# Board of Public Works

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

**Regular Meeting**

**Final Minutes**

**Monday, November 8, 2021** | **7:30 PM** | **Council Chambers and Virtual**

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor James Boyd

| Attendee Name | Title | Status | Arrived |
|---|---|---|---|
| James Boyd | Mayor | Present | |
| Dan Carpenter | Alderperson | Present | |
| Jonathon Hansen | Alderperson | Present | |
| Shana Defnet Ledvina | Alderperson | Present | |
| Dean Raasch | Alderperson | Excused | |

Others present:
Scott Thoresen, Public Works Director
Eric Rakers, City Engineer
Betty Sellenheim, Recording Secretary
Tony Fietzer, Street Superintendent (Remote)
Dean Haen, Director - Brown County Port & Resource Recovery

II. Public Comment Period

None

III. Items

1. Approval of the Board of Public Works October 11, 2021 Meeting Minutes

   Alderperson Carpenter moved to approve the Board of Public Works October 11, 2021 Meeting Minutes, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Dan Carpenter, Alderperson |
| **SECONDER:** | Shana Defnet Ledvina, Alderperson |
| **AYES:** | James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina |
| **EXCUSED:** | Dean Raasch |

2. Consideration and possible action on Brown County Solid Waste Agreement*

   Scott Thoresen, Public Works Director, provided an introduction of the topic. Dean Haen, Director of Port & Resource Recovery, presented to the Board regarding the new Solid Waste Agreement, South Landfill Facility, and Tri-County Partnership.

   Mayor Boyd asked the consequences of a municipality not partnering and accepting the agreement. Mr. Haen stated that municipality would be responsible for their own disposal of solid waste in either Manitowoc County or Calumet County through private disposal companies Waste Management and GFL respectively. Mr. Haen further explained the history of the tri-county partnership. Alderperson Carpenter asked where the onus lies for the next landfill facility. Mr. Haen explained the timeline for establishing a new facility.

Alderperson Carpenter moved to approve the Brown County Solid Waste Agreement, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Dan Carpenter, Alderperson |
| **SECONDER:** | Shana Defnet Ledvina, Alderperson |
| **AYES:** | James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina |
| **EXCUSED:** | Dean Raasch |

3. Consideration and possible action on Ninth Street Interceptor Agreement between the City of De Pere and Green Bay Metropolitan Sewerage District*

Eric Rakers, City Engineer, explained the Ninth Street Interceptor function and Agreement. Mr. Rakers explained that the City will construct the extension as part of the American Boulevard Utility Extension, invoice the total amount to Green Bay Metropolitan Sewerage District (GBMSD), and be invoiced back the City allocated capacity. The sewer will be owned and maintained by GBMSD. The project will be funded by TID.

Mayor Boyd moved to approve the Ninth Street Interceptor Agreement between Green Bay Metropolitan Sewerage District and City of De Pere with funding being provided through TID, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | James Boyd, Mayor |
| **SECONDER:** | Jonathon Hansen, Alderperson |
| **AYES:** | James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina |
| **EXCUSED:** | Dean Raasch |

4. Consideration and possible action on five year agreement for snow removal services for Nicolet Art Alley

Tony Fietzer, Street Superintendent, outlined the history and process staff used to solicit quotes for snow removal services for Nicolet Art Alley and requested an extension for five years with Curb N' Décor, who has been performing the snow removal the past two seasons.

Alderperson Hansen clarified that the service will not come back from consideration for five years. Mayor Boyd stated that was correct.

Alderperson Carpenter moved to approve a five year agreement for snow removal services for Nicolet Art Alley, seconded by Mayor Boyd. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Dan Carpenter, Alderperson |
| **SECONDER:** | James Boyd, Mayor |
| **AYES:** | James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina |
| **EXCUSED:** | Dean Raasch |

5. Consideration and possible action on State – Municipal Agreement for STH 32*

Scott Thoresen, Public Works Director, explained the State-Municipal Agreement, anticipated improvements for State Highway 32 (Main Ave and Reid Street), City estimated cost, and tentative timeline. Mr. Thoresen explained improvements that would not be funded by the state and therefore fall completely on the City to fund or obtain grants. Mr. Thoresen explained that once the agreement was approved and returned to the state, design work would begin to determine the full extent of the improvements.

