



Board of Public Works

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Final Minutes

Monday, January 11, 2016

7:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 7:30 PM by

Attendee Name	Title	Status	Arrived
Kevin Bauer	Aldersperson	Present	7:30 PM
James Boyd	Aldersperson	Present	
Jim Kneiszel	Aldersperson	Present	
Dean Raasch	Aldersperson	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 Board of Public Works December 7, 2015 Meeting Minutes.

Aldersperson Boyd moved to approve the December 7, 2015 meeting minutes, Mayor Walsh seconded the motion. Upon vote the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Aldersperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	James Boyd, Jim Kneiszel, Dean Raasch, Michael J. Walsh
ABSENT:	Kevin Bauer

2. Consider Michael Van Rooy Mailbox Replacement Request.

Scott Thoresen, Director of Public Works, presented a request from Michael Van Rooy to appeal his mailbox reimbursement amount. He explained that the mailbox had been damaged by the City's garbage operations on August 26, 2015 and that Mr. Van Rooy had received notification that he would be reimbursed up to \$50.00. At the December 2015 Board of Public Works meeting the reimbursement amount was approved at \$75.00 to include labor and materials for mailbox damage. Mayor Walsh moved to open the meeting at 7:32 pm to allow Mr. Van Rooy to speak, Aldersperson Kneiszel seconded the motion. Upon vote, the motion passed. Mr. Van Rooy requested that the Board of Public Works grant him reimbursement to cover his receipt for \$ 65.40 under the new amount limit of up to \$75.00, rather than the \$50.00 amount. Mr. Van Rooy presented his receipt for the repair. Mayor Walsh moved to return to regular session at 7:34pm, Aldersperson Boyd seconded the motion. Upon vote, the motion passed.

Mayor Walsh moved to approve Mr. Van Rooy's appeal to be reimbursed \$65.40 for the repair of his mailbox, Aldersperson Boyd seconded the motion. Upon vote the motion passed.

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

3. Consider Foxborough Court Sanitary Sewer, Storm Sewer, Water Main, Pond, and Street Acceptance*

Eric Rakers, City Engineer, reviewed the request from the developers of the Foxborough Court condominium property to convert the condominium plat to a single family subdivision and have the municipalities accept any or all of the utilities (sanitary, water, and storm) pond and street. He explained that Staff completed a review of the development and developed a list of tests, surveys, and upgrades that would be required before the Staff was comfortable recommending approval to the Board of Public Works and Common Council. Discussion followed. Engineer Rakers explained that there would be additional approvals by the Planning Commission and Council after the items have been addressed for changing the condominium plat to a subdivision plat. He stated that once the list of requirements is approved, a letter would be sent to the association of the acceptance being contingent on the plat approval and annexation.

Mayor Walsh moved to approve City acceptance of the sanitary sewer, water main, storm sewer, pond, and street if the listed requirements are satisfactorily addressed and the property is annexed into the City, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Kevin Bauer, Alderperson
AYES:	Bauer, Boyd, Kneiszel, Raasch, Walsh

4. Consider Recommendations from City Engineer from Parking and Traffic Action Items
- City Engineer Rakers presented the staff recommendation to allow parking on Lost Dauphin across from St. Norbert Stadium. He stated that the road is wide enough to accommodate parking. Currently temporary signage is placed along Lost Dauphin during sporting events. Discussion followed. Engineer Rakers said that if passed, a letter would be sent to residents explaining the change and trial period of a year.

Alderperson Kneiszel moved to lift the parking restrictions across from the stadium, Alderperson Boyd seconded the motion. Upon vote the motion passed, with Mayor Walsh voting nay.

