Board of Public Works

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

Regular Meeting

Minutes

Monday, February 9, 2026	7:30 PM	Council Chambers/Virtual

I. Call to Order

1. Roll Call

The Board of Public Works Meeting was called to order at 7:30 PM by Mayor Boyd.

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

Others present:
Scott Thoresen, Public Works Director
Eric Rakers, City Engineer
Natalie Markelz, Recording Secretary/Administrative Assistant
Kim Flom, City Manager (Remote)
Tony Fietzer, Street Superintendent (Remote)
Christopher Thompson, School Superintendent Unified School District of De Pere
John Bieberitz, Traffic Analysis and Design, Inc. (TADI)
Don Lee, Traffic Analysis and Design, Inc. (TADI)
Other members of the public

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 January 12, 2026 Board of Public Works Meeting Minutes

Alderperson Carpenter moved to approve the January 12, 2026 Board of Public Works Meeting Minutes, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

2. Unified School District of De Pere high school traffic impact analysis

Scott Thoresen, Public Works Director, introduced the Unified School District of De Pere and TADI on showing a presentation on the traffic impact analysis in relation to future development of the schools. Christopher Thompson, School Superintendent, advised the Board of Education approved TADI to perform a traffic study, not just by the school but the east side in general including Merrill Street and

Chicago Streets from Broadway Street to East River Drive, Lone Oak Road and Merrill Street and Swan Road by the current De Pere Middle School. John Bieberitz of TADI explained the district's possible future development of schools and locations. Their study is based off this assumption of the newly constructed high school and relocation of the middle and intermediate school. The study was conducted in September when there was ample vehicle and pedestrian traffic. TADI looked at current traffic patterns, then evaluated options based off increased enrollment and the relocation/construction of schools in the area. Mr. Bieberitz explained that the current traffic layout is operating at acceptable levels of service per DOT, City and County standards. If only the enrollment rates increase at the schools, suggestions include either a roundabout or signalized intersection at Webster and Chicago Streets, adding turn lanes, restriping, and delineating turning movements at Erie and Chicago Streets.

Mr. Bieberitz advised if the district were to develop a new high school and relocate the two schools, major improvements would need to be made. He described these updates as two-lane roundabouts at Chicago Street and Dickinson Road, Chicago Street and Swan Road and Chicago and Libal Streets. This would also include modifying/expanding Lone Oak Road and Merrill Street by adding turn lanes and adding turn lanes to and from the driveways of the school's parking lot. However, the estimated cost is $46,000,000 for these improvements. Mr. Bieberitz also described the suggested patterns for bus and parent pick-up/drop-off which upon exiting the lot would divert traffic south to Merrill Street going westbound.

Mr. Bieberitz discussed alternative options to avoid the costly roundabouts, such as staggered school schedule start times in half-hour increments to spread out peak surge, finding a new site for the high school or expanding schools where they currently are located.

Mayor Boyd clarified that the School District of West De Pere did a similar expansion and traffic updates which were paid by the school district, not the City of De Pere. Similarly, if any traffic changes were to occur from this project, the Unified School District would incur the costs. However, it's important to talk about potential traffic implications and look ahead of what could potentially occur.

Alderperson Hansen wanted to confirm that they are not recommending one-way roads. Mr. Bieberitz confirmed, correct. Alderperson Carpenter questioned if it moves forward, how much input will be gathered from the public as there was an issue previously with MAC Dental in relation to the traffic. Mr. Thompson advised there will be listening sessions for the public in March discussing a variety of issues for future facility needs. The school district is looking at feedback from listening sessions, enrollment, the traffic study, staggered schedules, what residents are willing to fund, as well as looking at other various revenues and prior recommendations. Their administration will be going to create series of recommendations, and their Board will go to survey in fall. Mr. Thompson advised the district is getting full which is why they're planning and projecting upcoming changes. Once these items are discussed, more information from these meetings will come forth, potentially Spring 2027 at the soonest. They will then have more listening and feedback sessions and go from there. Alderperson Carpenter agreed that the schedule change is a possibility, however wondered about complaints from the area with an extended time period of heavy traffic and questioned how the survey is going out to residents. Mr. Thompson advised the survey will go out as a hard copy but can be completed online. Mr. Thompson advised listening sessions are scheduled for Wednesday, March 4, 5:30 pm at Altmayer and Tuesday, March 17, 7:00 pm at De Pere High School. Mr. Thompson said he can come back in Summer and Fall to Common Council as updates are known.