Mayor Boyd asked to clarify the costs listed in the agreement. Mr. Thoresen explained the City portion will increase to cover the cost of improvements in the parking sections on Main and Reid along with additional work between curb and buildings not covered by the state. Alderperson Hansen asked about utility improvements. Mr. Thoresen stated that water and sewer improvements would be at the cost of the City, storm sewer improvements would be partially funded by the state, and electric services (for standard street lighting) would be funded by state. Alderperson Hansen asked for further clarification regarding the costs to the City. Mr. Thoresen explained there would likely be future revised agreements outlining City costs that would include 25% of engineering/design services along with city-funded portions of the project as the scope changes. Alderperson Hansen asked the difference between resurfacing and reconstructing. Mr. Thoresen outlined the main differences. Alderperson Carpenter addressed the amount of parking on Main Ave and Reid Street the City would need to cover and the cost associated with it. Mr. Thoresen agreed and added if the project becomes a full reconstruction from building to building; the City could be looking at costs between $3 million and $4 million. Alderperson Carpenter explained he was just speaking as a resurface but transparency about the cost for funding the City portions, not including City funded utilities. Mr. Thoresen agreed it would be +$1 million. Eric Rakers, City Engineer, explained the utilities the City would plan to replace. Mayor Boyd asked who would be responsible for finding grant funding. Mr. Thoresen explained the City Engineer is constantly looking for grants for construction projects and being a state project, there may be Federal funds that become available. Alderperson Ledvina asked about the timeline. Mr. Thoresen explained design work would start in 2022 with tentative construction in 2028.

Mayor Boyd moved to approve State-Municipal Agreement for State Highway 32, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | James Boyd, Mayor |
| **SECONDER:** | Jonathon Hansen, Alderperson |
| **AYES:** | James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina |
| **EXCUSED:** | Dean Raasch |

6. Consideration and possible action on fill storage

Eric Rakers, City Engineer, outlined the potential berm created through storage of fill from American Boulevard pond construction as part of the American Boulevard Utility and Street Extension project in 2022. Mr. Rakers explained the potential use of the fill as part of Southern Bridge, creating a cost savings for the City. Mr. Rakers explained staff's recommendation for a storage location and potential future use for the Southern Bridge or other City projects and asked the Board for direction on notification to residents in the area.

Mayor Boyd was optimistic about the saving of fill for future use. Alderperson Carpenter verified with staff the land use of parcels in the area and stated his preference to notify residents. Mr. Rakers agreed with the land uses as described and outlined a few key areas on the map. Alderpersons Ledvina and Hansen stated their preference to notify residents.

Mayor Boyd moved to approve the storage of fill from American Boulevard pond construction and notify residents under option #2, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | James Boyd, Mayor |
| **SECONDER:** | Shana Defnet Ledvina, Alderperson |
| **AYES:** | James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina |
| **EXCUSED:** | Dean Raasch |

7. Consideration and possible action on implementing online bidding platform through QuestCDN

Eric Rakers, City Engineer, outlined the use of QuestCDN for bidding City projects since 2011 and staff's request to begin accepting bids online through QuestCDN.

Alderperson Carpenter asked about publicly viewable plan holders lists. Mr. Rakers stated it would be visible and has always been and the bid tab will show who bid on the project. Alderperson Hansen asked whether the fees were set by QuestCDN. Mr. Rakers agreed they were and they retain the fees.

