



# Board of Public Works

## Regular Meeting

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

## Agenda

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Monday, December 8, 2025

7:30 PM

Council Chambers and Virtual

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Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Board of Public Works** of the City of De Pere will be held on **December 8, 2025 at 7:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

**The Public or Members of the Board of Public Works, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:**

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

**You can also dial in using your phone.**  
United States (Toll Free): [1 866 899 4679](tel:18668994679)  
United States: [+1 \(312\) 757-3117](tel:+13127573117)  
Access Code: 154-883-285

*This meeting may also be rebroadcast on TV throughout the week and available on demand at <https://deperewi.portal.civicclerk.com/>.*

- I. Call to Order
  1. Roll Call
- 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
- III. Items
  1. Approval of the October 13, 2025 Board of Public Works Meeting Minutes.
  2. Consider and Possible Action Regarding Lease Agreement for 1201 Enterprise Drive\*
  3. Consideration and possible action on City Engineer Parking and Traffic Recommendations \*
  4. Discuss City Engineer Recommendations on No Action Parking and Traffic Discussion Items.
  5. Consideration and possible action on 2026 Private, Full-Length Sanitary Sewer Lateral Reimbursement Rates. \*

- 6. Discuss Southbridge Corridor Sidewalk
- IV. Future Agenda Items
- V. Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Public Works Department at 920-339-4060 by noon on the previous day so that arrangements can be made.

Agenda Sent To:

Alderspersons  
City Manager  
Mayor  
Department Heads  
TV, Newspapers & Radio Stations  
Kress Family Library  
De Pere Chamber of Commerce  
Definitely De Pere  
Ed Rudd, Agent for Amerilux



City of De Pere, Wisconsin

III.1

**Request for Board of Public Works Action**

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**MEETING DATE:** December 8, 2025  
**DEPARTMENT:** Public Works  
**FROM:** Grace Lahtela, Administrative Assistant  
**SUBJECT:** Approval of the October 13, 2025 Board of Public Works Meeting Minutes.  
**RECOMMENDED ACTION:** Staff recommends approval.

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ATTACHMENTS:  
2025 1013 BOPW\_Minutes



# Board of Public Works

## Regular Meeting

### Minutes

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

Monday, October 13, 2025

7:30 PM

Council Chambers/Virtual

#### I. Call to Order

##### 1. Roll Call

Mayor Boyd called the October 13, 2025 Board of Public Works meeting to order at 7:30 PM.

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

**Absent:**

**Excused:**

Others present:

Scott Thoresen, Public Works Director

Chase Kuffel, Assistant City Engineer

Pam Manley, Finance Director

Tony Fietzer, Street Superintendent (Remote)

Betty Marovich, Administrative Assistant/Recording Secretary

Ginny Hinz, Onward Accounting & Consulting LLC

#### 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

Chase Kuffel, Assistant City Engineer, thanked Betty Marovich for the six years dedicated to providing excellent service to the City of De Pere residents and the Board of Public Works and wished her best of luck in her new position. Mayor Boyd asked what Betty was moving on to. Betty Marovich, Recording Secretary, replied that she had accepted a position with Columbia County in order to move with her husband down to their family land. Ginny Hinz, Onward Accounting & Consulting, commented that she works with Columbia County and asked what position Betty was taking. Ms. Marovich answered that she would be the new administrative assistant for solid waste department.

#### III. Items

##### 1. Approval of the September 8, 2025 Board of Public Works Meeting Minutes

Mayor Boyd moved to approve the September 8, 2025 Board of Public Works Meeting Minutes, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

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

##### 2. Consideration and possible action on Dumpster Corral Collection Services\*

Tony Fietzer, Street Superintendent, stated the City of De Pere currently manages five dumpster corrals

for business and residential garbage and recycling collection, with a sixth location coming in 2026 for the Mill Alley. In 2022, the City of De Pere sent out a Request for Proposal (RFP) to solid waste collection companies to complete a 3-year collection contract. At that time, GFL Environmental was awarded the contract based on the RFP and rate. In August 2025, another RFP was sent out to solid waste collection companies for a 3- year collection contract. The city sent the RFP to Harter’s and GFL Environmental, and received proposals from both companies which were included in the packet. In reviewing the proposals, GFL offered a better collection and disposal rate. Mr. Fietzer recommended awarding this 3-year collection contract to GFL Environmental.

Aldersperson Carpenter moved to approve a 3-year agreement for dumpster corral collection services with GFL, seconded by Aldersperson Ledvina.

Aldersperson Hansen asked where the new 2026 location will be located that is listed on the proposals. Mr. Fietzer stated that it will be the Mill Alley on the west side off Main Avenue. Mr. Fietzer added that it also allowed for other locations to be added during the course of the contract. Scott Thoresen, Public Works Director, stated that the Community Center collections were recently added to this service and that that is an example of a location that could be added to the contract as Tony indicated.

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

3. Consideration and possible action on Leasing an Equipment Storage Warehouse\*

Tony Fietzer, Street Superintendent, stated the City has outgrown the storage capabilities at the Municipal Service Center (MSC) and utilizes privately owned storage facilities for equipment. The City was leasing a space from KK Integrated Logistics and when that lease expired it was necessary to find a new location. In discussions with KK Integrated Logistics, space became available at the former Shopko Distribution Center on Lawrence Drive and staff recommends leasing from them again at this new location on a one-year lease that can be extended based on the construction progress at the MSC.

Mayor Boyd moved to approve the lease for equipment storage warehouse, seconded by Aldersperson Ledvina. Upon vote, the motion passed unanimously.

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

4. Consideration and possible action on 2025-2026 Sidewalk Snow & Ice Removal Rates

Scott Thoresen, Public Works Director, explained the annual process of approving winter snow removal rates for properties in violation of City Ordinance Section 22-18(f) that are cleared by City crews. Mr. Thoresen shared the proposed rates for the 2025-2026 season for lineal feet removal and the minimum charge. Mr. Thoresen stated that staff recommends approving the 2025-2026 removal rates and increasing the minimum lot charge to \$85.

Mayor Boyd asked if an educational campaign went out on social media prior to snow season reminding residents of their responsibilities. Mr. Thoresen stated that multiple reminders are issued on social media channels.

Mayor Boyd moved to approve the 2025-2026 sidewalk snow & ice removal rates, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

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

5. Consideration and possible action for Conventional Water Rate Application for Expense Depreciation\*

Scott Thoresen, Public Works Director, stated that the Board of Public Works and Common Council approved hiring Onward Accounting & Consulting LLC to assist with applying to the Wisconsin Public Service Commission (PSC) for consideration for a conventional water rate case. Mr. Thoresen explained that over time, the water utility has gotten into a negative deficit. The intent of the application is to adjust water rates in accordance with the PSC guidelines to determine if water rates are adequate to meet the water utility's debt service requirements and to fund project capital projects such as water main replacements. Mr. Thoresen explained that staff proposed bonding for \$1M for 2025 and \$1M for 2026 for capital projects. Mr. Thoresen explained that as staff worked through the application, the PSC has a new methodology for cash funding water main replacements called "expense depreciation" rather than issuing debt annually to fund these projects. Issuing debt every year for the water main replacement program keeps the costs lower in the initial years of the program when the debt service payments are lower, but with increasing debt service payments, rates for debt funding eventually increase higher than with cash funding. Staff included a comparison in the packet of annual debt financing versus the expense depreciation method. Under the expense depreciation it would be the intent to fund \$1,000,000 in annual water main replacements instead of bonding annually for the same amount. It is estimated if the PSC approved the expense depreciation method the water rates would increase approximately 19%. If the City would go the route of debt financing annually the same amount the rates would increase approximately 5.5%. Mr. Thoresen stated that to prevent the water utility from going into negative cash balances in the future, the City needs to either issue debt on an annual basis or go with the expense depreciation method. Mr. Thoresen recommended applying with the PSC using the expense depreciation method.

Pam Manley, Finance Director, and Ginny Hinz, Onward Accounting & Consulting, LLC, further presented on the specifics of the expense depreciation/cash funding method compared to debt financing.

Mayor Boyd asked how rates are managed after the first year's increase with cash funding. Ms. Hinz explained that the City would be able to complete simplified rate case increases 8 times before a conventional rate case study would be needed again. Mr. Hinz explained that with the debt financing, the City would need to complete conventional rate case studies with a consultant every 2 to 4 years. Ms. Hinz stated that with cash funding, the next conventional rate case study with a consultant may not be needed for 10 to 15 years. Mayor Boyd shared concerns with proper messaging to the residents to understand the initial increase versus the long term result. Alderperson Carpenter commented that numerous surrounding communities recently had a large increase. Alderperson Carpenter asked if the City would intent to ask for an increase from PSC every year or every other year with the simplified rate case increase or would it be based on necessity upon review of the utility. Ms. Hinz explained that when staff does budget annually, the cash flow would be reviewed to determine if an increase would be needed. Mr. Thoresen added that an increase in population would also increase the cash flow and reduce the need for rate increases. Ms. Hinz stated that the PSC is in place to protect the customers and would not allow an increase or series of increases that would be deemed unreasonable to the customer. Ms. Hinz explained that based on the average residential customer bill, a 19% increase equates to approximately \$8

per month. Mayor Boyd asked the process and next steps. Ms. Hinz explained the process that follows the approval from Board of Public Works and Common Council. Alderperson Carpenter asked if the average residential bill amount included fire protection. Ms. Hinz stated she was 99% positive that it was included and would verify prior to Common Council.

Mayor Boyd moved to approve the conventional water rate application for expense depreciation, seconded by Alderperson Carpenter.

