

## **BOARD OF PUBLIC WORKS**

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A regular meeting of the Board of Public Works was held on Wednesday, September 9, 2009 at 7:30 pm in the Council Chambers at City Hall.

### **1. Roll Call at 7:50 pm due to Municipal Court being held in Council Chambers at 7:30 pm**

Members present on roll call: Mayor Walsh, Alderperson's Wilmet, Donovan, Boyd and Heuvelmans.

Members absent on roll call: None

Others present: Scott Thoresen - Director of Public Works, Sue Selissen - Public Works Secretary, recording secretary, Ken Pabich – Planning Director & Alderperson Kegel.

### **2. Approve minutes of the regular meeting held on August 10, 2009; which were previously forwarded to Board Members**

Minutes of the August 10, 2009 regular meeting previously forwarded to members of the Board were presented. A motion to approve the minutes was made by Alderperson Wilmet, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

### **3. Approve minutes of the special meeting held on August 25, 2009; which were previously forwarded to Board Members**

Minutes of the August 25, 2009 special meeting previously forwarded to members of the Board were presented. A motion to approve the minutes was made by Mayor Walsh, seconded by Alderperson Boyd. Upon vote, motion was carried unanimously.

### **15. Traffic/Parking Review Team Meeting Minutes from August 11, 2009**

Per special request, Mayor Walsh has moved up this agenda item. Ken Pabich – Planning Director, reviewed the minutes with the Board. A motion was made by Alderperson Donovan to approve the minutes from the Traffic and Parking Committee, seconded by Alderperson Heuvelmans. Upon vote, motion carried unanimously.

### **4. Re-evaluate necessity for Violation letters – Alderperson Heuvelmans**

Scott Thoresen, Public Works Director, opened up the discussion, introducing Alderperson Heuvelmans, who requested this matter be re-addressed. Alderperson Heuvelmans expressed concerns about the amount of time and staff involved in the violation letter process that we are currently using. Although the Board approved only one violation notice be mailed out for rubbish and brush, Alderperson Heuvelmans felt that for brush, it was not cost effective and that brush was being picked up anyway prior to citations being issued. He added that the few issues with brush be dealt with at a different level vs mailings. In addition, Scott gave a detailed report of the amount of work that goes into violations. A motion to cease using the violation letters for brush was made by Alderperson Heuvelmans, seconded by Alderperson Donovan. Upon vote, nays - Mayor Walsh, Alderpersons Donovan, Boyd and Wilmet, ayes - Alderperson Heuvelmans, the motion was not approved

### **5. Discuss revising Noise Ordinance for City Maintenance Operations**

Scott Thoresen, Public Works Director, updated the Board on the issue with City equipment needing to be utilized prior to 7am for snow removal, street cleaning, street painting etc. With that, he requested that the Noise Ordinance be revised to accommodate City Street maintenance operations. A motion was made by Alderperson Wilmet to approve revision of the Noise Ordinance, seconded by Alderperson Boyd. Upon vote, motion was carried unanimously.

**6. Discuss Purchasing Parcel WD-1539**

Scott Thoresen, Public Works Director, informed the Board that purchasing this parcel was in the best interest of the City and that this purchase would assist with meeting the WI Department of Natural Resources requirements for Storm Water Management. A motion was made by Mayor Walsh to approve the purchase of this parcel, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

**7. Review inventory of unused Surplus Equipment at the MCS**

Scott Thoresen, Public Works Director, updated the Board on the current surplus equipment. The Board agreed that this information should be available on the website when the surplus equipment was to be sold. There was no further discussion or action from the Board.

**8. Update Board on "Ashwaubenon, next 5 Exits" Signage**

Scott Thoresen, Public Works Director, briefed the Board on the information that was provided by the WI Dept of Transportation. Signage will be evaluated as part of their USH 41 widening project. There was no further discussion or action from the Board.

**9. Approve request for Revocable Occupancy Permit for New Life Christian Fellowship Church**

Scott Thoresen, Public Works Director, presented this item. A motion was made by Mayor Walsh to approve the request for a revocable Occupancy Permit for New Life Christian Fellowship Church, seconded by Alderperson Boyd. Upon vote, motion was carried unanimously.

**10. Approve Recycling Contract with Brown County**

Scott Thoresen, Public Works Director, re-addressed this issue, which was brought to the Boards attention at the May 2009 meeting. After further review of cost savings, discussion with the County and City Attorney, Scott recommended that we terminate the contract with One Source Recycling. A motion was made by Alderperson Donovan to terminate the contract with One Source and enter into a new one with the County, seconded by Alderperson Heuvelmans. Upon vote, motion was carried unanimously.

**11. Approve contract renewal for Commercial Cross Connection Control Program with Hydro Designs**

Scott Thoresen, Public Works Director, updated the Board on this item. The Board requested a summary of what was found during these inspections; Scott will present them with that data at the next Board meeting. A motion was made by Mayor Walsh to approve the contract renewal with Hydro Designs, seconded by Alderperson Wilmet. Upon vote, motion was carried unanimously.

**12. Approve Bid for Project 09-06 – Sanitary Sewer, Storm Sewer, Watermain, Grading & Graveling, Pond Retrofit**

Scott Thoresen, Public Works Director, presented this item to the Board. A motion was made by Mayor Walsh to approve the Bid from David Tenor Corp. in the amount of \$272,936.67, seconded by Alderperson Boyd. Upon vote, motion was carried unanimously.

**13. Approve Bid for Project 09-15 Televising**

Scott Thoresen, Public Works Director, presented this item to the Board. A motion was made by Alderperson Donovan to approve the Bid from Northern Pipe Equipment, Inc. in the amount of \$20,532.60, seconded by Alderperson Wilmet. Upon vote, motion was carried unanimously.

**14. Approve Curb Cut Permit request from Mark Soderlund, Construction Resources**

Scott Thoresen, Public Works Director, presented this item to the Board. A motion was made by Alderperson Wilmet to approve the request for the Curb Cut Permit for Construction Resources, seconded by Alderperson Donovan. Upon vote, motion was carried unanimously.

**16. Public Comment**

None.

**17. Future Agenda Items**

- Scott Thoresen to present a summary from Hydro Designs inspections.
- Traffic was re-routed thru De Pere when the Wrightstown Bridge was being worked on. This was fine for those two days since De Pere is a designated as the secondary route, however, the traffic has continued. The Board requested that this be looked into.
- A question was asked whether the parking stalls on St. James St. across from the fountain are within standards. Ken Pabich felt that were, but on the narrower side. He will follow up and advise the Board.

**15. Adjournment.**

A motion was made by Mayor Walsh at 8:45 pm to adjourn, seconded by Alderperson Wilmet. Upon vote, motion was carried unanimously.

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