

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

Monday, November 9, 2015 – 6:10 p.m.

(or immediately following previously scheduled meeting)

Lincoln Center – 1519 Water Street

Stevens Point, WI 54481

AGENDA

[A quorum of the City Council may attend this meeting]

CONSIDERATION AND POSSIBLE ACTION ON THE FOLLOWING:

1. To accept the Director's Report and place it on file.
2. To accept the ordinance amendment for the Official Street Map and Extraterritorial Street Map of the City of Stevens Point.
3. Discussion/Update regarding proposed ordinance modifications to Chapter 7 (Health and Sanitation), Section 7.06 (Garbage Collection).
4. Discussion/Update regarding the Coye Drive intersection improvements and second access options into the Stevens Point Industrial Park.
5. To award the Hoover Road Grade Separation Project Real Estate Acquisition Services to MSA Professional Services out of Madison, WI in the amount of \$51,400.00.
6. Adjournment.

Any person who has special needs while attending this meeting or needs agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481

Copies of ordinances, resolutions, reports, and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 A.M. to 4:00 P.M.

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481



Public Works

Engineering Department:
Phone: 715-346-1561
Fax: 715-346-1650

Streets Department:
Phone: 715-346-1537
Fax: 715-346-1687

November 4th, 2015

DIRECTOR OF PUBLIC WORKS REPORT
Scott Schatschneider

1. Engineering Division

- **Strongs Avenue Sidewalk Closures:**
Last month I reported construction projects requiring extended time periods of sidewalk closures on Strong's Avenue at 1141-57 Main Street (Habbi's) and 1421 Strongs Avenue (Sentry). Work at both sites is progressing and should be finishing in November.
- **North Reserve Street / I39 Overpass Reconstruction:**
The light pole bases have been installed with light pole installation scheduled for the week of November 2nd. At the time of this report the lights had been installed and were functioning.
- **Clark Street Bridge Scour Project:**
All of the scour repairs have been completed. Total project cost was \$62,130.00, the budgeted amount was \$71,449.50. At last month's meeting there was discussion regarding the observation of traffic while lanes on the bridge were closed thus creating a two lane structure. Observations were performed and traffic appeared to function appropriately. These casual observations don't represent an engineering study, but this could lead the City to further investigate alternative lane configurations from the Water Street intersection going west.
- **Brilowski Road & E.M. Copps Intersection Design:**
AECOM has finished collecting necessary field data and has started the preliminary design process. The City has also had preliminary discussion with Skyward regarding alternatives associated with not having signals at the E.M. Copps and Brilowski Road intersection.
- **Business 51 Project:**
Nothing to report at this time.

- **Hoover Grade Separation Project:**
In addition to the City selecting a firm for R/W Acquisition Services. AECOM will be updating the Town of Hull Town Board on Monday, November 9th on the status of the project. The Town of Hull meeting starts at 5:30 p.m. There is some minor R/W Acquisition required in the Town of Hull north of the railroad tracks.
- **District Four Neighborhood Sidewalk Listening Session:**
This topic was originally discussed at the August Board of Public Works. There are specific sections of the City where odd gaps in the sidewalk grid exist. A portion of District Four is an area where this is present. Therefore, on Wednesday, November 11th at 6:30 p.m. at Madison Elementary a neighborhood listening session regarding sidewalk will be held. In addition, the sidewalk replacement program is scheduled for this area of the City next year, along with the strong potential for Sixth Avenue to be reconstructed from Second Ave to the Streets Garage next year.
- **Additional Ongoing Director\City Engineer\City Surveyor Projects:**
 - Staff has been busy finalizing this year's construction projects along with collecting data pertaining to next year's projects.

2. Streets Division

- **Street work**
 - Continued Garbage and Recycling operations.
 - Curbside Leaf and Brush Collection substantially completed
 - Sign work continued.
 - Patching continued.
 - Street lamp maintenance continued.
 - Building maintenance and repair.
 - Salt Spreader Frame Replacement completed.
 - Shouldering work completed.
 - Street Sweeping continued.
 - Traffic Markings Painting completed.
 - Crack Filling completed.
 - Concrete Repairs continued.
- **Equipment maintenance/garage**
 - There were a total of 166 repair orders completed in the month of October. When broken down by department there were;

Inspection	1
Engineering	1
Police	15
Parks	18
Fire	6
Streets	120
Water/Waste water	5

- **Signs, posts, barricades, and flags**
 - 59 signs were replaced or added, 2 because of accidents, 27 for usual maintenance, 13 new signs were added, 16 because of vandalism and 1 because of an ordinance change.
 - 15 poles were replaced or added, 2 because of accidents, 1 for usual maintenance, 2 new poles were added, 9 because of vandalism and 1 because of an ordinance change.
 - Set out barrels and cones for the citizen academy at the airport.

- **Garbage/recycling/yard waste/drop-off**
 - Garbage and recycling carts repaired/replaced/distributed as needed.
 - Regular solid waste collection completed.
 - Regular recycling collection completed.
 - City drop-off operations were completed.

- **Leave**
 - 6 floating holidays, 10 days 7.5 hours sick, 37 days 1 hour of vacation and 1 day of workers compensation were utilized.

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November 4th, 2015

To: Board of Public Works
From: Scott Schatschneider, Director of Public Works
Re: Amending Official Street Map and Extraterritorial Street Map

This item was in front of Plan Commission on Monday, November 2nd and was approved. The amendment to the official street map was not completed in January of 2014 due to ongoing Right of Way acquisition negotiations at the time.

