderperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Michael J. Walsh

IV. Future Agenda Items

No future agenda items were presented.

V. Adjournment

Mayor Walsh moved to adjourn the meeting at 8:43pm, Alderperson Bauer seconded the motion. Upon vote, the motion passed and the meeting was adjourned.

Respectfully submitted,
Pam Denis