

City of Stevens Point Meeting Minutes

Board of Public Works

Monday, September 14, 2009, 6:50 p.m.

Lincoln Center, 1519 Water St.

Present: Mayor Andrew Halverson, C/T John Schlice, Interim Director Alex Saunders and Tricia Church; Alderpersons: Tom Mallison(1st), Hans Walther(2nd), Michael O'Meara(3rd), and Roger Trzebiatowski(7th).

EXCUSED: Brian Brooks(10th)

Also Present: DIRECTORS: Kim Halverson and John Gardner; CITY STAFF MEMBERS: Attorney Louis Molepske, Clerk John Moe, Police Chief Kevin Ruder, Police Department Administrative Director Jeff Morris, Assessor Jim Siebers, Airport Manager Joe Wheeler, Water Dept. Joel Lemke, OTHERS PRESENT: Gene Kemmeter - PC Gazette, Kurt Schoen - AECOM, Mary McComb, Sue Hall, Hillary Landowski, Andrew Letson, Reid Rocheleau, Chad Jones, Dave Lockett, Suzy Eberhardt.

ALDERPERSONS: Mike Wiza(4th), Jeremy Slowinski(6th), Marge Molski(8th), and Randy Stroik(9th).

Mayor Halverson called the meeting of the Board of Public Works to order on September 14, 2009 at 8:10 PM. The meeting was held at The Lincoln Center Conference Room, 1519 Water Street, Stevens Point, WI 54481.

Index of these Minutes:

1. Parking Meter Report for August 2009 A) Meter/Permit Collection B) Permits
2. Presentation by the Dog Park Committee and update on the status of funding and naming rights.
3. Discussion and possible action on naming rights for a dog park to be located on Mason Street.
4. Consideration/Action to award the 2009 Fall Paving Project #20-09 to American Asphalt out of Mosinee, WI for the base bid in the amount of \$149,390.50. Project work on frontage road will not begin until license agreements are signed.
5. Consideration/Action to award the Patch Street Water Main Conversion Project #12-09 to Terra Engineering and Construction Corporation out of Madison, Wisconsin in the amount of \$1,035,890.90
6. Consideration/Action to approve a change order in the amount of \$9,950.00 to hire Gremmer & Associates out of Stevens Point, Wisconsin to conduct construction engineering and supervision on the Frontage Road project
7. Consideration/Action to hire AECOM out of Stevens Point, Wisconsin for \$9,394.00 to complete background screening of storm sewer outfalls and establish ongoing testing procedures for the City as required by the Wisconsin Department of Natural Resources (attachment to be handed out at meeting)
8. Consideration/Action to purchase a truck load (427 total) of 95-gallon garbage carts from Bruce Municipal Equipment in the amount of \$20,474.80
9. Consideration/Action to purchase a broom for the Stevens Point Airport for the amount of \$15,000.00
10. Consideration/Action to approve the Mayoral Order to create a No Parking between signs on the north side of Maria Drive from a point 75 feet west of First Street to a point 110 feet west of First Street
11. Consideration/Action to approve the Mayoral Order for No Parking sign for bus loading on the east side of Water Street from a point 75 feet north of Main Street to the intersection of Water Street and Main Street
12. Consideration/Action to approve the Mayoral Order for parking changes around Jefferson School
13. Consideration/Action to approve the Mayoral Order for signs to be placed for disabled and no parking during school hours by Washington School
14. Consideration/Action to approve Traffic Study #TS-09-09; permitting heavy traffic and truck traffic on Stanley Street between Michigan Avenue and US Highway 10/51/39
15. Consideration/Action to approve Traffic Study #TS-10-09; to put up No Parking between signs on the west side of Isadore Street from a point 135 feet south of Maria Drive to a point 204 feet south of Maria Drive
16. Consideration/Action to approve the relocation order and acquisition of easement for Water Street reconstruction project from approximately Wisconsin Street to Whiting Avenue
17. Airport Manager's Report
18. Director's Report A) Engineering B) Streets
19. Adjournment.

1. Parking Meter Report for August 2009

There was no discussion regarding the August, 2009 Parking Meter Report.

C/T Schlice move;, seconded by Alderperson Mallison to accept the August, 2009 Parking Meter Report and place it on file.

Ayes all; nays none; motion carried.

2. Presentation and possible action by the Dog Park Committee and update on the status of funding and naming rights. Suzy Eberhardt gave an update on the dog park. They are a citizen committee made up of volunteers who want to raise money for the dog park. So far they have raised approximately \$12,200.00. They now have T-Shirts and bags that are 100% organic they will be selling to raise more money. They have set up a website (pointdogpark.com) and are now on Facebook.

The Committee is requesting from Public Works to measure the boundaries of the park so they know how many square feet of fencing they will need. And, requesting for Public Works to adopt a process in order to consider naming rights requests. Also, they would like permission to have volunteers go in to do a one-time all cap mowing so they are able to remove any unwanted debris.

