

PUBLIC NOTICE OF MEETING
BOARD OF PUBLIC WORKS

Pursuant to Section 19.84, Wisconsin Statutes, notice is hereby given to the public that a regular meeting of the Board of Public Works of the City of De Pere will be held on Monday, January 12, 2009, 7:30 p.m. in the **Council Chambers of the City Hall**.

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject(s) over which they have decision-making responsibility.

AGENDA FOR SAID MEETING:

1. Roll Call.
2. Approve minutes of the regular meeting held on December 8, 2008, which were previously forwarded to Board Members.
3. Consider Proposed Wastewater Rate Adjustments.
4. Discuss Creating Chapter 29, De Pere Municipal Code regarding Illicit Discharge and Connection to Storm Sewer System.
5. Discuss Preliminary Resolution for Special Assessments for Storm Sewer and Storm Sewer Laterals at Saint Bernard Drive.
6. Approval of Release of Rights – Sanitary Sewer Easement located on Glory Road.
7. Approval of Request to modify design of Glory Road Bridge.
8. Approval of City of De Pere 2009 Supplemental Construction Specifications.
9. Discussion of Street Light Banners.
10. Approval of Bids for Project 09-01 – One 2009 or Current Year Auto Loading Refuse Truck.
11. Approval of Bids for Project 09-02 – One Loader Mounted Snow Thrower.
12. Approval of Bids for Project 09-03 – One Portable Video Sewer Inspection Unit.
13. Approval of Bids for Project 09-04 – One 2009 or Current Year End Loader.
14. Approval of Bids for Project 09-05 – One 2009 or Current Year Tree/Brush Chipper w/Diesel Engine.
15. Approval of Bids for Project 09-06 – One 2009 or Current Year Conventional Cab, Tandem Truck Chassis.
16. Approval of Bids for Project 09-07 – One Heavy Duty All-Wheel Drive Articulated Motor Grader.
17. Approval of Bids for Project 09-08 – One 2009 1-Ton 350 HD Truck w/Dump Box.
18. Discussion of Recycling and Garbage Overflow.

19. Public Comment.
20. Future Agenda Items.
21. Adjournment

Scott J. Thoresen, P.E.
Public Works Director

AGENDA SENT TO:

Alderpersons
Mayor
Administrator
Clerk's Office
Bulletin Boards
Lee Schley
Karen Heyrman
Ms. Diane Hockers, 429 S. Ninth St, De Pere 54115

De Pere Journal
Green Bay Press Gazette
TV and Radio Stations
De Pere Area Business Alliance
North American Communications
WI Public Service Corporation
Alan Heubscher, PO Box 363, De Pere

Any person wishing to attend whom, because of disability, requires special accommodations should contact the office of the Clerk-Treasurer at 339-4050 by noon on the day of the meeting so that arrangements can be made.

BOARD OF PUBLIC WORKS

A regular meeting of the Board of Public Works was held on Monday, January 12, 2009 at 7:30 p.m. in the Council Chambers at City Hall.

1. Roll Call.

Members present on roll call: Mayor Walsh, Alderpersons Boyd, Wilmet and Heuvelmans.

Members absent on roll call: Alderperson Donovan (excused).

Others present: Larry Delo – City Administrator, Scott Thoresen - Director of Public Works, Lee Schley – City Engineer, Joe Zegers – Finance Director, Sue Selissen - Public Works Secretary, recording secretary, Dave Radke & Rob Dean from LF George and Alan Heubscher, property owner on St Bernard Drive in De Pere.

2. Approve minutes of the regular meeting held on December 8, 2008, which were previously forwarded to Board Members.

Minutes of the December 8, 2008 regular meeting previously forwarded to members of the Board were presented. A motion to approve the minutes was made by Alderperson Boyd, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

3. Consider Proposed Wastewater Rate Adjustments.

Joe Zegers, Finance Director, reviewed the information provided to the Board for the proposed 2009 Wastewater Rates. Joe stated that Residential rates would increase 5.78% and Paper Mill rates would increase 6.17%. These rates will be effective beginning January 2009. Joe also stated that a 3% increase for operating costs has been

built into these rates. A motion was made by Mayor Walsh to approve the rate increase, seconded by Alderperson Boyd. Upon vote, motion was carried unanimously.

