Board of Public Works

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

Regular Meeting

Final Minutes

Monday, March 12, 2018 **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
James Boyd	Alderperson	Present	
Dan Carpenter	Alderperson	Present	
Jonathon Hansen	Alderperson	Present	
Dean Raasch	Alderperson	Present	
Michael J. Walsh	Mayor	Present	

Others present were Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, and Pam Denis, Recording Secretary.

II. Public Comment

None

III. Items

1. Approval of the February 12, 2018 Board of Public Works Meeting Minutes.

Alderperson Raasch moved to approve the February 12, 2018 Board of Public Works meeting minutes. Alderperson Hansen seconded the motion. Upon vote, the motion passed.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

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

Alderperson Hansen moved to approve the preliminary resolution for storm sewer assessments on Bruss and Charles Streets and schedule a public hearing at the April 9, 2018 Board of Public Works meeting, Alderperson Boyd seconded the motion. Discussion followed.
Mayor Walsh moved to open the meeting to allow residents to speak, Alderperson Boyd seconded the motion. Upon vote, the motion passed and the meeting was opened at 7:32pm.
Clyde Tetzlaff , of Notre Dame Elementary School, shared his concern for children crossing in that area during construction. Eric Rakers, City Engineer, stated that he met with the school principal. The contractor is required to keep the sidewalk and crosswalk open based on the schedule provided.
Mayor Walsh moved to return to regular session, Alderperson Raasch seconded the motion. Upon vote, the motion passed.
The City Engineer asked the Board to add a 5 year ability to pay back storm sewer assessments. Mayor Walsh moved to amend the motion to include a 5 year pay back option. Alderperson Raasch seconded the motion.

Mayor Walsh moved to re-open the meeting, Alderperson Hansen seconded the motion. Upon vote, the motion passed and the meeting was opened at 7:36pm. Larry Cherney asked what the payment options were. Eric Rakers, reviewed the options, explained the process, and stated that the invoice will be sent out at the end of the project. Mayor Walsh moved to return to regular session at 7:38pm. Alderperson Raasch seconded the motion. Upon vote the motion passed.
A vote was taken of the standing amended motion approving the preliminary resolution for storm sewer assessment on Bruss and Charles Streets and to schedule a public hearing at the April 9, 2018 Board of Public Works Meeting, and to add a 5 year payment schedule to the payment options. Upon vote the motion passed.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

3. Discuss Offering Residents Smaller Garbage & Recycling Carts

Director of Public Works, Scott Thoresen, reviewed the request presented by Alderperson Hansen for smaller garbage and recycle containers to be available to residents. Director Thoresen reviewed the advantages and disadvantages of obtaining smaller containers. Discussion followed.
Alderperson Hansen moved to approve the City offering 32 gallon garbage and recycle containers to residents. The motion died for lack of a second.

RESULT:	**NO ACTION**

4. Consider 2017 Annual Report for the Wisconsin Department of Natural Resources MS4 General Permit.*

Eric Rakers, City Engineer, reviewed the annual permit that the Wisconsin Department of Natural Resources requires summarizing the City's storm water management policies and systems. He reviewed the storm water requirements for the City and how the City addresses those concerns. Discussion followed. Director of Public Works stated that the City will replace a mechanical sweeper this year with a vacuum sweeper to help meet some of these requirements.
Mayor Walsh moved to approve the report to submit to the Wisconsin Department of Natural Resources, 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, Hansen, Raasch, Walsh

5. Consider Quote for 2018 Lift Station Design and Storm Water Pond Review and Design.*

Alderperson Hansen moved to approve the quote from Robert E. Lee & Associates, Inc. for 2018 Lift Station Design and Storm Water Pond review and Design for $37,350. Alderperson Boyd seconded the motion. Discussion followed. Upon vote, the motion passed.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

6. Discuss MSC Drop Off Operations

Director of Public Works, Scott Thoresen, reviewed the history of the drop off site at the Municipal Service Center, the issues that are occurring, and the current considerations being evaluated. He explained the current issues being increased operating costs due to increased volumes of rubbish, nonresidents using the site, use of site after hours, dumping of prohibited materials, violations occurring requiring police enforcement, issues occurring resulting in the need of the fire department, scrapping and salvaging, littering, and neighborhood concerns. He stated that there is a team meeting to discuss improvements with the main goal being to reduce the issues going and to provide the service strictly to City of De Pere residents. Discussion followed. The Board discussed possible fees and suggested that it would be good to see how other municipalities handle their drop off sites. Director Thoresen stated that he believes that installing a fence to secure the site, staffing the site, and having limited hours will improve the operations. Director Thoresen stated the intent of the discussion was to update the Board on the issues and no action was required at this time. This item will be brought back at a future BOPW meeting with recommendations to help resolve the issues.

RESULT:	**ADOPTED [UNANIMOUS]**
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

7. Consider Award of Contract for Project 18-01 Sewer & Water Relay & Street Resurfacing.*

Alderperson Carpenter moved to approve the award of contract for Project 18-01 Sewer and Water Relay and Street Resurfacing to Jossart Brothers, Inc. in the amount of $2,879,700.15. Alderperson Raasch seconded the motion. Upon vote, the motion passed.

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

8. Consider Award of Contract for Project 18-02 Charles Street Reconstruction & Utility Relay.*

Alderperson Raasch moved to approve the award of contract for Project 18-02 Charles Street Reconstruction and Utility Relay to De Groot, Inc. in the amount of $1,861,071.65. Alderperson Boyd seconded the motion. Upon vote, the motion passed.
City Engineer Rakers explained that because this was a joint project with Green Bay Metropolitan Sewerage District(GBMSD), this approval is dependent on GBMSD also approving De Groot, Inc. Scott Thoresen, Director of Public Works, complimented Eric and his staff for the efforts to bid and construct the project jointly with GBMSD.

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

9. Consider Award of Contract for Project 18-11 Enterprise Drive Reconstruction & Utility Relay.*

Alderperson Hansen moved to approve the award of contract for Project 18-11 Enterprise Drive Reconstruction and Utility Relay to Feaker & Sons Co. Inc, in the amount of $1,133,376.50. Alderperson Carpenter seconded the motion. Upon vote, the motion passed.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

10. Consider Award of Contract for Project 18-13 Crackfilling & Seal Coating.*

Alderperson Raasch moved to approve the award of contract for 18-13 Crackfilling and Seal Coating to Asphalt Seal and Repair, Inc. in the amount of $100,476.00. Alderperson Boyd seconded the motion. Upon vote, the motion passed.

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

IV. Future Agenda Items

None.

V. Adjournment

Mayor Walsh moved to adjourn the Board of Public Works meeting. Alderperson Hansen seconded the motion. Upon vote, the motion passed and the meeting was adjourned at 8:42pm.

Respectfully submitted,
Pam Denis