

BOARD OF PUBLIC WORKS MEETING AGENDA
Monday, July 11, 2011 – 6:00 p.m.
(or immediately following previously scheduled meeting)
Lincoln Center – 1519 Water Street, Stevens Point, WI 54481

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

1. Consideration and possible action to purchase a crack fill material melter with compressor from Sherwin Industries in the amount of \$47,629.00 (attachment)
2. Consideration and possible action to have Rice's Paint Company Professionals paint the city garage building in the amount of \$19,586.00 (attachment)
3. Consideration and possible action to purchase a sidewalk snow plow from Central Lawn & Turf Equipment Inc. in the amount of \$36,516.88 (attachment)
4. Consideration and possible action to amend Chapter 12 Section 03 of the City Ordinance for vending at the Public Square (attachment)
5. Director's Report (attachment)
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, TOD #346-1556, 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 54481-3594



**Department of
Public Works**
Engineering
Phone: 715-346-1561
Fax: 715-346-1650

To the Board of Public Works,

The City has received price quotes to purchase a new crack fill material melter to replace the current 1988 model. As two vendors failed to respond to our request for quotes, we did received quotes from the following vendors:

<u>Make and Model</u>	<u>Vendor</u>	<u>Price</u>
Crafco SS-125	Sherwin Industries	\$37,900.00
*Crafco SS-125 with compressor	Sherwin Industries	\$47,629.00
Cimline 110 DHR	Al-Chroma	\$38,348.00

*The Crafco SS-125 with the air compressor option includes a 70 cfm 100 psi compressor mounted directly on the melting unit. If purchased equipped with the air compressor, it would eliminate the need for one truck as well as the person needed to drive that truck with the air compressor as done currently.

After testing both of the units, crew and staff were most pleased with the performance, quality and features of the Crafco SS-125 with the air compressor option added from Sherwin Industries in accordance with their quote in the amount of \$47,629.00. The funds would come from 2011 borrowing.

Sincerely,

CITY OF STEVENS POINT

A handwritten signature in black ink, appearing to read "B. Peplinski", is written over a faint, larger signature.

Bruce A. Peplinski
Assistant Street Superintendent/
Fleet Maintenance Supervisor

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



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To the Board of Public Works,

The City has requested quotes for painting the city garage building from three local painting companies. One responded as not interested, the two replies came from the following:

Rice's Paint Company Professionals	\$19,586.00
SDS Painting	\$20,800.00

It is our recommendation the job be awarded to Rice's Paint Company Professionals of Stevens Point, in accordance with the bid they've submitted in the amount of \$19,586.00. The funds would come out of the 2011 budget.

Sincerely,

CITY OF STEVENS POINT

A handwritten signature in black ink, appearing to read "B. Peplinski".

Bruce A. Peplinski
Assistant Street Superintendent/
Fleet Maintenance Supervisor

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



**Department of
Public Works**
Engineering
Phone: 715-346-1561
Fax: 715-346-1650

To the Board of Public Works,

The City has received quotes to purchase a sidewalk snow plow to replace the 1993 Ford F-250 that was sold. Our requirements for quotes were for a compact articulated all wheel drive tractor with a winterized heated cab and various attachments. The quotes came in as follows:

Central Lawn & Turf Equipment Inc.

Ventrac 4231TD power unit	\$25,521.45
• Power broom attachment	\$3,905.43
• Snow blower attachment	\$4,550.00
• V-blade attachment	<u>\$2,540.00</u>
Total	\$36,516.88

Horst Distributing Inc.

*Steiner 430 Max power unit	\$16,733.00
• Power broom attachment	\$3,895.00
• Snow blower attachment	\$3,095.00
• V-blade attachment	<u>\$2,280.00</u>
Total	\$26,003.00

*Unit does not meet engine specifications for turbo diesel.

Although similar in appearance, the two units quoted vary widely in quality, ergonomics, performance and engine availability. Based on the differences, it is our recommendation the City purchase the Ventrac 4231TD along with the above listed attachments from Central Lawn & Turf Equipment Inc. in the amount of \$36,516.88

Sincerely,

CITY OF STEVENS POINT

A handwritten signature in black ink, appearing to read 'Bruce A. Peplinski', is written over a faint, illegible printed name.