4. Discuss Creating Chapter 29, De Pere Municipal Code regarding Illicit Discharge and Connection to Storm Sewer System.

Lee Schley, City Engineer, reviewed the information provided to the Board for the proposed De Pere Municipal Code regarding illicit discharge and connection to the storm sewer system. Lee stated that all communities are using this format to regulate storm water systems, i.e. what is going in them, what is coming out of them etc, and is recommending that we adopt an ordinance for Illicit Discharge. A motion was made by Alderperson Wilmet to adopt this ordinance regarding illicit discharge, seconded by Mayor Walsh. Upon vote, motion was carried unanimously.

5. Discuss Preliminary Resolution for Special Assessments for Storm Sewer and Storm Sewer Laterals at Saint Bernard Drive.

Lee Schley, City Engineer, reviewed this agenda item, that was discussed at length, during the December 8, 2008, Public Works Board meeting. Lee stated that this resolution for the water issues in the St Bernard neighborhood has been investigated for three years and is requesting that the Board approve this Preliminary Resolution for Special Assessment for Storm Sewer and Storm Sewer laterals at Saint Bernard Drive. Lee suggested a three year payment plan, or payment plan to be determined by the Board, and that a public hearing be scheduled at a Common Council Meeting in February 2009. Mayor Walsh recognized a resident present, Al Heubescher, who wanted to address the Board.

A motion was made by Mayor Walsh to open the meeting, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously. Resident is Al Heubescher – 457-459 S St Bernard Dr & 412-414 N St Bernard Dr.

Mr. Heubescher stated that there was discussion during the last meeting about 3, 5 & 10-year payment options that the Board could offer to residents. Mr. Heubescher is concerned about the costs and requested that the Board possibly consider a 10-year option. Alderperson Heuvelmans asked Lee Schley, City Engineer, if the project could be put on hold for a year, until the economy improved, as he felt that this would be a hardship on the residents. He made point that we, as a Municipality, plan projects that support the best opportunities for the City and that given the economy in the state it is in, we should consider this project from a resident's viewpoint and hold off on it so not to pose a hardship on residents at this time. Lee reiterated that the residents that initially prompted this project have been waiting for three years and that although there would be no detrimental consequences to putting off the project; he feels that we should proceed as costs would go up if done at a later date. A discussion was held about payment options and Alderperson Boyd recommended a 5-year payment option.

At this time a motion was made by Mayor Walsh to close the meeting, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

A motion was made by Alderperson Wilmet to adopt this Preliminary Resolution for Special Assessment for Storm Sewer and Storm Sewer laterals at Saint Bernard Drive with a 5-year payment plan option, seconded by Alderperson Boyd. Upon vote, Walsh, Boyd Wilmet – Ayes, Heuvelmans – Nay, motion was carried.

6. Approval of Release of Rights – Sanitary Sewer Easement located on Glory Road.

Lee Schley, City Engineer, stated that the WDOT required access to a sanitary sewer that the City owns in order to construct Glory Rd in 2010. Lee is requesting authorization to sign the Release of Rights document. A motion was made by Mayor Walsh to release rights to the WDOT, seconded by Alderperson Wilmet. Upon vote, motion was carried unanimously.

