



Board of Public Works

Regular Meeting

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

Final Minutes

Monday, February 13, 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 Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
James Boyd	Alderman	Present	
Dan Carpenter	Alderman	Present	
Ryan Jennings	Alderman	Present	
Dean Raasch	Alderman	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 BOPW January 9, 2017 Meeting Minutes.

Alderman Raasch moved to approve the Board of Public Works January 9, 2017 meeting minutes, Alderman Carpenter seconded the motion. Upon vote, the motion passed.

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

2. Consider Award of Contract for Project 16-20 Dumpster Enclosure Construction Rebid.*

Scott Thoresen, Director of Public Works, reviewed the history of the dumpster enclosure construction project rebid. He presented alternate layouts for the parking at Nicolet Square to accommodate dumpsters. Discussion followed, including, but not limited to: the traffic flow, the striping of stalls, the private parking in Nicolet Square, and the assessment fee. Director Thoresen stated that a public information meeting was held on Monday, February 6, 2017 for affected property owners to discuss the rebidding construction options. He stated that the goal is to have the construction completed by the end of summer/early fall.

Alderman Raasch moved to approve the staff recommendation for the “alternate bid” for dumpster enclosure construction to be awarded to RJM Construction LLC in the amount of \$48,500, Mayor Walsh seconded the motion. Upon vote the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Boyd, Carpenter, Jennings, Raasch, Walsh

3. Consider 2017 Storm Lateral Assessment Charge - Residential

Eric Rakers, City Engineer, presented the proposed 2017 special assessment costs for residential storm main and laterals. He stated that the proposed Storm Lateral Assessment is \$1,749.92 per each and the proposed Storm Main Assessment is \$400.85 per parcel for a total of \$2,150.77. Discussion followed.

Mayor Walsh moved to approve the 2017 special assessment costs for residential storm main and laterals, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Carpenter, Jennings, Raasch, Walsh

4. Consider 2017 Storm Lateral Assessment Charge - Existing Non-Residential Properties.

Eric Rakers, City Engineer, presented the proposed 2017 Storm Lateral Assessment Charges for existing non-residential properties. He stated that the non-residential properties are assessed differently than the residential properties because of the variance in parcel frontages and lateral sizes (either 6", 8", or 12") to accommodate projected runoff needs. The proposed assessments presented were:

- Storm Main Assessment - \$8.56 per foot of parcel frontage
- Storm Lateral Assessment – 6" - \$2,024.08 per each
- Storm Lateral Assessment – 8" - \$2, 070.85 per each
- Storm Lateral Assessment – 12" - \$2,314.35 per each

Alderperson Raasch moved to approve the 2017 storm assessment for existing commercial areas, 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

5. Consider Approval for the State Municipal Agreement Revisions with the Wisconsin Department of Transportation for STP-U Grant Projects.*

Eric Rakers, City Engineer, explained that the City has obtained grants for three streets under the STP-U grant program. The project is bid through Wisconsin Department of Transportation (WisDOT) and requires a State Municipal Agreement (SMA) between the City and WisDOT. Through this program the City receives grant funding for up to 80% of eligible project costs for Allard Street, Erie Street, and Helena Street. City Engineer Rakers stated that revised construction estimates have shown a need to reallocate federal funds for the construction being done. He stated that \$40,000 of construction funds are being reallocated from Allard with \$20,000 to Erie Street and \$20,000 to Helena Street. A new SMA is required for each project.

Aldersperson Raasch moved to approve the SMA revisions for each project and forward them to the Council for approval, Aldersperson Boyd seconded the motion. Upon vote, the motion passed.

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

6. Consider Updates to 2017 General Conditions & Specifications.

Eric Rakers, City Engineer, presented a list of proposed changes to the 2017 General Conditions and Specifications. Discussion followed. A request was made to have a copy of the redlined edition in addition to the list of changes and the final edition in the agenda packet. It was decided that the redlined edition would be available on line prior to the Board of Public Works meeting in the future.

Mayor Walsh moved to approve the 2017 Standard Specifications, Aldersperson Raasch seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dean Raasch, Aldersperson
AYES:	Boyd, Carpenter, Jennings, Raasch, Walsh

7. Consider City Engineer Parking & Traffic Recommendations.

City Engineer Rakers reviewed the parking need recommended by Parking and Traffic.

Aldersperson Carpenter moved to approve signage be added on the north side of Main and Fourth directing the public to parking in the alley north of Main between Third and Fourth Street, Aldersperson Boyd seconded the motion. Upon vote, the motion passed.

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

8. City Engineer Parking & Traffic Discussion Items.

Eric Rakers, City Engineer, reviewed discussion items from Parking and Traffic that included: Parking and Parking Lot items, Safety and other Requests, Signage and Signals, and Speed items. In each case he explained why no action was required. Engineer Rakers read into the record a letter he had received from a property owner on Fort Howard Avenue who could not make the Board meeting to comment. The letter supported the reduction of the speed limit to 25 or 30 mph along Fort Howard Avenue in De Pere. Discussion followed including data on crash related incidents on Fort Howard Avenue, what the varying speed limits were along Fort Howard Avenue, truck routes.

IV. Future Agenda Items

None.

V. Adjournment

Mayor Walsh moved to adjourn the Board of Public Works meeting, Alderperson Raasch seconded the motion. Upon vote, the motion was passed and the meeting was adjourned at 8:17pm.

Respectfully submitted,
Pam Denis