Bruce A. Peplinski
Assistant Street Superintendent/
Fleet Maintenance Supervisor

**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 Section 12.02 of the Revised Municipal Code of the City of Stevens Point is hereby amended to read as follows:

12.02 PUBLIC SQUARE – FARMERS MARKET AND VENDING AREA.

(1) There is hereby created and set aside that portion of the public square as shown on the attached map and which shall be deemed the Farmers Market and Public Vending area. This area shall be used exclusively for farmers for the sale of farm produce and for the vending of other goods and assorted products during the months of May, June, July, August, September, and October of each year, between the hours of 4:00 A.M. and 5:00 P.M. of each day. The location and number of stalls shall be determined by the City Clerk.

(2) The City Clerk's office shall permit spaces to be used by vendors pursuant to rules established by such office. Vending areas are established as shown on the attached map. No motorized vehicles or large trailers are allowed on the interior areas as shown on the attached map unless approved by the City.

(3) Rules and regulations for sale of produce:

(a) Vendors spaces shall be reserved to the assigned vendor until 6:30 A.M. each day. All rights to the assigned space is forfeit for that day in the event that the vendor has not arrived and occupied the space by 6:30 A.M. A vendor space is not assignable by the vendor.

(b) All produce must be grown within a 60 mile radius of Stevens Point. Some exceptions may be made for Wisconsin grown products not grown locally.

(c) Produce purchased at wholesale or retail from third parties shall not be permitted except from other market vendors who sell at this market.

(d) All vendors shall clean daily, their respective stall area and shall remove all debris and waste generated by their sales and shall not deposit such waste in adjacent dumpsters.

(e) All vendors are prohibited from using tobacco products within the vending area or reserved space.

(f) Vendors shall not engage in hawking, or use a radio or any sound amplification device emitting sound within the vending area or reserved space.

(g) Vendors shall not deposit produce or other items for sale in any area which would impede or hinder pedestrian or handicap traffic.

(h) Vendors shall not make any disparaging remarks concerning other vendors or make any false representation concerning their products.

(4) Penalty. Any vendor violating any provisions of this ordinance may suffer a forfeiture of not less than \$10 nor more than \$100 and in addition the City reserves the right to revoke such vendors right to occupy a space.

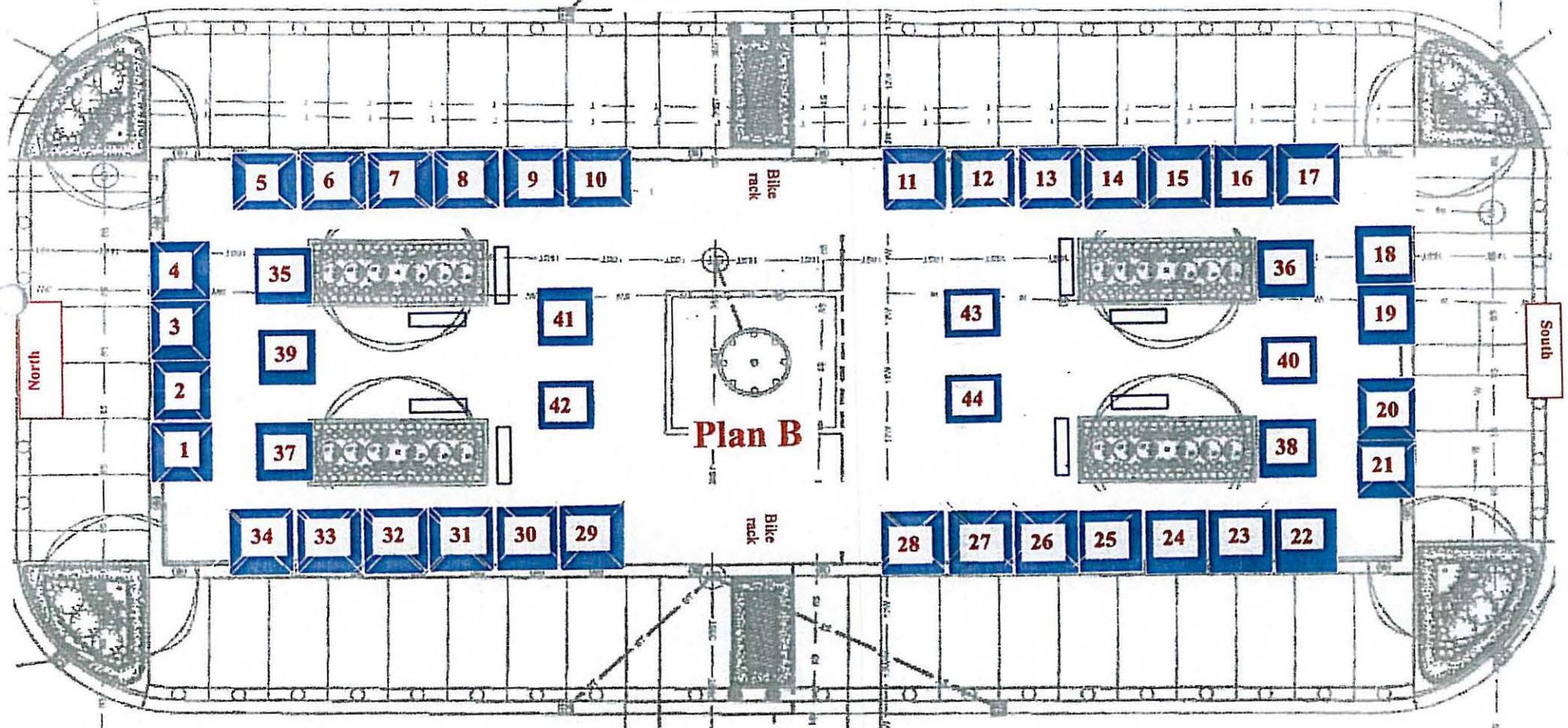
SECTION II: This ordinance shall take effect upon passage and publication.