Alderperson Hansen asked staff to review the slide that illustrated the pros and cons expense depreciation and debt financing. Ms. Manley explained each pro and con listed. Alderperson Hansen asked how much revenue will be generated in 2026 from the rate increase. Ms. Manley explained that the increase won't be seen fully in 2026 due to the length of time required for the application and processing. Mayor Boyd asked how long the entire process may take. Ms. Hinz explained that a normal conventional rate case takes 4 to 5 months. The expense depreciation option could take 9 months to a year as it requires a PSC full board review. Ms. Hinz stated that after one full year with the increased rate, the City could see approximately \$1.4M revenue. Alderperson Hansen asked how long it will take to pay off the existing debt. Ms. Manley explained that with the expense depreciation option, the debt would be paid off 10 years after the last borrowing from the City to the utility (2036). Alderperson Carpenter asked if replacement residential meters were included within the expenses shown in the analysis. Mr. Thoresen and Ms. Hinz stated it was included. Alderperson Carpenter asked why services were only rated for 35 years. Ms. Hinz stated that the depreciation rates are determined by the PSC and they have been questioned and staff will ask again when meeting with the PSC. Alderperson Eserkaln asked if the 19% increase could be spread over multiple years to reduce the drastic increase up front. Ms. Hinz stated that in certain situations, the PSC has allowed for an increase to be spread over two years, and added that the City could ask for that allowance, but Ms. Hinz did not foresee it being allowed in this situation.

The motion passed with a 4-1 vote, with Alderperson Hansen voting no.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	James Boyd
<b>SECONDER:</b>	Dan Carpenter
<b>AYES:</b>	James Boyd, Dan Carpenter, Mike Eserkaln, Shana Ledvina
<b>NAYS:</b>	Jonathon Hansen

6. Consider and possible action Regarding West Side New Yard Waste Site\*

Scott Thoresen, Public Works Director, stated that the Board and Common Council had a discussion back in August regarding whether to move forward with the west side yard waste site. The Council approved moving forward with the yard waste site as long as the Town of Lawrence entered into an intergovernmental agreement by January 1, 2026 for their residents to use the west side yard waste site. The Council had concerns with the \$2 million estimated costs to construct this site. Mr. Thoresen explained that a good portion of these costs would be to build a road and infrastructure to the site. Mr. Thoresen added that staff met with the Town of Lawrence Administrator and Town Chair regarding the proposed yard waste site and the Town is interested in partnering with the City on this site because the Town wants to get rid of their existing yard waste site in the future and has no interest in operating another site. There is no immediate need for the Town to close down their existing yard waste site at this time. Mr. Thoresen recommends delaying the construction of the proposed west side yard waste site in 2026.

Mayor Boyd moved to delay the construction of the proposed west side yard waste site in 2026, seconded by Alderperson Ledvina.

Alderperson Carpenter shared concerns about this proposed site being available for a yard waste site in the future, as Planning Department staff has indicated it is a prime candidate to be sold for development. Mr. Thoresen agreed that it is very marketable property for development. Mr. Thoresen stated that once Southbridge connects, Town of Lawrence residents could be granted access to the east side yard waste site or staff could look for alternative options. Mr. Thoresen reminded the Board members that they and Council had previously indicated they did not want to leave the City limits for these sites, but the discussion could be brought forward again in the future.

Upon vote, the motion passed unanimously.

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

7. Consideration and possible action on to update the Neighborhood Watch Sign Policy\*

Tony Fietzer, Street Superintendent, explained that in January of this year, a Neighborhood Watch Sign Policy was adopted by the Board. The policy established when signs will be installed and removed, funding for sign installation, and the location where signs will be permitted. Mr. Fietzer explained that part of the policy is that neighborhood watch signs are to be installed on existing signposts or utility poles. Staff performed the initial round of sign installations and found there are 22 locations at the entrance points to neighborhood watch areas lacking existing signposts or utility poles. Based on staff discussions, a new signpost costs approximately \$75 and because of the lack of adequate existing signposts or utility poles, consideration should be given to permit new signpost installation when determined by staff. Mr. Fietzer explained that the Police Department has a grant that could fund up to \$3,000 to cover the costs of the signposts and other costs past that amount would be passed on to the neighborhood watch organizations. Mr. Fietzer recommended approving the updates to allow new signposts to be installed in locations where there are not existing signposts or utility poles.

Alderperson Hansen moved to approve the updates to the Neighborhood Watch Sign Policy, seconded by Alderperson Ledvina.

Alderperson Ledvina verified that the neighborhood associations were not paying for the signs. Scott Thoresen, Public Works Director, confirmed that the Police Department grant will cover up to \$3,000 for the signs and posts, but after that it would be the responsibility of the association.

Upon vote, the motion passed unanimously.

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

8. Consideration and possible action on Change Order #1 for Project 25-02\*

Chase Kuffel, Assistant City Engineer, explained that since award of Contract 25-02, the Department of Public Works has received a request from the De Pere Historical Society to install storm sewer on Cass Street from Front Street to N. Broadway Street to service the proposed development at 403 N Broadway Street. Since the roadway would need to be excavated to accommodate this work, Public Works staff

determined that the watermain should be installed at the same time to replace inadequate and undersized facilities. Staff estimated it would be approximately \$150,000 to complete this work. Mr. Kuffel explained why staff is requesting a change order for this work, rather than bidding as a standalone project. Mr. Kuffel recommended approving the change order for Project 25-02 to Kruczek Construction, Inc. contingent on the approval of the Public Infrastructure Improvement Agreement by the City and the Developer.

Mayor Boyd verified the Historical Society will be funding a portion of the work. Mr. Kuffel stated that they will be covering approximately \$50,000 of the cost.

Mayor Boyd moved to approve the change order for Project 25-02 with Kruczek Construction, Inc., seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

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

IV. Future Agenda Items

None

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 8:39 PM, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

Respectfully submitted,  
Betty Marovich



**Request for Board of Public Works Action**

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<b>MEETING DATE:</b>	December 8, 2025
<b>DEPARTMENT:</b>	Public Works
<b>FROM:</b>	Scott Thoresen, Public Works Director
<b>SUBJECT:</b>	Consider and Possible Action Regarding Lease Agreement for 1201 Enterprise Drive*
<b>RECOMMENDED ACTION:</b>	Staff recommends approving the lease agreement pending final reviews and approval by the City Attorney.

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**ATTACHMENTS:**

Consider Lease Agreement for 1201 Enterprise Drive - 12-4-2025, 1201 Enterprise Drive Map, 1201 Enterprise Drive suite A Lease Agreement - City of De Pere (clean 12-2-25)

# CITY OF DE PERE MEMO



To: Honorable Mayor Boyd  
Board of Public Works Members  
From: Scott J. Thoresen, Director of Public Works  
Date: December 4, 2025  
RE: Consider and Possible Action Regarding Lease Agreement for 1201 Enterprise Drive\*

The MSC expansion project is currently being designed by SEH. The expansion project is scheduled to have bids opened on 2/26/2026 with anticipated construction to start in early April 2026 depending on the weather. As part of this project, the entire front office is being remodeled due to the office area expansion therefore we need to have a temporary office for the MSC for the duration of the construction project. Staff researched numerous places within the City to lease office space. The best option to meet the MSC operational needs for office space is located at 1201 Enterprise Drive. (See attached map) The City Attorney has put together a draft lease agreement for the office space. (See attached). The lease agreement is for 4,260 square feet of office space. The term of the agreement is to begin 1/1/2026 and will be a month-to-month lease. The intent is to start the lease effective 1/1/2026 is to allow adequate time for staff to prepare and move the current office operations to this location before construction is to commence. It is anticipated the City will need to lease this space for approximately fifteen (15) months. The monthly lease payment will be \$4,500 per month. The funding for the lease payments would be included as part of the \$25 million in borrowing for the expansion project.











Staff recommends approving the lease agreement pending final reviews and approval by the City Attorney.

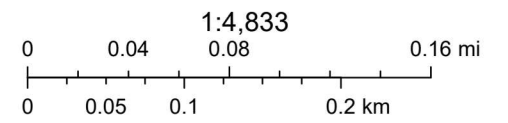
# Internal DIME



12/4/2025

2023 Aerial

- |  |   |   |   |
|--|---|---|---|
|  Red: Band_1   |  City Boundary |  5         |  Parks & Public Spaces |
|  Green: Band_2 |  HwyCL_Web     |  BUILDINGS |  Road Casement         |
|  Blue: Band_3  |  1             |  Ponds     |  LEDG                  |
|  |  4             |   | Neighboring Municipalities  |



Brown County WI

# LEASE

THIS LEASE AGREEMENT, made as of the \_\_\_ day of \_\_\_\_\_, 2025, by and between AMERILUX HOLDINGS, LLC, a Wisconsin limited liability company (hereinafter referred to as "Landlord") and City of De Pere, a Wisconsin municipal corporation, (hereinafter referred to as "Tenant").

WITNESSETH:

## ARTICLE ONE PREMISES AND TERM

Section 1.01: Land & Building. The real property and building located at 1201 Enterprise Drive, City of De Pere, County of Brown, State of Wisconsin. All of the aforesaid property hereinabove mentioned is sometimes hereinafter referred to as the “demised premises.” Tenant can utilize approximately 20% of sign space on the road, at tenant expense. Tenant has the option to add signage to south east side of their suite and a small sign by the driveway area pending approval of the municipality at the tenant’s expense.

Section 1.02: Leased Premises. The leased premises shall include the portion of the building described as Suite A, consisting of approximately 4,260 square feet of office space.

Section 1.03: Term. The term of this Lease (the "Term") shall be month-to-month commencing on January 1, 2026. This lease shall automatically renew each month unless terminated by either party with at least 28 days written notice, in accordance with Wisconsin law. Rent shall be due on the first day of each month.

Section 1.04: Demise of Premises. The Landlord hereby demise[s] unto the Tenant the Premises, as-is, for the purpose of Tenant's proposed remodeling at its sole cost and expense. Tenant acknowledges and agrees that all improvements, modifications, and renovations shall be undertaken in compliance with all applicable laws, codes, and regulations, and that Tenant shall be solely responsible for obtaining any necessary permits and approvals. Upon completion of such remodeling, the Tenant shall maintain the Premises in good condition and repair, reasonable wear and tear excepted.

Section 1.05: Use of Leased Premises. The Tenant shall use the leased premises solely for general office purposes and related lawful business activities. No other use shall be permitted without the prior written consent of the Landlord. Tenant shall not use the premises for any illegal, hazardous, or disruptive activities, nor permit any nuisance or waste. Tenant shall comply with all applicable laws, ordinances, regulations, and zoning requirements. The Tenant shall not make any alterations or improvements to the premises without the Landlord’s prior written approval.