Discussion only. No action necessary.

3. Consideration and possible action on City Engineer Parking and Traffic Recommendations*

Eric Rakers, City Engineer, advised there are two recommendations to update ordinances to reflect signage in the field. Diversity Drive is currently signed for "No Standing/Stopping/Parking" from Ryan Road to 1,368 feet east where the road width changes. Mr. Rakers suggests updating ordinance to match the signage for both north and south sides of the road.

Mr. Rakers discussed the second recommendation as lowering the speed limit on Southbridge Road from Lawrence Drive to American Boulevard from 45 MPH to 40 MPH to match GV 14/Generations Blvd from I-41 to Lawrence Drive.

Upon vote, the motion passed unanimously. After vote, Alderperson Carpenter questioned if there is current signage on Southbridge Road. Mr. Rakers advised he hasn't been out in the field, but will check.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Shana Ledvina
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

4. Discuss City Engineer Recommendations on No Action Parking and Traffic Discussion Items

Eric Rakers, City Engineer, discusses the various locations brought forth by residents for possible action.

1. Request for rapid rectangular flashing beacons (RRFB’s) at Grant/Suburban/Apollo (corrected from Allard) Street intersection. Mr. Rakers advises the criteria for installing RRFBs as noted in the Memo. Mr. Rakers noted several years ago that bump outs were installed at this location, there is a crossing guard before and after school for students, and it was not recommended when the West De Pere School District completed their traffic impact analysis (TIA) in 2019. Due to these reasons, no action is recommended.

2. Request for RRFB at Eighth and Cedar Street. Mr. Rakers advised criteria is not met for RRFB’s. No action recommended.

3. Request for a yield Sign at Adams and Irwin Street. Mr. Rakers explained this intersection has no signage currently. These signs are typically only recommended for unique situations, which this is not. There is a stop sign at the adjacent Adams and Franklin Street. The Police Department checked and there are no recordable accidents within the last 5 years. Due to these reasons, no action is recommended.

4. Request for stop signs at Grant Street at Suburban Drive (3-way stop). Mr. Rakers advised the request came in for speed control. He said stop signs weren't recommended at the last TIA in 2019 as adding signs would create significant backups during peak times with the school nearby. Brown County recently upgraded Mid Valley Drive and Grant Street to a roundabout, which this location could possibly have someday, but not at this time. No action recommended.

5. Request for centerline striping at the corner of Eighth and Reid Street due to sharp corner and vehicles traversing centerline. These are two local streets at 25 MPH. Concern was people crossing over the center line when they go around the 90 degree bend, but staff does not believe it's warranted. No action recommended.

Discussion only. No action necessary.

5. MSC Rubbish Drop off hours during construction

Tony Fietzer, Street Superintendent, explained starting in spring, the Municipal Service Center (MSC) will start to undergo a construction project which will occur when the rubbish drop off site will be open for the season. Due to construction, the current site will need to be moved. Additionally, the area will be an active construction site/hard hat zone. Mr. Fietzer recommends we only keep the site open on Saturdays to avoid conflict. As construction progresses, the site may also need to be moved periodically. Mayor Boyd explained how it's become very popular for residents and understands why we still want to keep it open. Mayor Boyd also wants to make sure we communicate with residences on social media and other forms of communication. Alderperson Carpenter questioned if we could add more bulk waste pick-ups during the year to make up for the closure of the facility. Mr. Fietzer explained that during the two weeks that we do offer the extra pick-up it involves many employees and utilizes many pieces of heavy equipment. This would cause higher costs in equipment and fuel. Alderperson Ledvina noted that we already have the pick-ups during the construction timeframe, so extra pick-ups wouldn't be necessary. Both Mayor Boyd and Alderperson confirmed they understand the higher impact financially with the added collections.

