

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

Monday, February 8, 2016 – 7:10 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 re-approve the Right-of-Way Plat and the Relocation Order for the Hoover Road Grade Separation Project.
3. To approve the purchase of a sweeper for the Streets Department/Storm Water Utility from Bruce Municipal Equipment in the amount of \$190,000.00
4. To approve the purchase of a 2016 Chevrolet Equinox from Len Dudas Motors in the amount of \$13,517.00.
5. To adjourn into closed session pursuant to Wis. Stats. 19.85(1)(e) (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) for the purpose of:
 - A. Right-of-Way Acquisition related to the Hoover Road Grade Separation Project, Project Data Book.
 - B. Right-of-Way Acquisition related to the Hoover Road Grade Separation Project, Minimum Offer Value.
6. To return into open session for action on the above.
7. 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

February 2, 2016

DIRECTOR OF PUBLIC WORKS REPORT
Scott Schatschneider

1. Engineering Division

- **Brilowski Road & E.M. Copps Intersection Design:**
AECOM is currently working through the design; the City will be seeking approval from the Portage County Highway Committee on Tuesday, February 9th.
- **Sixth Avenue Reconstruction:**
A Public Informational Meeting has been scheduled for Tuesday, March 1st at 6:00 p.m. at Madison Elementary in the gymnasium. Letters will be sent out next week notifying residents, alderpersons and the media regarding the meeting.
- **Business 51 Project:**
I have received questions from a couple Alderperson's regarding the Business 51 Project. As a preliminary response, an email was sent to all Common Council Members referencing a link on the City Website. If there are additional questions, I am available to answer any questions you may have.
- **Hoover Grade Separation Project:**
I received a call from DOT and AECOM on Wednesday notifying the City, CN is more than likely going to request additional space below the overpass to install a third set of tracks. If this is the case, AECOM will need to lengthen the structure to the north by 15 feet and an amendment to the design contract will be required. If there are additional questions regarding this item I am available.
- **St. Michael's Hospital Construction Project:**
Nothing to report at this time.
- **Additional Ongoing Director\City Engineer\City Surveyor Projects:**
 - I will be attending a meeting on Thursday, February 19th at UWSP with Student Government Association to discuss pedestrian issues and other pertinent concerns.

- **Next Month – March Agenda:**

- I wanted to give the Board of Public Works an advanced heads up to the number of items appearing on the March Agenda. There will be items ranging from equipment purchase recommendations, construction project bid awards and project updates.

2. Streets Division

- **Street work**

- Continued Garbage and Recycling operations.
- Sign work continued.
- Street lamp maintenance continued.
- Building maintenance and repair.
- Snow and Ice Control Operations began.

- **Equipment maintenance/garage**

- There were a total of 138 repair orders completed in the month of January. When broken down by department there were;

Engineering	1
Inspection	1
Police	9
Parks	17
Fire	4
Streets	101
Water/Waste water	5

- **Signs, posts, barricades, and flags**

- 21 signs were replaced or added, 5 because of accidents, 14 for usual maintenance, 2 because an ordinance change.
- 9 poles were replaced or added, 5 because of accidents and 4 for usual maintenance.
- Set out and picked up barricades and barrels for house fire on 1/17/16.
- Set out and picked up barricades and barrels for water main issues on 1/7/16.

- **Garbage/recycling/yard waste/drop-off**

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

- **Leave**

- 5 floating holidays, 2 funeral days, 35 days 3.5 hours sick and 23 days 2 hours of vacation were utilized.

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February 2, 2016

To: Board of Public Works
From: Scott Schatschneider, Director of Public Works
Re: Hoover Grade Separation Project - Real Estate Acquisition: Relocation Order and R/W Plat Approval

As mentioned in last month's Director's Report, the DOT requested an additional highway easement pertaining to Parcel # 7 (property owned by CN) be added to the R/W Plat. Therefore the Relocation Order will need to be re-signed and the R/W Plat will need to be re-approved.

If there are any questions, please feel free to contact me.

Thank you.

