Board of Public Works

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

Regular Meeting

Minutes

Monday, June 8, 2026	**7:30 PM**	**City Hall, Council Chambers 335 S. Broadway**

1. CALL TO ORDER

The meeting was called to order at 7:30 PM by Alderperson Hansen

2. ROLL CALL

Present: Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
Excused: James Boyd

Others present:
Scott Thoresen, Public Works Director
Eric Rakers, City Engineer
Tony Fietzer, Street Superintendent (remote)
Natalie Markelz, Administrative Assistant/Recording Secretary

3. PUBLIC COMMENTS

   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

4. NEW BUSINESS

   A. Approval of the May 11, 2026 Board of Public Works Meeting Minutes

Alderperson Eserkaln moved to approve the May 11, 2026 Board of Public Works Meeting Minutes, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Mike Eserkaln
SECONDER:	Shana Ledvina
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

   B. Consideration and possible action on moving of rubbish drop off site

Tony Fietzer, Street Superintendent, explained that due to the expansion of MSC (Municipal Service Center) initially we were going to move the site locally as construction progresses, however more construction needs to occur on site which hinders with the Rubbish Site Drop-Off. He advised with the new Yard Waste Site opening June 15 and the old one closing the same date, we will have a place there to temporarily use as the Rubbish Drop Off Site as early as June 22, which would then be open for drop-off Saturday (June 27).

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Shana Ledvina
SECONDER:	Dustin Thill
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

C. Consider and Possible Action on Amending Municipal Code Section 27-5 - Rates and Charges*

Scott Thoresen, Public Works Director, advised in 2005 the City established a Storm Water Utility, creating an Equivalent Run-Off Unit (ERU) for a single-family home. He advised at the time, the City didn't have GIS and technology like we do now, so the ERU established was based on 100 random parcels. As time and technology has progressed, we are more accurate and looking to amend the ordinance; ERU would go from 3,861 square feet to 3,767 square feet. This update means nothing will change for residential, however commercial and industrial properties will increase as shown in the example included in the memo.

Alderperson Hansen made sure that this would not reduce revenue, just shifting costs from residential to commercial. Mr. Thoresen confirmed.

Alderperson Eserkaln questioned that it will increase for businesses but that it won't do anything for single family homes. Mr. Thoresen advised residential homes have a set rate, so this would not affect them, however if the budget would increase the rate, it would increase for everybody.

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Mike Eserkaln
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

D. Consider and Possible Action Regarding Engineering Technical Services Regarding Installation of T-Mobile's Wireless Antennae Facilities on 9th Street Water Tower*

Scott Thoresen, Public Works Director, explained T-Mobile wants to upgrade their software on our water tower. Plans are submitted to Dixon Engineering, who oversee these contracts for us. Mr. Thoresen advised T-Mobile pays for the services and has already done so. Staff recommends approval.

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Shana Ledvina
SECONDER:	Dustin Thill
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

E. Consideration and possible action on Approval Plat Amendment Documents for Project 4190-17-00*

Eric Rakers, City Engineer, explained WisDOT (Wisconsin Department of Transportation) is proposing to reconstruct STH 32, Main Avenue and Reid Street, from Third Street to Eighth Street in 2028. This is considered a connecting highway, however the City is required to obtain and purchase right-of-way (ROW) via permanent or temporary/limited easements, then the City is reimbursed by WisDOT for expenses, including the consultant. The City's consultant to acquire ROW is Corre Inc. The original ROW was approved at the January 12 Board of Public Works Meeting. There are amendments to the plat which are included in the packet. If approved, our consultant will purchase ROW, and the City will be reimbursed.

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Mike Eserkaln
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

F. Consideration and possible action on DOT –Municipal Agreement for STH 32*

Scott Thoresen, Public Works Director, advised WisDOT is completing a project on STH 32 (South Broadway) from Cook Street south to Greenleaf which includes mill and overlay. The City has manholes which need to be adjusted as part of project. City to be reimbursed by the State in the amount of $3,000.

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dustin Thill
SECONDER:	Shana Ledvina
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

G. Consideration and possible action on Compliance Maintenance Annual Report for Wastewater Collection System*

Eric Rakers, City Engineer, advised this report is required annually to submit to WDNR (Wisconsin Department of Natural Resources) to show we are properly maintaining systems and we have enough funds. We received "A"s in each category and continue to do a good job both in Engineering and Street Department maintenance. Mr. Rakers advised if this is approved, it would go to Council, once approved there it will be submitted to the WDNR.