RESULT:	ADOPTED [4 TO 1]
MOVER:	Jim Kneiszel, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Jim Kneiszel, Dean Raasch
NAYS:	Michael J. Walsh

5. Discuss Updates from City Engineer for Parking and Traffic Minutes

City Engineer Rakers reviewed the following items from the Parking and Traffic Committee that did not require action:

1. No parking on East Side of Ontario near Chicago: Will look at it this spring to observe parking in the morning and afternoons.
2. Old Ivy Ct Parking - Staff still recommends limiting parking to one side of cul-de-sac after reviewing other options. Staff will discuss additional parking at Kiwanis Park.
3. Restricted Parking on Sixth Street - No action is suggested. A parking study was completed for a month. Only adjacent property owners were parking on the street.
4. Restricted Parking on S. Sixth St. - The parking is associated with the business on the corner. A letter has been sent to the business owner to add the additional parking spaces that were part of the sale of the adjacent lot.
5. Request Painting Parking Stalls on Reid St. - After staff does some follow up with St. Norbert College, this will be brought forward to the Board of Public Works.
6. Highview Parking: Staff met with the School District. Parking lot is full. Repair of the parking lot is scheduled for this spring. The school indicated that they will look into options for adding parking as part of this work. Parking has started to extend up Highview. Mayor Walsh moved to open the regular session at 7:57pm to allow a resident to speak, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed. John Becker explained his concerns with parking spreading further and further up Highview. He suggested restricting parking to the opposite side of Highview where it would impact residents garbage, mail, and snow services less. City Engineer Rakers stated that this is not an arterial street and that it is wide enough to support parking on both sides. Mayor Walsh moved to return to regular session at 8:14pm, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.
7. Crosswalk on Eighth: Signs are being added as part of the WisDOT project in 2017.
8. Difficulty Crossing on Broadway at Bomier: Staff will conduct a pedestrian crossing count in the spring.
9. Crossing Difficulty on Broadway at George, Randall, Ridgeway: The Engineering Department will be working with a consultant on a study in 2016 to review pedestrian safety and crossings.
10. Crosswalk at West De Pere High school to VFW Park: This mid-block crossing does not meet warrants for a crossing. Pedestrian count was made, six crossings in the morning and twelve in the afternoon.
11. Crosswalk on George at Adams: This location does not meet warrants for a crossing. There were four pedestrian crossings in the morning and two in the afternoon.
12. Memory Lane No Outlet Sign: This location does not meet the policy for installing a "No Outlet" Sign. It is less than 500 feet long and the end is visible from Lost Dauphin Rd.
13. Colored Crosswalk Policy: The staff is working on a policy for colored crosswalks. This will be brought to the Board in the future.
6. Consider Green Bay Traffic Signal Agreement*

Director of Public Works, Scott Thoresen, presented an agreement with the City of Green Bay to perform maintenance and repairs to all the City's traffic signals. Prior to this Brown County Highway Department performed maintenance and repairs to the City's traffic signal. In 2015 the County changed the terms of the agreement to include a broad agreement with all municipalities throughout the County and require some storm sewer maintenance on a County road. He explained that the City could not come to terms with the County agreement and was presenting an agreement with the City of Green Bay for signal maintenance for approval. Discussion followed.

Mayor Walsh moved to approve the agreement with the City of Green Bay to perform maintenance and repairs to all the City's traffic signals, Alderperson

Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Bauer, Boyd, Kneiszel, Raasch, Walsh

7. Resolution Authorizing a Petition to the Office of the Commissioner of Railroads - Venture Avenue.*

City Engineer Rakers explained that the City is proposing to connect two dead end roadways (Venture Avenue and Fortune Avenue) to expand the West Business Park. The design and construction work will be completed under City Project 16-04 and is funded by TID #6. A petition must be made to the Office of the Commissioner of Railroads to establish Venture Avenue as an at-grade railroad crossing.

Alderperson Raasch moved to approve the resolution to authorize a petition to the Office of the Commissioner of Railroads to establish Venture Avenue as an at-grade railroad crossing, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Bauer, Boyd, Kneiszel, Raasch, Walsh

IV. Future Agenda Items

None.

V. Adjournment

Mayor Walsh moved to adjourn the Board of Public Works meeting, Alderperson Bauer seconded the motion. Upon vote, the motion passed and the meeting was adjourned at 8:35pm.

Respectfully submitted,
Pam Denis