

**Board of Public Works
of the City of Onalaska**

Tuesday, March 4, 2014

1

1 The Meeting of the Board of Public Works of the City of Onalaska was called to order at 6:30
2 p.m. on Tuesday, March 4, 2014. It was noted that the meeting had been announced and a notice
3 posted at City Hall.

4

5 Roll call was taken with the following members present: Financial Services Director/Treasurer
6 Fred Buehler, City Engineer Jarrod Holter, Mayor Joe Chilsen, Ald. Jack Pogreba, Ald. Jim
7 Bialecki

8

9 **Item 2 – Approval of minutes from previous meeting**

10

11 Motion by Ald. Bialecki, second by Mayor Chilsen, to approve the minutes from the previous
12 meeting as printed and on file in the City Clerk’s Office.

13

14 On voice vote, motion carried.

15

16 **Item 3 – Public Input (limited to 3 minutes/individual)**

17

18 Ald. Pogreba called three times for anyone wishing to provide public input and closed that
19 portion of the meeting.

20

21 **Consideration and possible action on the following items:**

22

23 **Item 4 – Review and consideration of connection of water and sanitary sewer service at**
24 **N4923 East Avenue, Onalaska**

25

26 Jarrod noted that Robert Smith, the owner of N4923 East Avenue, resides in the Town of
27 Onalaska. Robert’s parcel has frontage along East Avenue and sits at the end of a “balloon on a
28 string” within the City of Onalaska. Robert’s parcel also is surrounded by City of Onalaska
29 parcels on nearly full sides. Jarrod said Robert has requested that this property be annexed to the
30 city and also connected to the city’s water and sewer system due to the fact he has a faulty well
31 at his residence. Jarrod said that it is not possible to grant this request due to the outstanding
32 incorporation of the Town of Onalaska to the Village of Midway. Jarrod said he has informed
33 Robert that traditionally the City of Onalaska has not granted utility hookups if a residence is not
34 located in the city. Jarrod said Robert responded by stating he welcomes annexing his property
35 to the city if this is possible. However, Jarrod reiterated that this is not possible at the present
36 time. Jarrod said he has consulted with City Attorney Sean O’Flaherty and noted he has
37 distributed to board members a possible framework for a development agreement if the city
38 chooses to pursue this option. Jarrod said Sean told him a development agreement could be
39 reached and said the agreement should contain language that states utilities could be shut off if
40 annexation does not come to fruition.

41

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42 Jarrod said, “That’s something from Mr. Smith’s standpoint [where] there’s a little bit of a risk
43 there because if something would happen legally with the Town of Onalaska incorporation, that
44 could possibly lead to the city having to turn off those utilities if they so choose.”

45

46 Ald. Bialecki said, “Verify the cost to install those utilities ... [and] who will pay for those in the
47 event this falls backwards. I want to hear something more than we’re going to turn utilities off
48 because we’re not going to get away with that whether [Robert] is in the Town [of Onalaska] or
49 not.”

50

51 Jarrod noted that the utilities along East Avenue were installed in 1989, and there are outstanding
52 deferred assessments for the water main and sanitary sewer that were installed in the street.

53 Jarrod also noted that a lateral was stubbed out of the street into the right of way. Jarrod said any
54 installation costs would be borne by Robert, who would have to retain the services of a plumber
55 to install city water and sewer to his parcel. Jarrod noted the deferred assessments would come
56 due with the annexation.

57

58 Ald. Bialecki inquired about the properties abutting Robert’s parcel.

59

60 Jarrod noted there is a multifamily residential unit located to the south of Robert’s property; a
61 private alleyway located near Lawrence Place; single-family homes and duplexes in the vicinity
62 of the property; a vacant parcel southwest of the property located near a mobile-home park; and
63 single-family homes across the street on East Avenue.

64

65 In response to a question by Fred, Jarrod said he assumes the property would come in as Interim
66 R-1 zoning and the Plan Commission would become involved with the annexation request.

67

68 In response to a question by Fred, Jarrod said the two parcels that appear on one of the maps
69 contained in board members’ packets still would be located in the Town of Onalaska.

70

71 Ald. Bialecki asked Robert about the condition of his well.

72

73 Jarrod asked Robert to address the board.

74

75 **Robert Smith**
76 **N4923 East Avenue North**
77 **Onalaska**

78

79 Robert said his pump had frozen at the wellhead and the well had been damaged, adding he has
80 been told the only option is to install a new well. Robert said the City of Onalaska has been
81 within his property since he purchased it in 1965 and noted the property was approximately 150
82 feet from the city at that time. Robert said he was part of a group that once had requested that

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83 the city annex the area, but former City of Onalaska Mayor Shirleigh Van Riper was opposed to
84 this.

85

86 Ald. Pogreba asked Robert if he understands that he would assume full cost of the installation of
87 the city's water and sanitary sewer lines, and also if he understands that it is possible that the
88 connections could be severed if the annexation fails.

