



Board of Public Works

Regular Meeting

Minutes

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

Monday, September 8, 2025

7:30 PM

Council Chambers/Virtual
335 S. Broadway

I. Call to Order

1. Roll Call

Mayor Boyd called the meeting to order at 7:30 PM

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

Absent:

Excused:

Others present:

Scott Thoresen, Public Works Director

Eric Rakers, City Engineer

Betty Marovich, Recording Secretary/Administrative Assistant

Tony Fietzer, Street Superintendent (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 August 11, 2025 Board of Public Works Meeting Minutes

Aldersperson Carpenter moved to approve the August 11, 2025 Board of Public Works Meeting Minutes, seconded by Aldersperson Eserkaln. Upon vote, the motion passed unanimously.

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

2. Consideration and possible action on Wisconsin Department of Transportation (DOT) – Revised Municipal Agreement for STH 32*

Scott Thoresen, Public Works Director, explained that the City received revision #3 for the State / Municipal agreement (SMA) for the improvements for STH 32 (Main & Reid) from 3rd Street to 8th Street. The proposed improvements will consist of a pavement replacement and pavement preservation.

The estimated cost for the project has increased from \$11,618,880 to \$16,000,000. The City’s estimated cost share (design & construction) at this time is \$2,911,927. The cost share percentage is approximately 82% DOT and 18% City. The reason for the revisions and increase is the DOT has completed a majority of the design. Mr. Thoresen shared the line items that will be City responsibility with particular emphasis on the slope improvements on Main Avenue at the Railroad Bridge.

Mayor Boyd asked for confirmation on the surfacing at the railroad tracks. Mr. Thoresen stated that both spur lines, crossing Main Avenue and Reid Street, will be redone but was unsure what material will be used. Eric Rakers, City Engineer, stated that the material information may be more readily available when the DOT has reached 90% project design. Mr. Thoresen added that the railroad improvements will be 100% state/federal funded. Alderperson Carpenter asked the composition of the concrete option on the slope improvements. Mr. Thoresen stated it would be 4" concrete with 4-6" gravel base. Alderperson Carpenter shared concerns over plants growing in the cracks along the slope if capped with concrete. Alderperson Carpenter asked if a weed barrier would be used. Mr. Thoresen stated that weeds would still grow from seeds deposited above the barrier after concrete installation. Alderperson Carpenter shared concerns over the safety of weed removal on the slope. Mr. Thoresen shared that prairie plants could be used as an alternative to the concrete slope cap and added that it could be similar to the plants used around the pond off Front Street. Mr. Thoresen stated it may reduce the cost if Board and Common Council opt to utilize the existing slope and convert to prairie plants but added that weeds could still be an issue and some type of maintenance will always be required. Mr. Thoresen offered to speak with WI DOT regarding options for planting prairie plants on the slope and the cost impact. Mr. Thoresen added that there were many options that could be implemented on that slope and it would depend on how much money the City wants to spend there. Alderperson Carpenter asked if staff could have photos to show some of the options when this item is presented at Common Council. Mr. Thoresen stated he could have those available. Alderperson Carpenter asked if any water work was included with this project. Mr. Thoresen stated that Engineering would bid that the year prior to construction starting by the state. Alderperson Carpenter asked if there were still discussions about widening the railroad bridge underpass to four lanes. Mayor Boyd stated it was still under discussion and elaborated on a recent visit to De Pere by DOT Secretary, Senator Wall, and Brown County representatives. Alderperson Hansen verified that if the road was widened it would impact the slope improvements. Mr. Thoresen agreed and added that major changes could delay the project. Alderperson Hansen asked if all the street lighting was being replaced. Mr. Thoresen explained that some parts will be salvaged for reuse and that they are being evaluated. Alderperson Eserkaln suggested adding a mural to the slope if it was capped with concrete.

Mayor Boyd moved to approve the Wisconsin Department of Transportation Revised Municipal Agreement for STH 32, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

3. Consideration and possible action on Quote for Real Estate Services for STH 32*

Eric Rakers, City Engineer, stated the Engineering Department received proposals for real estate appraisals and right of way acquisition for the Wisconsin Department of Transportation (WisDOT) improvements on STH 32 from Eighth Street to Third Street. This section of STH 32 is considered connecting highway and with connecting highways, municipalities are responsible for appraising and acquiring right of way. Municipalities are reimbursed for consulting and acquisition fees. Mr. Rakers explained that many factors can determine

the amount of hours necessary to complete this work and award will be based on the rates, not the total amount listed in the proposals. Mr. Rakers recommended awarding the professional services agreement to Corre, Inc.

Mayor Boyd moved to approve the professional services agreement for Real Estate Services for STH 32 to Corre, Inc., seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

4. Consideration and possible action on amending Chapter 82 of the De Pere Municipal Code regarding Solid Waste*

Tony Fietzer, Street Superintendent, explained that staff is requesting to change City Ordinance Chapter 82 to remove the limit on the number of times overflow tags can be used for garbage at individual addresses. Mr. Fietzer explained that staff does not track and has not found a feasible way to track the number of overflow tags used at a property annually and feels if the resident is paying for the extra collection it should not be limited. Mr. Fietzer explained that staff finds this service is often being utilized by residents in multifamily units, which are not able to obtain additional carts due to City Ordinance restrictions.

Alderperson Ledvina moved to approve amending Chapter 82 of the De Pere Municipal Code regarding Solid Waste to remove the limit on times overflow tags can be used for garbage, seconded by Mayor Boyd.

