



Board of Public Works

Regular Meeting

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

Final Minutes

Monday, April 10, 2017

7:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 7:30 PM by

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, Chase Kuffel, Assistant City Engineer, Scott Thoresen, Director of Public Works, and Pam Denis Recording Secretary.

II. Public Comment

None

III. Items

1. Approval of the Board of Public Works March 13, 2017 Meeting Minutes.

Aldersperson Carpenter moved to approve the March 13, 2017 Board of Public Works meeting minutes, Aldersperson Raasch seconded the motion. Upon vote, the motion passed.

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

2. Consider Preliminary Resolution for Special Assessment for Storm Sewer Main and/or Laterals for Huron Street.

Eric Rakers, City Engineer, reviewed the storm sewer preliminary assessment for main and or laterals on Huron Street. He reviewed the calculations per code that are used to determine the assessments. Residential assessments are different amounts than non-residential assessments. He stated that all parcels from George Street to Ridgeway Boulevard on Huron Street will be assessed. He reviewed the various options for payments.

Mayor Walsh moved to open the meeting, Aldersperson Boyd seconded the motion. Upon vote, the motion passed and the meeting was opened at 7:38pm to allow residents to address the Board.

Don Mjelde asked what the percent interest would be that would accrue on the unpaid assessments. Eric Rakers, City Engineer, stated that he was not sure what the current rate is but it usually is whatever the City pays in interest plus 1%.

Mayor Walsh moved to return to regular order, Aldersperson Raasch seconded the motion and the Board returned to regular session at 7:40pm.

Eric Rakers stated that there are various options for payment of the assessments, including no interest charged if the assessment is paid in 30 days. He also stated that

invoices do not get sent until the job is complete, which is generally around the end of September.

Mayor Walsh moved to adopt the preliminary resolution for storm sewer assessment for Huron Street and schedule a public hearing at the Board of Public Works meeting on May 8, 2017, 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

3. Consider Preliminary Resolution for Special Assessment for Storm Sewer Main and/or Laterals for East & West Vista Circle.

Eric Rakers, City Engineer, reviewed the storm sewer assessments for East and West Vista Circle. The parcels being assessed are all of East and West Vista Circle starting and ending at Stevens Street. He explained that they would be replacing watermain and adding storm sewer where the City doesn't have any. The whole corridor is to be assessed at the residential rate. Payments options are the same as for Huron Street. Alderperson Jennings asked why two parcels along Stevens Street were not being assessed. The City Engineer stated that the two parcels do not have frontage within the project limits.

Mayor Walsh moved to open the meeting to allow public input, Alderperson Jennings seconded the motion. Upon vote, the motion passed and the meeting was opened at 7:44pm. Steve Hendricks presented questions regarding the resurfacing of the street. Eric Rakers explained that, his particular property is already hooked up to storm sewer, so he would not be getting assessed. He then reviewed the construction process. Steve Hendricks also asked about two properties that may have originally tied in together. The City Engineer explained that the downstream property owner would not be assessed because he is connected to the City sewer and a new separate lateral would be installed and assessed to the upstream property owner. He also explained that for those property owners who have storm main in front of their property they will only get assessed for the storm lateral. Phil Rickert questioned whether the City would restore any driveway aprons that might be damaged in the construction process. Engineer Rakers responded the City replaces the water services up to the curb box and that any slabs that are damaged will be replaced and warrantied for one year. He stated that the contractor has been instructed to take pictures of the slab and the homeowner should also. Phil Rickert also asked what type of back fill is used. Eric Rakers explained that anything under hard surface is gravel back filled, and in yards they use clay or hard material. Mayor Walsh moved to return to regular session, Alderperson Raasch seconded the motion. Upon vote, the motion passed and the meeting was returned to regular session at 7:50PM.

Alderperson Raasch moved to adopt the preliminary resolution for storm sewer lateral and mains on East and West Vista Circle and schedule a public hearing at the Board of Public Works meeting on May 8th, 2017. Alderperson Boyd seconded the motion. Upon vote, the motion passed.

