



Board of Public Works

Regular Meeting

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

Final Minutes

Monday, February 7, 2022

7:30 PM

Council Chambers and Virtual

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	Present	
Dan Carpenter	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	

Others present:

Scott Thoresen, Public Works Director

Eric Rakers, City Engineer

Betty Sellenheim, Recording Secretary

II. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Board of Public Works. §6-3(f) DPMC

None

III. Items

1. Approval of the January 10, 2022 Board of Public Works Meeting Minutes

Aldersperson Carpenter moved to approve the January 10, 2022 Board of Public Works Meeting Minutes, seconded by Aldersperson Raasch. Upon vote, the motion passed unanimously.

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

2. Consideration and possible action on Utility Locating Services Contract*

Scott Thoresen, Public Works Director, explained that the City is responsible for locating all their underground utilities and the previous contract held by Excel Underground for these services which has expired. Mr. Thoresen stated that he solicited proposals from three companies and received responses from Excel Underground and USIC. Mr. Thoresen explained his recommendation to award the contract to Excel Underground, stating their proposal was most favorable to the City and USIC edited City requirements in the proposal documents.

Aldersperson Raasch asked what type of edits were made by USIC. Mr. Thoresen stated there were multiple areas including terms of the contract and indemnifications. Mr. Thoresen stated their returned proposal was in the packet and their revisions were in red. Mr. Thoresen further added that changes to indemnification made their proposal unacceptable. Aldersperson Carpenter asked how locates are being completed since the

contract expired. Mr. Thoresen explained Excel Underground agreed to extend their services until the new contract was finalized. Alderperson Carpenter outlined the prices per locate request as listed in the packet. Mr. Thoresen agreed with Alderperson Carpenters outline and explanation of the pricing.

Alderperson Raasch moved to approve award of Contract for Utility Locating Services Contract to Excel Underground, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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

3. Consideration and possible action on award of Contract 21-09 Matthew Drive Pond Reconstruction*

Eric Rakers, City Engineer, explained the project, project limits, and funding. Mr. Rakers explained the project areas that influenced the cost over estimate including: an alternate bid item of installing a liner and an additional foot of storage depth in the pond design. Alderperson Carpenter asked if staff planned to construct at 5 foot or 6 foot depth. Mr. Rakers stated that staff would leave that up to the Board and mentioned that 5 foot depth would save money on the construction. Alderperson Carpenter weighed the cost differences between saving \$15,000 now at the 5 foot depth and saving money in the future by not having to clean the ponds as frequently. Alderperson Carpenter asked how many ponds have needed to be cleaned to date. Mr. Rakers said none but staff is out doing depth inspections and have found that one by Talladega Speedway will be due soon for cleaning. Alderperson Carpenter asked the process for cleaning. Mr. Rakers stated it gets drained down and the sediment is dug out and depending on the composition of the sediment, it either can be used as fill or taken to the landfill if there are contaminants. The cost of the cleaning depends on the composition of the sediment. Mr. Rakers stated the increased depth will save on cleaning but all other ponds in the City are 5 feet deep. Alderperson Raasch asked if the utility needs to save the money for other projects. Scott Thoresen, Public Works Director, indicated that projects that are bid this year to date, have come in under budget and the stormwater utility currently has the funds available. Mr. Thoresen further indicated that increased costs at any point can cause projects later in the year to be cut due to funding. Mr. Rakers stated that other projects requiring large funds from the utility will be bid before this project begins and if there are concerns about funding, the depth can be brought back for discussion at that point.

Alderperson Carpenter moved to approve award of Contract 21-09 to Peters Concrete Construction and pond depth as designed, seconded by Mayor Boyd. Upon approval, the motion passed unanimously.

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

4. Consideration and possible action on award of Contract 21-16 Mystic Creek Subdivision Construction*

Eric Rakers, explained the project, project location and limits, and funding. Mr. Rakers explained staff contingencies that would need to be completed before the Notice of Award was issued.

Alderson Carpenter asked how long the contractor would honor their bid price considering the contingencies in place. Mr. Rakers stated an addendum was issued to the contract with a May 2nd start date, which is currently on schedule. Mr. Rakers further explained if all contingencies get completed before that point, the notice of award would be issued and work could begin earlier. Alderson Raasch asked if staff has worked with Kruczek Construction Company on projects in the past. Mr. Rakers stated a few of the projects Kruczek Construction Company has been on. Alderson Carpenter asked for an explanation of the agreement that will be required between City of De Pere and Town of Lawrence regarding the construction of this subdivision. Mr. Rakers explained the agreement will include utilities and street maintenance, including but not limited to: shared stormwater pond maintenance and costs, winter snow removal, street maintenance, sanitary sewer connections and maintenance, and water main connections. Alderson Hansen asked about the installation of terrace trees as part of the construction. Mr. Rakers stated there were not terrace trees included in the bid of the project and would require future work or discussions with the City Forester. Alderson Raasch asked if the installation of terrace trees was part of the developer's agreement. Mr. Rakers stated he did not recall seeing it listed on the restrictive covenant for the plat. Scott Thoresen, Public Works Director, explained limitations to installing terrace trees before all homes and utilities are in place. Alderson Carpenter stated his concerns about forcing the installation of terrace trees.