7. Approval of Request to modify design of Glory Road Bridge.

Lee Schley, City Engineer, reviewed information with the Board regarding the design modification request of Glory Road Bridge. Lee stated that this modification, if done now, would save money should a need for bike lanes and a sidewalk be warranted in the future. Ashwaubenon has agreed to pay the \$10,000.00 for this modification and the City of De Pere will implement its share of this modification in the 2010 budget for this project. A motion was made by Alderperson Wilmet to approve the modification, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

8. Approval of City of De Pere 2009 Supplemental Construction Specifications.

Lee Schley, City Engineer, informed the Board that the Construction Specifications of 2000 are being updated. Lee stated that this Municipal Code is comprised of information from the Standard Specifications for Sewer and Water Construction in Wisconsin and the State of Wisconsin, Standard Specifications for Highway and Structure Construction, 2009 Edition. It was also pointed out to the Board that the sections regarding insurance and liquidated damages are updated and this document now meets State of Wisconsin specifications. Lee added that the City has never had an ordinance on the books regarding this issue and is recommending that the Board accept the 2009 Supplemental Construction Specification as the official document for the City of De Pere to follow. A motion was made by Mayor Walsh to approve the 2009 modification of the specifications, seconded by Alderperson Boyd. Upon vote, motion was carried unanimously.

9. Discussion of Street Light Banners.

Scott Thoresen, Director of Public Works, reviewed clarifications of the Street Light Banner Policy that were requested when this issue came before the Board during the December 8, 2008 Public Works Board meeting. The document from the City Attorney was reviewed. Special attention to the section to allow the Director authority to deny requests was discussed and further clarified by all on the Board. A motion was made by Mayor Walsh to forward this policy to the Common Council, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

10. Approval of Bids for Project 09-01 – One 2009 or Current Year Auto Loading Refuse Truck.

Scott Thoresen, Director of Public Works, reviewed the bids received for this project. Scott also addressed the options on equipment regarding trade-in vs. equipment surplus sale. Alderperson Wilmet posed the question of why the low bid was not being recommend. Scott stated that the City of De Pere has a history with Peterbuilt and RNOW with the four trucks purchased last year. He added that the quality of the equipment is very good and that their service and response is excellent. It was also determined that our neighboring communities have the same equipment and that we all stock different parts for that equipment. Also, the fact that RNOW's truck has a larger capacity than the others. A motion was made by Mayor Walsh to award the project to Peterbuilt & RNOW, in the amount of \$195,470.00 less trade or as a surplus equipment sale, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

11. Approval of Bids for Project 09-02 – One Loader Mounted Snow Thrower.

Scott Thoresen, Director of Public Works, reviewed the bid received for this project. The Board was made aware that this was the only bid that the City received for this project. A motion was made by Alderperson Heuvelmans to award the project to Bruce Municipal Equipment, Inc, in the amount of \$89,990.00 less trade, seconded by Alderperson Boyd. Upon vote, motion was carried unanimously.

12. Approval of Bids for Project 09-03 – One Portable Video Sewer Inspection Unit.

Scott Thoresen, Director of Public Works, reviewed the bids received for this project. Scott informed the Board that Option 1 included CD ROM and VHS capabilities and recommended Envirotech Equipment Co, LLC which has the lower base bid with a better option package. Larry Delo, City Administrator asked Scott if he could see if there would be the possibility for a Flash Card. Scott said he would follow up with that request. A motion was made by Mayor Walsh to award the project to Envirotech Equipment Co, LLC, with Option 1 for \$11,300.00, for a total

amount of \$69,100.00, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

13. Approval of Bids for Project 09-04 – One 2009 or Current Year End Loader.

Scott Thoresen, Director of Public Works, reviewed the bids received for this project. Scott pointed out the trade-in value to the Board and recommended Brooks Tractor, Inc, as low bidder, be awarded the project. A motion was made by Alderperson Wilmet to award the project to Brooks Tractor, Inc, in the amount of \$121,880.00 less trade, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