Alderperson Carpenter asked the cost of each overflow tag. Mr. Fietzer answered the tags were \$3 each and covered two bags of garbage. Mr. Fietzer asked Betty Marovich, Recording Secretary, to confirm. Ms. Marovich confirmed the cost and added that each tag could be used for two 13-gallon-sized garbage bags or 2 containers for recycling.

Upon vote, the motion passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Shana Ledvina
SECONDER:	James Boyd
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

5. Consider and Possible Action Regarding Intergovernmental Cooperative Agreement for the Wisconsin Recycling Consolidation Grant for 2026*

Scott Thoresen, Public Works Director, explained that Brown County Port & Resource Recovery has notified the City that the Wisconsin Department of Natural Resources (DNR) has changed their requirements for establishing eligibility for the Wisconsin Recycling Consolidation Grant which will require a different type of agreement for 2026. A cooperative agreement will need to be entered with the other Responsible Units (RU) within Brown County that have an effective recycling program. The Brown County Port & Resource Recovery department will facilitate working with all the municipalities in Brown County in getting the cooperative agreement completed. The City's requirement is going to be

to sign the attached agreement and submit to the County prior to October 1, 2025.

Aldersperson Hansen moved to approve Intergovernmental Cooperative Agreement for the Wisconsin Recycling Grant for 2026, seconded by Aldersperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jonathon Hansen
SECONDER:	Shana Ledvina
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

6. Consideration and possible action on award of Contract 25-11 Redevelopment Street and Utility Construction*

Eric Rakers, City Engineer, explained the project, project limits, and funding. Mr. Rakers recommended accepting the bid from Kruczek Construction, Inc. in the amount of \$1,445,555.55. Mr. Rakers explained that utility work would occur this fall with street construction occurring in late spring or early summer 2026 in coordination with the building construction.

Aldersperson Carpenter asked if the utilities would be relayed the full length. Mr. Rakers explained the limits of the new utilities and the utility relay.

Mayor Boyd moved to approve award of Contract 25-11 Redevelopment Street and Utility Construction to Kruczek Construction in the amount of \$1,455,555.55, seconded by Aldersperson Carpenter. Upon vote, the motion passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

7. Consideration and possible action on City Engineer Parking and Traffic Recommendations*

Eric Rakers, City Engineer, explained each recommendation from Parking and Traffic including:

1. Adding bus dropoff designation on Lewis Street

Mayor Boyd asked if busses have been using the bus dropoff area at Mulva. Mr. Rakers explained that they have but there are no restrictions currently on that area and other vehicles can park in that space, limiting bus access. Aldersperson Hansen verified that signage will be posted with the new designation. Mr. Rakers stated that was correct.

2. Removing the Deaf Child Sign on Nob Hill Ln

3. Adding yield signs on Ballyvaughan Road at Garroman Drive

4. Adding School Zone signs on Lourdes Ave

Aldersperson Carpenter verified that it would include the reduced speed and asked if St Mary or St Joseph would be included. Mr. Rakers stated it would include the reduced speed when children are present and only Lourdes would be signed.

5. Modifying the stop sign locations at Wisconsin and William Streets

Mayor Boyd asked if this would align with the other North/South and East/West streets in this area. Mr. Rakers explained that each is evaluated individually for the best option and staff felt this location would be best to modify to get traffic through the intersection coming off N. Broadway. Alderperson Hansen questioned whether the street was William or Williams. Mr. Rakers stated it should be William and it would be corrected being forwarding to Common Council.

Mayor Boyd moved to approve the City Engineer Parking and Traffic Recommendations, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

8. Discuss City Engineer Recommendations on No Action Parking and Traffic Discussion Items

Eric Rakers, City Engineer, outlined the no action parking and traffic discussion items as follows:

1. Consider parking restrictions on Lost Dauphin during SNC sporting events

2. Consider parking restrictions on the north side of Park Street

3. Consider bike lanes on Third and Fourth Streets

4. Consider Dead End/No Outlet sign on Twilight Drive

Alderperson Carpenter asked the average speed from the traffic counters used at this location to verify trip data. Mr. Rakers stated he would provide that data to the Board, but had not utilized that information to make the decision for no action on this request.

5. Consider directional signs on Main Avenue for semi-trucks

Discussion only. No action necessary.

9. Discuss Alley Capital Improvement Program

Eric Rakers, City Engineer, explained that Alderperson Hanson had requested a discussion item at the Board for the capital improvement program (CIP) for alleys. Mr. Rakers explained that staff rates City streets, parking lots, and alleys every two years using the State's PASER system, which is on a scale from 1 to 10, with 10 being new construction and 1 being complete failure. Alleys that deteriorate to a 3 rating are added to the capital improvement program. Staff reviews the number of alleys based on length and complexity and separates over the two years. Mr. Rakers explained that staff waits until an alley is deteriorated to 3 because these are low traffic volume facilities. Additionally, staff has been reconstructing the alleys and where possible, modifying grades to improve drainage out of the alleys into adjacent streets.

Alderperson Hansen verified that the listed alleys for 2026 and 2027 would cover all alleys with a rating of 3. Mr. Rakers stated it would, based on the most recent ratings.

Discussion only. No action necessary.

IV. Future Agenda Items

Aldersperson Carpenter made a request for Parking and Traffic to change stop sign on Fourth Street at Lost Dauphin Road to a yield sign.

Aldersperson Hansen asked to discuss cost share and asphalt sidewalk for GV Brown County Projects.

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 8:16 PM, seconded by Aldersperson Carpenter. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Marovich