



Board of Public Works

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Final Minutes

Monday, November 10, 2014

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
Dean Raasch	Alderman	Present	
Kevin Bauer	Alderman	Present	
James Boyd	Alderman	Present	
Jim Kneiszel	Alderman	Present	
Michael J. Walsh	Mayor	Present	

Others present were Scott Thoresen, Public Works Director, Eric Rakers, City Engineer, and Pam Denis, Recording Secretary.

II. Public Comment

None.

III. Items

1. Approval of the Minutes of the October 13, 2014 Board of Public Works Meeting.

Alderman Kneiszel moved to approve the Board of Public Works October 13, 2014 minutes, Alderman Raasch seconded the motion. Upon vote, the motion passed.

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

2. Consider Celebrate De Pere Request*

Scott Thoresen, Director of Public Works reviewed Celebrate De Pere's request for the City's street department to assist with setting up for their event for 2015. He presented the estimated costs for the street department to set up and take down based on the costs for the 2014 event. Mayor Walsh moved to approve the request for the City's street department to assist with setting up and taking down the Celebrate De Pere 2015 event, Alderman Kneiszel seconded the motion. Upon vote, the motion passed.

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

3. Consider Updates to the Civic Group Signs

Eric Rakers, City Engineer, presented the Woman's Club of De Pere's request to add their sign to the City signs. He presented pictures and research on the two signs that the City has, one on the west side near Bicentennial Park and one on the east side on STH 32/57 just north of Bomier Street. Discussion followed in regard to policy on signage placement, enlarging the sign, removing signs that no longer were active. Engineer

Rakers shared that the Department of Transportation issued the permit for the City of De Pere signs, and the City is the owner of the signs. The signs were originally installed by the Lions Club. Alderperson Raasch moved to approve the Woman's Club of De Pere's request to add their sign to the City signs with the condition that the City contact the clubs that were no longer functioning and remove their signs, Alderperson Boyd seconded the motion. Upon vote, the motion passed. Engineer Rakers said that he will do research on creating a policy in regard to the signs and bring it back to the Board of Public Works.

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

4. Consider Revocable Occupancy Permit – 500 Main Street*

Scott Thoresen, Director of Public Works, reviewed Jerry Van Dyn Hoven's request for a Revocable Occupancy Permit at 500 Main Street. His request was to place dumpsters in an area that encroaches on the City's right-of-way. Discussion followed. Mayor Walsh moved to approve the request for a Revocable Occupancy Permit at 500 Main Street, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

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

5. Consider Recommended Updates to the Truck Access Routes*

City Engineer Rakers, stated that the Truck Route Codes lists routes in the city used by trucks. He said that the last update was in 2005. He presented a map with the updated truck routes. The map indicates that all state highways are truck routes, and also reflects some previously unlisted county roads as truck routes. City Engineer Rakers stated that the intent of the updated maps designating county roads as truck routes is to shift trucks from Libel Street, as it is not built for trucks. Alderperson Boyd moved to approve the recommended updates to the truck access routes, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

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

6. Consider Recommendations From City Engineer for Parking and Traffic Action Items*

Eric Rakers, City Engineer, reviewed the 4 Parking and Traffic Action Items below:

*Recommendation to install a yield sign on Mollie's Way at Estes Drive.
Installation of a yield sign at this location conforms to the City's "Unsignalized Intersection Policy".

*Recommendation to paint parking stalls by Fifth Street north of 500 Main Avenue intersection to prevent vehicles from obstructing truck turning

movements there.

*Recommendation to paint parking stalls on the west side of Superior just south of George Street, part of the central business district, to address a concern for parking for businesses and also individuals parking for the school by that intersection.

*Recommendation to paint the crosswalk for the intersection on Ryan Road and Melcorn Streets. The intersection is properly designed with sidewalk ramps, however the intersection crosswalk is not painted. Given the pedestrian usage, and the location to the school and trail, staff felt the request meets the need.

Discussion followed. Alderperson moved to approve the four recommendations presented by City Engineer Rakers, Mayor Walsh seconded the motion. Upon vote, the motion passed.

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

IV. Future Agenda Items

None

V. Adjournment

Mayor Walsh moved to adjourn the meeting, Alderperson Raasch seconded the motion. Upon vote, the motion passed and the meeting was adjourned at 8:16pm.

Respectfully submitted,
Pam Denis