However, the acquisition process has been completed and this is the last step in the process.

Please see the attached documents regarding the proposed changes.

If you have any questions, please feel free to contact me.

Thank you.

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE
OF THE CITY OF STEVENS POINT**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That the Official Street Map and Extraterritorial Street Map of the City of Stevens Point be amended by adding the following described street:

Maria Drive

Widening that part of Maria Drive to 33 feet north of and parallel with the following described reference line from its intersection with First Street North to its intersection with Second Street North more particularly described as follows and depicted on attached Exhibit "A":

All of Parcels 1 and 2 of Maria Drive Improvement Project Relocation Order filed with the Portage County Clerks office on January 22, 2014 and being part of the Southwest Quarter of the Northwest Quarter of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin described as follows:

Commencing at the west quarter corner of said Section 29; thence North 89 degrees 46 minutes 41 seconds East along the east-west quarter line of said Section 29 a distance of 880.09 feet to its intersection with the center line of First Street North and the point of beginning of said reference line; thence continuing North 89 degrees 46 minutes 41 seconds East along said quarter line 247 feet to its intersection with the center line of Second Street North and there terminating.

SECTION II: The City Clerk shall file a copy of the ordinance with the Register of Deeds of Portage County, Wisconsin.

SECTION III: This ordinance shall take effect upon passage and publication.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
John Moe, City Clerk

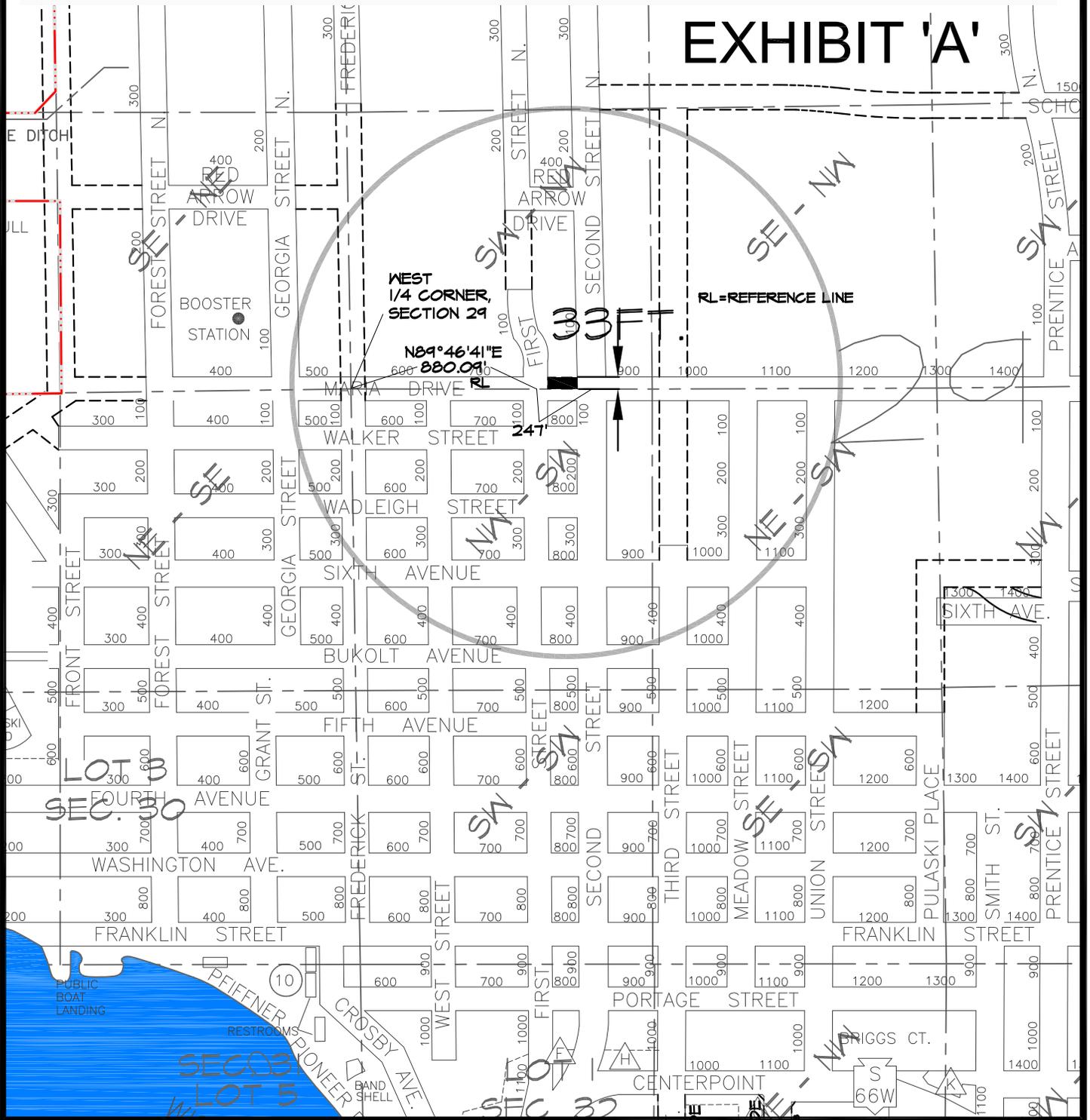
Dated:
Passed:
Published:

RETURN TO: Stevens Point City Clerk
Drafted by P. Fuehrer, City Engineering

OFFICIAL STREET MAP AMMENDMENT MARIA DRIVE

12/12/2013

EXHIBIT 'A'



City of Stevens Point
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Stevens Point, WI 54481



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November 4th, 2015

To: Board of Public Works
From: Scott Schatschneider, Director of Public Works
Re: City Ordinance Modifications Chapter 7 Health and Sanitation, Section 7.06 Collection of Garbage

Last month a preliminary draft of Section 7.06 was presented to the Board of Public Works as a way to introduce updates and modifications staff feels are required.

