



Board of Public Works

Regular Meeting

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

Final Minutes

Monday, January 13, 2020

6:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 6:30 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
James Boyd	Aldersperson	Present	
Dan Carpenter	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Others present:

Scott Thoresen, Director of Public Works

Eric Rakers, City Engineer

Larry Delo, City Administrator

Betty Sellenheim, Administrative Assistant/Recording Secretary

2. Approval of Board of Public Works December 9, 2019 Meeting Minutes

Mayor Walsh moved to approve the December 9, 2019 meeting minutes, seconded by Aldersperson Carpenter.

Upon vote, the motion passed unanimously.

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

II. Public Comment

None

III. Items

1. Consideration and possible action on Solicitation for Easements for Reid Street Alley Parking*

Mayor Walsh moved to approve the solicitation of easements for Reid Street Alley, seconded by Aldersperson Boyd.

Scott Thoresen, Director of Public Works, introduced Larry Delo, City Administrator, to provide a more detailed explanation of the request. Mr. Delo outlined the request including the possible hotel construction, parking issues, and location limits. Mr. Delo explained staff would ultimately look to realign the alleyway, adding curb and gutter and storm sewer similar to a city street. The realignment would require easements from the adjoining property owners. Mr. Delo stated staff is requesting authorization to solicit easements, preferably at no cost, from the owners.

Aldersperson Raasch asked for clarification about how the conceptual design affects the current parking in the area. Mr. Delo explained the current parking would stay and the realignment would add parking stalls. Aldersperson Raasch asked if the new alley would

be named, once it has curb and gutter and storm sewer. Mr. Delo stated that is not in the plans at this time. Alderperson Carpenter asked about adding sanitary sewer. Eric Rakers, City Engineer, stated the properties are already serviced for sanitary and water services. Alderperson Carpenter asked if there would be any charge to the property owners for the new storm sewer system. Mr. Delo explained the costs would be covered by TID funds. Alderperson Boyd asked how many dumpster locations are planned. Mr. Delo stated only one on this conceptual design.

Upon vote, the motion passed unanimously.

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

2. Consideration and possible action on Quote for 2020 Consulting Services*

Alderperson Carpenter moved to approve the quote for 2020 consulting services with Robert E. Lee and Associates, seconded by Alderperson Hansen.

Alderperson Hansen asked how much flexibility remained in the city budget for additional consulting services if they arise as necessary. Larry Delo, City Administrator, stated there was not an additional amount budgeted in 2020 compared to 2019 for consulting services.

Upon vote, the motion passed unanimously.

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

3. Consideration and possible action on Quote for Environmental Services*

Alderperson Raasch moved to approve the quote for Environmental Services from Cedar Corporation, seconded by Mayor Walsh.

Upon vote, the motion passed unanimously.

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

IV. Future Agenda Items

Alderperson Hansen requested a discussion of the City Snow Removal Policy.

V. Adjournment

Mayor Walsh moved to adjourn the meeting at 6:38 PM, seconded by Alderperson Raasch. 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 January 13, 2020 so that arrangements can be made.

Agenda Sent To:

Mayor

Alderspersons

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Robert E. Lee & Associates, Inc.

Cedar Corporation

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