

BOARD OF PUBLIC WORKS

A regular meeting of the Board of Public Works was held on Monday, July 12, 2010, at 7:30 pm in the Council Chambers at City Hall.

1. Roll Call

Members present on roll call: Mayor Walsh, Alderpersons Wilmet, Boyd, Heuvelmans and Bauer.
Members absent on roll call: None.

Others present: Scott Thoresen - Director of Public Works, Eric Rakers – City Engineer, Sue Selissen - Public Works Secretary, recording secretary.

2. Approve minutes of the regular meeting held on June 7, 2010; which were previously forwarded to Board Members

Minutes of the June 7, 2010 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 the bid for Project 10-12A – Police HVAC

A motion to approve the bid for Project 10-12A was made by Mayor Walsh, seconded by Alderperson Boyd. Alderperson Bauer asked why there was such a difference in the two bids and was the bidding process done properly. Eric, City Engineer, stated that the first bids submitted were denied because they were all considerably over what the City had budgeted for the project. He assured the Board that the bid to be approved today was appropriate and that the bidding process was done properly. Upon vote, motion was carried unanimously.

4. Approve Change Order to use Epoxy-Coated bars for the City Hall and Perrot Square Steps

A motion was made by Alderperson Boyd to approve the change order to use epoxy-coated bars for City Hall and Perrot Square steps, seconded by Alderperson Wilmet. Alderperson Bauer asked why there was an increase of \$1,000. Eric Rakers, City Engineer, stated that he made a request for an explanation/invoice to clarify the additional amount, however, had not received it yet. Alderperson Bauer asked if a vote should be held until an answer was obtained. Eric stated that the timeline for the project was considered when presenting this item to the Board since the project was to begin next week. Delays are not recommended for this project due to it being scheduled for optimal weather for this type of work. Upon vote, motion carried with 4 Ayes (Mayor Walsh and Alderpersons Boyd, Heuvelmans and Wilmet) and 1 Nay (Alderperson Bauer).

5. Update on Dead and Damaged Trees in Downtown area – Requested by Alderperson Wilmet

Scott Thoresen, Director of Public Works, review the detailed letter from the City Forester, Don Melichar. Alderperson Wilmet stated that the area of concern he had talked about at last month's meeting were the east and west sides of downtown De Pere, he asked why those areas were not addressed. Scott stated he had misunderstood the area of concern and did not request a review of the west side downtown area. After further discussions on the matter about tree types, watering options

etc. it was determined that Scott will invite the City Forester to the meeting next month. The Mayor suggested that once it is decided how many trees will need to be removed, replaced and the costs, further discussions and a timeline for this project could be discussed by the Forester as well presenting it to the Board of Park Commissioners.

6. Update Board on Grants and the Tree Impact to Sidewalks

Eric Rakers, City Engineer, presented this update to the Board. He informed the Board that the City Forester reported that we have taken advantage of an Urban Forestry Grant for tree management in urban areas and does look for grant opportunities that are applicable. He added that when future grants are being considered, that the Forester will look at implementing repair costs into the grants for City tree sidewalk damages.

7. Approve Request for Revocable Occupancy Permit – Pasquales Int.

Scott Thoresen, Director of Public Works, presented this agenda item to the Board. He stated that after a review of the area, that the tables/chairs would not impede pedestrian traffic or wheel chair accessibility in that area. He added that the City had granted permits like this for other establishments in the past. Alderperson Bauer asked if they were aware that they couldn't serve liquor outside. Scott stated that information regarding the permit was obtained through the Clerk's office and should have been in the information provided to them at that time. Alderperson Bauer added that they should be aware of their responsibility to keep the area clean and free of bottles, cigarette butts etc. and hoped that that information was provided as well. A motion was made by Alderperson Wilmet to approve the permit, seconded by Alderperson Heuvelmans. Upon vote, motion carried unanimously.

8. Approve State/Municipal Agreement of USH 41 and Scheuring Rd Interchange

Scott Thoresen, Director of Public Works, presented this agenda item to the Board. Alderperson Bauer asked about the City's responsibility of any costs above the projected costs. Scott assured the Board that after a review of this agreement by Erick Rakers, City Engineer and himself, that it contained customary and standard language and they felt comfortable with presenting the agreement for approval to the Board. He added that there are caps on most of the costs. A motion was made by Mayor Walsh to approve the agreement, seconded by Alderperson Boyd. Upon vote motion carried with 4 Ayes (Mayor Walsh and Alderpersons Boyd, Heuvelmans and Wilmet) and 1 Nay (Alderperson Bauer).

9. Discuss Compost Facility Permit

Scott Thoresen, Director of Public Works, presented this agenda item to the Board. He reviewed previous Board meetings and current policy regarding the permits. Alderperson Heuvelmans stated that it was not fair for De Pere residents to pay \$10 for a permit and Ledgeview residents didn't have to pay anything for theirs, that proof of residency should be sufficient and no resident should be turned away at the compost site. He also asked how many free permits each Ledgeview resident could get. Scott stated he could provide that information at the next meeting. Alderperson Wilmet asked if the monies received from the sale of the permits was significant in supplementing the costs of the compost sites operations. Sue Selissen, Public Works Secretary stated that the compost site attendee may bring in \$200-\$260 a month (April, May and June) now that they are sold at the site. Alderperson Wilmet also stated that since the brush collection at the curbside had been decreased, he would support keeping it simple and not charging for the permit. Scott stated that the permits bring in approximately \$1,200 –

\$1,500 a year and did not really contribute to the operational costs of wages and equipment, adding that the permits were purchased with those monies as well. Scott informed the Board that Ledgeview pays for approximately 20% of the total operational costs of the site. Further discussions regarding camera surveillance operations and not charging for the permits were had. Mayor Walsh stated that one reason the fees originated was so that surrounding community residents would have to contribute if they wanted to use the facility. He also felt that there needed to be some sort of control, but not sure how to obtain that. The Board requested that this item be discussed at the next meeting and that Scott present the Board the Compost Site agreement with Ledgeview, revenues/costs and determine how many free permits are provided to the Ledgeview residents. Alderperson Heuvelmans stated that he felt that De Pere residents should not be charged for the permits, that proof of residency should be sufficient and no resident should be turned away at the compost site.

10. Public Comment

None.

11. Future Agenda Items

- Alderperson Heuvelmans - Address no stop sign at Red Tail Glen and Waterview Rd. with Traffic/Parking Team.
- Alderperson Heuvelmans – Update the Board on discussions with the City and Wisconsin Public Service (WPS) on the increased costs of the Excavation Permits.
- Alderperson Boyd – Residents still complaining about Crestview overflow parking by school and is requesting the Parking/Traffic team again review the possibility of “2 hr. Parking only signs” between the hours of 7-4 on school days. He added that the students parking all day are affecting garbage and recycling collection to those residents.
- Alderpersons Boyd and Wilmet – Requesting that the ordinances for grass heights and fines be looked at and suggested that we look at what Green Bay has in place at this time. Mayor Walsh recommended City Attorney involvement as well since it involves private property.
- Alderperson Heuvelmans – Can Railroad put up signage in their ROW to remind their engineers that it is a quiet zone. Whistle blowing is still happening.

15. Adjournment

A motion was made by Alderperson Mayor Walsh at 8:37 pm to adjourn, seconded by Alderperson Wilmet. Upon vote, motion was carried unanimously.

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