I have included an updated version of the ordinance modification. The only modifications from last month to this month are references made to bulk item pickup and physical formatting changes.

As stated last month, this document is still a draft and is being submitted to the Board of Public Works as a way to adopt updates and modifications staff feels necessary. The modifications are still for discussion purposes only. Staff would recommend a revised ordinance in place by late 2016 or early 2017.

If you have any questions, please feel free to contact me.

Thank you.

7.06 Solid Waste Disposal, Recycling, Yard Waste and City of Stevens Point Drop-off**(1) Garbage and recycling disposal and City of Stevens Point drop-off operations.**

(a) *Supervision.* The curbside collection of garbage, recyclable materials, yard waste and operation of the City of Stevens Point drop-off as defined in this section shall be under the supervision of the board of public works, which shall make such regulations as are necessary regarding the time and method of collection of garbage and recyclable materials. The enforcement of health regulations relating to garbage and refuse disposal shall be designated as the responsibility of the director of public works or his designee.

(b) *Curbside collection of garbage and recyclable materials.* How and when made. The collection, removal and disposal of garbage shall be made at least once a week. The collection, removal and disposal of recyclable materials shall be made at least twice a month. All collections of garbage and recyclable material shall be made at curb/street side or City maintained alleys only in City owned collection carts. Garbage and recyclable materials must be at curb/street side by 7:00 a.m. Carts shall not be out earlier than 6:00 p.m. the day before collection and must be off curb/street side by 12:00 midnight the day of collection. Each improved and occupied residential tax parcel will be allowed a maximum of four (4) garbage carts and a maximum of four (4) recycling carts. Current fees for carts and cart collection are available on the City of Stevens Point website or by calling the Stevens Point streets department at (715) 346-1537. All carts are the property of the City of Stevens Point.

(c) *City of Stevens Point Drop-off Site.* The drop-off site is located one block north of the entrance to Bukolt Park, in front of the City Garage at 100 Sixth Avenue, Stevens Point WI 54481. Hours of operation are posted at the site and on the City of Stevens Point website at <http://www.stevenspoint.com>. Materials accepted at the drop-off are as follows: Lead acid vehicle batteries, used automotive engine oil filters, motor oil, yard waste, brush, recyclable materials, bulk items may be brought to the drop-off area for a fee and small amounts of demolition may be brought on certain days for a fee. Current fees for bulk items and demolition material are available on the City of Stevens Point website or by calling the Stevens Point street department at (715) 346-1537. A City of Stevens Point employee shall oversee all drop-off operations and shall have the right to refuse any product he/she deems unacceptable. The City drop-off site shall be available for use by City of Stevens Point residents from improved and occupied residential tax parcels of single-family dwellings up to four (4) units. This drop-off site is not equipped to handle the volume generated from commercial properties and shall not accept any yard waste, brush, recyclable materials, lead acid vehicle batteries, used automotive engine oil filters, motor oil or demolition material from owners or the designees of Multiple-family dwellings and Nonresidential facilities *and properties*. Materials shall be deposited in approved containers or designated areas throughout the drop-off for the purpose of collection and/or transportation to a processing or composting site.

(2) Abrogation and greater restrictions.

(a) It is not intended by this chapter to repeal, abrogate, annul, impair or interfere with any existing rules, regulations, codes or permits previously adopted or issued pursuant to law. However, when this chapter imposes greater restrictions, the provisions of this chapter shall apply.

(3) Interpretations.

(a) In their interpretation and application, the provisions of this chapter shall be held to be the minimum requirements and shall not be deemed a limitation or repeal of any other power granted by Wisconsin Statutes. Where any terms or requirements of this chapter may be inconsistent or conflicting, the more restrictive requirements or interpretation shall apply. Where a provision of this chapter is required by Wisconsin Statutes, or by a standard in chapter NR 544, Wisconsin Administrative Code, and where the chapter provision is unclear, the provision shall be interpreted in light of the Wisconsin Statutes or chapter NR 544 standards in effect on the date of the adoption of the ordinance from which this chapter derives or in effect on the date of the most recent text amendment to this chapter.

(4) Definitions. For the purpose of this chapter, the following words and phrases shall have the meanings ascribed to them in this section:

(a) *Aluminum cans* shall include used beverage cans only.

(b) *Aseptic boxes and paper cartons* includes soup, milk, broth, orange juice, soymilk, etc.

(c) *Ashes* shall mean the residue from the burning of combustible materials,

(d) *Bimetal container* means a container for carbonated or malt beverages that are made primarily of a combination of steel and aluminum.

(e) *Brush* means clean woody vegetative material not greater than six inches in diameter and shrubs without root balls attached.

(f) *Bulk item* means any item that is too large to fit in your garbage/refuse cart with the lid closed. Bulk item classification excludes the following items: appliances, demolition material, electronic waste, hazardous waste, recyclables, tires, wet paint and yard waste.

