



Board of Public Works

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Final Minutes

Monday, December 7, 2020

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 James Boyd

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Remote	
Dan Carpenter	Aldersperson	Remote	
Jonathon Hansen	Aldersperson	Remote	
Shana Defnet Ledvina	Aldersperson	Remote	
Dean Raasch	Aldersperson	Remote	

Others present:

Scott Thoresen, Director of Public Works (remote)

Eric Rakers, City Engineer (remote)

Betty Sellenheim, Recording Secretary (remote)

Sarah Deutsch, resident (remote)

II. Items

1. Approval of the November 9, 2020 Board of Public Works Meeting Minutes

Aldersperson Raasch moved to approve the November 9, 2020 Board of Public Works meeting minutes, seconded by Aldersperson Ledvina.

Aldersperson Hansen requested verification from staff regarding Item #3 and requested Item #6 be clarified to include the request was for an RRFB at Chicago and Crestview.

Upon vote, the motion passed unanimously

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Shana Defnet Ledvina, Aldersperson
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

2. Consideration and possible action to Restrict Parking on the West Side of Huron Street*

Eric Rakers, City Engineer, provided background information from previous discussions at Parking & Traffic Team and Board of Public Works. Mr. Rakers explained that staff had received two requests to restrict parking on Huron Street from George Street to Ridgeway. Mr. Rakers stated in preparation for the meeting, a survey was sent to the property owners along Huron Street and residents were invited to attend the Board of Public Works meeting if they wished. Mr. Rakers stated that 16 responses from the survey were in favor of the parking restrictions and 4 were opposed.

Aldersperson Raasch moved to approve restricting parking on the west side of Huron Street between 120' north of George Street and Ridgeway, seconded by Mayor Boyd.

Aldersperson Carpenter asked if staff had reached out to the residents that were opposed to verify the merit of their concerns. Eric Rakers, City Engineer, stated he did not and all

residents were notified of tonight's meeting if they had wished to speak or provide additional information. Mayor Boyd asked if three hour parking was in place on Huron Street. Mr. Rakers stated there was not. Alderperson Hansen asked if the street width was changed with reconstruction. Mr. Rakers stated it was not and the street had been 24 feet wide before reconstruction.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

3. Discuss Feasibility Study for Joint Compost Facility With The Village of Allouez

Scott Thoresen, Director of Public Works, explained the history of the feasibility study and combining compost facilities with Village of Allouez. Mr. Thoresen explained Robert E. Lee has been hired to perform the study and if it is determined feasible, Robert E. Lee will provide construction cost estimate to create a combined compost facility. If approved, City of De Pere and Town of Ledgeview would be responsible for 100% of the construction cost to expand the Town of Allouez site. If everything moves forward, staff believes the site could be open in 2022.

Alderperson Carpenter asked if residents will still be able to cut firewood as they can at the current site. Mr. Thoresen stated that potentially will not be an option at the Allouez site.

Discussion only. No action necessary.

4. Consideration and Possible Action Regarding Alderperson Raasch's request for CN Railroad Tracks on Grant Between Fifth & Sixth Street*

Alderperson Raasch explained a request received from a resident regarding the speed and signaling of trains traveling through De Pere and specifically on Grant between Fifth and Sixth Streets. In conversations with public works staff and police, it is understood the actions of the railroad going through the intersection of concern are well within the normal practices and protocols. Alderperson Raasch explained if any changes were to be discussed, Canadian National would need to be included as staff is unable to make these changes without them. Scott Thoresen, Director of Public Works, explained history of changes made with the railroad within city limits including whistle bans.

Discussion only. No action necessary.

5. Consideration and possible action on Brown County Agreement EE-18*

Eric Rakers, City Engineer, explained the Brown County Agreement included in the packet for traffic signal installation on Grant at Allard in relation to the West De Pere High School expansion and traffic study. Mr. Rakers explained the signals would be funded by the school district and maintained by Brown County after construction.

Alderperson Raasch asked about other changes along Grant, specifically west of Hwy 41. Mr. Rakers stated those changes were no longer being discussed and were part of a grant proposal that was not funded. Mr. Rakers stated the changes that are coming from the

traffic impact analysis for the West De Pere High School included: closing Apollo at Grant, installing signals on Grant at Allard, and mid-block crossing. Alderperson Raasch explained concerns with entering Grant Street from Suburban due to lack of breaks in traffic. Mr. Rakers stated the school will be adding a parking lot off Helena Street which may reduce the number of people attempting to access the school from Grant Street.

