

**\*\*AMENDED\*\***  
**CITY OF STEVENS POINT**

**BOARD OF PUBLIC WORKS MEETING**  
Monday, June 13, 2016 – 6:45 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. Election of Vice Chair for the Board of Public Works Committee.
3. To approve the request by Pacelli Catholic High School for six (6) 15 minute parking stalls at 1301 Maria Drive.
4. To adjourn into closed session pursuant to Wis. Stats. 19.85(1) (deliberating or negotiating the purchase 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 following items:
  - a.) Hoover Road Grade Separation Project Right-of-Way Acquisition.
  - b.) Coye Drive and Hoover Road Intersection Improvement Project Data Book and Minimum Offer Values.
5. Reconvene into open session for action on the Coye Drive and Hoover Road Intersection Improvement Project Data Book and Minimum Offer Values.
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

June 7, 2016

DIRECTOR OF PUBLIC WORKS REPORT  
Scott Schatschneider

### 1. Engineering Division

- **Brilowski Road & E.M. Copps Intersection Design:**  
Progress continues to be made. Final paving is scheduled for the week of June 6<sup>th</sup>. Final restoration will be completed the week of June 13<sup>th</sup>.
- **Coye Drive and Hoover Road Intersection Design:**  
MSA Professional Services will be presenting a real estate acquisition update under a separate agenda item.
- **Worth Court Extension:**  
Staff is completing the design. The project will be advertised in July with an August letting. The project will be completed in the fall.
- **Sixth Avenue Reconstruction:**  
Work is scheduled to begin on Monday, June 13<sup>th</sup>. The project will begin at the Forest intersection and proceed west to Front Street and east to Georgia Street. This section of work is considered Phase I of the project and is scheduled to be finished by the end of July. Phase II of the project (Georgia Street to Second Street) will begin as soon as Phase I is completed to a point where residents will be able to access their property.

In an attempt to communicate with residents impacted by the project, letters were mailed to residents along the corridor describing the project and what inconveniences can be expected (i.e. access and garbage pickup). In addition a Frequently Asked Questions and Answers sheet was included with the letter.

As part of the project, Final Resolution pertaining to Special Assessment for Sixth Avenue will be on the Common Council Agenda for approval.

- **Business 51 Project:**  
This will be discussed under a separate agenda item.
- **Crushing Project at the Whiting Avenue Pit:**  
Nothing to report at this time.
- **Hoover Grade Separation Project:**  
Currently there are a number of underground and overhead utilities (water, sewer, storm sewer, electric, gas, fiber optic, cable and phone) needing to be moved before the actual Grade Separation Project can start next spring. Therefore, all of these utilities need to be moved this fall. The City Utilities has been working with AECOM on a design project to re-locate all of the City's existing utilities. The project will be bid in late June and will be presented to the Board of Public Works in July for approval.

The re-location of underground utilities will begin as soon as the real estate acquisition process has been finalized. The utilities will be installed on land being acquired for the actual Grade Separation Project. The project has been tentatively scheduled to begin after Labor Day. Once the utility re-location project starts, Hoover Avenue will be closed for the majority of the project. The goal will be to have all of the utilities relocated by Thanksgiving.

- **St. Michael's Hospital Construction Project:**  
Nothing to report at this time.
- **UWSP Science Building Project:**  
Miron Construction has started the foundation phase for the new science building. If anyone has time to drive past the site, the project is very interesting.
- **UWSP Lighting Project:**  
At the June Common Council Meeting UWSP Student Government Association will be presenting on a potential street lighting project in which UWSP SGA is looking to partner with the City of Stevens Point to upgrade street lighting on City streets on campus and adjacent to campus.
- **Clifford Bembenek:**  
Clifford Bembenek of the Streets Department retired on Monday, June 6<sup>th</sup> after completing 42 years of service with the City of Stevens Point. We thank him for 42 years of service and wish Cliff and his family the very best in the future.
- **Additional Ongoing Director\City Engineer\City Surveyor Projects:**
  - The Engineering Department was involved with assisting the McDill Inland Lake District in terms of monitoring flow volumes out of the McDill Pond for the weed spraying operation over Memorial Weekend.
  - The Engineering Department will be reaching out to the business owners of the Portage County Business Park in preparation of the upcoming chip sealing project tentatively scheduled for the July 15<sup>th</sup> weekend.

## 2. Streets Division

- **Street work**

- Continued Garbage and Recycling operations.
- Sign work continued.
- Street lamp maintenance continued.
- Building maintenance and repair.
- Patching Continued
- Plow Damage Repairs completed.
- Snow Dump Area Cleanup continued.
- Crack Fill operations continued.
- Shoulder and dirt road grading started.

- **Equipment maintenance/garage**

- There were a total of 155 repair orders completed in the month of May. When broken down by department there were;

Engineering	2
Police	13
Parks	42
Fire	5
Streets	84
Water/Waste water	9

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

- 48 signs were replaced or added, 3 because of accidents, 30 for usual maintenance, 6 signs were moved and 9 because of vandalism.
- 22 poles were replaced or added, 2 because of accidents, 15 for usual maintenance, 1 pole was moved and 4 because of vandalism.
- Put up and took down flags for Memorial Day.

- **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**

- 8 floating holidays, 4 funeral days, 34 days 3.75 hours sick and 56 days 6 hours of vacation were utilized.

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June 7, 2016

To: Board of Public Works

From: Scott Schatschneider, Director of Public Works

Re: Election of Vice Chairperson for the Board of Public Works

Currently the Board of Public Works does not have a designated Vice Chairperson. A Vice Chairperson will need to be elected.

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

Thank you.

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June 7, 2016

To: Board of Public Works

From: Scott Schatschneider, Director of Public Works

Re: Request by Pacelli High School to modify existing parking ordinance 9.05(f)

The Engineering Department received a request from Pacelli High School to modify the existing parking ordinance in front of the school. A memo from Pacelli has been included. A map showing the modifications has been included with the ordinance amendment.

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

Thank you.



**Pacelli Catholic  
High School**

1301 Maria Drive  
Stevens Point, WI 54481  
(715)341-2442  
FAX: (715)341-6779  
pacellicatholicschools.com

6/3/2016

City of Stevens Point  
Mr. Scott Schatschneider

Dear Mr. Scott Schatschneider,

Per our conversation on June 6<sup>th</sup>, Pacelli Catholic High School/Pacelli Catholic Schools would like to get six 15 minute parking spots in front of our school on Maria Dr.

The Pacelli Catholic School's Central Office will be moving to the high school in the fall. We have a large walkway that runs in front of our main entrance. We would like to get three 15 minute parking spots put on each side of that walkway.

Sincerely,

Terri Bucknell  
Administrative Assistant to the Principal

Pacelli Catholic  
Schools  
Administrative Offices  
1004 First St.  
Stevens Point, WI  
54481

Ph: 715-341-2445  
Fax: 715-342-2001

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

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

**SECTION I:** That subsection 11 of Section 9.05(f) of the Revised Municipal Code, **15 Minute Parking** is hereby **created** to read as follows:

9.05(f) 11. On the south side of Maria Drive from a point 173 feet west of Prentice Street to a point 358 feet west of Prentice Street.

**SECTION II:** This ordinance change shall take effect upon passage and publication:

APPROVED: \_\_\_\_\_  
Mike Wiza, Mayor

ATTEST: \_\_\_\_\_  
John Moe, City Clerk

Dated: June 15, 2016  
Approved: June 20, 2016  
Published: June 24, 2016