(g) *Container glass* shall include container glass only. The term "container glass" does not include ceramic cups, dishes, ovenware, plate glass, safety and window glass, heat-resistant glass such as Pyrex, lead-based glass such as crystal or TV tubes.

(h) *Corrugated cardboard* shall include corrugated cardboard only and does not include waxed cardboard or chipboard such as cereal boxes, shoeboxes and similar materials.

(i) *Demolition Material* means materials produced in the process of construction, renovation and/or demolition of structures. Demolition material typically include concrete, asphalt, wood, gypsum wallboard, glass, rubble, and roofing materials.

(j) *E-cycle Electronics* means computers, televisions, desktops printers, computer peripherals, DVD players, VCR's, digital video recorders, fax machines and telephones with video displays.

(k) *Garbage* means waste products and refuse not identified as recyclable under current or future Wisconsin recycling law or otherwise identified in this ordinance, and which are not otherwise prohibited from being disposed of in any State of Wisconsin funded landfill or transfer facility by this ordinance.

(l) *Household hazardous waste* shall fall into one of four categories, which will be noted on the container.

(1) *Flammable* – Ignites easily and burns rapidly

(2) *Corrosive* – May cause deterioration of body tissues or erosion of material at the site of contact

(3) *Explosive* – Contents may explode if incinerated or stored above 82⁰ F

(4) *Toxic/Poison* – Harmful or deadly upon contact, ingestion or inhalation

(m) *Lead acid batteries* means lead acid batteries from trucks, motorcycles and automobiles.

(n) *Magazines* means magazines and other materials printed on similar paper.

(o) *Major appliances* means a residential or commercial air conditioner, clothes dryer, clothes washer, dishwasher, freezer, oven, microwave oven, refrigerator, furnace, boiler, dehumidifier, water heater or stove. Otherwise known as white goods.

(p) *Medical waste* means medical needles/syringes or other sharps items.

(q) *Medicine* shall mean prescription and over-the-counter pharmaceuticals. Not to include nebulizers (inhalers), empty medicine containers, radioactive medicines, syringes, needles or sharps.

(r) *Mixed papers* shall include all grades of papers including white, colored, ledger, shiny, coated, carbonless or NCR papers; envelopes including window, labeled and kraft; magazines; catalogs; phone books; computer printout paper; glued pads and tablets; file folders; keypunch cards; spiral notebooks; cereal boxes; shoe boxes; etc., and can include clips and staples, but may not include hand towels or other paper products from restrooms or soiled napkins and paper plates. The term "mixed papers" also does not include carbon paper, cellophane or any waxed paper.

(s) *Motor oil (automotive)* shall mean any of the well-developed lubrication for automotive engines only.

(t) *Multiple-family dwelling* means a property containing five or more residential units, including those, which are occupied seasonally.

(u) *Newspapers* shall include newspapers and newspaper advertisements only. The term "newspapers" does not include mixed paper as defined in this subsection.

(v) *Nonresidential facilities and properties* mean commercial, retail, industrial, institutional and governmental facilities and properties. The term "nonresidential facilities and properties" does not include multiple-family dwellings.

(w) *Office paper* means high-grade printing and writing paper.

(x) *Oil filters* means used automotive oil filters.

(y) *Other recyclable materials (not collected curbside)*, includes lead acid batteries, large plastic items, waste oil, E-cycle electronics, waste tires, major appliances, used engine oil filters and absorbent materials.

(z) *Person* includes any individual, corporation, partnership, association, or local governmental unit as defined in § 66.0825(3) (f) Wis. Stats., state agency or authority or federal agency.

(aa) *Plastic bottles* shall include only plastic bottles clearly marked with the recycling emblem, encircling the #1 (PET or PETE) or the #2 (HDPE). This does not include motor oil bottles, even if they are labeled #1 or #2.

(ab) *Plastic containers or bottles* made of #3, #4, #5, #6 and mixed or other plastic resin types #7.

(ac) *Recyclable materials* shall include all items deemed collectable by the director of public works for the City of Stevens Point. Such recyclables may include the following: aluminum cans, container glass, corrugated cardboard, mixed papers, newspapers, #1 through #7 plastics, aerosol cans, aseptic boxes, tin and steel cans.

(ad) *Refuse* shall mean all putrescible and nonputrescible solids including garbage, solid waste, ashes and dead animals.

(ae) *Residential* means City of Stevens Point residents from improved and occupied residential tax parcels of single-family dwellings up to four (4) units.

(af) *Solid waste* shall mean garbage, refuse and all other discarded or unsalvageable solid materials, but does not include solids or dissolved materials in wastewater effluents or other water pollutants.

(ag) *Solid waste facility* means a facility for solid waste treatment, solid waste storage or solid waste disposal and includes commercial, industrial, municipal, state and federal establishments or operations such as, without limitation because of enumeration, sanitary landfills, dumps, land disposal sites, incinerators, transfer stations, storage facilities, collection and transportation services and processing treatment and recovery facilities using large machines to produce a principal product of scrap metal for sale or use for remelting purposes. The term "solid waste facility" includes the land where the facility is located. The term "solid waste facility" does not include a facility for the processing of scrap iron, steel or nonferrous metal. The term "solid waste facility" does not include a facility which uses large machines to sort, grade, compact or bale clean wastepaper fibers or plastics, not mixed with other solid waste, for sale or used for recycling purposes. The term "solid waste facility" does not include an auto junkyard or scrap salvage yard.

(ah) *Tin cans* include tin-coated metal cans and steel containers.

