



Board of Public Works

Regular Meeting

Minutes

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

Monday, January 13, 2025

7:30 PM

City Hall, Council Chambers
335 S. Broadway

I. Call to Order

1. Roll Call

Mayor Boyd called the meeting to order at 7:32 PM.

Present: James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln

Absent:

Excused: Shana Ledvina

Others present:

Scott Thoresen, Public Works Director

Eric Rakers, City Engineer

Marty Kosobucki, Director of Parks, Recreation & Forestry (Remote)

Betty Marovich, Administrative Assistant/ Recording Secretary

Joshua Steffek, Robert E Lee & Associates, Inc.

Trevor Frank, Short Elliott Hendrickson, Inc (Remote)

II. Public Comment on 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 December 9, 2024 Board of Public Works Meeting Minutes

Mayor Boyd moved to approve the December 9, 2024 Board of Public Works Meeting Minutes, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

2. Consider and Possible Action on Award of Contract for 9th Street Reservoir Overflow Modifications*

Scott Thoresen, Public Works Director, stated that the City's consultant, Robert E Lee (REL), received bids on December 18, 2024, for the contract for the 9th Street reservoir overflow modifications. Mr. Thoresen explained that this project involves modifying the existing ground storage reservoir overflow so that it meets

Wisconsin Administrative Code for overflow. Mr. Thoresen stated there were eight bids and that the low bid received was Jossart Brothers out of De Pere in the amount of \$68,500.00. Mr. Thoresen recommended award of contract to Jossart Brothers in the amount of \$68,500.00. Mr. Thoresen shared that the 2025 water utility budget has \$125,000.00 allocated for this project which will also include engineering fees for REL.

Alderson Carpenter moved to approve award of Contract for 9th Street Reservoir Overflow Modifications to Jossart Brothers in the amount of \$68,500, seconded by Alderson Hansen. Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Dan Carpenter
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

3. Consideration and possible action regarding SEH's Proposal for MSC Expansion for Design and Construction Engineering Services*

Scott Thoresen, Public Works Director, stated that the 2025 approved budget includes \$25,000,000 for the MSC expansion. Mr. Thoresen stated that the expansion would include the expansion of the current facilities for the City's equipment and vehicles, office expansion, and necessary updates to the facilities to meet ADA requirements. Mr. Thoresen added that this funding would include consultant fees, construction, and additional interior office furniture for the office expansion. Mr. Thoresen stated that the tentative schedule for the expansion would include completing the design in 2025, bidding in 2026, and construction in 2026 and 2027. Mr. Thoresen stated that staff discussed whether additional proposals should be solicited. Mr. Thoresen shared reasons why staff recommends approving the proposal from SEH for MSC Expansion for Design and Construction Engineering Services in the amount of \$566,444.

Alderson Carpenter verified that the percentage basis covered through construction phase of the expansion. Mayor Boyd asked if staff has any concerns about working with SEH. Mr. Thoresen stated that staff does not have any concerns and added that SEH has been very good to work with through all the changes in the project, starting with equipment storage to fuel island construction to the full expansion. Mr. Thoresen added that the City buildings were recently inspected for ADA accessibility and that many improvements will need to be made across multiple buildings to pass inspections. Mr. Thoresen stated that the goal of the expansion is to have the MSC set for the next 20-25 years of growth. Alderson Hansen asked staff to elaborate on the initial design SEH created. Mr. Thoresen shared the original plan to expand the MSC in stages to fit in City budget and added that SEH will now work to incorporate all the remaining stages into one large expansion plan.

