Board of Public Works

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

Regular Meeting

Final Minutes

Monday, January 11, 2021 | **6:00 PM** | **GoToMeeting**

I. Call to Order

The meeting was called to order at 6:00 PM by Mayor James Boyd

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Remote	
Dan Carpenter	Alderperson	Remote	
Jonathon Hansen	Alderperson	Late	6:35 PM
Shana Defnet Ledvina	Alderperson	Remote	
Dean Raasch	Alderperson	Remote	

Others present:
Scott Thoresen, Director of Public Works (remote)
Eric Rakers, City Engineer (remote)
Betty Sellenheim, Recording Secretary (remote)
Taryn Nall, Ruekert-Mielke (remote)

II. Items

1. Approval of the Board of Public Works December 7, 2020 Meeting Minutes

Alderperson Raasch moved to approve the Board of Public Works December 7, 2020 Meeting Minutes, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	James Boyd, Dan Carpenter, Shana Defnet Ledvina, Dean Raasch
ABSENT:	Jonathon Hansen

2. Discuss 2019 Inflow and Infiltration Study and Clear Water Mitigation Plan

Eric Rakers, City Engineer, overviewed the report and introduced Taryn Nall, Ruekert - Mielke, to cover more details on the study and report. Mr. Rakers explained the difference between inflow and infiltration and explained the City pays Green Bay Metropolitan Sewerage District approximately $100,000-$120,000 annually to treat this clear water. Mr. Rakers explained a few techniques for identifying areas of concern for storm sewer connections as outlined in the report.

Alderperson Carpenter asked if the City would pay for part of the replacements of laterals or provide financial support. Mr. Rakers explained a few options he had thought of in regards to replacing storm laterals to the home during reconstruction projects. Taryn Nall, Ruekert - Mielke, explained what he has seen in other communities. Scott Thoresen, Director of Public Works, asked Mr. Nall about sump pumps and drainage in the communities he has worked with. Mr. Nall explained how situations have been handled in other communities. Alderperson Ledvina asked how illegal cross connections would be identified. Mr. Thoresen and Mr. Nall explained a few options. Alderperson Carpenter expressed his interest initiating a program to curb I&I with the 2021 reconstruction, specifically with the Erie Street Reconstruction to be discussed later in the meeting. Mayor Boyd agreed with Alderperson Carpenter.

Discussion only. No action required.

RESULT:	**DISCUSSED**

3. Consideration and possible action on Quote for 2021 Consulting Services*

Eric Rakers, City Engineer, explained the annual RFP process for consulting services for engineering work.

Alderperson Carpenter asked if this was more cost effective for the city compared to hiring additional staff. Mr. Rakers stated it was, especially in cases of expertise (surveyors), time sensitive or short notice items, and inspections when City staff is on other construction sites.

Alderperson Raasch moved to approve Robert E. Lee & Associates for 2021 Consulting Services, 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

4. Consideration and possible action on quote for a stream relocation on Parcel WD-D0077 adjacent to Fortune Avenue in the West Business Park.*

Eric Rakers, City Engineer, explained the request from Development Services Department to relocated a navigable waterway/stream on parcel WD-D0077 to increase interest in purchasing for development. The scale of the work may be determined by the DNR based on inspections of the parcel and ability to relocate. The work would be completed by Robert E. Lee at the pricing approved in the 2021 Consulting Services Agreement but would be a standalone project funded by TID.

Alderperson Carpenter requested clarification of the location of the navigable waterway and where it was proposed to be moved to, along with the likelihood of it being considered navigable now. Mr. Rakers explained the location of the waterway and that it would be considered navigable by the DNR. If not for the navigability, staff would have looked to move it in the past. Mr. Rakers mentioned interest in lowering the stream to allow for better flow to the stormwater pond. Alderperson Hansen asked if Robert E. Lee would be handling the project or if City staff would remain involved. Mr. Rakers explained Dan Lindstrom will be the staff contact but that Robert E. Lee will be primary contact for the project. Alderperson Raasch asked if the navigable waterway is connected to other water bodies. Mr. Rakers explained the waterway in question is considered navigable to the river. Alderperson Raasch asked if this waterway was filled in, how the City would offset the loss. Mr. Rakers explained it wasn't being filled in but just being relocated within the same area.

Alderperson Hansen moved to approve quote from Robert E. Lee & Associates for stream relocation on parcel WD-D0077 adjacent to Fortune Avenue in the West Business Park, seconded by Alderperson Ledvina.

Alderperson Hansen asked if the phragmites on the site could be eradicated during the relocation process. Mr. Rakers stated there was no guarantee but the site would be regraded if the relocation was approved by DNR.

Upon vote, the motion passed unanimously.

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

5. Discuss Ald. Carpenter's Request for Review of Polycart Storage Enforcement

Alderperson Carpenter explained his request to discuss this item at the Board meeting. Scott Thoresen, Director of Public Works, explained the current procedure and changes that were discussed between the Public Works Department and Legal Department. Tony Fietzer, Street Superintendent, emphasized the positive aspects of the changes being proposed.

Alderperson Hansen spoke in favor of a city-wide notice and explained the carts do not need to be kept inside but screened at a minimum. Mr. Thoresen explained how staff responds to complaints that are received.

Discussion only. No action required.

RESULT:	**NO ACTION**

6. Consideration and possible action on using Toter polycarts for garbage and recycling collection

Tony Fietzer, Street Superintendent, explained the history of the automated collection carts and reason for consolidating to one company for both garbage and recycling containers.

Alderperson Raasch moved to approve the purchase and use of Toter polycarts for garbage and recycling collections, seconded by Alderperson Carpenter.