(ai) *Tires* means a tire that is no longer suitable for its original purpose because of wear, damage or defect. This term "Waste tires" does not include bicycle tires.

(aj) *Waste material* means any garbage, recyclables, putrescible and non-putrescible solids and discarded or salvageable materials.

(ak) *Yard waste* means leaves, grass clippings, yard and garden debris. The term "yard waste" does not include brush, including clean woody vegetative material no greater than six inches in diameter, stumps, roots or shrubs with intact root balls.

(5) Curbside Collection Containers.

(a) *Required.* Occupants of single-family, two- to four-unit residences and owners of multiple-family dwellings who choose City curbside collection are required to use City owned carts. Each improved and occupied residential tax parcel will be allowed a maximum of four (4) garbage carts and a maximum of four (4) recycling carts. Current fees for carts and cart collection are

available on the City of Stevens Point website or by calling the Stevens Point streets department at (715) 346-1537. All carts are the property of the City of Stevens Point.

(b) *Garbage carts*, shall be brown with a brown lid with the City of Stevens Point logo. All carts shall be owned by the city.

(c) *Recycle carts*, shall be brown with a green lid with the City of Stevens Point logo. All carts shall be owned by the city.

(d) *Storage and collection*. Garbage and recycle carts shall be set out on the scheduled collection days at an easily accessible place on the premises at ground level as directed by the board of public works. The carts shall be easily accessible during winter months. Do not place carts on snow banks. Carts must be placed with the arrow facing the street and must be placed four (4) feet away from obstacles such as parked cars, mailboxes and utility poles, including other carts. Improperly placed carts will not be collected. Do not over stuff your carts, over stuffed carts do not allow for gravity to aid in the collection process and your carts may not completely empty. Carts set out for any collection shall not be set out more than 13 hours prior to the day of collection and shall be removed no later than midnight the day after collection. Except when set out for street collection, no containers of any type shall be located at any time in any front yards or corner side yards. No garbage or recycle carts of any type shall be located so they are visible from the front of the property, except in cases of scheduled pickup.

(e) *Contents of containers*. Covers to the carts shall be closed as to prevent contents from spilling out of cart and to prevent the admission of snow and water. Garbage carts shall not contain any of the following: *Hot cinders, hot ashes or any smoldering embers, major appliances, recyclable materials, e-cycle electronics, yard waste, branches, waste tires, wet paint, demolition material, motor oil, medical waste, medicines, engine oil filters and absorbent materials*. Recycle carts shall not contain any of the following: *Garbage, hot cinders, hot ashes or any smoldering embers, major appliances, e-cycle electronics, yard waste, branches, waste tires, wet paint, demolition material, medical waste, medicines, motor oil, engine oil filters, absorbent materials, plastic film, shrink wrap or bags, plastic straws, plates, silverware, drink pouches, styrofoam, aluminum foil, baking pans, light bulbs, mirrors, window glass, ceramics and clay pots*.

(6) Additional regulations.

(a) *Demolition material*. All waste resulting from remodeling, construction or removal of a building, roadway or sidewalk shall be disposed of by the owner, builder or contractor. City of Stevens Point residents may use the drop-off for small amounts of demolition on certain days for a fee. Any fees charged for the disposal of demolition material shall be the responsibility of the generator. The City drop-off site shall be available for use by City of Stevens Point residents from improved and occupied residential tax parcels of single-family dwellings up to four (4) units.

(b) *Nonresident disposal*. No person shall bring waste material for disposal into the City of Stevens Point or to its drop-off or pit unless such person is authorized to do so.

(c) *Storage of waste material*. Storage of waste material shall be in accordance with the following:

(1) *Ownership*. All waste material collected by city trucks or authorized vehicles shall be the property of the city. Transfer of ownership is completed upon disposition into the trucks by the collection personnel. Every owner, tenant or person occupying any building is responsible for the proper storage and removal of all waste materials.

(2) *Storing of waste material.* Any accumulation of waste material, garbage or building waste on any premises in the city is a nuisance and is prohibited. The owner of the premises upon which the accumulation takes place shall be responsible for removal of the accumulation.

(3) *Dumping waste material, recyclables, and brush or yard waste.* No person shall rake, deposit, throw, place or leave any waste material, recyclables, brush or yard waste upon any highway, street, court, lane, alley or other public way, park, vacant lot, yard, body of water or any other place except at an appropriate solid waste, recycling or licensed collection facility required in this chapter for those purposes.

(d) *Nonresidential facility and multi-family dwellings.* Each nonresidential facility and multi-family dwelling must legally dispose of solid waste, recycling, yard waste, brush, demolition material, e-cycle electronics, household hazardous waste, lead acid batteries, major appliances, medical waste, medicines, motor oil, used oil filters, tires, waste oil and wet paint by self-hauling or must arrange for the collection, removal, and disposal with a private hauler licensed to collect these waste materials in the City of Stevens Point.

(e) *Vehicle Licensing and Regulations.* See Section 12.11 of the Revised Municipal Code.

(7) Enforcement and penalty.

(a) Any authorized officer, employee or representative of the city, including the hauler, may inspect recyclable materials separated for recycling, garbage waste intended for disposal, collection sites and facilities, collection vehicles, collection areas and properties, solid waste disposal facilities and solid waste treatment facilities, and any records relating to recycling activities, for the purpose of ascertaining compliance with the provisions of this chapter. No person may refuse access to any authorized officer, employee or authorized representative of the city or licensed hauler who requests access for purposes of inspection and who presents appropriate credentials. No person may obstruct, hamper or interfere with such an inspection.