APPROVED: _____
Andrew J. Halverson, Mayor

Dated: July 11, 2011
Adopted: July 18, 2011
Published: July 22, 2011

ATTEST: _____
John Moe, Clerk

Main street going to the east



Plan B

Bike rack

Bike rack

North

South

Main street heading to the west

LICENSE & PERMITS Sec. 12.02

12.02 PUBLIC SQUARE - FARMERS MARKET AND PUBLIC VENDING AREA .

(1) There is hereby created and set aside that portion of the public square as shown on the attached map and which shall be deemed the Farmers Market and Public Vending area. This area shall be used

exclusively for farmers for the sale of farm produce and for the vending of other goods and assorted products during the months of

May, June, July, August, September, and October of each year, between the hours of 4:00 A.M. and 5:00 P.M. of each day. The location and number of stalls shall be determined by the City Clerk.

(2) The City Clerk's office shall permit assign individual spaces to be used by vendors pursuant to rules

established by such office. ~~"No Parking--No Vending"~~ Vending areas are established as shown on the

attached map. No motorized vehicles or large trailers are allowed on the interior areas as shown on the attached map unless approved by the City.

(3) Rules and regulations for sale of produce:

(a) Vendors spaces shall be reserved to the assigned vendor until 6:30 A.M. each day. All rights to the assigned space is forfeit for that day in the event that the vendor has not arrived

and occupied the space by 6:30 A.M. A vendor space is not assignable by the vendor.

(b) All produce must be grown within a 60 mile radius of Stevens Point. Some exceptions may be made for Wisconsin grown products not grown locally.~~the State of Wisconsin.~~

(c) Produce purchased at wholesale or retail from third parties shall not be permitted except from other market vendors who sell at this market.

(d) All vendors shall clean daily, their respective stall area and shall remove all debris and waste generated by their sales and shall not deposit such waste in adjacent dumpsters.

(e) All vendors are prohibited from using tobacco products within the ~~canopy-vending~~ area or

reserved space.

(f) Vendors shall not engage in hawking, or use a radio or any sound amplification device emitting sound within the ~~canopy-vending~~ area or reserved space.

(g) Vendors shall not deposit produce or other items for sale ~~on the walkway beneath the canopy in any area~~ which would impede or hinder pedestrian or handicap traffic.

(h) Vendors shall not make any disparaging remarks concerning other vendors or make any false representation concerning their products.

(4) Penalty. Any vendor violating any provisions of this ordinance may suffer a forfeiture of not less than \$10 nor more than \$100 and in addition the City reserves the right to revoke such vendors right to occupy a space.