Alderperson O'Meara made a motion that we direct the acting Public Works Director to arrange to have the boundaries of the dog park area staked and provide a sketch of it for the dog park committee. Also, issue a permit for donors to cut the grass this time and any time in the future as needed; seconded by Alderperson Mallison.

Ayes all; nays none; motion carried.

3. Discussion and possible action on naming rights for the dog park to be located on Mason Street.

Alderperson O'Meara stated that he feels that granting naming rights is outside the purview of this committee and would like to see it be a Council action. Public Works Committee should be more for the maintenance of our public facilities.

Mayor Halverson stated that in terms of the functioning of the board, the parks facility received the donations and it goes through the parks commission on the naming of the park. Since this is not dedicated park land and is land that is under control of the Board of Public Works. In the

long run it is ultimately up to the Council on the naming of the dog park.

Aldersperson O'Meara respectfully disagrees because in the naming of streets and public buildings even though they would be under public works it goes directly to Council.

Aldersperson Wiza suggested that the motion be to recommend to council the adoption of the park naming guidelines for City property outside of Parks jurisdiction.

Mayor Halverson said ultimately that is what we are doing but it is difficult when we are dealing with a facility that is under the control of the Board of Public Works. He does not disagree with Aldersperson O'Meara in theory but he thinks any naming of any facility needs to go through a board first.

Aldersperson O'Meara stated he would rather refer them to the council; he does not want to go outside the jurisdiction of the board.

Aldersperson Trzebiatowski asked if it would be out of order at council, someone on behalf of the dog park committee present a proposal or recommendation to the council to have it placed on the Council Agenda when we have an appropriate name in mind.

Aldersperson O'Meara made a motion to move that we refer the naming of the dog park to the Common Council and recommend that they adopt the procedures that are required in naming the dog park; seconded by Aldersperson Walther.

Ayes all; nays none; motion carried

4. Consideration/Action to award the 2009 Fall Paving Project #20-09 to American Asphalt out of Mosinee, WI for the base bid in the amount of \$149,390.50 Final Bid Tab. Project work on frontage road will not begin until license agreements are signed.

Interim Director Saunders explained this project will also include the pavement on the frontage road.

Aldersperson Trzebiatowski questioned if the alternate bid items were going to be included. Interim Director Saunders explained that we will not be going with any of the alternate bid items.

C/T Schlice moved approval of awarding the 2009 Fall Paving Project #20-09 to American Asphalt in the amount of \$149,390.50; seconded by Aldersperson O'Meara.

Ayes all; nays none; motion carried.

5. Consideration/Action to award the Patch Street Water Main Conversion Project #12-09 to Terra Engineering and Construction Corporation out of Madison, WI in the amount of \$1,035,890.90 Letter of Recommendation

Director Halverson explained that this is the third contract for the Patch Street/Industrial Park Road total project. It came in under bid and Donahue is recommending Terra Engineering for the project. This is a very unique project and will save the City a lot of money.

Aldersperson Mallison moved approval of awarding bid for the Patch Street Water Main Conversion Project #12-09 to Terra Engineering and Construction Corporation out of Madison, Wisconsin in the amount of \$1,035,890.90; seconded by Aldersperson Walther.

Ayes all; nays none; motion carried.

6. Consideration/Action to award the change order in the amount of \$9,950.00 to hire Gremmer & Associates out of Stevens Point, WI to conduct construction engineering and supervision on the Frontage Road Project Gremmer & Associates Memo

Interim Director Saunders explained that we are looking at hiring them to do the construction administration and observation on the Frontage Road so our staff can focus on the Patch Street and other projects.

Mayor Halverson added that he is in total support of this primarily because we are minus a director position and Alex is filling in doing two positions at one time.

Aldersperson Trzebiatowski questioned if A&W will be happening also this year. Mayor Halverson explained they have already sent back their license agreement and are going to be moving forward very soon.

Aldersperson Trzebiatowski moved that we approve the change order in the amount of \$9,950.00 to hire Gremmer & Associates to conduct construction engineering and supervision on the Frontage Road Project; seconded by Aldersperson O'Meara.

Ayes all; nays none; motion carried.

7. Consideration/Action to hire AECOM out of Stevens Point, Wisconsin for \$9,394.00 to complete background screening of storm sewer outfalls and establish ongoing testing procedures for the City as required by the Wisconsin Department of Natural Resources. AECOM Contract

There were no questions or discussion regarding this hire.

Aldersperson O'Meara moved; seconded by Aldersperson Mallison to hire AECOM out of Stevens Point, WI for \$9,394.00 to complete background screening of storm sewer outfalls and establish ongoing testing procedures for the City as required by the Wisconsin Department of Natural Resources.

Ayes all; nays none; motion carried.