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Shana Ledvina
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

6. Consider and Possible Action on Water Volume Charges for PSC Rate Case*

Scott Thoresen, Public Works Director advised this item is part of the Wisconsin Public Service Commission (PSC) Water Rate Application. The City must choose a preferred water volume charge structure. The PSC provides three options: declining/decreasing rate, constant/fixed rate or inclining/increasing rate. Our current structure is the declining rate. Mr. Thoresen informed that the residential class is the majority in Tier 1, so there is minimal impact on those users. Commercial, Industrial and Multi-Family classes are the significant users in the 2nd and 3rd Tiers which means inclining rates would increase rates for them. Listed in these classes are St Norbert College, paper mills, multi-family rentals, City of De Pere, both school districts, and senior housing. Increasing the rates for these users will have an impact financially. Typically, this rate is used when Water Utilities don’t have enough of a water supply and try to conserve water.

Mr. Thoresen further explained the current declining rate structure falls within PSC guidelines and supports local businesses and institutions. Staff is recommending to keep the existing rate as this promotes economic development by maintaining affordability for high volume users. If rates increase, large users might leave which would then cause rates to go up for residential customers.

Alderperson Carpenter questioned how many businesses have wells. Mr. Thoresen advised some industrial customers do. For example, the school district does for irrigation, but not for regular use. Alderperson Carpenter clarified that if we change to constant or increasing and large users decrease water usage, the City's rates would go up.

Alderperson Hansen advises he has a constituent who believes it should be constant or increasing structure, as they believe high users should shoulder the burden. He questioned if staff has done analysis and if we want to have a constant rate structure, how would that affect homeowners. Mr. Thoresen answered that it is unknown.

Alderperson Ledvina questioned how long has the City been at current the structure. Mr. Thoresen answered 20+ years. Alderperson Carpenter advised it's been that way since he can remember and per the reasons Mr. Thoresen listed, he understands why it's necessary. Mr. Thoresen explained if the rates would increase for multi-families and senior living, the price would be passed on to the user and rent would go up for these residents.

Alderperson Ledvina questioned when the next rate case is if we want to make a change then. Mr. Thoresen advised it would be quite a few years until a full rate case would be completed.

Alderperson Hansen asked if the Finance Director or Water Rate Consultant has weighed in on this. Mr. Thoresen confirmed both were involved in addition to the City Manager. Alderperson Hansen questioned about paying the debt down. Mr. Thoresen explained once they select a water volume structure, the PSC will use that information to establish rates to pay off debt.

Upon vote, the motion passed unanimously. After vote, Alderperson Ledvina questioned if this item will be going to Common Council the following week as she would like more information. Mr. Thoresen confirmed and to contact him with any questions/concerns.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	James Boyd
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

7. Consider and Possible Action on Resolution Establishing Tax Equivalent Payable to the City by the Water Utility*

Scott Thoresen, Public Works Director, advised this is a resolution setting payment in lieu of taxes (PILOT) that the Water Utility pays the City for operating costs. This is part of the current PSC rate case which working with the consultant advised to set the PILOT at $500,000 this is to avoid additional increases.

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Shana Ledvina
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

8. Consideration and possible action on DOT –Revised State/Municipal Financial Agreement (SMFA) for Southbridge Interchange*

Scott Thoresen, Public Works Director, informed that this is a revised agreement for the interchange of Southbridge Road. The DOT received bids for the project which were more than their estimate. This then increases the City's portion owed.

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

9. Consideration and possible action on Special Charge Rates for 2026 Sidewalk Repair Orders and Gap Sidewalk Orders*

Eric Rakers, City Engineer, explained the sidewalk repair area for 2026 and outlined the charge rates for new and replacement sidewalk. Mr. Rakers noted these properties will be special charged and brought back to the board at a later date. Staff recommends approval of the sidewalk installation and replacement rates for 2026 with a 5-year payback period for special charges exceeding $1,000. Mayor Boyd asked how many residents have utilized the $1,000 threshold. Mr. Rakers said that number is unknown at this time. Additionally, staff does not currently have the list of sidewalks that need repair and how much the costs will be as we will inspect when frost is out of ground. Mayor Boyd wonders if we should revisit the $1,000 threshold. Mr. Rakers confirmed as prices have increased since 2019.

Alderperson Hansen questioned if we install wider slabs if residents do not have the standard 5'. Mr. Rakers explained unless they have 50' or more of replacement, or if they're new construction, they stay the same width as previous. He advised that is something to look at in the future.