(b) All garbage and recyclable materials must be at curb/street side by 7:00 a.m. Carts shall not be out earlier than 6:00 p.m. the day before collection and must be off curb/street side by 12:00 midnight the day of collection. Any garbage or recyclables placed out beyond these hours is subject to removal with the costs charged to the property owner.

(c) A City of Stevens Point employee shall oversee all drop-off operations and shall have the right to refuse any product he/she deems unacceptable. The City drop-off site shall be available for use by City residents from improved and occupied residential tax parcels of single-family dwellings up to four (4) units. This drop-off site is not equipped to handle the volume generated from commercial properties or private contractors and shall not accept any yard waste, brush, recyclable materials, lead acid vehicle batteries, used automotive engine oil filters, used motor oil or demolition material from owners or the designees of multiple-family dwellings and nonresidential facilities *and properties*. The drop-off attendant may request proof of city residency from any person requesting use of the drop-off.

(8) Separation of non-refuse materials.

(a) *Required.* Occupants of single-family and two- to four-unit residences, multiple-family dwellings and properties shall separate the following materials from garbage or refuse:

- (1) Aerosol cans non-pesticide only. Nozzle must be attached to can.
- (2) Aluminum containers
- (3) Aseptic boxes and paper cartons
- (4) Bimetal containers
- (5) Brush
- (6) Corrugated paper or other container board
- (7) Demolition material
- (8) E-cycle electronics
- (9) Glass containers
- (10) Household hazardous waste
- (11) Lead acid batteries
- (12) Magazines or other material printed on similar paper
- (13) Major appliances
- (14) Medical waste/sharps
- (15) Medicines
- (16) Motor oil (automotive) and oil filters
- (17) Newspaper or other material printed on newsprint
- (18) Office paper
- (19) Plastic containers made of PETE #1 and HDPE #2.
- (20) Plastic containers or bottles made of #3, #4, #5, #6 and mixed or other plastic resin types #7.
- (21) Tin/steel cans
- (22) Tires, as defined in § 289.55(1)(c) Wis. Stats.
- (23) Waste oil, used automotive engine oil filters and absorbent materials
- (24) Wet paint
- (25) Yard waste

(b) *Designation of recyclable materials.* The director of public works reserves the right to designate additional solid waste materials as recyclable, or currently collected materials as no longer recyclable in accordance with state law and to either add or delete them from any collection services provided by the city or its contractors.

(c) *Care of recyclable materials.* To the greatest extent practicable, the recyclable materials separated in accordance with this section shall be clean and kept free of contaminants such as food or product residue, oil or grease, or other nonrecyclable materials, including but not limited to household hazardous waste, medical waste, medicine and agricultural chemical containers. Recyclable materials shall be stored in a manner, which protects them from wind, rain and other inclement weather conditions.

(9) Preparation and collection of recyclable materials.

(a) Except as otherwise directed by the director of public works, occupants of single-family, two- to four-unit residences and owners of multiple-family dwellings who choose City curbside collection of recyclables shall do the following for the preparation and collection of the separated materials as specified in this section:

- (1) *Aerosol cans* non-pesticide only, shall be empty with the nozzle attached.
- (2) *Aluminum cans* shall be empty and shall include used beverage cans only.
- (3) *Aseptic boxes and paper cartons* includes soup, milk, broth, orange juice, soymilk, etc. Discard removable plastic caps; do not remove spouts. Empty, rinse and flatten.
- (4) *Bimetal cans* shall be empty.
- (5) *Corrugated cardboard*, not to exceed cart dimensions, shall be clean and must be flattened.
- (6) *Glass containers* shall be clean and labels may remain on the glass containers. Glass should not be broken. Glass does not include ceramic cups, dishes, ovenware, plate glass, safety and window glass, heat-resistant glass such as Pyrex, lead-based glass such as crystal or TV tubes.
- (7) *Magazines/mixed paper* includes all grades of paper such as white, colored, ledger, shiny, coated, carbonless and NCR papers; envelopes including windowed, labeled and kraft; magazines; catalogs; phone books; computer printout paper; glued pads and tablets; file folders; keypunch cards; post-it notes; spiral notebooks; cereal boxes; shoe boxes; etc. Magazines/mixed papers can include paper clips and staples, but may not include carbon paper, cellophane or any waxed paper, hand towels or other paper products from restrooms or soiled napkins and paper plates.
- (8) *Newspaper* includes newspaper and newspaper advertisements only and does not include catalogs, magazines or other paper.
- (9) *Plastic bottles #1 and #2* shall be clearly marked with the recycling emblem encircling the #1 (PET or PETE) or the #2 (HDPE). This does not include motor oil bottles, even if they are labeled #1 or #2. Caps must be removed; labels may remain on plastic bottles.

(10) *Plastics #3 - #7* includes bottles, jugs, food, beverage, deli, ice cream, yogurt, cottage cheese, bakery, medicine/pill, kitty litter containers, flower pots or trays, clear/rigid clam shell packaging, 5 gallon pails and small toys. Plastics shall be clean, caps and lids must be removed; labels may remain on plastics.

(11) *Tin/steel cans* shall be clean; labels may remain on cans. Tin cans with molded or round bottoms can be recycled without the molded or round bottom removed, provided the can has been rinsed. This includes tin-coated metal cans and steel containers.