Alderperson Carpenter moved to approve implementing online bidding platform through QuestCDN utilizing contractor payment option #2, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Dan Carpenter, Alderperson |
| **SECONDER:** | Jonathon Hansen, Alderperson |
| **AYES:** | James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina |
| **EXCUSED:** | Dean Raasch |

8. Discuss Relocation of City's Compost Facility

Scott Thoresen, Public Works Director, introduced the topic and explained the recent history including the feasibility study and subsequent denial of a joint facility with Allouez. Mr. Thoresen laid out a few questions to start a discussion for moving forward.

Mayor Boyd suggested adding questions to the City survey regarding the compost facility. Alderperson Carpenter asked questions to clarify the potential option of using City of Green Bay sites and requested additional information or further discussion about the denial of the joint facility with Allouez. Mr. Thoresen explained the situation and denial regarding the joint facility and stated that it was no longer an option for the City. Mr. Thoresen stated the feasibility study did bring to light some issues at the Allouez site that they can work to rectify. Alderperson Ledvina asked if staff has reached out to Town of Lawrence regarding a collaborative compost site. Alderperson Carpenter explained that Lawrence currently has a farmer that accepts their compost material, but the site is being developed shortly and will no longer be available and they accept brush by their

Town Hall. Alderperson Ledvina suggested having two locations where the west side of De Pere partners with Lawrence and the east side of De Pere could partner with Ledgeview or reapproach the subject with Allouez. Mr. Thoresen agreed with the information provided by Alderperson Carpenter and stated that staff has been in communications with Lawrence Public Works Department. Mr. Thoresen also informed the Board to consider that if there are two sites to maintain, the cost will significantly increase annually. Alderperson Hansen asked if staff has looked at partnering with Town of Rockland. Mr. Thoresen stated there has been a history of lack of interest from Rockland regarding partnerships. Alderperson Hansen asked about purchasing property south of the current site. Mr. Thoresen explained there were many potential options for purchasing property and also a few city-owned parcels that could work including one off Richco Road. Mr. Thoresen asked how far Board Members thought residents would want to drive to create a search for vacant parcels. Mr. Thoresen mentioned there would be out-cry regarding the use of the Richco Road site as a compost facility. Alderperson Ledvina asked who would be upset by that use. Mr. Thoresen stated the residential area to the north and potentially the industrial users. Alderperson Carpenter suggested the distance circumference for available sites should be the distance from center of De Pere to the Green Bay sites, as the Board felt that would be the last choice option for distance (to combine with GreenBay). Alderperson Ledvina suggested combining with Green Bay but offering more curbside collections to the residents. Mr. Thoresen explained the history of curbside collections in the City. Alderperson Carpenter explained his disinterest in turning usable land into a compost facility and expressed interest in the Richco Road site. Mr. Thoresen added that vacant land can run $40-$50,000 an acre. Mr. Thoresen mentioned the Town of Ledgeview may be interested in the future to partner with the City for use of the Rubbish Drop-off Site on Sixth Street. Mr. Thoresen added that he has two potential sites in mind-the Richco Road site and a combined site by Scray Hill with Town of Ledgeview. Mr. Thoresen, Mayor Boyd, and Alderperson Ledvina suggested including questions on the City survey to better understand how the City residents use the current compost facility. Alderperson Ledvina asked how much notice the YMCA was required to give the City to vacate the parcel. Mr. Thoresen and Mayor Boyd did not know the exact amount of time but stated it was not much. Mr. Thoresen added the Richco Road site will be close to Southern Bridge once developed and added that staff knows the work that it will take to get that site ready for use. Eric Rakers, City Engineer, clarified that the Richco Road site could be used for industrial use but contains contaminated material under a cap. Mayor Boyd requested staff continue discussions and start formulating questions to be included in the City survey if approved in the budget. Mr. Thoresen stated he would schedule a discussion at Board regarding City survey questions for first quarter 2022.

| **RESULT:** | **DISCUSSED** |
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IV. Future Agenda Items

None

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 8:50 PM, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Sellenheim