



Board of Public Works

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Final Minutes

Monday, April 13, 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 Alderperson James Boyd

Attendee Name	Title	Status	Arrived
Dean Raasch	Alderperson	Present	
Kevin Bauer	Alderperson	Present	
James Boyd	Alderperson	Present	
Jim Kneiszel	Alderperson	Present	
Michael J. Walsh	Mayor	Excused	

Others present were Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, Alderperson Boyd served as chair in the Mayor's absence.

II. Public Comment

None

III. Items

1. Approval of the Board of Public Works March 9, 2015 Meeting Minutes.

Alderperson Bauer moved to approve the March 9, 2015 Meeting minutes, Alderperson Raasch seconded the motion. Upon vote, the motion passed and the minutes were approved.

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

2. Consider Preliminary Resolution for Special Assessment for Sidewalk and Driveway Aprons on the East and West Side of Lawrence Drive from County Clare to Scheuring Road*

Eric Rakers, City Engineer, presented the Preliminary Resolution for Special Assessment for Sidewalk and Driveway Aprons on the east and west side of Lawrence Drive from County Clare to Scheuring Road. He reviewed the Municipal Code parameters for sidewalks, the history of notification to property owners, and the survey sent to property owners. If approved by the Common Council, there will be a public hearing.

Alderperson Boyd moved to open the meeting at 7:40pm to allow residents to speak, Alderperson Raasch seconded the motion. Upon vote, the motion passed. Bob Terhar stated that he was against the project. He said that wording should be added to the resolution that if the property owner did the work on his own the sidewalk assessment would disappear. He said that the sidewalk elevation would be needed if doing the work on his own. Alderperson Boyd moved to return to regular session at 7:45pm, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.

Engineer Rakers stated that the City Attorney would be consulted regarding language in the resolution for no assessment for property owners completing the work on their own. He also stated that plan and profile sheets are available to residents and contractors by contacting him by phone or e-mail. Scott Thoresen, Director of Public Works stated that the Board of Public Works sets the pay-back time and Engineer Rakers stated that there would be a 10 year pay-back included in the resolution if approved by the Common Council. He also explained that staff had been working with residents to minimize impact to existing trees.

Aldersperson Boyd moved to open the meeting at 7:50pm, Aldersperson Kneiszel seconded the motion. Upon vote, the motion passed. Bob Terhar stated that this was the first time that he had seen that all other costs other than the sidewalk would be born by the City. Aldersperson Boyd moved to return to regular session at 7:52pm, Aldersperson Kneiszel seconded the motion. Upon vote, the motion passed.

City Engineer Rakers reviewed the information of what would be included in the assessments and what the City would fund.

Aldersperson Raasch moved to adopt the Preliminary Resolution for Special Assessment for Sidewalk and Driveway Aprons on the East and West Side of Lawrence Drive from County Clare to Scheuring Road to send to Common Council to schedule a public hearing, to include a 10 year pay-back and removal of assessments for property owners who completed the work on their own, Aldersperson Bauer seconded the motion, upon vote the motion passed.

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

3. Consider New Sidewalk Installation for 2015*

City Engineer Rakers stated that staff has identified several areas that should be considered for sidewalk installation in 2015 according to the City Ordinance Section 22.5(d) requirements for sidewalks. He also presented two areas along CTH PP for consideration of sidewalk installation. Discussion followed on the pro's and con's of installing the sidewalk now on CTH PP or delaying sidewalk installation until the County reconstructs CTH PP.

Aldersperson Boyd moved to open the meeting at 8:01p.m. to allow residents to speak, Aldersperson Raasch seconded the motion, upon vote the motion passed. Jerry Bigelow, owner of apartments, agreed that sidewalks are needed on Ryan and Killarney, due to the number of children in the area. He also stated that it would be better to have the County help pay for the CTH PP installation and that hopefully storm sewer would be put in with the reconstruction. He stated that there is a water problem on CTHPP. Aldersperson Boyd moved to return to regular session at 8:05p.m., Aldersperson Bauer seconded the motion. Upon vote, the motion passed. City Engineer Rakers stated that the schedule when the County would address CTH PP reconstruction is not known, nor in the future how much they might share in the costs.

Alderson Raasch moved to approve ordering sidewalk installation at the following locations: 2105 to 2111 Ryan Road on Ryan Road , 2100 to 2120 Broadway on Killarny Trail and sidewalk to be installed at Lions Trailside Park, and to ordering sidewalk installation at the locations on CTHPP at the time of CTH PP reconstruction, Alderson Bauer seconded the motion. Upon vote, the motion passed.

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

4. Consider Hydrant Painting Contract*

Scott Thoresen, Director of Public Works, presented the bids received for hydrant painting. Due to paint and rust build up and a request from the Fire Department to color code hydrants, the City joined other municipalities to go out for bids to hire a contractor to sand blast all hydrants to remove all rust and paint buildup and then spray paint the hydrants accordingly. By bidding this project as a joint project among other municipalities, the bids provided cost savings . Two bids were received. Alderson Boyd moved to approve the award of the hydrant painting contract to Giant Maintenance & Restoration, Inc. of Mundelein, Illinois in the amount of \$71.35 per hydrant, Alderson Kneiszel seconded the motion. Upon vote, the motion passed.

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

5. Consider Award Enterprise Well Maintenance & Repair Project*

Scott Thoresen, Director of Public Works, stated that the City has budgeted for the maintenance and repair of the Enterprise Well in 2015. The City received two base bids for the Enterprise Well Maintenance and Repair Project, which Robert E. Lee & Associates reviewed and recommended awarding the project to CTW Corporation with alternate bid items. Director Thoresen stated that the 2015 water utility budget has sufficient funding allocated for this project as well as the engineering fees associated with it. Alderson Bauer moved to award the Enterprise Well Maintenance and Repair Project to CTW Corporation of Lannon, Wisconsin in the amount of \$63,618.00 which includes the alternate bid items, Alderson Raasch seconded the motion. Upon vote, the motion passed.

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

6. Consider Recommendations from City Engineer on Traffic and Parking Action Items*

Eric Rakers, City Engineer, presented the following three recommendations from Traffic and Parking : 1). Install yield signs to control the intersections on Highview Street and

the connecting streets east of Jordan Road 2). Update the City code to match the parking signage currently in place on Reid Street and 3) Recommend parking be allowed on the west side of Superior between George and James Streets, for which the City ordinance would need to be updated, as indicated in the information provided in the packet.

Aldersperson Bauer moved to approve all three recommendations, Aldersperson Kneiszel seconded the motion. Upon vote, the motion passed.

City Engineer Rakers reviewed four items that did not require action at this time: 1. Parking on Highview Street 2. Alley of Chicago needing grade changes 3. No Parking request on Lois east of 9th. 4. Rebalancing Mission Square Parking between long term parking and short term parking.

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

7. Consider Special BOPW Meeting

,Director of Public Works, Scott Thoresen requested a Special Board of Public Works meeting to tour areas of the downtown to review where dumpsters could be installed to alleviate the garbage and recycle collection issues for businesses. He requested that Alderspersons email their availability to him.

IV. Future Agenda Items

None

V. Adjournment

Aldersperson Raasch moved to adjourn the Board of Public Works meeting, Aldersperson Boyd seconded the motion. Upon vote, the motion passed and the meeting was adjourned at 8:31p.m.

Respectfully submitted,
Pam Denis