Alderson Raasch moved to approve award of Contract 21-16 to Kruczek Construction Company contingent upon the requirements laid out by staff, seconded by Alderson Hansen. Upon vote, the motion passed unanimously.

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

5. Consideration and possible action on award of Contract 22-05 Sidewalk and Curb Repair*

Eric Rakers, City Engineer, outlined the project, project limits, and funding.

Alderson Raasch moved to approve award of Contract 22-05 to Jim Fischer, Inc, seconded by Alderson Carpenter. Upon vote, the motion passed unanimously.

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

6. Consideration and possible action on award of Contract 22-15 Sewer Televising*

Eric Rakers, City Engineer, outlined the project, project limits, and funding.

Alderson Raasch asked about whether staff had previously worked with Green Bay Pipe & TV, LLC. Mr. Rakers stated that staff has worked with them and they have been awarded this project for a number of years in a row recently. Alderson Ledvina

commented on the high bid from National Power Rodding. Mr. Rakers explained his theory on their bid.

Mayor Boyd moved to approve award of Contract 22-15 to Green Bay Pipe & TV, LLC, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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

7. Consideration and possible action on award of Contract 22-19 Mudjacking Request for Proposal*

Eric Rakers, City Engineer, outlined the project, project limits, and funding. Mr. Rakers explained the identical proposals received and reasons for choosing Badger Concrete Lifting.

Alderperson Raasch moved to approve award of Contract 22-19 to Badger Concrete Lifting, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

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

8. Consideration and possible action on award of Contract 22-19A Concrete Grinding Sidewalk-Variou Locations Request for Proposal*

Eric Rakers, City Engineer, outlined the project, project limits, and funding. Alderperson Raasch asked what point grinding is not an option and panels need to be replaced. Mr. Rakers stated once the sidewalk panel would be less than 2" thick, it would be replaced. Scott Thoresen, Public Works Director, explained that in order to permanently repair the issue, the sidewalk panel gets replaced and the roots causing the panel to heave are removed.

Mayor Boyd moved to approve award of Contract 22-19A to ESI Ltd, 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

9. Consideration and possible action on the 2022 Sidewalk Special Charge Rates and Payback Period

Eric Rakers, City Engineer, outlined the rates and payback options and past history of the subject at Board of Public Works. Mr. Rakers listed staff's recommendation of approval of the rates and a 5-year payback option for properties with a bill in excess of \$1,000 and mentioned that additional properties will come forward in the near future from staff as part of the Order of the Board of Public Works for installation of sidewalks. Alderperson Hansen questioned the timeline for knowing which properties require repairs. Mr. Rakers outlined the process including the need for the frost to be out of the

ground before inspection. Alderperson Carpenter questioned the interest rate. Mr. Rakers explained the interest rate was listed in the 2020 resolution but staff recommends 1% over the most recent borrowing rate at the time of 2022 resolution approval.

Mayor Boyd moved to approve the 2022 sidewalk special charge rates and 5 year payback period with interest at City borrowing rate +1%, 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

10. Consideration and possible action on the 2022 Storm Lateral Assessment Charge-Residential Properties

Eric Rakers, City Engineer, explained the annual storm lateral assessment charge for residential properties and how it is calculated.

Alderperson Raasch stated his position of this program being positive and beneficial for the City and residents. Scott Thoresen, Public Works Director, further outlined the institution of the policy. Alderperson Carpenter agreed with Alderperson Raasch's points and added additional points regarding City's ability to control the runoff and meet Wisconsin DNR requirements easier.

Alderperson Raasch moved to approve the 2022 storm lateral assessment charge for residential properties, seconded by Mayor Boyd. Upon vote, the motion passed unanimously.

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

11. Consideration and possible action on the 2022 Storm Lateral Assessment Charge-Existing Non-Residential Properties

Eric Rakers, City Engineer, explained the storm lateral assessment charge for non-residential properties and how it is calculated.

Alderperson Hansen moved to approve the 2022 storm lateral assessment charge for existing non-residential properties, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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

IV. Future Agenda Items

None

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 8:15 PM, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Sellenheim