Section 1.06: Subletting and Assignment. Tenant shall not, (a) assign or encumber this Lease or any interest under it; (b) sublet the demised premises or any part thereof; (c) allow any

transfer of Tenant's interest herein or any lien upon Tenant's interest by operation of law or otherwise; or (d) permit the use or occupancy of the demised premises or any part thereof by anyone other than Tenant.

## ARTICLE TWO RENT

Section 2.01: Rent. In consideration of the leasing aforesaid, from and after the commencement date of the Term, Tenant hereby covenants and agrees to pay monthly all amount owed. The base rent will be Four Thousand Five Hundred Dollars (\$4,500.00) per month. All rents shall be payable in advance in equal successive monthly installments on the first day of each calendar month during the Term.

Section 2.02: Manner of Payment. All rent and other charges to be paid by Tenant to Landlord under the terms of this Lease shall be paid at such place as Landlord may from time to time designate, and in lieu of such designation, then at the place designated in Article Nine of this Lease for the giving of notices to Landlord.

Section 2.03: Late Charge & Failure to Pay. If rent due hereunder is not paid by the fifth (5<sup>th</sup>) day after it is due, Tenant shall pay upon demand, as additional rent, a late charge equal to 5% of the amount required to be paid.

## ARTICLE THREE TAXES

Section 3.01: Real Estate Taxes. Landlord shall pay all taxes, charges, and assessments, general and special, ordinary and extraordinary, of every nature and kind.

## ARTICLE FOUR UTILITIES

Section 4.01: Utility Payments. Tenant shall pay utility charges for the Leased Premises (suite A), including gas, electricity, heat, water, and sewer. Tenant shall pay for any other service ordered by Tenant or which serve the Leased Premises at Tenant's request.

Section 4.02: Landlord's Responsibility for Services. Landlord is responsible for obtaining and paying all expenses for the following services to the Leased Premises:

1. *Snow and ice removal*
2. *Dumpster service and trash removal*
3. *Lawn and Landscaping services*

**ARTICLE FIVE**  
**INSURANCE AND INDEMNITY**

**Section 5.01: Premises Coverage and Responsibility.** At all times during the Lease Term, Tenant shall, at its expense, provide the following insurance coverages:

**5.01.1: Liability Insurance.** Commercial general liability insurance against claims for personal injury, death, or property damage occurring in connection with the use and occupancy of the Leased Premises, or arising out of their improvement, repair, or alternation, and including contractual liability coverage for the indemnification obligations of Tenant contained in this Lease. The limits of such insurance shall not be less than Two Million Dollars (\$2,000,000) combined single limit for personal injury and property damage.

**5.01.2: Property Insurance.** Fire and extended coverage insurance on the Leased Premises, against loss or damage by fire and other risks embraced by the so-called "Special Form" in amounts at all times sufficient to prevent Landlord from becoming a coinsurer under the terms of the applicable policies, but in any event, not less than one hundred percent (100%) of the then Full Insurable Value of the Leased Premises. The term "Full Insurable Value" means actual replacement value of the Leased Premises.

**Section 5.02: Tenant Coverage.** At all times after taking possession of the Leased Premises, Tenant shall, at its expense, provide the following insurance coverages:

**5.02.1: Personal Property.** Fire and extended coverage insurance (contents broad form) on Tenant's personal property located in the Leased Premises and all leasehold improvements, alterations, and additions made by Tenant to the Leased Premises in amounts reasonably deemed adequate by Tenant to fully insure such items.

**5.02.2: Contractual Liability.** Coverage to insure the performance by Tenant of the indemnity agreements as to liability for injury to or death of persons injured or damage to property as set forth in this Lease.

**5.02.3: Worker's Compensation.** Statutory Worker's Compensation coverage with employer liability limits of not less than required by the State of Wisconsin.

**Section 5.03: Landlord Coverage.** Landlord shall keep in full force during the Term hereof, fire and extended coverage insurance on the building against loss or damage by fire and other risks in an amount not less than one hundred percent (100%) of the then Full Insurable Value of the Leased Premises. Landlord shall also provide Commercial general liability insurance against claims for personal injury, death, or property damage occurring in connection with the use and occupancy of the Leased Premises, or arising out of their improvement, repair,

or alternation, and including contractual liability coverage for the indemnification obligations of Tenant contained in this Lease. The limits of such insurance shall not be less than Two Million Dollars (\$2,000,000) combined single limit for personal injury and property damage.

**Section 5.04: General Policy Provisions.** The following items apply to coverage relating to the Premises:

**5.04.1: Named Insured.** All insurance policies shall name the Landlord as an additional insured.

**5.04.2: Reserved.**

**5.04.3: Duality of Insurance.** Insurance required hereunder shall be in companies qualified to do business in the State of Wisconsin and fully regulated by the Office of the Commissioner of Insurance in Wisconsin. No policy shall be cancelable or subject to reduction of coverage or other modification except after 30 days prior written notice to landlord.

**5.04.4: Loss Adjustments.** Any recovery resulting from an insurable loss is subject to the rights of the Landlord, as an additional insured, and Landlord's Mortgagee, if any.

**5.04.5: Primary Insurance.** All policies shall be written as primary.

**Section 5.05: Failure of Tenant to Insure or Pay Premiums.** If Tenant fails to pay promptly furnish any insurance coverage required to be procured by Tenant, Landlord, at its sole option, shall have the right to obtain the same and pay the premium, which will become immediately due as additional rent by Tenant.

**Section 5.06: Waiver of Subrogation.** Neither party shall be liable to the other (including subrogation claims of each party's respective insurers) and hereby expressly releases the other for any liability, business interruption, or any loss or damage to the Leased Premises or its contents.

**Section 5.07: Non-Liability of Tenant.** Tenant shall not be responsible for personal injury to Landlord, its agents, or employees resulting from personal injury to the extent that such personal injury is caused by the negligence or intentional acts of Landlord, its agents, or employees. Landlord agrees to indemnify and hold harmless Tenant with respect to such injuries.

**Section 5.08: Non-Liability of Landlord.** Landlord shall not be responsible for personal injury to Tenant, its agents, or employees, resulting from personal injury to the extent that such personal injury is caused by the negligence or intentional acts of Tenant, its agents, or employees. Tenant agrees to indemnify and hold harmless Landlord with respect to such injuries.

**Section 5.09: Hold Harmless and Indemnity.** Except for injury to persons or damage to property caused by or resulting from Landlord's negligence or willful misconduct, Tenant hereby agrees to indemnify and hold Landlord harmless against and from any and all claims by or on behalf of any person arising from any breach or default on the part of Tenant in the performance of any covenant or agreement on the part of Tenant to be performed, pursuant to this Lease, or arising from any act or negligence or willful misconduct of Tenant, its agents, contractors, servants, employees, guests, invitees licensees or customers during the Term of this Lease in or about the demised premises, and from and against all judgments, reasonable costs and expenses and liabilities incurred in or about any such claim or action or proceeding brought thereon.

Except for injury to persons or damage to property caused by or resulting from Tenant's negligence or willful misconduct, Landlord hereby agrees to indemnify and hold Tenant harmless against and from any and all claims by or on behalf of any person arising from any breach or default on the part of Landlord in the performance of any covenant or agreement on the part of Landlord to be performed, pursuant to this Lease, or arising from any act or negligence or willful misconduct of Landlord, its agents, contractors, servants, employees, guests, invitees licensees or customers during the Term of this Lease in or about the demised premises, and from and against all judgments, costs, expenses and liabilities incurred in or about any such claim or action or proceeding brought thereon.

**Section 5.10: Municipal Status.** Nothing contained in this Agreement is intended to be a waiver or estoppel of the Tenant to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including but not limited to those contained in Wis. Stat. §§ 893.80, 895.52, and 345.06. To the extent that indemnification is available and enforceable, Tenant or its insurers will not be liable in indemnity or contribution for an amount greater than the limits of liability for claims established by Wisconsin law.

**ARTICLE SIX**  
**REPAIRS AND MAINTENANCE;**  
**COMPLIANCE WITH LAWS; DAMAGE**

**Section 6.01: Tenant's Obligation.** Tenant shall, at its own cost and expense, throughout the demised Term, keep and maintain the demised premises in good condition and repair, excepting ordinary wear and tear, damage by fire, elements, or casualty, or any damage not due to the negligence or willful misconduct of Tenant. Tenant may make such repairs and routine maintenance as from time to time may be necessary and shall not defer any repairs or maintenance in anticipation of the expiration of the Term. Tenant shall also use all reasonable precaution to prevent waste, damage or injury to said demised premises. Any replacements due to Tenant's failure to comply with its obligations hereunder or that are caused by Tenant's negligence or willful misconduct shall be completed promptly and with equipment at least equal to the original equipment provided by Landlord.

**Section 6.02: Landlord's Right of Entry.** Tenant shall permit Landlord and its authorized representatives to enter the demised premises at all reasonable times during usual business hours for the purpose of exhibiting or inspecting the same, provided that, except in an emergency, Landlord gives reasonable notice to Tenant and conducts such entry in a manner that minimizes disruption to Tenant's normal course of business.

**Section 6.03: Tenant's Compliance with Applicable Laws.** Tenant shall, at its own cost and expense, comply promptly and conform with all present and future laws, ordinances, rules, requirements and regulations of the federal, state, county and city governments and of any and all other governmental authorities or agencies affecting the demised premises or its use, and Tenant shall, at its own cost and expense, make all additions, alterations or changes to the demised premises or any portion thereof as may be required by any governmental authority or agency and shall comply promptly with all present and future orders, rules, rulings, regulations and directives of any governmental authority or agency.

**Section 6.04: Reserved.**

**Section 6.05: Landlord's Obligations.** The roof and structural portions of the Building shall be maintained and repaired by Landlord. Structural portions of the Building include foundation, roof, windows, common areas, exterior walls of buildings, and all exterior areas. Landlord shall make all mechanical repairs or replacement to Leased Premises as necessary. Mechanical repairs or replacement shall be defined as repairs to or replacement of plumbing, heating, lighting, electrical, ventilating, and air conditioning equipment.