Alderperson Raasch expressed his personal experience with the two different brands of carts. Alderperson Hansen verified the Toter carts would be identical to the recycling ones but green in color. Mr. Fietzer stated that was true. Alderperson Hansen asked how the new carts would be distributed. Mr. Fietzer stated he could see the new homes in new subdivisions being the first to receive both garbage and recycling by Toter.

Upon vote, the motion passed unanimously.

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

7. Consideration and possible action on Quotes for 2021 Materials Testing and Soil Borings*

Eric Rakers, City Engineer, explained the annual RFP process for materials testing and soil borings on 2021 construction projects.

Alderperson Carpenter moved to approve 2021 quote from Bay Area Testing and Consulting, LLC for Materials Testing and ECS Midwest, LLC for Soil Borings, seconded by seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

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

8. Consideration and possible action on Extension of Agreement for Spur Line Maintenance*

Eric Rakers, City Engineer, explained the history and necessity of spur line maintenance.

Alderperson Raasch moved to approve extending the agreement for Spur Line Maintenance for two years with Holubar Construction Company, 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

9. Consider and Possible Action for Engineering Technical Services Regarding Installation of T-Mobile's Wireless Antennae Facilities on Merrill Water Tower*

Scott Thoresen, Director of Public Works, explained the request from T-Mobile for wireless upgrades on the Merrill Street Water Tower and required Dixon Engineering agreement for Engineering Technical Services.

Alderperson Carpenter moved to approve Engineering Technical Services regarding installation of T-Mobile's Wireless Antennae Facilities on Merrill Water Tower, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

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

10. Consideration and possible action to Reconstruct Erie Street

Eric Rakers, City Engineer, explained City reconstruction process and request from staff to reconstruct N. Erie Street in 2021 due to postponing Lewis Street to 2022 to coincide with the construction of the Mulva Multi-Cultural Center.

Alderperson Raasch moved to approve reconstructing Erie Street from George Street to Ridgeway Boulevard in 2021 and postponing Lewis Street reconstruction to 2022, seconded by Mayor Boyd.

Alderperson Hansen asked for clarification regarding the change of scope for water services on Ridgeway Blvd. Mr. Rakers explained that approximately half of the originally planned work will be completed in 2021 and the remainder in 2022 with Lewis Street. Alderperson Carpenter reiterated his request to have I&I work done along with this project. Mr. Rakers and Scott Thoresen, Director of Public Works, commented on Alderperson Carpenter's request including potential cost sharing options.

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. Consider and Possible Action for S. Webster Entrance Sign Replacement*

Scott Thoresen, Director of Public Works, explained the options for replacing the vandalized entrance sign on S. Webster Avenue.

Mayor Boyd expressed interest in raising the sign, which was supported by Alderperson Ledvina. Alderperson Raasch expressed his displeasure with residents vandalizing City improvements and expressed interest in raising the sign four feet to increase the difficulty of further damage. Mayor Boyd added that the City entrance sign was not the only vandalism for that night; Tony Fietzer, Street Superintendent, agreed. Mayor Boyd questioned how far to raise the sign (2-4') based off Alderperson Raasch's request. Mr. Thoresen stated that two feet was not high enough and staff had felt that three feet brought it more level with the sidewalk. Alderperson Raasch expressed interest in raising the sign to the maximum feasible for the site. Mr. Thoresen stated he would work with the sign company to determine what that height would be. Alderperson Raasch expressed interest in painting the back of the sign gray. Alderperson Hansen expressed concerns about painting this one gray since all the others are white on the back and requested the others be painted gray in the future or when they are replaced. Mayor Boyd asked if the Board felt anti-graffiti paint should be used. Mr. Thoresen stated that staff was opposed since there was no guarantee of its viability. Alderperson Carpenter proposed trying the anti-graffiti paint. Alderperson Hansen asked for clarification on the opposition to anti-graffiti paint. Mr. Thoresen explained that there is no guarantee from the sign company that graffiti would be able to be removed if the paint was used and using it on this material is different from other City locations that it has been used on (foam vs. concrete). Mr. Fietzer offered staff to contact Fox Cities Signs and ask if they would be willing to take the existing sign and paint it with the anti-graffiti paint, graffiti it, and attempt to remove/clean to determine viability.

Alderperson Raasch moved to approve the replacement of the S. Webster Entrance Sign modifying the height to be maximized but not more than four feet, painted gray on the back, and painted with anti-graffiti paint if viability could be proved using the current damaged sign as a test, 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

12. Consideration and possible action on Ald. Hansen's Request for Responsible Bidder's Ordinance*

Alderperson Hansen explained some history of discussion surrounding a Responsible Bidder's Ordinance for City of De Pere and requested the item be tabled due to short notice and inability of community members to be present for the discussion.

Alderperson Hansen moved to table action on the Responsible Bidder's Ordinance until the February 2021 Board of Public Works Meeting, seconded by Mayor Boyd. Upon vote, the motion passed with a 4-1 vote with Alderperson Raasch voting no.

RESULT:	**TABLED [4 TO 1]** **Next: 2/8/2021 7:30 PM**
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
NAYS:	Dean Raasch

III. Future Agenda Items

None

IV. Adjournment

Mayor Boyd moved to adjourn the meeting at 7:44 PM, seconded by Alderperson Hansen. 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 11, 2021 so that arrangements can be made.

Agenda Sent To:
MAYOR
ALDERPERSONS
DEPARTMENT HEADS

RUEKERT-MIELKE, INC
HOLUBAR CONSTRUCTION COMPANY
ROBERT E. LEE & ASSOCIATES, INC

DE PERE CHAMBER OF COMMERCE
TV, NEWSPAPERS & RADIO
KRESS FAMILY LIBRARY
BAY AREA TESTING & CONSULTING, INC
ECS MIDWEST, LLC

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