RELOCATION ORDER

LPA1708 08/2011 (Replaces LPA3006)

Project 6998-11-00	Road name Country Club Drive / Hoover Road Rail Grade Separation	Highway Country Club Drive/ Hoover Road	County Portage
Right of way plat date 12/7/15	Plat sheet number(s) 4.01 through 4.06	Previously approved Relocation Order date 12/21/15	

Description of termini of project:

Beginning at a point on the reference line which is 1000.53 feet south and 8.55 feet east of the northeast corner of Section 3, T23N, R8E and ending at a point 1533.00 feet north and 4.98 feet east of the southeast corner of Section 34, T24N, R8E.

Beginning Coordinates: Y = 197981.231, X = 177507.183, Sta. 12+90.00

Ending Coordinates: Y = 200513.163, X = 177370.045, Sta. 38+32.29

Portage County Coordinate System - NAD 83 (2011)

This relocation order is part of the NW 1/4 of the NW 1/4 of Section 2 and the NE 1/4 of the NE 1/4 of Section 3, Township 23 North, Range 8 East, City of Stevens Point, part of the SE 1/4 of the SE 1/4, and the NE 1/4 of the SE 1/4 of Section 34, and the NW 1/4 of the SW 1/4 of Section 35, Township 24 North, Range 8 East, Town of Hull, and part of the SW 1/4 of the SW 1/4 and the NW 1/4 of the SW 1/4 of Section 35, Township 24 North, Range 8 East, City of Stevens Point, all in the Portage County, Wisconsin.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 62.22 Wisconsin Statutes, the City of Stevens Point orders that:

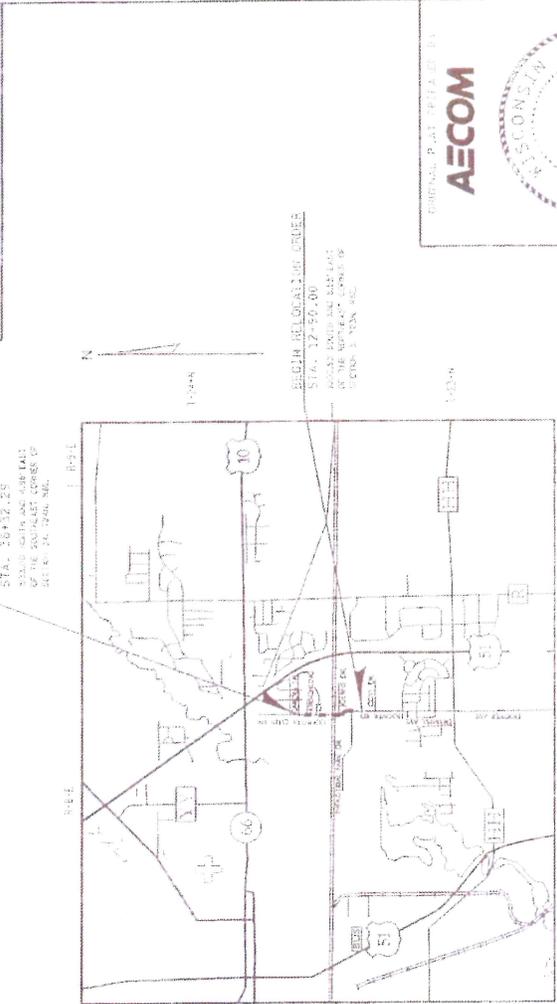
1. The said road is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by: City of Stevens Point
3. This order supersedes and amends any previous order issued by the: City of Stevens Point

Approved: _____
Mike Wiza, Mayor Date

Attest: _____
John Moe, City Clerk Date

SHEET TOTAL NUMBER SHEETS
 4/04 6
 FEDERAL PROJECT NUMBER
 8598-JP-00
 PLAT OF RIGHT-OF-WAY REQUIRED FOR
 CITY OF STEVENS POINT
 COUNTRY CLUB DRIVE
 HOOVER ROAD RAIL GRADE SEPARATION
 LOCAL STREET PORTAGE COUNTY
 CONSTRUCTION PROJECT NUMBER
 8598-JP-01