Mayor Boyd moved to approve SEH's Proposal for MSC Expansion for Design and Construction Engineering Services in the amount of \$566,444, seconded by Alderson Eserkaln. Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	James Boyd
SECONDER:	Mike Eserkaln
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

4. Consideration and possible action on Subsidizing Street Tree Costs

Alderson Hansen stated in January 2024, Former City Forester Don Melichar wrote a memo for the Park Board summarizing the street tree policies of surrounding municipalities. Village of Ashwaubenon policy states "Residents can purchase trees for established neighborhoods if they currently don't have any. We charge

\$100 per tree and provide a 5-year warranty. This is a cost sharing partnership between residents and the Village to get trees planted in established neighborhoods." Alderperson Hansen explained his request to subsidize street tree costs over \$100 for residents without limitations of existing neighborhoods or whether the resident does not have any trees. In 2024, residents ordered 124 street trees at a cost of \$147.70 per tree. If the City had a program similar to Ashwaubenon, the City would have subsidized \$47.70 of the cost, with the resident paying the remaining \$100.00. This would have cost the City a total of \$5,914.80 in 2024. If this program were to be adopted, Parks & Rec Director Marty Kosobucki recommends allocating \$10,000 annually to cover future increases in the cost of trees and additional orders from residents. This would need to be included in the annual executive budgets under the Dept. of Parks, Recreation, and Forestry beginning in 2026 if approved. Alderperson Hansen stated that having a flat fee for trees makes marketing the program easier and the cost more manageable for residents.

Mayor Boyd clarified that trees would be for right-of-ways and not on private property. Mayor Boyd stated that the policy should clearly outline that trees would be available for right-of-way planting. Mayor Boyd commented that there had been some confusion as to which Board or Commission should see the proposal first. Scott Thoresen, Public Works Director, stated that it came to Board of Public Works first because it dealt with the right-of-way and added that it would need to be discussed at Board of Park Commissioners for budgeting. Alderperson Carpenter asked staff how long the City warranty on trees was. Marty Kosobucki, Director of Parks, Recreation and Forestry, stated that the City warranty is one year and staff does not intend to copy the portion of the Ashwaubenon policy that warranties trees for five years. Alderperson Hansen stated he would be okay with keeping the current one year warranty that the City offers. Alderperson Carpenter clarified that the subsidy would still be dependent on whether it was approved in the budget process. Mayor Boyd added that Park Board would also need to approve the policy. Alderperson Eserkaln asked if this was in addition to the ash tree replacement grant. Mr. Kosobucki explained the grant for properties that had ash trees removed and added that this program would be separate/in addition to that grant. Mayor Boyd asked if there was a maximum number of trees a location could purchase. Mr. Kosobucki explained that the limit would be based off the guidelines of the Arboricultural Specifications Manual, which governs where in the right of way trees can be placed in relation to utilities, driveways, etc. Mr. Kosobucki stated that an average City lot can fit approximately 1.5 trees after staff determines the limitations. Alderperson Carpenter asked staff if money still remained in the ash tree grant for replacement trees. Mr. Kosobucki stated there were funds but he was unsure where in the process staff was with offering additional trees to residents. Alderperson Carpenter asked if this policy was putting the cart ahead of the horse to offer subsidized trees when the City has not been able to give away the trees currently available. Mr. Kosobucki shared that the grant has an expiration date and the program being requested by Alderperson Hansen would be perpetual. Alderperson Carpenter shared concerns about offering subsidized trees when the City has struggled to get participation when offering free trees. Alderperson Carpenter asked if water main was counted in utilities when being evaluated for placement. Mr. Kosobucki clarified which utilities were evaluated.

Alderperson Hansen moved to approve a program to subsidize street tree costs over \$100 contingent upon approval of funding being budgeted in 2026 in the amount of \$10,000 by Parks, Recreation, and Forestry for trees to be planted in the right-of-way, seconded by Mayor Boyd.

Betty Marovich, Recording Secretary, asked if right-of-way included trees to be planted in medians, roundabouts, etc. Mr. Kosobucki stated that it would not be adjacent to a home and he did not see why someone would purchase trees to be planted there. Alderperson Hansen stated that the individual who donated trees for planting in the median on Ridgeway was a unique situation and that typically people would purchase for planting by their home.

Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Jonathon Hansen
SECONDER:	James Boyd

AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

5. Consideration and possible action on Wisconsin Public Service Contract for Replacing Decorative Street Lighting in the Downtown Areas*

Scott Thoresen, Public Works Director, shared that the adopted 2025 budget includes \$30,000 for WPS to replace the existing decorative streetlights owned by Wisconsin Public Service (WPS) in the downtown areas. WPS will replace the existing fixtures with a LED Paragon fixture the Board and Council approved in January of 2024. In order for WPS to replace these fixtures, the City must enter into the attached street lighting contracts with WPS. The total costs for both contracts as seen in the attached contracts are \$14,066.95; with East side lighting equaling \$1,191.79 and West side lighting equaling \$12,875.16. Mr. Thoresen explained that the east side lighting is significantly less because WPS inadvertently billed the City in 2024 for \$12,426.17, which was paid from the 2024 streetlight operating budget. Mr. Thoresen stated he asked WPS how this happened and WPS does not know but is looking into it. Ultimately, this will result in the City bonding less monies for the decorative light replacements. Mr. Thoresen stated that the installation will begin once the contracts are approved and signed and payment is made. Mr. Thoresen recommended approving the contracts with WPS for replacement of the decorative street lighting in the downtown areas.

Aldersperson Hansen shared his appreciation to staff for moving this forward and that WPS offered a similar light to keep the style as consistent as possible between City owned and WPS owned lights in these areas.

Aldersperson Hansen moved to approve Wisconsin Public Service Contract for replacing decorative street lighting in the downtown areas, seconded by Mayor Boyd.

Aldersperson Carpenter asked if the monies paid in 2024 for this work were missed. Mr. Thoresen explained that the bill stated it was for street lighting and when the bill was received by the Finance Department they paid it from the street lighting account. Mr. Thoresen added that the City pays many thousands of dollars monthly in utilities and much of it is street lighting making this bill harder to flag for review.

Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Jonathon Hansen
SECONDER:	James Boyd
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

6. Consideration and possible action on the 2024 Storm Lateral Assessment Charge for Existing Residential Properties

Eric Rakers, City Engineer, explained the annual storm lateral assessment charge for residential properties and how it is calculated. Mr. Rakers shared the 2025 special assessment rates to be:

Storm lateral assessment: \$2,100.80 per each lateral

Storm main assessment: \$604.80 per parcel

Both lateral and main assessment: \$2,705.60

Mr. Rakers explained that the 2025 special assessment rates are lower than 2024 rates and explained why. Mr. Rakers stated that the special assessment public hearing for 2025 will be later this year.

Aldersperson Carpenter moved to approve the 2025 Storm Lateral Assessment Charge for Existing Residential Properties, seconded by Aldersperson Eserkaln.

Aldersperson Carpenter questioned the payback process. Mr. Rakers explained the payback options.

Aldersperson Hansen asked staff to explain why the main is partially covered by the City and the lateral is

entirely covered by the resident. Mr. Rakers explained that only the resident benefits from the lateral but the City also sees benefits from the main and that is why the main is partially covered by the City.

Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Dan Carpenter
SECONDER:	Mike Eserkaln
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

7. Consideration and possible action on the 2024 Storm Lateral Assessment Charge for Existing Non-Residential Properties

Eric Rakers, City Engineer, explained the storm lateral assessment charge for non-residential properties and how it is calculated. Mr. Rakers shared the 2025 special assessment rates to be:

Storm main assessment: \$11.64 per foot of parcel frontage

6" storm lateral assessment: \$2,414.06 per each lateral

8" storm lateral assessment: \$3,089.92 per each lateral

12" storm lateral assessment: \$3,640.54 per each lateral

Mr. Rakers explained how these prices compared to 2024 rates. Mr. Rakers stated he did not know at the time if there will be any non-residential properties on the projects but wished to have it updated in case there are upon further examination of the project limits.