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

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

Eric Rakers, City Engineer, reviewed the storm sewer assessments for Helena Street, explaining that there have been drainage issues on adjacent streets which they hope to alleviate. He reviewed the cost structure as in the other storm sewer assessments. Mayor Walsh moved to open the regular session to allow public input, Alderperson Raasch seconded the motion. Upon vote, the motions passed and the meeting was opened at 7:54pm. Dan Van Den Elzen questioned just what was being assessed. City Engineer Rakers confirmed that there was storm sewer in front of his property so that he would be assessed just for the 6" PVC lateral in the amount of \$1,749.92. Jody (no last name was given) asked about parking during construction. Eric Rakers explained that during utility work right in front of a house, access to the driveway will be restricted but should be available at the end of the day. He reviewed the parking procedure during construction. The contractor will be notifying property owners in a timely manner regarding access, trying verbally to reach residents and also placing a flyer. In regard to utility service Engineer Rakers stated that there would not be a loss of electric or gas, but the water service would be interrupted at some point. He also stated that he would have staff check up on Jody's water relay to make sure that it had been done at the right depth to prevent freezing. In answer to Jody's question, he stated that the street was not being widened and the only assessments would be for storm sewer main and/or laterals. Kay Paiter asked about connecting to storm sewer and the purpose of putting storm sewer laterals in if you didn't have to connect. Engineer Rakers explained that it was for both current usage and future planning that some people may want to connect now to alleviate drainage issues. Kay Paiter also asked about restoration and Engineer Rakers reviewed the restoration policy, which includes a one year warranty that requires the contractor to come back to address. He encouraged residents to wait until the project was complete and call with any complaints regarding restoration. She was concerned also that her tree would be impacted. Engineer Rakers said that her tree may be impacted but that the City strives to minimize the number of trees that are in a project. Jody asked one more question in regard to decorative stone placement in front of her house and the construction. Dan Van Den Elzen asked to clarify what might happen moving his curb box behind the sidewalk.

Mayor Walsh moved to return to regular session, Alderperson Raasch seconded the motion. Upon vote, the motion passed and the meeting returned to regular session at 8:12 pm.

Scott Thoresen, Director of Public Works, explained that at the Public Information meeting, residents were reminded that if they did decide to hook up to the storm sewer lateral they need to hire a contractor to do that and they would need to pay for a City inspection fee, currently at \$125.00. The Mayor added that residents are not being charged for the project engineers coming to look at the issues.

Alderperson Raasch moved to adopt the preliminary resolution for storm sewer main and or laterals on Helena Street and to schedule a public hearing at the Board of Public Works on May 8, 2017, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

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

5. Consider Preliminary Resolution for Special Assessment for Storm Sewer Main and/or Laterals for Erie Street.

Eric Rakers, City Engineer, reviewed the resurfacing project for Erie Street from O'Keefe to Virginia stating that there have been some drainage concerns in the past between Rose and Hockers. This project looks at adding storm laterals to the east side of the street and would all be residential assessments.

Mayor Walsh moved to open the meeting for public input, Alderperson Raasch seconded the motion. Upon vote, the motion passed and the meeting was opened at 8:18pm.

Lee Roffers, a resident on S Erie Street, explained that he went to the Public Information meeting and he took pictures to show that he does not have a drainage issue and he is not sending water onto his neighbors' property. He claimed that the pictures the City took indicated snow and when it melted there was no water present. He stated that the water belongs to his neighbor. Mr. Roffers stated that he asked the City who complained about drainage and staff would not tell him.

Mayor Walsh moved to return to regular order, Alderperson Raasch seconded the motion. Upon vote, the motion passed, and the meeting returned to regular order at 8:25pm.