CONVENTIONAL SIGNS AND ABBREVIATIONS
 FOUNDATION OR RUIN
 BUILDING
 CEMETERY
 R/W MISMEASUREMENT
 COMBUSTIBLE
 FLAMES
 SIXTEENTH LINE
 NEW REFERENCE LINE
 NEW R/W LINE
 EXISTING R/W LINE
 PROPERTY LINE
 CORPORATE LIMITS
 MINGE LINE
 SLOPE INTERFERE
 UNDERGROUND FACILITY
 (CONDUIT, CABLE, ETC.)
 UTILITY EASEMENT
 FENCE
 FEE INTEREST
 TEMPORARY INTEREST
 EASEMENT (CRP-FOR)
 PERMANENT LIMITED or RESTRICTED DEVELOPMENT
 BEAM GUARD
 TRANSMISSION STRUCTURES
 MIRE OR TOWER
 RAIL LINE
 P.U. Point of Intersection
 D. Deflection angle
 S. Degree of Curve
 L. Length of Curve
 R. Radius
 C.A.T.V. Cable Television Line
 F.O. Fiber Optic Cable
 C.W. Co. Wire
 S.A.U. Sanitary Sewer Line
 S.E.W. Sewing Sewer
 T. Telephone Line
 A. Air Service
 G. Gas
 M. Manhole
 S. Street
 C. City
 C.C.P. Corporation
 L.L.C. Limited Liability Corporation
 R.R. Railroad
 S.T.H. State Trunk Highway
 SECTION CORNER
 METAL FOR R/W MISMEASUREMENT
 FLAMES
 VESTIGES FOR R/W
 VESTIGES FOR R/W
 MISHION LINES
 BRIDGE
 STREAM OR RIVER
 LAKE
 QUANT RIVER
 PILE OR GOTTLE POST
 SIGN
 FOUNDATION OR RUIN
 BUILDING
 CEMETERY
 R/W MISMEASUREMENT
 COMBUSTIBLE
 FLAMES
 SIXTEENTH LINE
 NEW REFERENCE LINE
 NEW R/W LINE
 EXISTING R/W LINE
 PROPERTY LINE
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 M. Manhole
 S. Street
 C. City
 C.C.P. Corporation
 L.L.C. Limited Liability Corporation
 R.R. Railroad
 S.T.H. State Trunk Highway