(b) All recyclable material shall be co-mingled and placed in a City of Stevens Point owned brown cart with a green lid and city logo. Recyclable materials must be at curb/street side by 7:00 a.m. Carts shall not be out earlier than 6:00 p.m. the day before collection and must be off curb/street side by 12:00 midnight the day of collection. Any garbage or recyclables placed out beyond these hours is subject to removal with the costs charged to the property owner.

(c) The hauler has the right to reject or leave at the curb any recyclable material or solid waste that is not prepared according to the specifications of this section, or in the regulations provided by the contractor or the City of Stevens Point to the service recipients. Materials may also be rejected if proper separation of materials has not occurred, if your carts are improperly placed or the lid on your cart is not completely closed. In such cases, the hauler shall notify the generator in writing by means of issuing a tag listing the reason/reasons for non-collection.

(10) Management of lead acid batteries, major appliances, motor oil, yard waste, brush, demolition material, household hazardous waste, large plastic items, medical waste/sharps, medicines, bulk items, wet paint, e-cycle electronics, waste tires and used automotive engine oil filters.

(a) Except as otherwise directed by the director of public works, occupants of single-family and two- to four-unit residences, shall manage lead acid batteries, major appliances, motor oil, yard waste, brush, demolition material, household hazardous waste, large plastic items, medical waste/sharps, medicines, bulk items, wet paint, e-cycle electronics, waste tires, used automotive engine oil filters and absorbent materials as follows:

(1) *Brush* six inches in diameter and under may be transported to the City of Stevens Point drop-off. No branches shall be disposed of as general waste.

(2) *Bulk item* collection occurs the Monday after the bulk item tag is purchased in most cases. (Collection will take place the following Tuesday if a Holiday occurs on the preceding Monday.) Bulk item pick-up tags can be purchased at the City of Stevens Point Comptroller/Treasurer's office, 1515 Strongs Avenue, Stevens Point WI 54481. Bulk items should be placed at curb/street side no sooner than 13 hours before your scheduled collection day. (In most cases that will be Monday morning.) Place your bulk item in the same area your garbage cart is collected, making sure you do not block the sidewalk. Bulk items may also be brought/self-hauled to the Stevens Point drop-off facility or to the Portage County Solid Waste Transfer Facility for a fee. Current fees for bulk items are available on the City of Stevens Point website or by calling the Stevens Point Streets department at (715) 346-1537. Any fees charged for bulk items shall be the responsibility of the generator.

(3) *Demolition material* shall be transported to the City of Stevens Point drop-off for a fee. Please call (715) 346-1537 for restrictions and fees. No demolition material shall be disposed of as general waste. Any fees charged for the disposal of demolition material shall be the responsibility of the generator.

(4) *E-cycle electronics* shall be transported to an e-cycle drop-off location. Call (715) 346-1537 for a current list of e-cycle components and e-cycle locations. Any fee charged for recycling electronics shall be the responsibility of the generator.

(5) *Household hazardous wastes* shall be transported to the Portage County Solid Waste Department Transfer Facility by appointment only. Any fees charged for the disposal of hazardous wastes shall be the responsibility of the generator.

(6) *Lead acid batteries* shall be recycled at a retail business that sells lead acid batteries and accepts used batteries for the purpose of recycling, at a recycling facility or may be brought to the City of Stevens Point drop-off. Any fee imposed for the recycling of used batteries shall be the responsibility of the generator.

(7) *Major appliances* shall be recycled at a retail business that sells appliances and accepts used appliances for the purpose of recycling, at a scrap metal dealer or at a solid waste facility that accepts appliances for the purpose of recycling. Any fee imposed for the recycling of used appliances shall be the responsibility of the generator. Freon free major appliances excluding microwaves, may be brought to the City of Stevens Point drop-off at the cities discretion. Please call (715) 346-1537 for more information.

(8) *Medical waste/sharps* are collected by local pharmacies. Call (715) 346-1537 for the list of participating pharmacies. No medical needles/syringes or other sharps items shall be disposed of as waste material.

(9) *Medicines* can be brought to the City of Stevens Point or Plover police departments. Call (715) 346-1537 for more information.

(10) *Motor oil* shall be recycled at a retail business that sells oil or automotive products and accepts oil for the purpose of recycling, at an oil refinery or at a solid waste facility or automotive waste oil only may be brought to the City of Stevens Point drop-off in a clear screw cap plastic container of 2.5 gallons or less. Any fee imposed for the recycling of used oil shall be the responsibility of the generator.

(11) *Oil filters* from automotive engines shall be transported to the City of Stevens Point drop-off or the Portage County Solid Waste Transfer Facility. Any fee charged for recycling oil filters shall be the responsibility of the generator.

(12) *Plastic items (large)* shall be transported to the Portage County Material Recovery Facility at 600 Moore Road in Plover, Wisconsin.

(13) *Tires* shall be recycled at a retail business that sells tires or automotive products or at a solid waste facility. Any fee charged for the recycling of used tires shall be the responsibility of the generator.

(14) *Wet paint* must be dried out and can be added to your garbage cart.

(15) *Yard waste* either shall be home-composted using an effective back yard compost system or transported to the City of Stevens Point drop-off. No yard waste shall be disposed of in City owned garbage or recycle carts.

(11) Prohibitions on disposal of recyclable materials and unlawful burning or burial of waste material.

(a) *Generally.* No person may dispose of in a solid waste disposal facility or burn in a solid waste treatment facility any of the materials specified in section 7.06 which has been separated for recycling.

