



Board of Public Works

335 South Broadway

Regular Meeting

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

Final Minutes

Monday, December 9, 2013

7:30 PM

De Pere City Hall Council Chambers

Call to Order

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

Attendee Name	Title	Status	Arrived
Kevin Bauer	Aldersperson	Present	
James Boyd	Aldersperson	Present	
Bob Heuvelmans	Aldersperson	Excused	
Jim Kneiszel	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Others present were: Eric Rakers, City Engineer, Joe Zegers, Finance Director, Judy Schmidt-Lehman, Marty Kosobucki, Director Parks, Recreation and Forestry, Mike Konecny, Schenck SC, Scott Sternhagen, Schenck SC, Dan Roarty, Dunkin' Donuts, and Pam Denis, Recording Secretary.

II. Minutes Approval

- Approval of November 11, 2013 Board of Public Works Minutes
Aldersperson Kneiszel moved to approve the minutes, Aldersperson Bauer seconded the motion, upon vote, the motion passed.

III. Public Comment

None.

IV. Action Items

- Consider Request for a Revocable Occupancy Permit for the Installation of Curb in Right-of-Way at 950 Main Avenue (Dunkin Donuts)
Mayor Walsh moved to approve the request for a revocable occupancy permit for the installation of curb in the right-of-way at 950 Main Avenue (Dunkin' Donuts), Aldersperson Boyd seconded the motion, upon vote the motion passed.

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

- Consider HVAC Preventative Maintenance Agreement
Aldersperson Boyd moved to approve the HVAC Preventative Maintenance Agreement, Aldersperson Kneiszel seconded the motion, upon vote, the motion passed.

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

3. Consider 2013-2014 Sewer Rate Study
Mike Konecny and Scott Sternhagen with Schenck SC presented an overview of the 2013-2014 Sewer Rate Study which showed that the Green Bay Metropolitan Sewerage District (GBMSD) rate increases for the coming year would be approximately 15%. Discussion followed. Director of Public Works, Scott Thoresen stated that GBMSD rates for wastewater are scheduled to increase to all participating municipalities. Mike Konecny stated that this increase would be reflected in the City of De Pere residential sewer rate increase of approximately \$9.73 per quarter to the average residential customer. The average resident charge will increase from \$95.52 to \$105.25, which is a 10.19% increase from the prior 2013 rates.

Mike Konecny stated that the proposed rate increase will have the wastewater utility operating with \$45,514 surplus. The wastewater utility has a \$600,000 deficit with the General Fund due to operations a few years ago. Mike Konecny provided a chart showing the rate increases to customers if the City includes additional surcharges to General Revenue to pay back the General Fund.

Mayor Walsh moved to approve an increase of \$100,000 in revenues which would bring the volume charge of \$1.178 per 1,000 gallons or a 13.14% increase to the general customer, 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
EXCUSED:	Bob Heuvelmans

4. Consider Award of Project 13-06 - Hemlock Creek Stream Crossing Rebid
City Engineer Rakers reviewed the bids received for Project 13-06 for replacing a culvert on the Hemlock Trail. He stated that this project was being re-bid with changes made to use a corrugated metal culvert instead of a concrete structure bid earlier. City Engineer Rakers stated that money had also been saved by bidding this project as winter work, enabling crews to more easily access the area when the ground is frozen. City Engineer Rakers was commended by the Board for restructuring the project to reduce costs to the City.

Mayor Walsh moved to accept the bid from Relyco Inc., in the amount of \$116,487.50 for Project 13-06 Hemlock Creek Stream Crossing Rebid, 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
EXCUSED:	Bob Heuvelmans

5. Consider Wisconsin State Energy Office Grant
Alderperson Bauer moved to authorize staff to apply for the Wisconsin State Energy Office Grant, 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
EXCUSED:	Bob Heuvelmans

6. Consider Amendment to §6-4(b) De Pere Municipal Code Regarding Traffic and Parking Staff Review Team.
City Attorney, Judy Schmidt-Lehman explained that if the Board of Public Works approved this recommendation there will be an ordinance amendment sent to the Common Council for approval. The amendment would satisfy any concern in regard to open meeting requirements for the Traffic and Parking Review Team. It would facilitate keeping the current process in place.

Alderperson Bauer moved to approve the Amendment to §6-4(b) De Pere Municipal Code Regarding Traffic and Parking Staff Review Team, 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
EXCUSED:	Bob Heuvelmans

V. Future Agenda Items

None

VI. Discuss Terra Engineering & Construction Corp. Default on Contract 11-3.
Mayor Walsh read the Wisconsin Statute regarding closed session meetings.

Mayor Walsh moved to go into closed session at 8:10pm, Alderperson Bauer seconded the motion, upon roll call vote, the motion passed unanimously.

Mayor Walsh moved to return to regular session at 8:24pm, Alderperson Bauer seconded the motion, upon roll call vote, the motion passed unanimously.

Mayor Walsh moved to approve the recommendation to declare Terra Engineering and Construction Corporation's rights under contract for Project 11-03 forfeited and to deem

Terra Engineering and Construction Corporation an incompetent bidder for future city projects, 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
EXCUSED:	Bob Heuvelmans

Motion to:

VII. Adjournment

Mayor Walsh moved to adjourn the meeting, Alderperson Bauer seconded the motion, upon vote the motion passed and the meeting adjourned at 8:25pm.

Respectfully submitted,
Pam Denis