**Section 6.06: Limitations on Landlord's Obligations.** Landlord shall not be obligated to make any such repairs if the necessity results from the act, neglect, or misuse by Tenant, Tenant's agents, employees, or invitees, in which event, Tenant shall be responsible at its sole cost, excepting ordinary wear and tear.

**Section 6.07: Alterations.** Tenant may, at its own expense, and with Landlord's prior written consent, make alterations, additions, or improvements to the Leased Premises. Alterations shall be performed in good workmanlike manner, free from any claim or construction liens. Any alterations made, other than trade fixtures, shall become property of the Landlord and not be removed upon termination of the lease.

## **ARTICLE SEVEN** **ESTOPPEL CERTIFICATE AND SUBORDINATION**

**Section 7.01:** Tenant shall, without charge, at any time and from time to time hereafter, within sixty (60) days after written request of Landlord, certify by written instrument duly executed and acknowledged to Landlord or to any mortgagee or purchaser, or proposed mortgagee or proposed purchaser, or any other person, firm or corporation specified in such request: (a) as to whether this Lease has been supplemented or amended, and if so, identifying such supplement or amendment; (b) as to the validity and force and effect of this Lease; (c) as to the existence of any default hereunder; (d) as to the existence of any offsets, counterclaims or

defenses hereto; (e) as to the commencement and expiration dates of the Term of this Lease; and (f) as to any other matters as may reasonably be so requested. Any such certificate may be relied upon by the party requesting it and any other person, firm or corporation to whom the same may be exhibited or delivered, and the contents of such certificate shall be binding on Tenant.

## **ARTICLE EIGHT** **CASUALTY DAMAGE & CONDEMNATION**

**Section 8.01: Partial Damage.** If less than fifty percent (50%) of the Leased Premises are damaged or destroyed in part by fire or other casualty during the Term of the Lease, then this Lease shall continue in full force and effect without any abatement in rent and Landlord shall promptly commence and diligently pursue the restoration of the damaged areas to good and tenantable condition, and shall use all available insurance proceeds therefore; provided, however, Landlord shall not be obligated to expend for such repairs an amount in excess of such insurance proceeds. Landlord shall restore the Leased Premises to substantially the same condition as before, however, except for damage or destruction caused by or resulting from Landlord's negligence or willful misconduct, Landlord shall not be responsible for any personal property of Tenant or Tenant's agents, employees, contractors, licensees, or invitees.

**Section 8.02: Option to Terminate.** If more than fifty percent (50%) in area of the Leased Premises have been damaged or destroyed, or the destruction occurs within the last three (3) months of the Lease, either party has the right to terminate this Lease upon written notice within ninety (90) days after such occurrence.

**Section 8.03: Eminent Domain.** In the event the Leased Premises is taken by any public authority under the power of eminent domain, then this Lease, at the option of the Tenant, shall either terminate on the date of possession of the Leased Premises by such public authority or in accordance with the lease termination procedure in Section 1.03 of this Agreement. If applicable, rent and all other of Tenant's expenses shall be prorated based on the date of possession of the Leased Premises by such public authority.

## **ARTICLE NINE** **NOTICE**

**Section 9.01:** Whenever in this Lease it shall be required or permitted that notice be given to either party hereto by the other, such notice shall be given by certified mail, return receipt requested, and shall be deemed given when it shall have been personally delivered or deposited or personally delivered, in the United States mails with sufficient postage prepaid thereon to carry it to its addressed destination. All notices shall be directed as follows, unless the parties shall otherwise direct, in writing:

LANDLORD: AmeriLux Holdings  
1300 Enterprise Drive  
De Pere, WI 54115

TENANT: City of De Pere  
City Clerk  
335 South Broadway  
De Pere, WI 54115

Section 9.02: If Landlord ever decides to sell property, Tenant will be notified with the option to enter an offer to purchase.

## ARTICLE TEN DEFAULT

Section 10.01: Events of Default. The following occurrences shall constitute an Event of Default:

- Tenant fails to pay rent when due.
- Tenant makes a general assignment for benefit of creditor.
- Tenant is adjudged bankrupt or insolvent under the laws of any state.
- Tenant breaches any terms provided herein.
- Tenant abandons Leased Premises for more than 30 days. Tenant will not be considered to abandon premises if reason is outside Tenant's control or Tenant receives pre-approval from Landlord.
- Landlord violates or fails to comply with any provision of this Lease.

Section 10.02: Right to Cure. If Tenant fails to comply with or defaults in the performance of any provision of the Lease, Landlord shall have the right (but not the obligation) to cure such default for the account of Tenant, upon thirty (30) days prior written notice to Tenant. Landlord may cure on behalf of Tenant and Tenant shall repay any payment or expenditure with the next monthly rent payment. Landlord's failure to exercise this right to cure default shall not be deemed a breach of the Lease nor a waiver or release of any of Tenant's obligation under the lease.

Section 10.03: Landlord's Remedies. In the event of any default not cured within thirty (30) days, the Landlord shall have the following rights:

- Cancellation and Termination of Lease, with not less than five (5) days notice. Tenant's liability will be in effect through the date of cancellation or termination of the Lease.
- Landlord may elect, but not be obligated to, make payment or enter premises to correct any default as defined herein. Any payment or other correction will be billed to Tenant and be payable with the next month's rent payment.

Section 10.04: Reserved.

Section 10.05: Reserved.

**ARTICLE ELEVEN**  
**MISCELLANEOUS**

**Section 11.01: Waiver of Covenant.** One or more waivers of any covenant or condition by a party to this lease agreement shall not be construed as a waiver of a subsequent breach of the same covenant or condition by the other party. The consent or approval by Landlord to or of any act by Tenant requiring Landlord's consent or approval shall not be deemed to render unnecessary Landlord's consent or approval to or of any subsequent similar act by Tenant. No breach of a covenant or condition of this lease agreement by a party to this lease agreement shall be deemed to have been waived by the other party, unless such waiver be in writing signed by such other party, as applicable.

**Section 11.02: No Offset to Rent.** The covenant to pay rent is hereby declared to be an independent covenant on the part of Tenant to be kept and performed, and no offset thereto shall be permitted or allowed.

**Section 11.03: Quiet Enjoyment.** As long as Tenant is not in default, Tenant may peacefully and quietly hold and enjoy the Leased Premises for the Term hereof without interference by Landlord or any of its agents.

**Section 11.04: Surrender.** On the last day of the Term, or on earlier Termination of this Lease, Tenant shall peacefully and quietly surrender and deliver the Leased Premises to Landlord free of any subtenancies, broom clean, and in good condition, and in accordance with this Lease, excepting ordinary wear and tear. Tenant shall surrender all keys to the Leased Premises and shall inform Landlord of combinations of any locks, safes, vaults, if any, on the Leased Premises. Tenant shall indemnify Landlord against all loss or liability resulting from delay by Tenant in Surrender.

**Section 11.05: Severability.** This Lease shall be governed by, and construed in accordance with, the laws of the state in which the demised premises are situated. If any provision of this Lease or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this Lease shall not be affected thereby and each provision of the Lease shall be valid and enforceable to the fullest extent permitted by the law.

**Section 11.06: Interest.** Any amount due from Tenant to Landlord hereunder which is not paid when due shall bear interest at an annual rate equal to the greater of (i) the Wall Street Journal Prime rate plus five percent (5%) per annum or (ii) twelve percent (12%). The interest rate shall never exceed the maximum interest permitted to be charged by law.

**ARTICLE TWELVE**  
**SECURITY DEPOSIT**

Section 12.01: No security deposit shall be required with this lease agreement.

IN WITNESS WHEREOF, Landlord and Tenant have signed this instrument to be effective the day and year of the Term defined herein.

LANDLORD:  
AMERILUX HOLDINGS, LLC

BY: \_\_\_\_\_

Its: \_\_\_\_\_

TENANT:  
City of De Pere

By: \_\_\_\_\_

Its: \_\_\_\_\_





City of De Pere, Wisconsin

III.3

**Request for Board of Public Works Action**

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**MEETING DATE:** December 8, 2025  
**DEPARTMENT:** Engineering  
**FROM:** Eric Rakers, City Engineer  
**SUBJECT:** Consideration and possible action on City Engineer Parking and Traffic Recommendations \*  
**RECOMMENDED ACTION:** Staff recommends approval

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ATTACHMENTS:  
2025 1208-CI-BOPW-PTTeam-Recommendations (1)

# CITY OF DE PERE

Public Works Department



925 S. Sixth Street, De Pere, WI 54115 | 920-339-4060 | www.de-pere.org

## City Engineer Parking and Traffic Recommendations November 5, 2025, Meeting

### Parking and Parking Lot Items:

- Consider parking restrictions on Scheuring Road at Patriot Way.
  - There is currently a “No Parking” area from Patriot Way to 90’ east.
  - Based on staff observations, the issue is related to parent drop-off and pickup in the No Parking area. Parents are allowed to stop in a No Parking zone if they remain in their vehicle.
  - If approved by the Board, staff will need to obtain approval from Brown County.

#### **Recommendation:**

- Staff recommends changing the “No Parking” to “No Standing, Stopping or Parking Between Signs”. This prohibits vehicles from stopping in this area.

*No Parking*

*Delete:*

<i>Street</i>	<i>Side of Street</i>	<i>From Curbline</i>	<i>To Curbline</i>
<i>Scheuring Road</i>	<i>S</i>	<i>Patriot Way</i>	<i>90/E</i>

*No Standing, Stopping or Parking Between Signs*

*Insert:*

<i>Street</i>	<i>Side of Street</i>	<i>From Curbline</i>	<i>To Curbline</i>
<i>Scheuring Road</i>	<i>S</i>	<i>Patriot Way</i>	<i>90/E</i>

- Consider parking restrictions on Martin Street at hammerhead.
  - The hammerhead was constructed this year for vehicles to turnaround, particularly city trucks which use to back out of Martin Street.
  - Cars are parking in the hammerhead.