Mayor Walsh assured residents that the City does not share the names of anyone who complains about anything in the City. Eric Rakers, City Engineer, reviewed the City's policy on lateral placement stating that laterals are in the process of being placed so that they are accessible to all parcels in the community. Storm laterals alleviate backyard drainage issues. The drainage in areas like Erie Street have Type C soil, which is predominantly clay and doesn't absorb the water. Sump pumps in such areas tend to run continuously during wet seasons. Engineer Rakers stated that the City does not pick specific residences for laterals, everyone on the block will get the storm sewer laterals. Discussion followed.

Alderperson Carpenter moved to open the meeting, Alderperson Jennings seconded the motion. Upon vote, the motion passed and the meeting was re-opened at 8:30pm.

Lee Roffers added that he feels his block is being penalized. He stated that his property is higher than his neighbors. The City Engineer provided pictures showing ponding in the backyard off of Erie and drainage flowing off Mr. Roffers' property. Mr. Roffers claimed that it's winter snow in the pictures and has nothing to do with his sump pump. Mayor Walsh moved to return to regular session, Alderperson Carpenter seconded the motion. Upon vote, the motion passed and the meeting returned to regular session at 8:32pm.

Mayor Walsh reminded residents that there are several options for payment for the storm sewer assessment, including over a 5 year period.

Alderperson Raasch moved to adopt the Preliminary Resolution for Erie Street and schedule a public hearing at the Board of Public Works meeting on May 8th, 2017, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

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

6. Discuss Assessments for 844 and 846 Oak Street.

Eric Rakers, City Engineer, reviewed the request for reconsideration of assessments at 844 and 846 Oak Street that had been presented at the previous Board of Public Works meeting. He reviewed the formula for assessments and explained that as in this case where the laterals were put in the same trench, this does not save the City money and the contractors don't get paid more or less for trenching them together. The lateral assessment is the same for all benefitting properties, regardless of the length of the lateral.

Mayor Walsh moved to open the meeting for comment, Alderperson Raasch seconded the motion. Upon vote, the motion passed and the meeting was opened at 8:38pm. Joe Henrigillis asked for a variance in charges on the assessments for 844 and 846 Oak Street. He stated that he feels that legally the cost should be split as there was only one dig for a trench. Lance Skaleski complained that his lateral was placed too close to his neighbor's (12" apart) and on the property line which would make it difficult to hook up without messing up his neighbor's yard. There is a retaining wall where the lateral should have been placed. Engineer Rakers stated that this was the first he had heard that the lateral was misplaced and said that he would look into why the lateral was placed where it was. He will arrange a meeting with the contractor and the property owners to discuss. Scott Thoresen, Director of Public Works, explained that the assessment formula is not dependent on the means and methods of construction but that everyone in the assessed area gets the same benefit and the same assessment based on an overall 3 year average. There cannot be a reduction in assessment because of different means or methods that were used.

Mayor Walsh moved to return to regular session, Alderperson Boyd seconded the motion. Upon vote, the motion passed and the meeting returned to regular session at 9:00pm.

7. Consider Award of Contract 17-13 Crackfilling.*

Alderperson Raasch moved to approve the award of contract for Project 17-13 Crackfilling to Precision Sealcoating, Inc. in the amount of \$84,375.00. Alderperson Carpenter seconded the motion. Upon vote, the motion passed.

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

8. Consider Award of Contract for 17-19 Mudjacking.*

Alderperson Raasch moved to approve the award of contract for Project 17-19 Mudjacking to Badger Concrete Lifting, LLC in the amount of \$6, 670.00. Alderperson Boyd seconded the motion. Upon vote, the motion passed.

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

9. Consider Award of Contract 17-19A Sidewalk Grinding.*

Alderperson Raasch moved to approve the award of contract for Project 17-19A Sidewalk Grinding to American Pavement Solutions, Inc. in the amount of \$17,980.00. Alderperson Jennings seconded the motion. Upon vote, the motion passed.

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

IV. Future Agenda Items

None

V. Adjournment

Mayor Walsh moved to adjourn the Board of Public Works April 10, 2017 meeting, Alderperson Jennings seconded the motion. Upon vote, the motion passed and the meeting was adjourned at 9:00pm

Respectfully submitted,
Pam Denis