89

90 Robert said he understands the conditions.

91

92 In response to a question by Fred, Jarrod referenced the map with gray and white shading and
93 said the parcels shaded in white currently are located within the Town of Onalaska. Jarrod added
94 there still would be six parcels remaining in the Town of Onalaska.

95

96 Fred asked if the Department of Development would look favorably upon having Lawrence
97 Place as the only connection to the two parcels located within the Town of Onalaska.

98

99 Jarrod pointed out that the connection is located in the mobile home park and said, "I don't think
100 the Department of Administration would deny the annexation of that one parcel."

101

102 Ald. Bialecki said he is eager to hear Sean's opinion on the matter at the March 11 Common
103 Council meeting.

104

105 Jarrod said he agrees with Ald. Bialecki.

106

107 Fred said he is willing to contact an individual he knows at the Public Service Commission.

108

109 Motion by Fred, second by Ald. Bialecki, to forward a request to connect water and sanitary
110 sewer service at N4923 East Avenue, Onalaska to the Common Council without
111 recommendation.

112

113 On voice vote, motion carried.

114

115 **Item 5 – Review and consideration of Railroad Crossing Quiet Zone Report, including**
116 **presentation on report by Short Elliot Hendrickson**

117

118 Jarrod said Dave McKenzie of Short Elliot Hendrickson will be making the presentation and
119 noted he had distributed a PowerPoint of the presentation. Jarrod said city staff had examined
120 railroad quiet zones in 2006; however, complications had arisen due to federal rules. Jarrod said
121 nothing could be enacted because there was no ordinance in place prior to 1999.

122

123 Dave said his primary duties for Short Elliot Hendrickson are to address railroad issues for

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124 clients. Dave noted that the BNSF Railway runs a double-main line track through the City of
125 Onalaska that is a 24-hour-a-day, seven-day-a-week operation. Dave said an official count
126 revealed there were 43 trains a day in 2013 and estimated that that current number likely is
127 greater than 50. There are two public grade crossings within the city: One at Irvin Street, and
128 one at 2nd Avenue Southwest. Both have signals with gates. The crossing at 2nd Avenue
129 Southwest has three tracks. Irvin Street is the park access road that dead-ends at the river. Dave
130 referenced a slide that includes railroad mileposts that serve as indicators of location and said,
131 “Why that’s important for your view and consideration is you could consider a quiet zone using
132 both crossings, or you could do them individually. You could do one at a time if you’d like to
133 because of the spacing. There are several cities around that the crossings get so close together
134 that you have to do them as a group. But you don’t have to here, so it’s just something to think
135 about.”

136

137 Dave noted that in 2005 the FRA adopted mandatory quiet zone rules that benefitted
138 communities and provided a level of comfort to the railroad companies. However, Dave also
139 noted there also were conditions and said, “The bottom line is, if you could do certain
140 improvements to a crossing you automatically get a preapproval and no one can argue about it.
141 If you can’t get all the conditions met you can petition FRA and request some additional
142 consideration to say, ‘We did everything we could’ and they’ll take a look at them individually
143 for you.”

144

145 Dave said the minimum requirements include:

146

- 147 • Railroad signals with gates
- 148 • Constant warning time (this is a circuitry issue that can determine the speed of a train and
149 will give the same warning regardless of the speed)
- 150 • Power out indicators
- 151 • ¼-mile minimum length
- 152 • Additional advance warning signs.

153

154 Dave said there are four preapproved supplemental safety measures that can be put into a
155 crossing:

156

- 157 • Permanent closures. Dave said he, Jarrod and the Wisconsin Department of
158 Transportation had discussed the possibility of closing the crossing at 2nd Avenue
159 Southwest.
- 160 • Nighttime closure or a nighttime whistle ban
- 161 • Four-quadrant gates. Dave cautioned that while they are effective, they also are costly.
- 162 • Raised center medians, which must have a 6-inch minimum height, a 100-foot minimum
163 length unless there is a nearby intersection, and there must not be any commercial access
164 points within 60 feet of the gate.

Reviewed 3/7/14

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165
166 Dave said there also are alternative safety measures, which are for unique situations. The FRA
167 must approve the proposed design. Dave said the FRA is a number-driven quiet zone criteria
168 and said it examines the following three criteria:

- 169
170
 - National Significant Risk Threshold (NSRT)
 - Risk Index with Horns (RIWH)
 - Quiet Zone Risk Index (QZRI)

171
172
173
174 Dave displayed a Risk Index Summary slide with the following information:

175

	2nd Avenue SW	Irvin Street	Average
176 NSRT	14,347	14,347	14,347
177 RIWH	15,706	11,289	13,501
178 QZRI	26,230	18,809	22,520

179
180

181 Dave referenced Irvin Street, describing it as a park access road with a 90-degree crossing and
182 two tracks. Dave said the report details three viable options. Dave referenced the parcel that
183 will include the visitors' center and parking and said the two driveways on the parcel – one that
184 accesses a residence and another for the Public Works facility – present challenges for the
185 crossing. Dave said choosing the option of utilizing four-quad gates would cost approximately
186 \$429,460. Dave said another option would be to utilize an electronic gate that would be closed
187 unless there is park activity or City of Onalaska staff needs to access the park. Dave said there
188 would be an electronic lock on the gate. Having it open would give an indication to the railroad
189 that the gate is open and it is necessary for a train to blow its horn. Dave said another option
190 would be to install medians, which he noted could be an integral part of the visitors' center
191 project.