#### **Recommendation:**

- Staff recommends “No Parking” in the hammerhead as follows:

*No Parking*

*Insert:*

<i>Street</i>	<i>Side of Street</i>	<i>From Curbline</i>	<i>To Curbline</i>
<i>Martin Street</i>	<i>E&amp;W</i>	<i>S/End</i>	<i>30/N</i>

3. Consider parking restrictions on Washington Street at hammerhead.
  - The hammerhead was constructed this year for vehicles to turnaround, particularly city trucks which use to back out of Washinton Street.
  - Cars are parking in the hammerhead.

**Recommendation:**

- Staff recommends restricting parking in the hammerhead as follows:

*No Parking*

*Insert:*

<i>Street</i>	<i>Side of Street</i>	<i>From Curbline</i>	<i>To Curbline</i>
<i>Washington Street</i>	<i>E&amp;W</i>	<i>S/End (at Braisher Park)</i>	<i>30/N</i>

**Pedestrian and Bicycle Items**

4. Update ordinance for bike lanes added to American Boulevard in 2022.
  - Bike lanes were constructed on American Boulevard in 2022, however the ordinance was not updated.

**Recommendation:**

- Staff recommends updating the ordinance to match the constructed lane.

*Bicycle Lane*

*Insert:*

<i>Street</i>	<i>Side of Street</i>	<i>From Curbline</i>	<i>To Curbline</i>
<i>American Boulevard</i>	<i>E</i>	<i>Garroman Drive</i>	<i>2770/N</i>
<i>American Boulevard</i>	<i>W</i>	<i>Garroman Drive</i>	<i>2970/N</i>

**Signs – Other**

5. Review signage for wrong way drivers on American Boulevard. A resident observed several wrong way drivers going northbound in the southbound lanes.
  - Staff believes that if there is an issue, it is due to driveways that do not have a median/boulevard cut. People visiting businesses may be exiting onto American Boulevard nor realizing it is a boulevard and turning northbound into the southbound traffic.
  - Staff reviewed the number of driveways that enter from the west and do not have a median cut. Currently, 2140 American, 2150 American, 2200 American, and 2222 American Boulevard have driveways that do not have median openings. 2150 American has a sign in the median at the driveway indicating one way.

**Recommendation:**

- Staff recommends installing one-way signs in the median at the three driveways without a sign and median cut.



City of De Pere, Wisconsin

III.4

**Request for Board of Public Works Action**

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**MEETING DATE:** December 8, 2025  
**DEPARTMENT:** Engineering  
**FROM:** Eric Rakers, City Engineer  
**SUBJECT:** Discuss City Engineer Recommendations on No Action Parking and Traffic Discussion Items.  
**RECOMMENDED ACTION:** Discussion only. No action required.

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ATTACHMENTS:  
2025 1208-CI-BOPW-PTTeam-Discussions

# CITY OF DE PERE

## Public Works Department



925 S. Sixth Street, De Pere, WI 54115 | 920-339-4060 | [www.de-pere.org](http://www.de-pere.org)

### Discuss City Engineer Recommendations on No Action Parking and Traffic Discussion Items November 5, 2025, Meeting

#### Pedestrian and Bicycle Items

1. Discuss pedestrian crossing sign at Fourth and Lande Street.
  - Staff discussed the intersection. Fourth Street is categorized as a minor arterial but has a relatively low traffic volume with an average daily traffic of 3,600 per WisDOT. Staff did not feel the additional signs are needed at this location.

**No action.**

#### Signs - Other

2. Request to change stop sign on Fourth at Third to a yield sign.
  - Staff discussed the request in detail. Based on the challenging angle for drivers to check to their left and Third Street being a popular route for bikes, there is some concern with changing from the current configuration.

**No action.**



**Request for Board of Public Works Action**

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**MEETING DATE:** December 8, 2025  
**DEPARTMENT:** Engineering  
**FROM:** Eric Rakers, City Engineer  
**SUBJECT:** Consideration and possible action on 2026 Private, Full-Length Sanitary Sewer Lateral Reimbursement Rates. \*  
**RECOMMENDED ACTION:** Staff recommends approval.

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**ATTACHMENTS:**

2025 1208 CI\_BOPW\_2026 Full Length Lateral Reimbursement Rates, 2025 1208 Full Lateral Replacement Policy, 2024 0812 CI\_BOPW\_Lateral\_Replacement, 2026 Full Length Lateral Replacement\_Schedule B, 2026 Full Length Lateral Replacement\_Schedule C

# CITY OF DE PERE MEMO



To: Honorable Mayor Boyd  
Members of the Board of Public Works  
From: Eric P. Rakers, P.E., City Engineer  
Date: December 8, 2025

RE: **Consideration and possible action on 2026 Private, Full-Length Sanitary Sewer Lateral Reimbursement Rates\***

The purpose of this item is to review the average costs for lateral relays and discuss updated reimbursement costs for lateral rehabilitation for private led projects.

## **Background**

At the August 12, 2024 Board of Public Works Meeting, the Board reviewed the status of the full lateral replacement program, the associated costs, and potential expansion of the program for not only city led projects, where you utilities are being replaced, but for private projects where residents need to rehabilitate their sewer lateral not associated with a city project. In 2024, the cost to replace a sanitary sewer lateral via the open cut method was approximately \$3,000 to remove and replace a sanitary sewer lateral from the sewer main to the right-of-way line. Alternatively, the cost to pipe burst a 60-foot sanitary sewer lateral all the way to the home was approximately \$3,950. The cost of \$3,000 for open-cut construction was used at the maximum amount the city will fund for private led sanitary lateral rehabilitation. Part of the justification of this was that each property owner on a city-led project was receiving this benefit it the past for open cut construction. This benefit is a 50/50 match in costs between the resident and the City for those who chose to either line or pipe burst their sanitary sewer lateral from the main to their home. The City completes hard surface restoration at these private repair locations at no additional cost to the property owner.

Following the completion of the 2025 construction season, Engineering staff completed a review of pipe bursting costs as part of our utility relay and reconstruction projects to determine if the reimbursement rate remained commensurate to the rate established in 2024. To complete this review, a 3-year rolling average cost was established, similar to how storm sewer assessments are calculated on an annual basis. To start, only the 2024 and 2025 construction costs are being used as these are the only years the City has completed this work. Over the past two years, the cost to replace a sanitary sewer lateral from the sewer main to the right-of-way line increased to approximately \$3,300. The cost basis for sanitary lateral relay through open cut construction was the basis for the maximum funding amount on private led rehabilitation costs. The cost to pipe burst a 60-foot sanitary sewer lateral increased to \$4,850.

	<b>Open Cut</b>	<b>Pipe Burst</b>
<b>Length</b>	30 feet	60 feet
<b>2024</b>	\$3,000	\$3,950
<b>2025</b>	\$3,300	\$4,850

The increased cost for pipe bursting is mainly attributed to the increased cost of making the final connections in the home and at the sanitary sewer main. A summary of these costs are included with this memo as part of schedules B and C.

**Recommendation**

Due to the increased costs the City is seeing in its publicly bid projects, staff is recommending increasing the maximum reimbursement amount for private, full-length sanitary sewer lateral replacements from \$3,000 to \$3,300. The maximum \$3,300 reimbursement (50% up to a total cost of \$6,600) reflects the current price the City is paying for open-cut construction on City led projects. This amount would continue to reflect the benefit City residents see as part of our utility relay and reconstruction projects.

The updated policy with the changes shown in red is attached.

**Attachments**

- 2025 1208 Full Lateral Replacement Policy
- 2024 0812 CI\_BOPW \_Lateral\_Replacement
- 2026 Full Length Lateral Replacement Schedule B
- 2026 Full Length Lateral Replacement Schedule C



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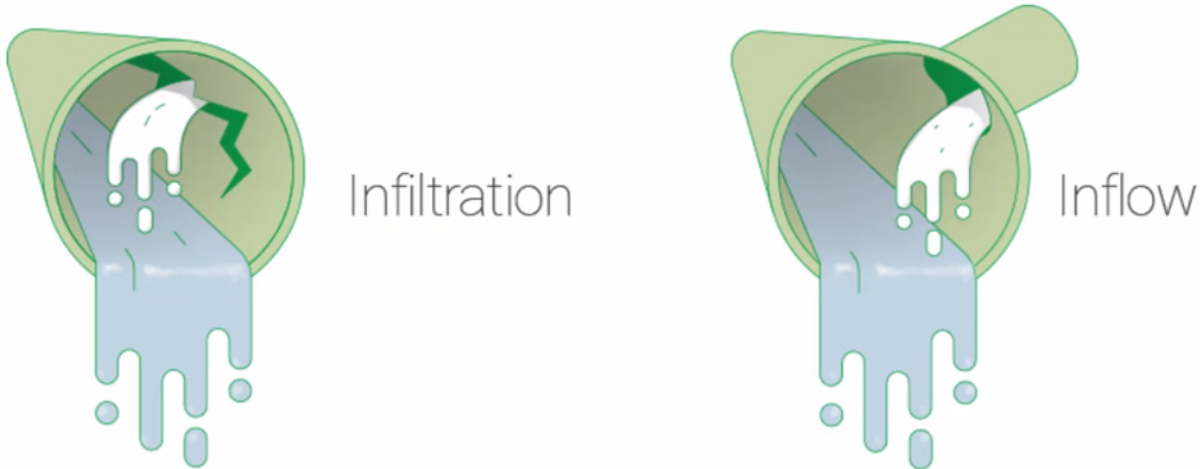
# FULL LATERAL REPLACEMENT POLICY

Updated 12-8-2025

## **DEFINITIONS**

### **Inflow and Infiltration (I&I)**

Inflow is water that enters the sanitary sewer system only during or immediately after rainfall from direct connections. Points of entry may include connections with roof and area drains, storm drain connections, and holes in manhole covers. Infiltration is the water that enters the sanitary sewer system from the surrounding soil. Common points of entry include broken pipes and defective joints in pipes or manhole walls. A cross between infiltration and inflow is the connection of foundation drains to sanitary laterals. The highest inflow occurs because of storm events or snow melt that contribute to excessive sanitary sewer flows. The highest infiltration flows are observed following storm events as water seeps into the system through its defects.