8. Consideration/Action to purchase a truck load (427 total) 95-gallon garbage carts from Bruce Municipal Equipment in the amount of \$20,474.80 Bruce Equipment Quote

C/T Schlice moved; seconded by Aldersperson Trzebiatowski to approve the purchase of 427 95-gallon garbage carts from Bruce Municipal

Equipment in the amount of \$20,474.80.

Aldersperson O'Meara stated he noticed that we are storing the carts we have at the Streets Department outside and suggested that we look at putting a tarp over them or something to keep the plastic from becoming brittle.

Aldersperson Trzebiatowski questioned if we are able to return or exchange any of the carts we have? Mayor Halverson explained that we are unable to return them because we have the City logo imprinted on the side. Also, they can still be used in the future for people who need to purchase extras or broken carts.

Ayes all; nays none; motion carried.

9. Consideration/Action to purchase a broom for the Stevens Point Airport in the amount of \$15,000.00 Airport Broom Memo

There was very little discussion regarding the purchase of a broom for the Stevens Point Airport.

Aldersperson O'Meara moved; seconded by Aldersperson Mallison to approve the purchase of a broom for the Stevens Point Airport in the amount of \$15,000.00.

Ayes all; nays none; motion carried.

10. Consideration/Action to approve the Mayoral Order to create a No Parking between signs on the north side of Maria Drive from a point 75 feet west of First Street to a point 110 feet west of First Street

11. Consideration/Action to approve the Mayoral Order for No Parking sign for bus loading on the east side of Water Street from a point 75 feet north of Main Street to the intersection of Water Street and Main Street

12. Consideration/Action to approve the Mayoral Order for parking changes around Jefferson School

13. Consideration/Action to approve the Mayoral Order for signs to be placed for disabled and no parking during school hours by Washington School

Aldersperson O'Meara moved that we approve all the Mayoral Orders regarding no parking on items #10, #11, #12, and #13; seconded by C/T Schlice.

There was no discussion regarding any of the Mayoral Orders.

Ayes all; nays none; motion carried.

14. Consideration/Action to approve the Traffic Study #TS-09-09; to permit heavy traffic and truck traffic on Stanley Street between Michigan Avenue and US Highway 10/51/39

Aldersperson O'Meara moved; seconded by Aldersperson Walther to approve the Traffic Study #TS-09-09 to permit heavy truck and traffic on Stanley Street between Michigan Avenue and US Highway 10/51/39.

Mayor Halverson explained that the road is already constructed to more than substantiate heavy truck traffic although we may have to look at upgrading soon because of age.

Ayes all; nays none; motion carried.

15. Consideration/Action to approve the Traffic Study #TS-10-09; to put up No Parking between signs on the west side of Isadore Street from a point 135 feet south of Maria Drive to a point 204 feet south of Maria Drive

Interim Director Saunders explained this is not taking parking spaces away, we are just cleaning it up so people do not park in the one free spot where they should not be parking.

Aldersperson O'Meara moved; seconded by C/T Schlice to approve the Traffic Study #TS-10-09 to put up No Parking between signs on the west side of Isadore Street from a point 135 feet south of Maria Drive to a point 204 feet south of Maria Drive.

Ayes all; nays none; motion carried.

16. Consideration/Action to approve the relocation order and acquisition of easement for Water Street reconstruction project from approximately Wisconsin Street to Whiting Avenue

Aldersperson O'Meara moved; seconded by Aldersperson Mallison to approve the Relocation Order and Acquisition of Easement for the Water Street Reconstruction Project from approximately Wisconsin Street to Whiting Avenue.

There was no discussion regarding this.

Ayes all; nays none; motion carried.

17. Airport Manager's Report

Mayor Halverson highlighted again the need for the broom at the airport. Joe Wheeler had problems last year in terms of the icing we experienced on the main east/west runway where Noel Group and Sentry's jets could not take off and/or land numerous times.

Aldersperson O'Meara; seconded by Aldersperson Mallison to accept the Airport Manager's Report and place it on file.

Ayes all; nays none; motion carried.

18. Director's Report

- A) Engineering
- B) Streets

Interim Director Saunders added that we have had a few calls regarding the railroad not complying with the quiet zone. We have contacted the railroad on and are in the process of getting this corrected.

Mayor Halverson highlighted the Letter to SJ Louis Construction included in the packet that the Interim Director of Public Works (Alex Saunders), Director of Water and Wastewater (Kim Halverson) and himself (Andrew Halverson) signed and submitted to S J Louis Construction making them aware of the time-line and suggested to them to bring in a second crew.

Director Halverson stated that this morning she heard from S J Louis Construction and they are working on bringing in a second crew to work on Joerns Drive by the September 21, 2009. She is not sure how it will all work but will keep us up to date.

C/T Schlice moved, seconded by Mayor Halverson accept the Director's Report and place it on file.

Ayes all; nays none; motion carried.

19. ADJOURNMENT: Mayor Halverson adjourned the September 14, 2009 Board of Public Works meeting at 8:46 P.M.

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