June 7, 2011

DIRECTOR OF PUBLIC WORKS REPORT
Joel Lemke

The following report is a highlight of current/anticipated activities in the Department of Public Works:

1. Engineering Department

- **2011 Construction projects**

- Engineering and Streets staff are actively involved in the scheduled 2011 projects. Below is an overview of what is currently happening.
 - Franklin Street - The project consists of a total reconstruction project on Franklin Street between Second Street and Union Street with reconstruction of the road only between Pulaski Street and Division Street. The streets department employees have been involved in pavement removal, working with the general contractor on timing and phasing to minimize the impact to the residents of the area. Engineering staff as well as staff from the water and sewage treatment departments will be doing inspection.
 - Downtown square reconstruction project - The reconstruction of the square is complete. All contracts and construction activities were executed with little change, on the projected timeline, and within the estimated budget. There are a couple of punch list items that remain. We will finalize and close out the project in the next several weeks.

- **Business 51 RFP**

- Contract negotiations with AECOM of Stevens Point continue to progress on this project. Meetings to define scope of services as well as the process for public involvement have taken place between engineering staff of the City and AECOM staff. Everything is progressing well on this project.

- **City Wide Relamping Project**
 - This project complete. All lights are installed and functional. The lights appear to be performing very well. DPW staff will bring back a report on findings after approximately a year of usage.

- **Wisconsin River Seawall Project**
 - The Department of Public Works along with Community Development has been working with AECOM, Consolidated Water and Power Company (CWPCO), and the appropriate regulatory agencies (FEMA, FERC, ACOE) to develop a plan that would modify the "100 year flood zone" in the downtown Stevens Point area on the east side of the river. This modification would remove the need for flood insurance on a large majority of the properties located in that zone. We are currently in communication with FEMA awaiting some information that will help us proceed with design. Our goal is to have a conditional letter of map revision (CLOMR) by late summer. This letter will give us the direction that we need to proceed with the project.

- **Additional Ongoing Director\City Engineer\City Surveyor Projects**
 - Right of way work permits review and approval.
 - Storm water permits review and approval.
 - The "schematic design phase" is now complete for the new transit facility planned for 2012 construction in the Portage County Business Park. The facility will house administration, maintenance, storage, and training facilities for the Transit division of Public Works. The new facility is anxiously awaited following the delivery of our four new hybrid buses.
 - The multi-use trail system that has been designed in the Portage County Business Park will commence this month.
 - Using approved and budgeted funds, the Engineering and Streets Divisions will be working together this year to develop a program and collect the inventory to meet the needs of the new retro reflectivity standards that apply to certain street signs.

- **Transportation Enhancement Program**
 - It was announced October 27, 2010 by Governor Doyle that Portage County as local sponsor received \$120,000 for the update of the Portage County Bicycle and Pedestrian Plan. It was also announced that funding for the trails in the Portage County Business Park were not successful.

2. Streets

- **Street work**

- Continued Garbage and Recycling operations.
- Sign work continued.
- Street lamp maintenance continued.
- Pit operations continued.
- Patching continued.
- Cleaning and repairing catch basins continued.
- Vacuumed water in problem areas as needed.
- Shouldering as needed.
- Picked litter at snow dump sites.
- Cleaned debris from ditch beds.
- Installed Bukolt cameras, conduits, and cabling.
- Crack filling of asphalt streets begun.
- Traffic Paint operation begun.

- **Equipment maintenance/garage**

- There were a total 165 repair orders generated in May. When broken down by dept. there were:

Engineering	4
Police	23
Parks	31
Fire	4
Water/ Waste water	5
Streets	98
Transit	60

- Other activities include deliver of a new compact SUV for the inspection department. Weed harvesters were launched into McDill pond. A demo was done of a crack fill machine in preparation for the purchase of a new unit to replace the 1988 model we have now. Fleet maintenance responsibilities for the city transit department and direct supervision of the mechanic for that department were transferred to the management personnel of transit; training was done with Tom Carroll in transit to help familiarize him with our fleet maintenance software. Quotes have been received for the purchase of a new quad axle dump truck to replace the 1988 dump truck that was sold. A recommendation based on these quotes has been submitted to the Board of Public Works for consideration at their June meeting to purchase a Mack chassis with a dump body and axles installed by Stainless and Repair Inc. Information is being gathered for a new plow for the street department for snow removal from city sidewalks.

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

- 29 signs were replaced or added, 4 because of accidents, 19 for usual maintenance, 2 because of vandalism and 4 because of ordinance change.

- 27 poles were replaced or added, 4 because of accidents, 20 usual maintenance 1 because of vandalism and 2 because of ordinance change.
- Signs for voting put up and taken down.
- **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**
 - 47 days 3 hours of vacation, 13 days 5 hours sick, 9 floating holidays, 4 funeral days and 15 days 1 hour workers compensation were utilized.