**Lateral** means the extension from the public sewer or other place of disposal beginning outside the building wall (Chapter 70 of the De Pere Municipal Code). Laterals are owned by the property owner. Nothing in this policy should be construed as changing ownership of or responsibility for the lateral from the private property owners to the City.

**Sanitary sewer** means a sewer that carries liquid- and water-carried wastes from residences, commercial buildings, industrial plants, and institutions, together with small quantities of groundwaters, surface waters, and storm waters that are not admitted intentionally (Chapter 70 of the De Pere Municipal Code). For this policy, the term **main** means sanitary sewer also.

## **BACKGROUND**

The City of De Pere has significant inflow and infiltration (I&I) into the sanitary sewer system. De Pere operates and maintains a sanitary sewer system which includes over 100 miles of gravity sewers and two lift stations. Studies estimate that there are approximately the same number of miles of private sewer and laterals. The City maintains the public sewer through cleaning, televising, reconstructing, lining, and sealing leaks. Private laterals are the responsibility of the private property owners and often not maintained. A significant amount of clear water is estimated to come from private laterals. For instance, as the City seals leaks around the main, the water table will increase until a point where a leak occurs on the private laterals.

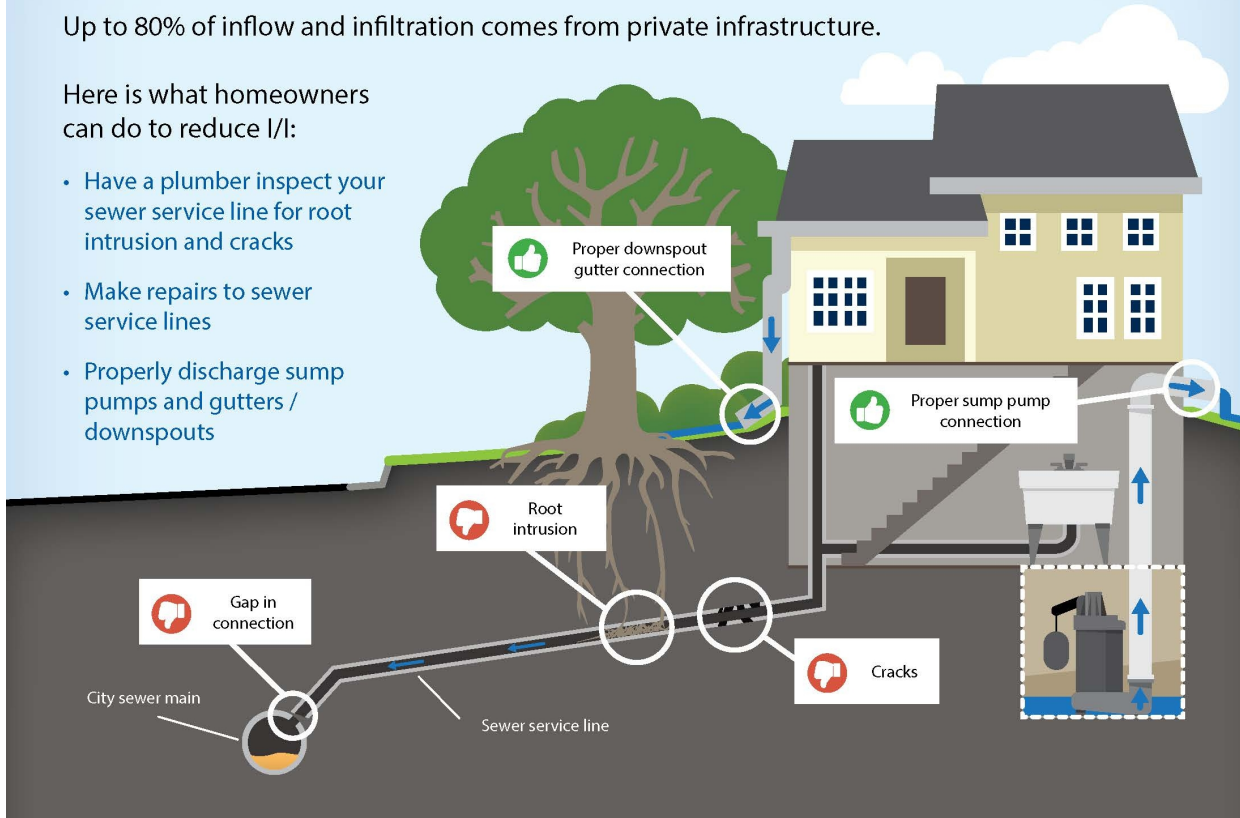
There are multiple opportunities for I&I on the private side of the sewer system. The diagram below shows multiple I&I locations including foundation drains, roof drain connections, and leaking laterals.

# You can reduce inflow and infiltration

Up to 80% of inflow and infiltration comes from private infrastructure.

Here is what homeowners can do to reduce I/I:

- Have a plumber inspect your sewer service line for root intrusion and cracks
- Make repairs to sewer service lines
- Properly discharge sump pumps and gutters / downspouts



The City has taken steps to eliminate I&I from the private systems. The City has created the Foundation Drain Disconnection Program (FDDP) to provide a financial incentive for property owners to disconnect foundation drains from sanitary laterals. The FDDP was updated in 2024 to mandate sump pump installation.

The City purchased smoke testing equipment and began smoke testing the sanitary sewer system in 2024. The goal is to eliminate illicit connections such as roof drains.

One of the remaining sources of infiltration is leaking sanitary laterals. At the March 11, 2024 meeting, the Board of Public Works approved a voluntary trial program offering full length lateral replacement via a method called pipe bursting as part of City projects where sanitary laterals are being replaced to the right of way with the project.

In the past, the City has been replacing clay, concrete, ductile iron, and cast-iron sanitary sewer laterals from the sanitary sewer main, to the property line (right-of-way line) in conjunction with water service relay work. This is done by excavating down to the existing sanitary sewer lateral and physically replacing the pipe. This is considered the open cut method, as the contractor is required to open the road and dig down to the pipe needing replacement.

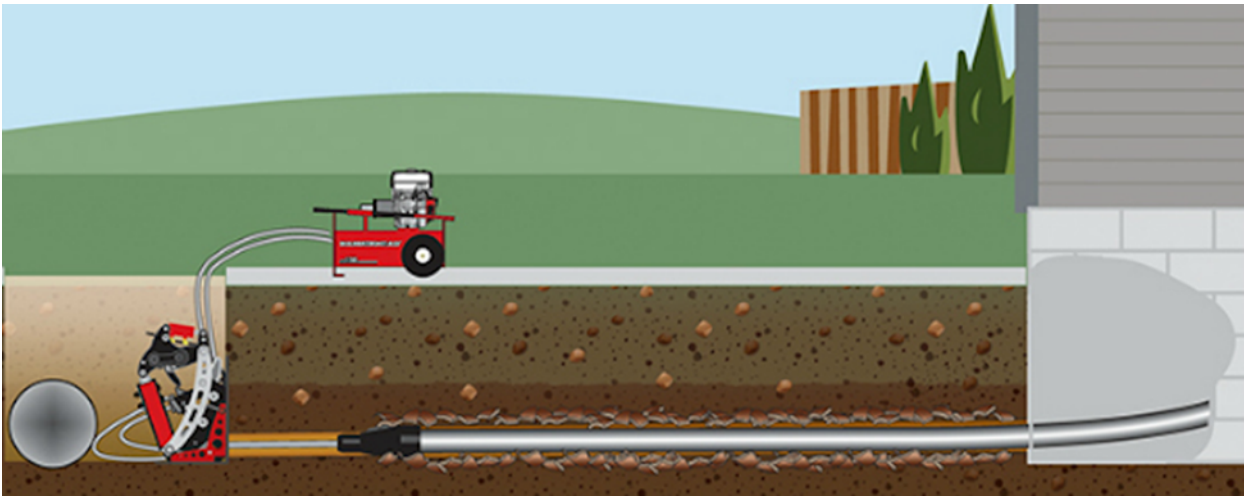
In 2024, the City led a voluntary trial program with City projects offering full lateral replacement from the main to the basement via pipe bursting. This was for utility relay projects where the sanitary laterals were scheduled to be relayed. This was fully funded by the City. The benefit to the City is that the lateral is completely replaced with plastic to minimize infiltration. The benefit to the property owner is a new lateral.

## **DISCUSSION**

The purpose of this policy is to implement a full lateral replacement program to address I&I. The goal is to provide an incentive for property owners with clay, concrete, ductile iron, or cast-iron laterals to repair their entire lateral with trenchless technologies versus completing just spot repairs.

There are two trenchless technologies included for reimbursement with the program; pipe bursting or lateral lining.

Pipe bursting is a technique of breaking the existing lateral while pulling a new pipe through the existing lateral. There are two excavations required, one in the basement floor and the other at the sanitary sewer main. Once completed, there is a new plastic pipe from the sewer main into the basement.



Sewer lateral lining involves injecting an epoxy resin into liner that is inserted into the damaged pipe. The liner is cured with heat or light to make it hard. While the pipe diameter is reduced slightly, the capacity of the lateral is not reduced due to the smooth interior of lined lateral.



The program will be divided into two parts as follows:

- Lateral replacement as part of a City project where partial lateral relay is planned through open-cut construction.
- Private lateral relay for property owners considering a sanitary lateral replacement outside of a City project.

#### City Led Projects

For City projects, the program will be on a voluntary basis. Funding will be 100% like the 2024 trial program. The City will bid pipe bursting with the City project. Work will be completed by the City contractor. Funding will be for the pipe bursting, connecting the sanitary lateral at the main, and concrete restoration in the basement. In addition to this, the City will install a sump basin if it is found through pre-televising that the foundation drain is directly connected to the sanitary lateral. The property owner will be responsible for the sump pump and pump piping costs. The property owner will be eligible for partial funding of the sump pump and piping costs through the Foundation Drain Disconnection Program. Restoration of the concrete floor will be completed by the City. The cost to restore finished basements (walls, floors, finishes, etc) along with other items such as backflow preventers, basement piping and plumbing are not eligible for reimbursement.

