



Board of Public Works

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Final Minutes

Monday, December 8, 2014

5:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 5:30 PM by Mayor Michael J. Walsh

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

Others present were: Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, Larry Delo, City Administrator, Mike Konecny from Schenck, and Pam Denis, Recording Secretary.

II. Public Comment

None

III. Items

1. Approval of the Minutes of the Board of Public Works November 10, 2014 Meeting.

Aldersperson Bauer moved to approve the Board of Public Works November 10, 2014 meeting minutes, Aldersperson Kneiszel seconded the motion. Upon vote, the motion passed.

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

2. Consider 2014-2015 Sewer Rate Study.*

Joe Zegers, Finance Director, presented the 2014-2015 Sewer Rate Study that had been done by Schenck. Mike Konecny from Schenck, reviewed sections of the study and answered questions. Discussion followed regarding the best means to reduce the deficit in the utility fund. Green Bay Metropolitan Sewerage District (GBMSD) is increasing rates by 12.5% for the coming year. Mayor Walsh moved to increase the volume charge to \$1.366 per 1,000 gallons, an 8.62% increase over the previous year to general customers, Aldersperson Bauer seconded the motion. Upon vote, Alderspersons Bauer and Mayor Walsh voted aye, Aldersperson Kneiszel voted nay, the motion passed.

RESULT:	ADOPTED [2 TO 1]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Kevin Bauer, Alderperson
AYES:	Kevin Bauer, Michael J. Walsh
NAYS:	Jim Kneiszel
EXCUSED:	Dean Raasch, James Boyd

3. Consider Re-write of Chapter 106 De Pere Municipal Code (DPMC) Regarding Licenses & Permits.*

Scott Thoresen, Public Works Director, reviewed the City Attorney's rewrite for outdated permits, specifically the revocable occupancy permit. He stated that for efficiencies in the application process, the Revocable Occupancy permit would now be addressed through the City Planner's office. The new process would eliminate the permits from having to come to the Board of Public Works, except in the case of an appeal of a denied permit. The Mayor explained that businesses would benefit from the expedited process, procuring their permits sooner. Larry Delo, City Administrator, explained that the guidelines and appeal process would still be the responsibility of the Board of Public Works.

Mayor Walsh moved to approve the revision of Chapter 106 DPMC regarding Licenses and Permits, Alderperson Bauer seconded the motion. Discussion followed. Upon vote, the motion passed, with Mayor Walsh and Alderperson Bauer voting aye and Alderperson Kneiszel voting nay.

RESULT:	ADOPTED [2 TO 1]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Kevin Bauer, Alderperson
AYES:	Kevin Bauer, Michael J. Walsh
NAYS:	Jim Kneiszel
EXCUSED:	Dean Raasch, James Boyd

4. Discuss Sanitary Sewer Easements

Eric Rakers, City Engineer, updated the Board of Public Works in regard to staff work on sanitary sewer easements. He explained that the City has been lining the sanitary sewer on the west side of the river from Prospect up to St. Norbert College. The City will be continuing to line the sewer through Expera, Sonoco, and up to the treatment plant. The City has hired Mau & Associates to locate easements for the corridor. The Engineering department will meet with the property owners of those parcels identified as lacking in easements. The City will be obtaining easements throughout the corridor.

IV. Future Agenda Items

None.

V. Adjournment

Mayor Walsh moved to adjourn, Alderperson Bauer seconded the motion. Upon vote, the motion passed and the Board of Public Works meeting was adjourned at 6:16pm

Respectfully submitted,
Pam Denis