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Mike Eserkaln
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

H. Consideration and possible action on Proposed Easement at 622 Grant Street (Parcel #: WD-95-1)*

Eric Rakers, City Engineer, advised staff is requesting approval to obtain a sanitary sewer easement which is similar to the situation at the last Board of Public Works Meeting. The City did work on the sanitary sewer adjacent to this one early last spring, however this one is outside of the easement. If approved, it will be forwarded to Council, then once approved there, the City will go to the property owner for signatures which we have been in contact with.

Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Shana Ledvina
SECONDER:	Dustin Thill
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

I. Consideration and possible action on award of Contract 26-14 Main Alley Reconstruction*

Eric Rakers, City Engineer, advised this project is the alley reconstruction north of Main Avenue between Third Street and Fourth Street, in addition to Third Street and Fourth Street north of Main Avenue. In the area of Third Street there is a parking lot, Hicks Square, where a dumpster enclosure will be constructed. The alley has a poor rating of 2 which is in bad shape. Mr. Rakers explained the City is proposing the work this year in prep of utility work on Main Avenue next year. The project grew a little bit in scope with parking in Hicks Square and the mill allowing parking. Mr. Rakers said the low bidder is Peters Concrete Co. at $470,708.50, budgeted amount was $344,000. With this project we would increase bond to $415,000 to cover additional costs.

Alderperson Hansen moved to approve award of Contract 26-14 Main Alley Reconstruction to Peters Concrete Co. in the amount of $470,708.50, seconded by Alderperson Eserkaln. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Mike Eserkaln
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

J. Consideration and possible action on award of Contract 26-23 Berm Construction*

Eric Rakers, City Engineer, advised this project involves relocation of a berm on American Boulevard which is excess fill from the project in 2021/2022 placed that by our large storm water management system. Staff believed the excess fill would be utilized by Brown County, however it was not used. The berm would extend farther to the south and give better separation between residential homes and business/industrial properties. Additional excess of fill will be moved to the current American Boulevard extension this year and used to develop the property the City purchased last year for residential.

Alderperson Thill moved to approve award of Contract 26-23 Berm Construction to Relyco Plus in the amount of $253,607.32, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dustin Thill
SECONDER:	Shana Ledvina
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

K. Consideration and possible action on award of Request for Proposals for 2026 Phragmites Mitigation*

Eric Rakers, City Engineer, explained this is the City's annual phragmites treatment program where the work is on City storm water ponds or swales, not swales on easements. He advised this is an ongoing program as even though it's removed, they continue to come back.

Alderperson Hansen asked about the previous contractor that we have used, Merjent, and what kind of experience does Birenbaum have with this type of work. Mr. Rakers explained that Chase Kuffel, Assistant City Engineer, talked to the contractor and verified they are qualified and staff is comfortable and excited to have a new contractor.

Alderperson Eserkaln moved to approve award of Request for Proposal 2026 Phragmites Mitigation to Birenbaum Family Farms, LLC in the amount of $5,679.05, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Mike Eserkaln
SECONDER:	Shana Ledvina
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

L. Consideration and possible action on award of Request for Proposals for 2026 Pond Trapping Services*

Eric Rakers, City Engineer, advised this is primarily for muskrats. Staff identify ponds with issues from the year prior. He explained this is a constant problem, which they are for all municipalities as the muskrats create burrowing and failures in banks which need to be addressed.

Alderperson Eserkaln noted the difference in high and low bids. Mr. Rakers is unsure why the difference, and the City hasn't had Fox Valley Wildlife Control, LLC previously, so he's not familiar with them and their pricing.

Alderperson Hansen moved to approve award of Request for Proposal 2026 Pond Trapping Services to Suamico Trap, LLC in the amount of $6,963.00, seconded by Alderperson Thill. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Dustin Thill
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

M. Consideration and possible action on award of Request for Proposals for 2026 Soil Borings*

Eric Rakers, City Engineer, advised each year proposals for soil testing & soil borings are sent out. Soil boring are used for the upcoming year's projects for pavement depths, pavement issues, ponds per DNR. Only 1 of 3 companies returned proposal which was ECS. Estimated amount based on what we had on the previous year. Pricing was better overall.

Alderperson Ledvina moved to approve award of Request for Proposal 2026 Soil Borings to ECS Midwest, LLC in the estimated amount of $11,500, seconded by Alderperson Eserkaln. Upon vote, the motion passed unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Shana Ledvina
SECONDER:	Mike Eserkaln
AYES:	Mike Eserkaln, Jonathon Hansen, Shana Ledvina, Dustin Thill
EXCUSED:	James Boyd

5. FUTURE AGENDA ITEMS

None.

6. ADJOURNMENT

Alderperson Ledvina moved, seconded by Alderperson Thill to adjourn the meeting at 7:54 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Natalie Markelz