Aldersperson Carpenter moved to approve the 2025 Storm Lateral Assessment Charge for Existing Non-Residential Properties, seconded by Aldersperson Hansen. Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Dan Carpenter
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

8. Discussion of Charles Street Swale

Eric Rakers, City Engineer, stated this item was being brought forward for discussion of Charles Street Swale in particular but ultimately there will be future discussions about a maintenance plan for all City swales. Mr. Rakers stated staff put together some information about Charles Street swale due to concerns from residents. Mr. Rakers explained that Charles Street Swale is very large and drains an even larger area. Mr. Rakers also let the Board know that letters were sent to residents along Charles Street swale about upcoming maintenance including tree trimming. Mr. Rakers shared additional information about the swale including when it was constructed, how it was constructed, and it's location and limits. Mr. Rakers shared that one complaint staff receives is that the swale stays wet. Mr. Rakers stated that this swale has been wet since it was constructed, which can be seen on the aerial photos included in the packet. Mr. Rakers shared multiple reasons why this swale remains wet. Mr. Rakers stated that staff surveyed the swale in 2024 and found 7 inches of sediment on average but some deeper areas over 1 foot. Mr. Rakers added that the deeper areas were not noticeably different from the rest of the swale to the naked eye. Mr. Rakers shared that based on models, staff believes the swale is able to handle historical rain/flood events. Mr. Rakers stated that staff will continue to clean and maintain the swale through cutting and trimming vegetation and trees/brush and inspect for dumping of brush and grass clippings by residents.

Aldersperson Carpenter asked staff to further describe the different maps and coloring on each. Mr. Rakers explained the exhibits including the drainage basin, the visible wetness through time, and 100, 50, and 10 year flood impacts to the swale from the East River backing up. Aldersperson Carpenter commented that area was

always wet when he worked for the City and added that residents may be unaware of the impact rain events can have on that basin. Scott Thoresen, Public Works Director, added that some complaints from residents include street flooding and based on the modeling that can and will happen and the exhibits only show the impact from East River backing up and not the storm water from the rest of the basin trying to flow to the swale.

Discussion only. No action necessary.

9. Consideration and possible action participating with Brown County on the Safe Roads for All FHWA Grant*

Eric Rakers, City Engineer, stated that Brown County had submitted for a grant to perform a study under the Safe Streets and Roads for All (SS4A), which is a program to write a Road Safety Plan for roads at the local level (town, village, and city) excluding City of Green Bay.

Having this report completed allows the City to be eligible for HSIP (Highway Safety Improvement Program) grants. Mr. Rakers explained that the SS4A grant is an 80:20 match where FHWA provides 80% and the locals would need to provide 20%. Brown County has prorated the local portion based on centerline road miles (since it is a road based plan). Staff believes it would be beneficial for City of De Pere to participate in the study. This study examines roads, intersections, accident data, curve information, and geometry and makes recommendations for “low hanging fruit” such as signage types, centerline rumble strips, pavement markings, and pedestrian crossings. Should the study indicate improvements, the City could apply for HSIP funding. Assuming all municipalities participate, the City share is \$3,963.71 and the estimated amount will increase if all other municipalities do not participate. Mr. Rakers recommended the City participate with the County in the SS4A Road Safety Plan preparation, setting a maximum cost of participation at \$7,000 with funding coming from the Engineering Department’s Consulting budget item.

Mayor Boyd moved to approve participation with Brown County on Safe Roads for All FHWA Grant setting a maximum cost of participation at \$7,000, seconded by Alderperson Hansen.

Alderperson Hansen asked whether particular streets would be identified for improvements. Mr. Rakers stated he was unsure how specific the report would be, but stated he would offer some specific areas of concern for review. Alderperson Hansen asked if this study could result in changes to policies, such as rapid rectangular flashing beacon use or crosswalks. Mr. Rakers stated he did not believe it would be that in-depth of a review, but would more likely provide a location and possible improvement.

Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	James Boyd
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

10. Consideration and possible action GV-15 Retaining Wall Design Concepts*

Scott Thoresen, Public Works Director, stated that GV-15 is going to require the construction of

approximately 2000 feet of retaining walls for the roadway due to the need to build a new railroad bridge. GV-15 covers Lawrence Drive to Lost Dauphin Road. Mr. Thoresen presented the options for design and cost of the retaining wall panels and railing. Mr. Thoresen stated the County would like input from the Board and Council members on their preference of design for retaining wall panels and railing. Mr. Thoresen added that GV-15 segment is currently estimated to be \$10M over budget.