(b) *Unlawful burning or burying.* It shall be unlawful for persons to burn or bury solid waste materials, recyclable materials, bulk items, demolition material, e-cycle electronics, household hazardous waste, lead acid batteries, major appliances, oil filters, large plastic items, tires, motor oil, paint, medicines and medical waste/sharps on residential or nonresidential properties.

(12) Unlawful removal of recyclable materials (antiscavenging).

(a) It shall be unlawful for any person, unless under contract with or licensed by the City of Stevens Point, to collect or remove any recyclable material that has been deposited or placed at the curb for the purposes of collection for recycling.

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481



Public Works

Engineering Department:
Phone: 715-346-1561
Fax: 715-346-1650

Streets Department:
Phone: 715-346-1537
Fax: 715-346-1687

November 4th, 2015

To: Board of Public Works

From: Scott Schatschneider, Director of Public Works

Re: Coye Drive intersection improvements and second access alternatives to the Stevens Point Industrial Park.

In an attempt to give this project more of an opportunity for discussion, I have pulled it from the Director's Report for a stand-alone agenda item.

The intention for this month is to give an update on property owner discussions. At the December Board of Public Works, we will have an opportunity to consider design alternatives; however, a decision on alternatives will not necessarily need to be made in December.

After the design alternatives have been presented in December, AECOM and staff will have follow up meetings with adjacent property owners to address concerns over the presented alternatives.

Currently, AECOM and staff have met onsite with all adjacent property owners, except one. We have not been able to contact one property owner on Howard's Avenue, however we have sent written correspondence to the residents regarding the project. From property owner meetings, there are concerns. The majority of the residents understand the need for the project(s), but are concerned about potential impacts. AECOM has surveyed the project limits to help in determining different design alternatives. As stated earlier, AECOM will be presenting design alternatives at the December Board of Public Works.

Thank you.

Proposed Street Extensions



Hoover Avenue Overpass
Intersection and Roadway Improvements

June 8, 2015



City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481



Public Works

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Fax: 715-346-1687

November 4th, 2015

To: Board of Public Works
From: Scott Schatschneider, Director of Public Works
Re: Release of Request for Proposals (RFPs) for Real Estate Acquisition Services for the Hoover Grade Separation Project

As discussed at the September Board of Public Works Meeting, the City of Stevens Point Engineering Department sent RFP's for Real Estate Acquisition Services to a number of firms who perform these types of services.

The City received four submittals and each submittal was independently graded by three engineering department staff members and one individual from outside the organization (Alderperson Jeremy Slowinski). Staff felt having one person, not involved in the RFP process at all would bring a different perspective to the grading process. Given the project is in Alder Slowinski's district we invited him to join the process.

Tabulation sheets are included as part of the memo. You will notice the firm with the highest score did not have the lowest price. The scoring system is setup to balance qualifications/abilities of the firms in addition to price. The narrow band of costs allowed us to focus on the firm that would be able to deliver the best value.

If there are any questions, please don't hesitate to contact me.

Thank you.

**Proposal #15-11
Real Estate Acquisition Services
Hoover Road Grade Separation Project**

	MSA Professional Services	TSR Land Specialists Inc.	Becher Hoppe	OMNNI Associates
Technical Scores				
1. Organization Capabilities - 200 Points				
SS	190.00	195.00	175.00	185.00
PF	190.00	180.00	175.00	180.00
JS	180.00	180.00	180.00	190.00
Total Average Score	186.67	185.00	176.67	185.00
2. Staff Qualifications - 200 Points				
SS	185.00	195.00	180.00	195.00
PF	190.00	180.00	175.00	180.00
JS	200.00	190.00	180.00	190.00
Total Average Score	191.67	188.33	178.33	188.33
3. Proposer Solutions (300 possible Points)				
3a. Plan, Major Tasks, Timeline - 100 Points				
SS	90.00	85.00	85.00	95.00
PF	80.00	75.00	80.00	75.00
JS	90.00	90.00	90.00	70.00
Total Average Score	86.67	83.33	85.00	80.00
3b. Quality Control - 100 Points				
SS	90.00	80.00	85.00	80.00
PF	80.00	75.00	80.00	70.00
JS	90.00	60.00	70.00	90.00
Total Average Score	86.67	71.67	78.33	80.00
3c. Challenges & Barriers - 100 Points				
SS	95.00	85.00	80.00	100.00
PF	90.00	75.00	80.00	75.00
JS	90.00	90.00	90.00	80.00
Total Average Score	91.67	83.33	83.33	85.00
Total Technical Score	643.33	611.67	601.67	618.33

**Proposal #15-11
Real Estate Acquisition Services
Hoover Road Grade Separation Project**

Tabulation	MSA Professional Services	TSR Land Specialists Inc.	Becher Hoppe	OMNNI Associates
1. Organization Capabilities - 200 Points	186.67	185.00	176.67	185.00
2. Staff Qualifications - 200 Points	191.67	188.33	178.33	188.33
3a. Plan, Major Tasks, Timeline - 100 Points	86.67	83.33	85.00	80.00
3b. Quality Control - 100 Points	86.67	71.67	78.33	80.00
3c. Challenges & Barriers - 100 Points	91.67	83.33	83.33	85.00
Total Technical Score	643.33	611.67	601.67	618.33
Math Check	643.33	611.67	601.67	618.33
Total Project Cost	\$51,400.00	\$46,100.00	\$44,770.00	\$48,250.00
4. Cost Score - 300 Points	261.30	291.34	300.00	278.36
Total Proposal Score	904.64	903.01	901.67	896.70