If a property owner opts to participate in the full-length lateral replacement program as part of a City led project, and the Contractor determines that it is infeasible to complete the pipe bursting into the basement as part of the project, the homeowner will then be given the option to pipe burst their sanitary lateral to the home foundation and excavate outside of the dwelling. It will be the homeowner's responsibility to replace any landscaping removed to accommodate pipe bursting from outside of the home. This option will not be provided to those property owners that are able to pipe burst into the basement.

#### Private Lateral Replacements

There are many situations where private laterals require repair outside of a City project. The pilot program only included full lateral replacement associated with a City project. The program will be expanded to include lateral relay outside of City project along with expanding the options for trenchless construction techniques. The City will provide an incentive up to 50% for full lateral replacement through pipe bursting or sewer lining. Laterals relayed outside of a City project, will be led by the property owner. The property owner will be responsible to hire a contractor to complete the work. Property owners will be eligible for up to a 50% reimbursement, up to \$3,300 (\$6,600 project cost). Eligible expenses will include the cost to pipe burst or line, replace the concrete floor in the basement, landscape restoration and permits. The cost to restore finished basements (walls, floors, finishes, etc) along with other items such as backflow preventers, basement piping and plumbing are not eligible for reimbursement.

In addition to pipe bursting, the project would add the option of sanitary lateral lining. Lining in sanitary sewer laterals is similar to sanitary sewer main lining completed by the City. Under this situation, the sewer is cleaned, a pipe liner is inserted into the pipe and cured. Like pipe bursting, sanitary sewer lateral lining would be eligible for 50% reimbursement by the City and the entire lateral, from the sanitary sewer main out in the road to the basement would need to be lined.

To further encourage residents to participate, the City may consider completing any hard surface repairs (roadway, curb or sidewalk) as part of its annual capital improvement program at no cost to the homeowner. These hard surface restoration costs would then be funded using the same funds allocated to complete full-length sanitary sewer replacements.

The program for private lateral replacements would be run like the Foundation Drain Disconnection Program (FDDP) with the property owner hiring a contractor to complete the work and then submitting eligible expenses for the City to reimburse. For a program like this, staff will need to work closely with the property owner to review preconstruction and post-construction televising to verify the work has been completed properly.

#### Other Considerations

Properties will be eligible for lateral relay or lining with City participation once. City staff will maintain a list of properties with partial and full lateral relays starting with full lateral relays completed as part of the City's 2024 construction projects.

Existing full length PVC laterals will not be eligible. For partial lateral relays that were completed by the City prior to 2025, the City will participate in the private lateral relay from the right of way to the house, like the policy identified above.

Starting in 2025, for City projects with sanitary lateral relay work, a property owner will only be eligible for the full lateral relay using pipe bursting at the time of the project. If the property owner chooses not to participate in pipe bursting and the City relays the sanitary lateral to the right of way as part of the project, this property will not be eligible for City participation in the future. For these properties, the City will have already paid to have half the lateral relayed as part of the City project, which equates to the 50% funding that the City provides in the Private Lateral Relay portion of this policy.

#### POLICY

##### City Led Projects.

- 100% funding of eligible expenses. Eligible expenses include the cost for pipe bursting/lining. Repairing the concrete floor. The cost to restore finished basements (walls, floors, finishes, etc) along with other items such as backflow preventers, basement piping and plumbing are not eligible for reimbursement.
- Sump basin installation will be completed by the City if it is found through pre-televising that the foundation drain is directly connected to the sanitary lateral. The property owner will be responsible for the sump pump and pump piping costs. Sump pump and pump piping costs are eligible for partial funding through the Foundation Drain Disconnection Program.
- All property owners will be notified of the program and given the option to voluntarily participate.
- Costs for this part of the program will be included with the capital costs for the projects.

##### Private Lateral Replacement.

- The entire length of the lateral is replaced by the property owner with a City approved method, which at this time is pipe bursting or lining.
- Property owners will need to contact the City and obtain permits prior to commencing the work.
- 50% funding of eligible expenses up with a maximum reimbursement of **\$3,300 (\$6,600 project)**. Eligible expenses include the cost for pipe bursting/lining. Repairing the concrete floor. The cost to restore finished basements (walls, floors, finishes, etc) along with other items such as backflow preventers, basement piping and plumbing are not eligible for reimbursement. **The updated maximum reimbursement amount of \$3,300 will be for work occurring after January 1, 2026.**
- A Street Excavation Permit is required but will be treated as an emergency repair with no charge.
- Backfilling within City right of way shall be completed under the supervision of City staff.

- The City will complete asphaltic concrete pavement restoration at no cost to the property owner.
- Post construction televising will be required.
- The City will set aside a set amount of funds for the private led lateral replacement. Once the funds are exhausted for the year, property owners will need to wait until the next year to be reimbursed. Invoices will be submitted within six months of completing the work.

#### Other Items

Eligibility is as follows:

- Starting in 2025, for City led projects, a property owner will only be eligible for the full lateral relay using pipe bursting at the time of the project. If the City relays the sanitary lateral to the right of way as part of the project and the property owner does not participate in pipe bursting, this property will not be eligible for City participation in the future.
- For partial lateral relays that were completed by the City with a City project prior to 2025, the City will participate in the private lateral relay from the right of way to the house.
- A property is only eligible for the 50% cost share once.
- Existing clay, concrete, cast iron, or ductile iron laterals are eligible.

# CITY OF DE PERE MEMO



To: Honorable Mayor Boyd  
Members of the Board of Public Works  
From: Eric P. Rakers, P.E., City Engineer  
Date: August 12, 2024

RE: Discussion on Full Sanitary Lateral Replacement Program

Staff has been investigating options for incorporating full lateral relay in the City to address inflow and infiltration in the City sanitary sewer system. Earlier this year, the Board and Council approved a test program for full lateral relay through pipe bursting on Project 24-01, Utility Relay and Street Resurfacing and Project 24-02, Ridgeway Drive Rehabilitation. This program is a voluntary program with the City paying 100% of the lateral relay, via pipe bursting, from the sewer main into the house.

The purpose for this item is to continue the discussion regarding a potential full lateral relay pilot program using a technique called pipe bursting and take possible action on the program.

## **Background**

The City of De Pere has significant inflow and infiltration (I&I) into the sanitary sewer system. De Pere operates and maintains a sanitary sewer system which includes over 100 miles of gravity sewers and two lift stations. Studies estimate that there are approximately the same number of miles of private sewer and laterals. The City maintains the public sewer through cleaning, televising, reconstructing, lining, and sealing leaks. Private laterals are the responsibility of the private property owners and often not maintained. A significant amount of clear water is estimated to come from private laterals. For instance, as the City seals leaks around the main, the water table will increase until a point where a leak occurs on the private laterals.

At the March 11, 2024 meeting, the Board approved a voluntary test program offering full lateral replacement through pipe bursting as part of City projects where sanitary laterals are being replaced to the right of way as part of the project.

In the past, the City has been replacing clay and concrete sanitary sewer laterals from the sanitary sewer main, to the property line (right-of-way line) in conjunction with water service relay work. This is done by excavating down to the existing sanitary sewer lateral and physically replacing the pipe. This is considered the open cut method, as the contractor is required to open the road and dig down to the pipe needing replacement. Under the voluntary program, the resident provides access to the basement, and the City replaces the pipe through pipe bursting from the main to the foundation. It costs less per foot than open cut construction, but a little more to the City because of the length of replacement. The

benefit to the City is that the lateral is completely replaced with plastic to minimize infiltration. The benefit to the property owner is a new lateral.

For a road with 60-foot right-of-way, the cost to replace a sanitary sewer lateral in 2024 via this open cut method is \$3,004 as shown on Table 1.

*Table 1 - Sanitary Sewer Lateral Cost for Replacement via the Open Cut Method*

Item Description	Unit	Quantity	Unit Price	Total
Remove and Replace 4" or 6" PVC Sanitary Sewer Lateral	LF	30	\$88.00	\$2,640.00
Provide 4" or 6" Saddle	EA	1	\$364.00	\$364.00
			<b>Total</b>	<b>\$3,004.00</b>

Most of the cost for open cut replacement of a sanitary lateral is in the actual pipe and excavation costs. This cost is anticipated to get as high as \$8,460.00 for properties with longer sanitary sewer lines like homes located at cul-de-sacs or near the upstream, dead end of a sanitary sewer mainline.

As part of the bid for Project 24-01 Sewer and Water Relay and Street Resurfacing, Engineering Staff solicited unit prices for the replacement of sanitary laterals utilizing pipe bursting. For a similar property located on a road with 60-foot right-of-way, the cost for sanitary lateral replacement using the pipe burst method ranges from \$3,900 to \$4,700. In this instance the home is usually set back from the right-of-way line another 25-feet and another 5-feet of pipe length is assumed to enter the basement to relay the full-length of the sanitary sewer lateral. A breakdown of the anticipated pipe bursting costs is shown on Table 2.

*Table 2 - Sanitary Sewer Lateral Cost for Replacement via Pipe Bursting*

Item Description	Unit	Quantity	Unit Price	Total
Pipe Burst 6" or 4" HDPE Sanitary Lateral	LF	60	\$10.00	\$600.00
Provide Pipe Burst Connections (Home and Sanitary Sewer Main)	EA	1	\$3,060.00	\$3,060.00
Pipe Burst Pipe Acceptance and Televising	EA	1	\$278.00	\$278.00
			<b>Total</b>	<b>\$3,938.00</b>

In the ideal situation shown in Table 2, the cost to pipe burst a sanitary sewer lateral is approximately \$1,000 more per property when compared to open cutting the road to replace the sanitary sewer lateral. There is some variability in this cost as every home on a street is set back a little differently from their neighbor. However, pipe bursting sees its largest savings when long sanitary sewer laterals, like those for homes on the head of cul-de-sacs, are replaced. An extra 60 feet of pipe length only results in a \$600 increase when pipe bursting methods are employed. If the contractor were to open cut this distance, the cost would increase by over \$5,000.

