



Board of Public Works

Regular Meeting

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

Final Minutes

Monday, November 12, 2018

7:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
James Boyd	Aldersperson	Late	7:40 PM
Dan Carpenter	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Others present were Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, Larry Delo, Administrator, and Grace Lahtela, Recording Secretary.

2. Approval of BOPW October 8, 2018 Meeting Minutes

Aldersperson Carpenter moved to approve the October 8, 2018 Board of Public Works meeting minutes, Aldersperson Raasch seconded the motion. Upon vote, the motion passed unanimously.

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

II. Public Comment

None.

III. Items

1. Consider Preliminary Resolution for Special Assessments for Sanitary Sewer System, Water System - New Water Main, Existing Water System, New Development Storm System, and/or Storm Water Management for Ryan Road from 800 feet north of Diversity Drive to 430 feet south of Diversity Drive.*

Eric Rakers, City Engineer, presented the preliminary resolution for special assessments for sanitary sewer system, water system, new development storm system, and storm water management for Ryan Road from 800 feet north of Diversity Drive to 430 feet south of Diversity Drive. There are three entities impacted by the assessment; the developer of the subdivision, the school district, and Craig and Valerie Oestreich at 2730 Ryan Road. The developer and school district have separate signed agreements on how the assessment will be paid. Staff recommends that the property owned by Craig and Valerie Oestreich be assessed, but have a 10 year payback period. In addition, they would have a 5 year interest free deferment for the sanitary sewer and water main assessment or until connection is made. If connection is not made before, it will be required after 5 years.
Discussion followed.

Alderson Hansen questioned the breakdown of the total assessment charges for 2730 Ryan Road.

Mayor Walsh moved to open the meeting to public comment at 7:37 pm, seconded by Alderson Hansen. Upon vote, the motion passed unanimously.

Craig Oestrich commented on the total costs that he will be responsible for.

Alderson Raasch moved to return to regular order at 7:40 pm, seconded by Alderson Hansen. Upon vote, the motion passed unanimously.

Alderson Carpenter questioned the calculation of sewer charges if connection has not been made to the water system.

Alderson Boyd arrived to the meeting at 7:40 pm.

Mayor Walsh motioned to approve the resolution and send to council to schedule the public hearing to include a 10 year payback period for the assessment and also include a 5 year interest fee deferment, seconded by Alderson Raasch. Upon vote, the motion passed unanimously.

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

2. Consider Preliminary Resolution for Special Assessment for Storm Sewer Main and/or Laterals for 2730 Ryan Road.

Eric Rakers, City Engineer, presented the preliminary resolution for storm sewer and/or storm lateral construction for 2730 Ryan Road.

Alderson Carpenter moved to open the meeting to public comment at 7:45 pm, seconded by Alderson Raasch. Upon vote, the motion passed unanimously.

Craig Oestrich commented on the special assessment and the 5 year payback plan.

Mayor Walsh moved to return to regular order at 7:47 pm, seconded by Alderson Raasch. Upon vote, the motion passed unanimously.

Mayor Walsh motioned to approve the preliminary resolution for special assessment for storm sewer main and/or laterals for 2730 Ryan Road with the deferment and schedule a public hearing at the December 10, 2018 Board of Public Works meeting, seconded by Alderson Hansen. Upon vote, the motion passed unanimously.

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

3. Consider Proposed Assessment Deferral Updates to Special Assessment Ordinance.*

Eric Rakers, City Engineer, reviewed the proposed deferral updates to the special assessment ordinance for existing rural properties.

Alderson Raasch moved to approve the proposed assessment deferral updates to the special assessment ordinance, seconded by Alderson Boyd. Upon vote, the motion passed unanimously.

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

4. Consideration to Approve Proposal to Improve Nicolet Alley.*

Larry Delo, City Administrator reviewed the proposal for improvements to Nicolet Alley. In the 2018 budget, there was funding under Tax Increment District 9 for Nicolet Square improvements. As part of the project, RFP's for design services for the alley were sent out. Staff recommends accepting the proposal from local artists Shanna Koltz and Naomi Moes Jenkins. This will be considered a design and art installation project, and with the items not permanent, it would not need to go out for bids for construction. Adjacent business owners were contacted and they are in favor of the project.

Discussion followed.

Alderperson Hansen moved to open the meeting to public comment at 7:55 pm, seconded by Alderperson Boyd. Upon vote, the motion passed unanimously.

Artists Shanna Koltz and Naomi Moes Jenkins were present to discuss their conceptual design and vision for the Nicolet Alley improvements.

Discussion followed.

Mayor Walsh moved to return to regular order at 8:15 pm, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

Alderperson Carpenter moved to approve the proposal for improvements to Nicolet Alley, 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, Raasch, Walsh

5. Consider Changing Parking on O'Hearn Street.*

Eric Rakers, City Engineer, presented the parking concerns and citizen requests to consider parking restrictions on O'Hearn Lane. A survey was sent to residents on the street to see what recommendations were preferred. Option 1, which is the most restrictive and the current parking policy, is no stopping or standing during school hours when children are present. Option 2 is to change the restriction to state no parking during school hours when children are present. Option 3 is the least restrictive which would be to implement a 3 hour parking restriction during school hours. The police department has been monitoring the area, and is in favor of option 2. With the survey results being so close, staff recommendation would be to agree with the police recommendation and change policy to option 2, no parking during school hours when children are present.

Mayor Walsh motioned to open the meeting to public comment at 8:20 pm, seconded by Alderperson Boyd. Upon vote, the motion passed unanimously.

Suzanne DeLeeuw 1731 O'Hearn Lane, Vickie Kelley Seeman 1733 O'Hearn Lane, and Susan Casper 1738 O'Hearn Lane spoke regarding the parking problems and safety concerns on O'Hearn. There are cars blocking, turning around and parking in driveways and current parking restrictions are not being enforced by the police department. They questioned the possibility of having parking restrictions on one side of the street to allow for cars to get through.

Engineer Rakers stated that the road width 36 feet. This is wider than our current policy of 32 foot width for parking on both sides of the street.

Discussion followed.

Alderpersion Boyd stated that an increase in issues is due to changes in the drop off and pick up policies for the busses, and the parking concerns should be addressed by the school district.

Mayor Walsh moved to return to regular order at 8:40 pm, seconded by Alderpersion Boyd. Upon vote, the motion passed unanimously.

Alderpersion Raasch commented that the issues are not just parking issues, but the school has to figure out drop off and pick up procedures. The district is aware of the issues and has property behind the school that can be used. These problems need to be addressed by the school board.

Discussion followed.

Mayor Walsh motioned to approve option 2, following police department recommendations, seconded by Alderpersion Boyd.

Discussion followed.

Mayor Walsh requested that the police department be contacted and that intense patrolling be done in that area if possible.

Alderpersion Hansen commented that he would like to see parking restricted to one side of the street.

Upon vote, the above motion passed 3-2, with Alderpersion Hansen and Alderpersion Raasch voting nay.

RESULT:	ADOPTED [3 TO 2]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderpersion
AYES:	James Boyd, Dan Carpenter, Michael J. Walsh
NAYS:	Jonathon Hansen, Dean Raasch

IV. Future Agenda Items

None

V. Adjournment

Mayor Walsh moved to adjourn the meeting, seconded by Alderpersion Boyd. Upon vote, the motion passed unanimously and the meeting was adjourned at 8:55 pm.

Respectfully submitted,
Grace Lahtela