

BOARD OF PUBLIC WORKS

A regular meeting of the Board of Public Works was held on Monday, Monday February 8, 7:30 pm in the Council Chambers at City Hall.

1. Roll Call

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, Ken Pabich – Director of Planning and Economic Development, Joe Zegers – Finance Director and Sue Selissen - Public Works Secretary, recording secretary. Residents present were: Jerry Gillespie, 252 S Clay St, Ted and Kathy Kordes, 1603 Rusk St, Don Van Straten, 850 Prosper St.

2. Approve minutes of the regular meeting held on January 11, 2010; which were previously forwarded to Board Members

Minutes of the January 11, 2010 regular meeting previously forwarded to members of the Board were presented. A motion to approve the minutes was made by Mayor Walsh, seconded by Alderperson Wilmet. Upon vote, motion was carried unanimously.

3. Discussion regarding Water Rate Increases

Joe Zegers, Finance Director presented this item and reasoning for recommending water rate increases adding that the first quarter will be adjusted (the first month will be old rates, the second two months will be new rates). The reason for the increase is because the Central Brown County Water Authority (CBCWA) increased their charges to the City by \$0.51 per 1,000 gallons. An estimated increase for an average of 18,000 gals per quarter would be 7.35%. The Board also discussed the possible future sale of water to surrounding communities, however, according to Scott Thoresen, Public Works Director; communities of interest at this time are too small to make any type of significant impact. A motion to approve the water rate was made by Mayor Walsh, seconded by Alderperson Boyd. Upon vote, motion was carried unanimously.

4. Discussion regarding Sewer Rate Increases

Joe Zegers, Finance Director presented this item and reasoning for recommending sewer rate increases. The reason for the increase is because the Green Bay Metropolitan Sewerage District (GBMSD) increased its 2010 municipal rates for municipalities by 4.86 % from 2009. Joe added that according to the reports, some rates increased and some decreased. Residents will notice a 3.63% increase and mills a 4.68% increase. A motion to approve the sewer rate increase was made by Mayor Walsh, seconded by Alderperson Wilmet. Upon vote, motion was carried unanimously.

5. Approve Excavation Permit Fee Schedule

Scott Thoresen, Director of Public Works was directed by the Common Council to refer this agenda item back to the Board. After some discussion, a motion was made by Alderperson Donovan to approve the permit fee increase with an exception of waiving all residential fees, in cases of emergencies only that affect public health, safety or welfare. Seconded by Alderperson Heuvelmans. Upon vote, motion was carried with 4-Ayes, Alderpersons Wilmet, Donovan, Heuvelmans and Boyd and 1-Nay, Mayor Walsh.

6. Approve Hydro Designs to Perform Residential Cross Connection Control Program

Scott Thoresen, Director of Public Works presented this item to the Board recommending Hydro Designs be approved for performing the residential cross connection program to meet the DNR's requirements. After some discussion, a motion was made by Mayor Walsh to approve the bid from Hydro Designs in the amount of \$34,512, seconded by Alderperson Boyd. Upon vote, motion was carried with 3-Ayes, Mayor Walsh, Alderpersons Wilmet and Boyd and 2-Nays, Alderpersons Donovan and Heuvelmans.

7. Approve Bid for Project 10-03, Pipe Lining C.I.P.P

With no discussion, a motion was made by Alderperson Donovan to approve the bid from Insituform Technologies, USA, Inc. in the amount of \$99,260.00, seconded by Alderperson Wilmet. Upon vote, motion carried unanimously.

8. Request for a Revocable Occupancy permit, Kentucky Data Link, Inc, Michigan St – AT&T

With no discussion, a motion was made by Alderperson Wilmet to approve the revocable occupancy permit for Kentucky Data Link, Inc, seconded by Alderperson Heuvelmans with condition that they submit all required information to the City. Upon vote, motion carried unanimously.