14. Approval of Bids for Project 09-05 – One 2009 or Current Year Tree/Brush Chipper w/Diesel Engine.

Scott Thoresen, Director of Public Works, reviewed the bid information received for this project and informed the Board that representatives from LF George, Inc., had presented him with a document at 7:15 pm this evening regarding an option on their bid. They wanted to make sure the City was aware of and understood the option prior to awarding this project. LF George, Inc. submitted the bid with the specified equipment on the specs, however, they added an option in their bid with a Caterpillar engine that they felt was of better quality and had a 5 year warranty with a Caterpillar vs. a 2 year warranty with Cummings. This option would make them low bidder. A motion was made by Mayor Walsh to open the meeting, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously. Dave Radke and Rob Dean LF George, Inc were present. Rob clarified with the Board how the bid was written and pointed out the option that was included in the body of the bid. A discussion was held and Larry Delo, City Administrator, confirmed that this was legal and customary for bidders to include options in their bids. Scott stated that he was not aware of this information prior to 7:15 pm this evening and asked the Board if he could meet with the Street Superintendent and Mechanic Foreman to discuss this other option and asked Mr. Dean if it would be possible for them to bring in a chipper made with this optional equipment for a demonstration the following day. Mr. Dean stated that they could do that. Scott requested that he be given the authority to make a decision on this piece of equipment and make a recommendation to the Common Council. A motion was made by Alderperson Heuvelmans to close the meeting, seconded by Alderperson Boyd. A motion was made by Alderperson Boyd to give Scott the authority to make a decision and present a recommendation to the Common Council, seconded by Mayor Walsh. Upon vote, motion was carried unanimously.

15. Approval of Bids for Project 09-06 – One 2009 or Current Year Conventional Cab, Tandem Truck Chassis.

Scott Thoresen, Director of Public Works, reviewed the bids received for this project and recommended Peterbuilt & Olson Trailer and Body, LLC, with low bid for \$140,072.00. A motion was made by Alderperson Heuvelmans to award the project to Peterbuilt & Olson Trailer and Body, LLC, in the amount of \$140,072.00 less trade, seconded by Mayor Walsh. Upon vote, motion was carried unanimously.

16. Approval of Bids for Project 09-07 – One Heavy Duty All-Wheel Drive Articulated Motor Grader.

Scott Thoresen, Director of Public Works, reviewed the bids received for this project and recommended Brooks Tractor, Inc. Brooks Tractor Inc, had low base bid, and two options that Scott suggested the Board consider. One option, for \$20,000.00 was Joy Stick operation, which is more ergonomically correct for the operator of the equipment who could spend up to 12-16 hrs of time on the road. The second option was a camera that would allow the operator to see behind the truck while backing up, an added safety feature. Alderperson Wilmet asked Scott if he felt the additional money for these options was warranted. Scott stated that for safety and comfort of the operator and equipment, as well as the fact that we may not replace this piece of equipment for 25 years, felt that it was needed. He added that we also received a trade-in amount for our current piece of equipment that may actually be very close to the original purchase price. A motion was made by Mayor Walsh to award the project to Brooks Tractor, Inc. for a base bid amount of \$225,182.00, with Joy Stick Option for \$20,000.00 and Camera Option for \$2,500.00 for a total amount of \$197,682.00 less trade, seconded by Alderperson Wilmet. Upon vote, motion was carried unanimously.

17. Approval of Bids for Project 09-08 – One 2009 1-Ton 350 HD Truck w/Dump Box.

Scott Thoresen, Director of Public Works, reviewed the bids received for this project and recommended Broadway Automotive, Inc & Olson Trailer & Body, LLC, with 9 foot plow option (additional option for \$100.00) with a low base bid for \$48,888.00. A motion was made by Mayor Walsh to award the project to Broadway Automotive, Inc & Olson Trailer & Body, LLC for a base bid amount of \$48,888.00 with the 9 foot plow option for \$100.00, for a total amount of \$48,988.00, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

18. Discussion of Recycling and Garbage Overflow.

Scott Thoresen, Director of Public Works, informed the Board that presently we do not have a policy and procedure for recycling overflow pick up. Scott discussed what the current procedure is for garbage overflow pick up at this time and asked the members to consider this issue, as it will be presented at a future meeting.

19. Public Comment.

None.

20. Future Agenda.

None.

21. Adjournment.

A motion was made by Mayor Walsh at 9:10 pm to adjourn, seconded by Alderperson Heuvelmans. Upon vote, motion was unanimously carried.

SCOTT J. THORESEN, P.E.
DIRECTOR OF PUBLIC WORKS