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	James Boyd
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

10. Discussion on the Main Avenue Alley Dumpster Location

Eric Rakers, City Engineer, explained the background as the City will be reconstructing the alley as well as Fourth and Third Streets north of Main Avenue. Staff has looked at multiple locations to put dumpsters which has been a challenge between the proximity of the mill, businesses and lack of land. Most of the land in this area is owned by the mill. Dumpsters cannot be too close to their buildings for multiple reasons: risk of someone climbing onto their roof and their paper is food grade.

Mr. Rakers described the locations and descriptions of the five possible locations for dumpster sites. The first location is on the west side of Fourth Street across from the alley just north of Main Avenue. This location would not work as there is a grade change, it's used by semi-trucks going into the mill, it's over our sanitary line and there are overhead powerlines. The second location is the City property located at 360 Main Avenue. This location does not work due to the location being on a hill and having overhead power lines. The third location is in the "No Parking" location in the parking lot of Hicks Square, however this is marked as "No Parking" as the semis need to utilize this space to use the docks at the mill. The last two locations are in also Hicks Square, one being closer to the river, tucked into the square, the other closer to Main Avenue, more visible from the street. Staff is recommending the fourth location, close to the river where an enclosure can be tan to match the mill and building. Mr. Rakers did note that the dumpsters will not be centrally located, but is down hill going east bound, which will be helpful for businesses carrying garbage.

Alderperson Carpenter questioned if they are changing parking in Hicks Square. Mr. Rakers confirmed they will be modifying parking, adding a sidewalk, but still losing 2 stalls.

Mr. Thoresen advised this will be the fifth location to eliminate City garbage collection and shift to dumpsters. The prior locations are at Nicolet Square, Marquette Square, the alley in the 400 block between Fourth/Fifth Streets, and Mission Square. There will be one more location at 100 N Broadway which will take care of downtown areas to eliminate City garbage collection and shift to dumpsters.

Alderperson Carpenter asked if the businesses have been involved. Mr. Rakers advised there have been two Public Information Meetings (PIM) already, with low attendance along with one more PIM on Wednesday February 11, 2026, which he will present this location to them at that time.

Discussion only. No action necessary.

11. Consideration and possible action on award of Contract 25-04 American Boulevard Utility Extension*

Mayor Boyd moved to approve award of Contract 25-04 to PTS Contractors, Inc. in the amount of $1,086,00.00, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

After vote, Alderperson Carpenter asked when the work would start. Mr. Rakers explained PTS is currently finishing another contract, but will be starting earlier this year as they need to be done by end of August.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

12. Consideration and possible action on award of Contract 26-03 Sewer Lining*

Alderperson Hansen moved to approve award of Contract 26-03 to Visu-Sewer, LLC in the amount of $339,997.00, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Shana Ledvina
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

13. Consideration and possible action on award of Contract 26-05 Sidewalk and Curb Repairs*

Alderperson Carpenter moved to approve award of Contract 26-05 to Al Dix Concrete, Inc. in the amount of $395,215.00, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

After vote, Alderperson Hansen wanted to clarify the award is going to Al Dix Concrete as Highway Landscapers has done many jobs in the City and wanted to make sure staff has done reference checks. Mr. Rakers confirmed they have also done many jobs in the City, staff has no concerns.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	Shana Ledvina
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

14. Consideration and possible action on award of Contract 26-13 Crackfilling*

Alderperson Ledvina moved to approve award of Contract 26-13 to Asphalt Seal and Repair, Inc. in the amount of $91,850.00, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Shana Ledvina
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

15. Consideration and possible action on award of Contract 26-15 Sewer Televising*

Alderperson Hansen moved to approve award of Contract 26-15 to Green Bay Pipe and TV, LLC in the amount of $38,958.00, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

16. Consideration and possible action on award of Project 26-19 Mudjacking - Request for Proposal*

Alderperson Carpenter moved to approve award of Project 26-19 to Badger Concrete Lifting, LLC in the amount of $4,062.50, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	Shana Ledvina
AYES:	James Boyd, Dan Carpenter, Mike Eserkaln, Jonathon Hansen, Shana Ledvina

IV. Future Agenda Items

None.

V. Adjournment

Mayor Boyd moved, seconded by Alderperson Ledvina to adjourn the meeting at 8:44 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Natalie Markelz