9. Discuss Reconstruction of Mission Square Parking Lot

Ken Pabich, Director of Planning and Economic Development presented this item to the Board. After a brief discussion, a motion to open the meeting was made by Alderperson Boyd, seconded by Alderperson Wilmet. Upon vote, motion carried unanimously. Jerry Gillespie addressed some concerns to the Board. He felt that paying for the assessment and giving up the property did not seem worth it for getting plowing in return. Mr. Gillespie also stated he felt the laterals were going in two directions, not sure how that would come out but also addressed payment options. A motion was made by Mayor Walsh to close the meeting, seconded by Alderperson Donovan. Upon vote, motion carried unanimously. A discussion about the payment schedule occurred, however, until the Board determines which option to go with, costs could not be narrowed down and this will be readdressed when more information is obtained. Also, Ken added that he needed to get with the business owners again to discuss the options. If there is not agreement, the City will go with option 3, which would alleviate any acquisition assessment. Scott stated that the laterals are the responsibility of the property owner and arrangements can be made at the time of construction for them to work with the current contractor for any lateral work they may want to implement, again, payment for the additional work being their responsibility. A motion was made by Alderperson Donovan to approve a Preliminary Resolution to include Plan Option #2 if business owners agree, otherwise Plan Option #3 and to approve Assessment Option C, seconded by Alderperson Wilmet, Upon vote, motion carried unanimously.

10. Discuss Preliminary Resolution Declaring Intention To Exercise Special Assessment Powers Regarding CTH "PP", S. Broadway, Sanitary Sewer and Waterman

Scott Thoresen, Public Works Director, updated the board on this item and recommended adopting a preliminary resolution and schedule a public hearing at the Common Council meeting. A motion was made by Mayor Walsh to open the meeting, seconded by Alderperson Donovan. Upon vote, motion carried unanimously. Don Van Straten addressed some concerns to the Board and asked if there could be some way to see if the City could come to an agreement to utilize one water main vs. two. Scott stated he could look into that for him. Mr. Van Straten also asked about the assessment from the County, however, our board needed to refer him to the county. A motion was made by Mayor Walsh to close the meeting, seconded by Alderperson Heuvelmans. Upon vote, motion carried unanimously. In addition, Scott agreed to to contact Mr. Van Straten regarding the watermain issue. A motion was made by Alderperson Boyd to adopt a Preliminary Resolution and schedule a public hearing at the Common Council meeting, seconded by Mayor Walsh. Upon vote, motion carried unanimously.

11. Discuss Preliminary Resolution Declaring Intention To Exercise Special Assessment Powers Regarding Suburban Drive Storm Laterals

Scott Thoresen, Public Works Director, updated the board on this item and recommended adopting a preliminary resolution and schedule a public hearing at the Common Council meeting. After a short discussion, Alderperson Donovan requested a list of all streets that currently don't have storm sewer laterals. Scott agreed to obtain that information for the Board as soon as possible. A motion was made by Alderperson Boyd to adopt a Preliminary Resolution and schedule a public hearing at the Common Council meeting, seconded by Mayor Walsh. Upon vote, motion carried with 3 Ayes – Mayor Walsh, Alderpersons Boyd and Wilmet and 2 Nays – Alderpersons Donovan and Heuvelmans.

12. Update on Traffic/Parking Committee Meeting

Ken Pabich, Director of Planning and Economic Development, updated the Board on the Traffic/Parking meeting. After some discussion, a motion was made by Alderperson Wilmet to approve removal of stop and right turn no stop for EB/SB Morning Glory Lane once the intersection is reconstructed, seconded by Alderperson Boyd. Upon vote, motion carried with 4 Ayes, Mayor Walsh and Alderpersons Boyd, Heuvelmans and Wilmet and one Nay – Alderperson Donovan. Another motion was made by Alderperson Donovan to approve installation of stop signs on Knoll Terrace at Grace Street and adjust municipal code 150-20 regarding traffic regulations to remove the flash operation from 12:00 am – 6:30 am on 3rd and Reid Streets, seconded by Alderperson Boyd. Upon vote, motion carried unanimously.

13. Public Comment

None

14. Future Agenda Items

Discuss parking on Crestview near high school – referred to Traffic/Parking Team.

15. Adjournment.

A motion was made by Mayor Walsh at 9:15 pm to adjourn, seconded by Alderperson Donovan. Upon vote, motion was carried unanimously.

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