Mayor Boyd asked staff what types of railing were at different locations including Scheuring Road and the plan for the new bridge. Mr. Thoresen stated those were both decorative railings. Alderperson Carpenter verified that the road will go under the railroad bridge compared to over. Mr. Thoresen stated that was correct and provided background on that decision. Alderperson Carpenter asked if Red Tail Glen would be partially on the incline of the new proposed roadway. Mr. Thoresen stated it wouldn't be much different than it currently is. Mr. Thoresen added that there are discussions of adding a lift station for storm sewer as this area under the railroad bridge floods. Mr. Thoresen further explained why the road is proposed under the rail instead of over or at grade. Alderperson Carpenter asked if choosing the soldier pile/post and panel retaining wall style would save over the life of the wall due to the construction process. Mr. Thoresen stated that the retaining walls being presented were each chosen based on their ability to hold back the earth behind it and have been used in other retaining wall applications by DOT. Mr. Thoresen added that each wall is further designed to withstand the specific types of soils in the area of application. Mr. Thoresen added that the only maintenance he would be aware of with any of the wall choices would be re-staining the concrete. Alderperson Carpenter stated that his concern was that after the wall was built and the City owns it, how costly the maintenance would be. Mr. Thoresen corrected that the wall will be owned and maintained by Brown County. Mr. Thoresen stated the City may be responsible for storm sewer, storm facilities, and sidewalk. Alderperson Hansen asked if soldier pile/post and panel retaining walls were used in sound barriers. Mr. Thoresen stated it was a similar idea with pilings and panels but they do not hold back soils/earth in that case. Alderperson Hansen suggested having a different aesthetic from that of I41 for this location. Mayor Boyd asked if the concrete could be left smooth for murals to be added. Mr. Thoresen stated that he asked the County about that option and they would not allow murals on their walls. Mayor Boyd agreed with differentiating it from I41 aesthetics. Mr. Thoresen stated that the best option for construction would be the cast-in-place concrete cantilever style wall. Mayor Boyd asked how visible the railing will be. Mr. Thoresen stated it would be backyards but not along sidewalks. Mayor Boyd suggested using the chain link. Alderperson Carpenter disagreed and stated it looked cheap and not aesthetically pleasing. Mr. Thoresen stated that staff had asked if it could be split with chain link on the industrial side of the railroad tracks and decorative along the residential side and that was not going to be allowed. Alderperson Hansen asked if the City opted for the decorative fencing if the County could refuse to pay their portion. Mr. Thoresen stated that at this time all aesthetics are 50/50 split.

Mayor Boyd moved to approve the MSE panel stamping on the cast-in place concrete cantilever retaining wall with decorative railing, seconded by Alderperson Carpenter.

Alderperson Eserkaln asked for clarification on the sidewalk location. Mr. Thoresen stated the north side will have a 10 foot sidewalk/trail and the south side will have a wide terrace to accommodate a sidewalk in the future.

Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

11. Consideration and possible action GV-16 Bridge Design Concepts*

Mayor Boyd shared that staff and elected officials have been meeting with state representatives to secure funding.

Scott Thoresen, Public Works Director, shared that the City/County received a \$50M grant for construction of the bridge. Mr. Thoresen added that any of that grant money not used for bridge construction can be used to fund GV-15. Mr. Thoresen presented the options for GV-16 bridge design concepts for the new bridge over the Fox River for the Southbridge corridor project. Following the presentation of all options. Mr. Thoresen shared Brown County's recommendations.

