



# Board of Public Works

335 South Broadway

De Pere, WI 54115

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

## Regular Meeting

### Final Minutes

Monday, November 9, 2015

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 |
|------------------|--------------|---------|---------|
| Kevin Bauer      | Aldersperson | Present |         |
| James Boyd       | Aldersperson | Present |         |
| Jim Kneiszel     | Aldersperson | Present |         |
| Dean Raasch      | Aldersperson | Present |         |
| Michael J. Walsh | Mayor        | Present |         |

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

#### II. Public Comment

None

#### III. Items

##### 1. Approval of BOPW October 12, 2015 Meeting Minutes.

Mayor Walsh moved to approve the minutes from the Board of Public Works October 12, 2015 meeting, Aldersperson Kneiszel seconded the motion. Upon vote the motion passed.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>           |
| <b>MOVER:</b>    | Michael J. Walsh, Mayor              |
| <b>SECONDER:</b> | Jim Kneiszel, Aldersperson           |
| <b>AYES:</b>     | Bauer, Boyd, Kneiszel, Raasch, Walsh |

##### 2. Consider Parking Restrictions on Old Ivy Court. \*

Eric Rakers, City Engineer, explained that parking on Ivy Court had been discussed at the last meeting and was being brought back to the Board of Public Works as a recommendation to eliminate parking on the north side of Ivy Court. Letters had been sent to the residents on Ivy Court advising them of this meeting. City Engineer Rakers stated that the parking restrictions were for safety reasons due to the 30 ft. wide street, the Kiwanis Park traffic and cars parked on both sides of Ivy Court. He stated that this was a one way in one way out road which made for congested traffic when cars are parked on both sides of the street.

Mayor Walsh moved at 7:38pm to open the meeting to allow residents to speak, Aldersperson Kneiszel seconded the motion. Upon vote, the motion passed. Dale Rottier stated that he has lived on Ivy Court for 14 years and suggested that signage could include certain hours restricting parking so that the residents' visitors could still park in front of their houses. Heidi Rastall shared that the congestion is for 6 weeks only during the summer and requested temporary signage for those weeks, allowing regular parking throughout the rest of the year.

Mayor Walsh moved at 7:47pm to return to regular session, Aldersperson Boyd seconded

the motion. Upon vote the motion passed.

Discussion followed concerning the inconvenience to the property owners, working with the soccer leagues in regard to scheduling, the use of temporary signage, and safety issues such as emergency vehicles access with cars parking on both sides of the street. Alderperson Bauer suggested working with the Parks Department and Kiwanis to see what other options might be available to address the issue.

Mayor Walsh moved to refer this back to staff to research other options, Alderperson Raasch seconded the motion. Upon vote, the motion passed. City Engineer Rakers stated that the residents on Ivy Court would be advised of any future meeting.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>           |
| <b>MOVER:</b>    | Michael J. Walsh, Mayor              |
| <b>SECONDER:</b> | Dean Raasch, Alderperson             |
| <b>AYES:</b>     | Bauer, Boyd, Kneiszel, Raasch, Walsh |

3. Consider Driveway Policy.

Scott Thoresen, Director of Public Works, stated that the resident at 1964 Lost Dauphin Road had requested a second driveway for his property at a previous Board of Public Works meeting. The Board had sent the request back to staff in order to survey what other communities' policies were in regard to second driveways. Director Thoresen reviewed the results of the driveway policy survey of municipalities from four counties. The survey indicated that most communities allowed only one driveway, but that policies varied in specifications and conditions. He stated that the driveway ordinance for the City of De Pere is also a zoning ordinance so that any changes to the policy would have to go through the Planning Commission first and then be approved by the Common Council. Director Thoresen also presented suggestions to consider based on the survey results if the Board decided to make a change in the driveway ordinance. Discussion followed. The majority of the Board was in favor of no change to the driveway ordinance. The Director of Public Works stated that he would take the discussion to the Planning Commission for consideration.

4. Consider Mailbox Replacement Policy.

Director of Public Works, Scott Thoresen, stated that Alderperson Donovan had requested a review of the mailbox replacement policy. Director Thoresen shared that the mailbox policy was originally discussed in 1992 but did not go forward to the Common Council at that time. A resolution was passed in March 2002 establishing \$50.00 as the replacement cost fee for mailboxes damaged by the City's operations. He also stated that research showed the current day actual cost to replace a mailbox was \$30.59 for which reason the staff recommendation was to maintain the current rate of reimbursement.

Alderperson Boyd moved to open the meeting at 8:23pm to allow residents to speak, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed. Michael Vanrooy stated that he had spoken to the Common Council in regard to mailbox replacement. He stated that "our" City should pay for the damage that it causes and that labor should also be included in the replacement cost with no cap on maximum reimbursement. Alderperson Kneiszel moved to return to regular session at 8:32pm, Alderperson Raasch seconded the motion. Upon vote, the motion passed. Discussion followed. Alderperson Bauer moved to refer this back to staff to draft a resolution to

increase the amount of reimbursement for mailbox replacement not to exceed \$75.00, including material and labor, and also for staff to research comparative reimbursement costs in other municipalities, Alderperson Raasch seconded the motion. Upon vote, the motion passed.

|                  |                                                        |
|------------------|--------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [4 TO 1]</b>                                |
| <b>MOVER:</b>    | Kevin Bauer, Alderperson                               |
| <b>SECONDER:</b> | Dean Raasch, Alderperson                               |
| <b>AYES:</b>     | Kevin Bauer, James Boyd, Dean Raasch, Michael J. Walsh |
| <b>NAYS:</b>     | Jim Kneiszel                                           |

5. Consider WISCORS Agreement with WisDOT.\*

Eric Rakers, City Engineer, stated that in 2006 the City of De Pere entered into an agreement with the Wisconsin Department of Transportation (WisDOT) to establish a Wisconsin Continuously Operating Reference Station (WISCORS) on the City's wastewater treatment plant. Engineer Rakers reported that since that time the treatment plant has been sold to the Green Bay Metropolitan Sewerage District. Even though the City no longer owns the facility where the WISCORS system is located, the City GIS Coordinator does still provide assistance for the WISCORS system. Thus staff recommended approval of the agreement which could eliminate future fees to the City. Mayor Walsh moved to approve the WISCORS agreement with the Wisconsin Department of Transportation, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>           |
| <b>MOVER:</b>    | Michael J. Walsh, Mayor              |
| <b>SECONDER:</b> | Kevin Bauer, Alderperson             |
| <b>AYES:</b>     | Bauer, Boyd, Kneiszel, Raasch, Walsh |

IV. Future Agenda Items

None.

V. Adjournment

Mayor Walsh moved to adjourn the Board of Public Works meeting, Alderperson Raasch seconded the motion. Upon vote the motion passed and the meeting was adjourned at 8:47pm.

Respectfully submitted,  
Pam Denis