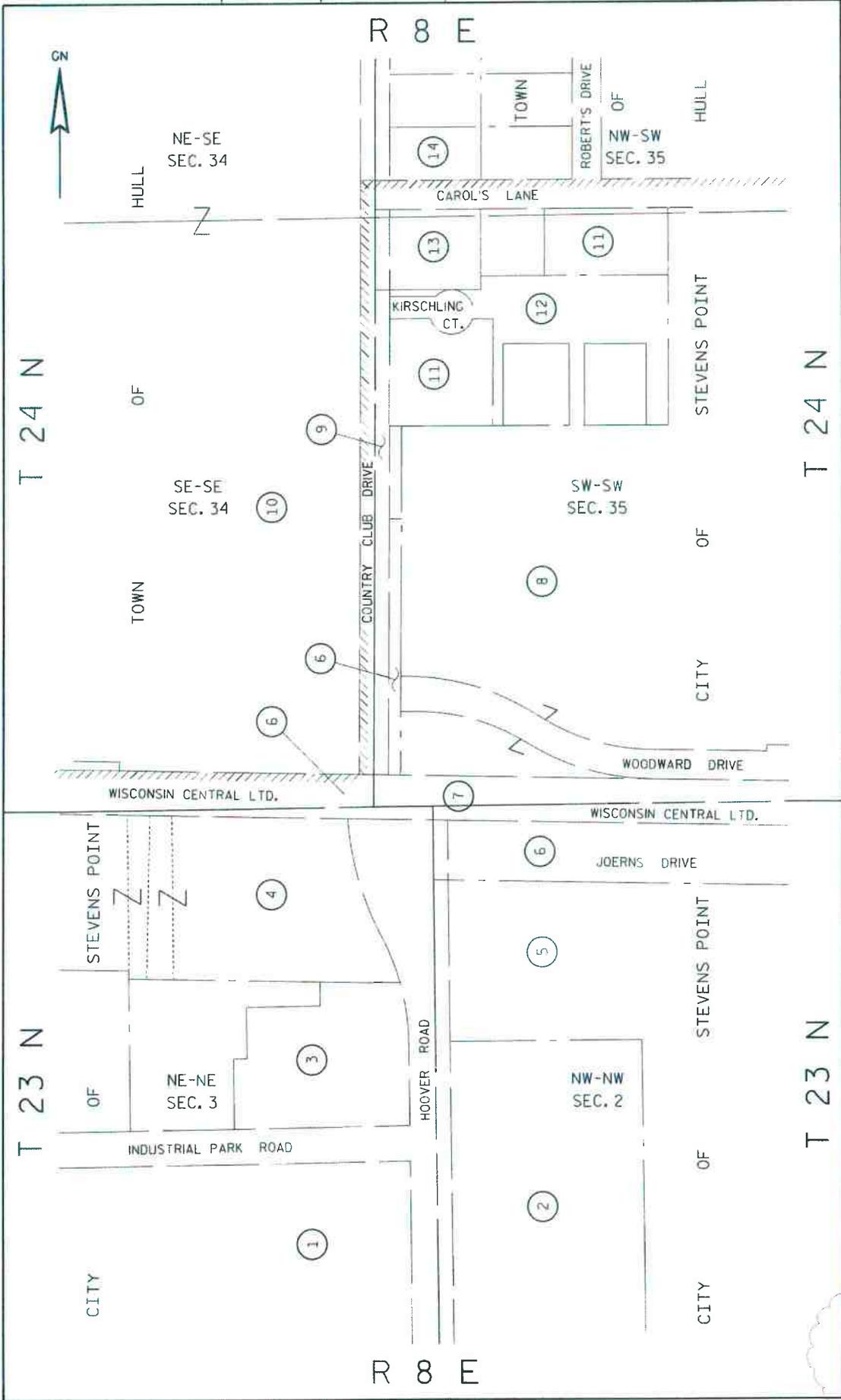


END RELOCATION ORDER
 STA. 28+32.25
 BEGINS RELOCATION ORDER
 STA. 17+50.00
 SCALE 1" = 40' HORIZONTAL
 SCALE 1" = 20' VERTICAL
 LAYOUT
 12/23/15

ORIGINAL PLAT FILED BY
AECOM
 LAND SURVEYOR
 LICENSE NUMBER
 31422
 WISCONSIN
 CITY OF STEVENS POINT
 APPROVED FOR THE CITY
 APPROVED FOR THE CITY



NOTES
 1. ALL DIMENSIONS ON THIS PLAT ARE WISCONSIN COUNTY COORDINATES, PORTAGE COUNTY, ROAD 83 (ROAD 10) IN DIS SURVEY. ALL DIMENSIONS ARE IN FEET, DECIMALS AND INCHES. DIMENSIONS AND DISTANCES MAY BE USED FOR GRADING PURPOSES.
 2. RIGHT OF WAY MONUMENTS ARE TYPE 2 MONUMENTS (TYPICALLY 3/4" x 24" BRASS) AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.
 3. RIGHT OF WAY MONUMENTS ARE BEING PLACED AT CORNERS OF THE RIGHT OF WAY OF THE HIGHWAY LANE REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OF OTHER SURVEYS OF PUBLIC RECORD.
 4. FOR CLARITY ACCESS/DRAWN INFORMATION, CONTACT THE CITY OF STEVENS POINT AND THE TOWN OF HILL.
 5. PROPERTY LINES SHOWN ON THIS PLAT ARE DERIVED FROM DATA DERIVED FROM MAPS AND JUDGMENTS OF PUBLIC RECORD AND/OR EXISTING OCCUPANCY LINES, EXCLUDING RIGHT OF WAY LINES. THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.