Aldersperson Hansen stated his preference for having the rectangular column piers with staining and stamping. Mayor Boyd asked how much that upgrade costs. Aldersperson Hansen stated \$450,000. Aldersperson Carpenter added that it would be a 1.2% increase on the estimated overall cost of the bridge. Aldersperson Carpenter asked who was responsible for maintaining the bridge downtown. Mr. Thoresen stated that is the City. Eric Rakers, City Engineer, asked for clarification on maintenance of the new bridge. Mr. Thoresen stated that will be County. Aldersperson Eserkaln asked if there were any benefits of the trapezoidal shape or if it was simply aesthetics. Mr. Thoresen stated it was only for aesthetics. Mayor Boyd supported the stained rectangular columns. Mr. Thoresen moved through Brown County recommendations on the cut-stone texture with C3 railing and 6 lookouts and all were supported by the Board. Mr. Thoresen asked about the pylons and Aldersperson Carpenter stated he did not support them based on the cost and that the Claude Allouez pylons were never completed. Mayor Boyd asked if there was support for some other type of pylon at the ends of the bridge. Aldersperson Carpenter stated that the bridge concept looks very nice without them but questioned if the light poles will be able to have flags/banners installed similar to Claude Allouez bridge. Mayor Boyd asked if any other bridges in the area have pylons and what the pylons on Claude Allouez represent. Mayor Boyd stated he thought they were supposed to represent sails. Aldersperson Carpenter agreed with sails being the intent. Mayor Boyd asked what the cost would be to add pylons. Mr. Thoresen stated it would be \$264,000 more or approximately \$66,000 per pylon and a design would need to be drawn up.

Mayor Boyd moved to approve rectangular column piers with staining, cut-stone surface texture with C3 railing, 6 lookouts, without pylons, seconded by Aldersperson Eserkaln.

Aldersperson Hansen asked about the "south bridge" railing logo shown in the agenda packet. Aldersperson Hansen stated he liked the railing logo options shown but suggested having the City logo. Aldersperson Carpenter suggested having that included for the presentation to Council with a decision being made there.

Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	James Boyd
SECONDER:	Mike Eserkaln
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

12. Consideration and possible action on Neighborhood Watch Sign Policy*

Eric Rakers, City Engineer, stated the Engineering worked with the Police Department to create a Neighborhood Watch Sign Policy for consideration. Mr. Rakers shared that the Police Department received a grant to partially fund the replacement of neighborhood watch signs. Prior to expending funds, a policy needs to be created addressing the future placement and replacement of signs. As part of the policy creation, an inventory needed to be done of active associations. Mr. Rakers explained that in the past, neighborhood watch associations were responsible for funding the installation of signs which were placed at various locations within the neighborhood association area with no policy on the number of signs placed in an association area. These signs were placed on existing sign posts, or utility poles. As part of the new policy, the Police Department will oversee the program and verify whether associations are active. Upon request, the Police Department will work with the Street Department to have signs created and installed. With the grant the Police Department received, they believe the funding exists to provide up to two signs per association and additional ones would be funded by the association. The Neighborhood Watch Policy states that each association can request a sign for each entry point into their association and these signs would be installed on existing sign posts on the right hand side of the road. Mr. Rakers stated that a sign design has been submitted to the DOT for approval per WI Statute 66.0429.

Aldersperson Carpenter moved to approve the Neighborhood Watch Association Policy, with up to two signs per active neighborhood watch association being funded in 2025, seconded by Aldersperson Hansen.

Aldersperson Hansen stated he was excited to see the policy moving forward and asked if the design created in 2023 was the one submitted for approval. Mr. Rakers and Mayor Boyd stated they were mostly sure that was the sign submitted. Aldersperson Hansen stated that he had been in favor of the City covering the cost of the signs but stated that most associations will be fine with two free signs from the grant. Mr. Rakers added that the installation will still be covered by the City but the materials would need to be covered by the associations for any additional signs.

Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Dan Carpenter
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

13. Consideration and possible action on award of Contract 24-17 Community Center Relay*

Mayor Boyd moved to approve the award of Contract 24-17 Community Center Relay, seconded by Aldersperson Carpenter.

Aldersperson Carpenter asked if this project had been planned. Eric Rakers, City Engineer, stated it had been planned with some budget being in 2023 and an increase approved in 2024 budget to do additional work including relocating the sanitary sewer. Aldersperson Carpenter shared concerns about using a new contractor.

Mr. Rakers stated that contractors have to submit a prequalification packet in order to be considered for construction projects.

Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

14. Consideration and possible action on the State/Municipal Financial Agreement with WisDOT for I-41-Southbridge Road Interchange*

Eric Rakers, City Engineer, stated the Wisconsin Department of Transportation (WisDOT) is continuing construction on the I41 and Southbridge (Generations Boulevard) interchange project. The first phase of the project that started in 2024 was early fill placement in the interchange due to very poor subsoils and this agreement is for the next phase. The next phase will be constructing the pavement and bridge for the interchange later in 2025, which the City will have a small cost for. The costs are associated with the architectural surface treatment with stamped concrete in the roundabouts, concrete staining on the overpass, and minor sanitary sewer and water valve box adjustments. For this work to be completed, the City needs to enter into a State/Municipal Financial Agreement (SMFA) with WisDOT and the estimated cost for the City portion of the work is \$3,631.

Mayor Boyd moved to approve the State/Municipal Financial Agreement with WisDOT for I-41 Southbridge Road Interchange, seconded by Alderperson Carpenter.

Alderperson Hansen questioned if the name of the road is being included on the bridge. Scott Thoresen, Public Works Director, stated that staff will look into it.

Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Jonathon Hansen
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

15. Consideration and possible action on State/Municipal Financial Agreement-1st Revision for STH 32 from Merrill Street to Cook Street*

Eric Rakers, City Engineer, stated the City entered into a State/Municipal Financial Agreement (SMFA) with the Wisconsin Department of Transportation (WisDOT) for resurfacing of STH 32 (Broadway Street) from Merrill Street to Cook Street. The City's estimated cost on the original SMFA was \$19,550 and is increasing to \$42,500 with the Revision #1. The City has received a SMFA Revision #1 for this project. Since this section of STH 32 is connecting highway, the City needs to enter into the SMFA which requires the City to fund 25% of the design. The cost has increased due to overall project cost increases with the revised project now including the construction of sidewalk on the east side of STH 32 from Bomier Street to Cook Street.

Alderperson Hansen moved to approve the State/Municipal Financial Agreement – 1st Revision for STH 32, seconded by Alderperson Carpenter.

Alderson Hansen asked if curb and gutter were being installed and how the sidewalk construction will be funded. Mr. Rakers stated the sidewalk cost will be included as part of the project but it will need to be maintained by the City and curb and gutter were being added to the one side of the roadway for the sidewalk. Alderson Hansen asked when the work was scheduled to be completed and questioned it being 2027 or 2028. Mr. Rakers stated he could not recall and would look into it and get back to Alderson Hansen with the answer. Scott Thoresen, Public Works Director, confirmed construction in 2027.

Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Jonathon Hansen
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

16. Consideration and possible action on updates to 2024 General Conditions and Standard Specifications

Eric Rakers, City Engineer, stated there were not a lot of changes and they were mostly minor revisions. Mr. Rakers specifically shared that changes were made to the tracer wire specification and minor modifications to water main specifications. Mr. Rakers asked if the Board would like details on the individual changes. Mayor Boyd stated that he had read it through and asked if there were specific questions from Board members. Alderson Hansen questioned the use of flex-o-rings to reduce vibration similar to on railroad crossing usage or similar materials. Mr. Rakers stated that the City has been using 2 inch rubber rings for quite a while and the addition of flex-o-ring was to offer another manufacturer. Mr. Rakers added that there is a belief that the rubber rings do absorb some of the energy from traffic. Mayor Boyd asked if there were any other parts to be highlighted. Mr. Rakers stated it was all pretty minor and reflects changes in the industry. Mr. Rakers added that some of the changes were things staff was already allowing including the changes in the concrete type which is allowed by DOT and does not produce as much carbon to create. Mayor Boyd asked if contractors would have any issues with the changes. Mr. Rakers stated they would not.

Alderson Hansen moved to approve the updates for 2025 General Conditions and Standard Specifications, seconded by Alderson Carpenter. Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Jonathon Hansen
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Mike Eserkaln
EXCUSED:	Shana Defnet Ledvina

IV. Future Agenda Items

None

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 9:24 PM, seconded by Alderson Eserkaln. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Marovich