There are 53 homes under Project 24-01 and another 31 under Project 24-02 that are scheduled for sanitary sewer lateral replacement in the right of way. Of these 84 total properties, 46 have volunteered to participate in the full-length sanitary sewer lateral relay program: 36 of 53 (67.92%)

homes on Project 24-01 and 10 of 31 (32.25%) properties on Project 24-02. A summary of the properties volunteering to complete a full-length sanitary sewer lateral relay is as follows:

Parcel	Address	Project	Parcel	Address	Project
ED-1423-12	711 Bomier St	24-01	ED-371-G-21	822 Virginia	24-01
ED-1423-16	807 Bomier St	24-01	ED-371-G-22	826 Virginia Dr	24-01
ED-1423-17	813 Bomier	24-01	ED-371-G-23	904-906 S Erie St	24-01
ED-1423-18	819-821 Bomier Street	24-01	ED-371-G-26	824 S Superior Street	24-01
ED-1423-22	814 Bomier St	24-01	ED-371-G-28	834-836 S Superior Street	24-01
ED-1423-23	808 Bomier St	24-01	ED-371-G-5	727 Virginia Dr	24-01
ED-1423-26	722 Bomier St	24-01	ED-371-G-6	801 Virginia Dr	24-01
ED-1423-27	716 Bomier Street	24-01	ED-371-G-7	807 Virginia Dr	24-01
ED-1423-28	710 Bomier St	24-01	ED-371-G-8	815 Virginia Dr	24-01
ED-1423-8	715 S Superior St	24-01	ED-371-G-9	819 Virginia Dr	24-01
ED-1424	700 S Superior St	24-01	WD-104	506 Butler	24-01
ED-1471	1002 S Erie Street	24-01	WD-859-1	545 Butler	24-01
ED-1471-2	830 Cook Street	24-01	WD-860	403 S. Sixth St	24-01
ED-1471-2-D	800 Cook Street	24-01	ED-35-2	840-842 Smits	24-02
ED-371-G-1	815-817 S. Superior St	24-01	ED-35-3	816-818 Smits St	24-02
ED-371-G-10	825 Virginia Drive	24-01	ED-35-8	850-852 Smits	24-02
ED-371-G-13	901-903 S Superior St	24-01	ED-582-74	817-819 Smits	24-02
ED-371-G-14	714 Virginia Dr	24-01	ED-582-77	829-831 Smits	24-02
ED-371-G-17	802 Virginia	24-01	ED-582-83	853 Smits St	24-02
ED-371-G-18	806 Virginia Dr	24-01	ED-714-N-15	1712 Ridgeway	24-02
ED-371-G-19	814 Virginia Drive	24-01	ED-714-N-4	809 Smits	24-02
ED-371-G-2	709 Virginia Dr	24-01	ED-714-N-7	808-810 Smits St	24-02
ED-371-G-20	818 Virginia	24-01	ED-582-74	817-819 Smits	24-02

**Discussion**

The goal of the program is to provide an incentive for property owners to repair their entire lateral with pipe bursting as part of City projects where sanitary lateral repairs are being completed. Staff would like to continue offering this voluntary option in 2025 for City projects and expand the project for lateral repairs completed privately outside of a City project.

For City projects, the program would be on a voluntary basis. Funding would be 100% like 2024.

There are many situations where private laterals require repair outside of a City project. Several property owners recently have taken the initiative to complete full lateral relay through pipe bursting. Expanding the program for lateral repairs around the City would provide an incentive for property owners to consider full lateral repairs. A 50% funding match would be offered by the City for full lateral repairs not associated with a City project. The lateral repair will need to be from the main to the basement.

In addition to pipe bursting, the project would add the option of sanitary lateral lining. Lining in sanitary sewer laterals is similar to sanitary sewer main lining completed by the City. Under this situation, the

sewer is cleaned, a pipe liner is inserted into the pipe, and cured. Similar to pipe bursting, sanitary sewer lateral lining would be eligible for 50% reimbursement by the City and the entire lateral, from the sanitary sewer main out in the road to the basement would need to be lined. To further encourage residents to participate, the City may consider completing any hard surface repairs (roadway, curb or sidewalk) as part of its annual capital improvement program at no cost to the homeowner. These hard surface restoration costs would then be funded using the same funds allocated to complete full-length sanitary sewer replacements.

The program on the private lateral would be run like the Foundation Drain Disconnection Program (FDDP) with the property owner hiring a contractor to complete the work and then submitting eligible expenses for the City to reimburse. For a program like this, staff will need to work closely with the property owner to review preconstruction and post-construction televising to verify the work has been completed properly.

For full lateral replacement as part of a project, additional funding will be included with the project. For replacement outside of a project, staff would recommend starting with \$100,000 match funds in 2025. If funds are used in a given calendar year, a waiting list will be established for the following year. This is similar to how the FDDP is being run.

Staff is requesting input from the Board to continue the program. If the Board is interested, a draft policy will be created and brought back for action with the intent that the program would become effective January 1, 2025.

**Schedule B**  
**2026 Full-Length Sanitary Sewer Lateral Replacement Cost Evaluation**  
**Summary Based on 2024-2025 Utility Relay and Reconstruction Projects**  
**City of De Pere**  
**October 22, 2025**

**Lateral Cost**

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total
24-01	SS-11	Pipe Burst 6" or 4" HDPE Sanitary Lateral	LF	1,823.5	\$10.00	\$ 18,235.00
25-01	SS-09	Pipe Burst Sanitary Sewer Lateral	LF	987.5	\$10.30	\$ 10,171.25
25-02	SS-09	Pipe Burst Sanitary Sewer Lateral	LF	586.0	\$10.00	\$ 5,860.00
				Total	3,397.0	\$ 34,266.25
				Total Cost Per Foot		\$ 10.09
				Average Lateral Length (FT)		62.91
				<b>Average Lateral Cost Per Resident</b>		<b>\$ 634.56</b>

**Lateral Connections**

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total
24-01	SS-12	Provide Pipe Burst Connections (Home and Sanitary Sewer Main)	EA	28	\$3,060.00	\$ 85,680.00
25-01	SS-10	Provide Pipe Burst Connections	EA	17	\$4,850.00	\$ 82,450.00
25-02	SS-10	Provide Pipe Burst Connections	EA	9	\$4,900.00	\$ 44,100.00
				Total	54	\$ 212,230.00
				<b>Average Cost Per Connection</b>		<b>\$ 3,930.19</b>

**Schedule B**  
**2026 Full-Length Sanitary Sewer Lateral Replacement Cost Evaluation**  
**Summary Based on 2024-2025 Utility Relay and Reconstruction Projects**  
**City of De Pere**  
**October 22, 2025**

**Pre and Post-Televising**

<b>Project</b>	<b>Bid Item</b>	<b>Bid Item Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total</b>
24-01	SS-14	Pipe Burst Pipe Acceptance and Televising	EA	28	\$278.00	\$ 7,784.00
25-01	SS-13	Provide Pipe Burst Pre Televising	EA	17	\$155.00	\$ 2,635.00
25-01	SS-14	Provide Pipe Burst Post Televising	EA	17	\$155.00	\$ 2,635.00
25-02	SS-13	Provide Pipe Burst Pre Televising	EA	9	\$153.00	\$ 1,377.00
25-02	SS-14	Provide Pipe Burst Post Televising	EA	9	\$153.00	\$ 1,377.00
				Total	54	\$ 15,808.00
<b>Average Cost Per Televising and Acceptance</b>						<b>\$ 292.74</b>

**Schedule B**  
**2026 Full-Length Sanitary Sewer Lateral Replacement Cost Evaluation**  
**Summary Based on 2024-2025 Utility Relay and Reconstruction Projects**  
**City of De Pere**  
**October 22, 2025**

**Open Cut Comparison - Lateral Cost**

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total
24-01	SS-01	Remove and Relay 6" or 4" PVC Sanitary Lateral	LF	30.0	\$88.00	\$ 2,640.00
25-01	SS-03	Remove and Relay 6" or 4" PVC Sanitary Sewer Lateral	LF	30.0	\$89.00	\$ 2,670.00
25-02	SS-04	Remove and Relay 6" or 4" PVC Sanitary Lateral	LF	30.0	\$105.25	\$ 3,157.50
				Total	90.0	\$ 8,467.50
				Total Cost Per Foot		\$ 94.08
				<b>Average Lateral Cost Per Resident</b>		<b>\$ 2,822.50</b>

**Open Cut Comparison - Lateral Connections**

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total
24-01	SS-02	Provide 6" or 4" Saddle to Existing Sanitary Sewer	EA	1	\$364.00	\$ 364.00
25-01	SS-07	Provide 6" or 4" Saddle to Existing Sanitary Sewer	EA	1	\$200.00	\$ 200.00
25-02	SS-07	Provide 6" or 4" Saddle to Existing Sanitary Sewer	EA	1	\$890.00	\$ 890.00
				Total	3	\$ 1,454.00
				<b>Average Cost Per Connection</b>		<b>\$ 484.67</b>





City of De Pere, Wisconsin

III.6

**Request for Board of Public Works Action**

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**MEETING DATE:** December 8, 2025  
**DEPARTMENT:** Public Works  
**FROM:** Scott Thoresen, Public Works Director  
**SUBJECT:** Discuss Southbridge Corridor Sidewalk  
**RECOMMENDED ACTION:** Discussion only. No action required.

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**ATTACHMENTS:**  
Discuss Southbridge Corridor Sidewalk 12-4-2025

# CITY OF DE PERE MEMO



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To: Honorable Mayor Boyd  
Board of Public Works Members  
From: Scott J. Thoresen, Director of Public Works  
Date: December 4, 2025  
RE: Discuss Southbridge Corridor Sidewalk

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It was requested by Alderperson Hansen to see if the County would consider constructing the Southbridge corridor sidewalk with concrete instead of asphalt pavement.

Staff reached out to the County to see if the sidewalk could be constructed with concrete instead of asphalt pavement. The County informed staff that the County has been planning to construct the sidewalk at a ten (10) foot width throughout the corridor. The sidewalk is being designed to be constructed out of asphalt pavement since the County can construct it with its own forces. The County's preference is to leave it as asphalt pavement because switching to concrete will add significant costs to the project. The County also has informed staff at the roundabouts where vehicles travel adjacent to the sidewalk, it will be concrete. In addition, the first segment (GV-14) of the Southbridge corridor has been constructed with a ten (10) foot asphalt sidewalk.