Mayor Boyd moved to approve Brown County Agreement EE-18 for traffic signal installation on Grant at Allard, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

6. Consideration and possible action on proposal for Grant and Allard Street Intersection Modifications and Signal Design*

Eric Rakers, City Engineer, explained this item as a follow-up to the discussion regarding approval of Brown County Agreement EE-18 for traffic signal installation on Grant at Allard. Staff is requesting approval of OMNI Associates for consulting services for design and construction management of the signal installation and pedestrian crossing improvements near VFW Park. Mr. Rakers stated staff will be sending out notices to the residents in the area in the near future to alert them to the changes being proposed for construction in 2021.

Mayor Boyd moved to approve the proposal from OMNI Associates for consulting services, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Hansen, Defnet Ledvina, Raasch

7. Discuss Ald. Carpenter's Request for Review of City Sidewalk

Scott Thoresen, Director of Public Works, explained the request from Alderperson Carpenter regarding parts of the City where sidewalk does not exist. Mr. Thoresen explained map was included in the packet that showed areas of the city without sidewalk. Mr. Thoresen stated he was unsure why certain sections did not have sidewalk installed but elected officials and board members can impact this construction based on the needs of the City.

Mayor Boyd questioned if sidewalks are installed with new subdivision construction. Mr. Thoresen stated he believed the most recent subdivisions have had sidewalks installed. Alderperson Carpenter explained his request to review the sidewalk installation policies was based on previous discussions to add yield signs for pedestrian safety. Alderperson Hansen questioned the removal of mature trees to install sidewalks in the area where the last yield signs were installed. Mr. Thoresen explained it would be a challenge to install sidewalks in that area and costly with tree removals and retaining wall installation. Alderperson Hansen questioned if Old Plank

Road would have the same issues. Mr. Thoresen stated that was a rustic road and the city would not be allowed to install sidewalks. Alderperson Hansen questioned if sidewalks were being mandated on newly constructed subdivisions with cul-de-sacs. Eric Rakers, City Engineer, stated that was the direction staff has been going and mandating sidewalks be installed once the parcel is developed. Pedestrian safety was further discussed.

Discussion only. No action necessary.

8. Discuss USPS Mailbox Located at 415 George Street

Scott Thoresen, Director of Public Works, explained the situation regarding USPS mailboxes located at 415 George Street and concerns with the placement. Mr. Thoresen explained the local post office is unable to move the boxes without regional/district approval. If approved, it could be relocated as early as spring 2021.

Alderperson Raasch expressed his gratitude to staff for the work that has been done regarding the relocation of the mailboxes. Mr. Thoresen stated he thinks they are looking to move the mailboxes to the library. Mayor Boyd asked if staff knew why the boxes were in their current location. Mr. Thoresen stated he thinks it dated back to the time of the bridge changes and George Street reconstruction and were placed across the street from the old post office building.

Discussion only. No action necessary.

9. Discuss Ald. Raasch's Request for Review of Speed Limit on CTH PP

Scott Thoresen, Director of Public Works, explained the request to review the speed limit on County Hwy PP from O'Keefe to Cook. Staff reached out to Brown County and were told it was to match Hwy 57 in that section and that it was the appropriate speed.

Alderperson Hansen stated he has tried reaching out to Wisconsin DOT about changing the speed to 35 mph in this section without much avail. Mr. Thoresen stated he was led to believe by Brown County that the state would need to change the speed since it is Hwy 57 and they have not made any indication they would make that change. Alderperson Raasch expressed his gratitude to staff for looking into the situation.

Discussion only. No action necessary.

III. Future Agenda Items

None

IV. Adjournment

Mayor Boyd moved to adjourn the meeting at 8:25 PM, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

***Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Monday December 7, 2020 so that arrangements can be made.

Agenda Sent To:
MAYOR
ALDERPERSONS
DEPARTMENT HEADS
OMNI ASSOCIATES

DE PERE CHAMBER OF COMMERCE
TV, NEWSPAPERS & RADIO
KRESS FAMILY LIBRARY

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have decision-making responsibility.

Respectfully submitted,
Betty Sellenheim