REVISION DATE 0-23-15	DATE 12-7-15	NOT TO SCALE	HWY: HOOVER ROAD COUNTY: PORTAGE	STATE R/W PROJECT NUMBER 6998-11-00 CONSTRUCTION PROJECT NUMBER 6998-11-71	PLAT SHEET 4.03 PS&E SHEET E
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FILE NAME: T:\PROJECTS\2015\001-000\015-00120-000\015-00120-000\015-00120-000.dwg
 PLOT DATE: 11/24/2015
 PLOT BY: J. H. ...
 PLOT SCALE: 1:100
 WISDOT/CADDIS SHEET TO

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

February 2, 2016

To: Board of Public Works
From: Scott Schatschneider, Director of Public Works
Re: Street Sweeper

Enclosed you will find a memo submitted by Street Superintendent Dennis Laidlaw regarding the purchase of a street sweeper.

The street sweeper is part of the 2016 Capital Borrowing and is listed under Capital Outlay – DPW in the 2016 Budget.

When the 2016 Capital Borrowing was initially established, a particular type of sweeper was targeted. However, during the solicitation of quotes and speaking with manufacturers, the idea of a different type of sweeper was introduced to help the City meet their requirements pertaining to our DNR Storm Water Permit (MS-4 Permit). Street sweeping is a critical step in reducing sediment sent to the Wisconsin River.

The proposed sweeper is more expensive than originally estimated. However, to cover the additional cost of the sweeper, we have solicited quotes for the new garbage trucks and there will be sufficient savings on the new garbage trucks to cover the cost of the proposed sweeper.

I am requesting the council consider the money designated for the street sweeper and the garbage trucks as a lump sum and for staff to be within budget on all three pieces of equipment as a collective group.

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

Thank you.

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594



Department of Public Works

Engineering
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Fax: 715-346-1650
Streets/Fleet
Phone: 715-346-1537
Fax: 715-346-1687

To The Board of Public Works,

February 3, 2016

The Streets Department's Pelican street sweepers are due for replacement, one in 2016 and one in 2017. We have been testing many different units since last summer, as our Storm Water Department can benefit based on properly chosen equipment.

We requested quotes from several vendors, and received two. They are as follows:

Envirotech Equipment Pewaukee, WI 53072	Johnston VT651 Vacuum Sweeper	\$230,000
Bruce Municipal Equipment Menominee Falls, WI 53051	Elgin Industrial Pelican	\$230,000

Both companies provided demonstrations of their products, and either will meet our needs. The Elgin Industrial Pelican is superior for heavy particulate sweeping and has what our operators judged to be a superior dust control system. Additionally, it is a rear-steer unit familiar to both our operators and mechanics.

We therefore recommend the purchase of the Elgin Industrial Sweeper from Bruce Municipal Equipment, in the amount of \$190,000, net of trade, to be funded by the approved 2016 borrowing.

Sincerely,

A handwritten signature in black ink that reads "Dennis Laidlaw".

Dennis Laidlaw
Superintendent of Streets

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February 2, 2016

To: Board of Public Works
From: Scott Schatschneider, Director of Public Works
Re: Police Chief Vehicle

Enclosed you will find a memo submitted by Street Superintendent Dennis Laidlaw regarding the net trade-in purchase of a vehicle for the Chief of Police.

This vehicle was budgeted as part of the 2016 Capital Borrowing and is listed in the 2016 Budget as Capital Outlay – Police.

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

Thank you.

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Stevens Point, WI 54481-3594



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To The Board of Public Works,

February 2, 2016

The Police Department's Chief's vehicle has been cycled into pool service and quotes were requested for its replacement. Their 2008 Tahoe has reached its service life and will be traded.

We requested quotes from several vendors, and have received two. They are, net of trade, as follows:

Len Dudas Motors	2016 Chevrolet Equinox	\$13,517
Scaffidi Motors, Inc	2015 Ford Edge	\$15,898

Both vehicles would meet our needs and both dealers have provided excellent service. We recommend purchase of the 2016 Equinox from Len Dudas Motors in the amount of \$13,517 to be funded by the approved 2016 borrowing.

Sincerely,

CITY OF STEVENS POINT

A handwritten signature in black ink that reads 'Dennis Laidlaw'.

Dennis Laidlaw
Superintendent of Streets