192
193 Dave referenced 2nd Avenue Southwest and described it as a “complicated crossing.”

194
195 In response to a question by Fred, Jarrod said reconstruction occurred on 2nd Avenue Southwest
196 from the railroad tracks to the city limits in 2011.

197
198 Dave referenced an option that he described as a five-quadrant gate situation and said it would be
199 necessary to install a median to connect two gates. Dave referenced an Alternate Safety Measure
200 option that would need to go before the FRA for approval. There would be medians, but there
201 also would need to be a “right-in and right-out only” present. Recycling trucks would experience
202 difficulty in turning.

203
204 Dave said Irvin Street would qualify as a Railroad Quiet Zone due to the following statistics:

205

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- 206 • QZRI: 18,809
207 • Installing medians: 3,761 (estimated cost would be \$39,765)
208 • Four-quad gates: 4,326 (estimated cost would be \$429,460)
209 • Part-time closure: 3,761 (estimated cost would be \$60,700)
210

211 Dave said the city can choose from the following options:

- 212
213 • Do nothing and leave the horns as they are.
214 • Address Irvin Street on its own, either as an independent project or as part of the visitors'
215 center project.
216 • Petition the FRA on 2nd Avenue Southwest as an ASM. Dave estimated that the cost of
217 hiring a consultant for assistance would be between \$5,000 and \$10,000.
218 • Install four-quad gates, which would be costly.
219

220 Ald. Pogreba inquired about having a signal sound the horn in place of a train, asking, "If we put
221 the median in on Irvin Street and we had localized horn on 2nd Avenue with center medians so
222 it's partially contained, would that do some justice in that regard?"
223

224 Dave said the horn to which Ald. Pogreba is referring is a horn mounted at the crossing. This
225 horn can be directionally focused down the street, which will decrease the area impact for noise.
226 Dave said this would be a \$75,000 installation, but in reality the cost would be between \$125,000
227 and \$150,000 because the railroad must connect it to its system. Yearly maintenance costs
228 would be between \$5,000 and \$10,000.
229

230 Dave said the city's next step would be to decide on how it wishes to proceed, stating there are
231 two official notifications with regulated timeframes that must be sent out. Dave said even if the
232 board gives its approval this evening, it would take between four to six months to perform SSMs
233 and constructions, and it would take a year if signals are chosen. Dave said the 60-day
234 notification allows the State of Wisconsin, FRA and BNSF to comment on the plan. From there,
235 there is a 21-day notification for construction. This allows the railroad time to release notices
236 and post signs.
237

238 Ald. Bialecki said, "If we do something, either big or small, we're going to have maintenance
239 costs and we're going to share liability. What about capital projects, big or small? Does the
240 railroad cost-share on that, or is it possible that there might be federal grant dollars for these sort
241 of improvements that you're aware of?"
242

243 Dave said the railroad generally will participate only if there is a closure, stating, "The
244 Wisconsin dollars, which are basically federal dollars, are classified as 'safety dollars' and the
245 commissioner of railroads views them as for new signals and not for quiet zone issues because
246 they don't think quiet zones are safety issues, so there's really no funding from that level to

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247 participate in that. There's a possibility if the signals were older where you could petition that
248 they aren't working right or they're old, maybe they would participate in the basic replacement
249 of it and you would pick up the extra quad gates."

250

251 In response to a question by Fred, Jarrod said he receives a call regarding trains every few weeks
252 and stated, "When I look at this railroad crossing and the horn blowing, it's not only the
253 downtown redevelopment for the area. That's one major component. It's use of the park area.
254 You're trying to have a natural setting, and if you've ever been down there ... I was down there a
255 year ago with the Mayor. I went with the high school ecology club, and with the train going by
256 you basically stood there for about five minutes and couldn't talk. And the calls I get from
257 residents, there are residents six to 10 blocks in the city that, during the summertime, they'll hear
258 the train horn when it's going through at night. I do get a lot of comments. When you look at
259 the cross-section of the population of the city it would have a wide-ranging effect on a number of
260 residents, and it is something that I think in this area of town that it is an issue. When we
261 prioritize through the Capital Improvements process and have a list of projects that we always
262 know we've got more streets and sewers and park projects, where does it fall within that? I
263 guess that's a group decision to ultimately be made by the Council to decide where it's at."

264

265 Jarrod noted he frequently receives telephone calls from a resident living in the Lauderdale area
266 who regularly hears the train horns. Jarrod said he tells citizens who contact him the city is
267 attempting to find a resolution and determine a cost.

268

269 Ald. Pogreba said Dave has given the board sufficient information regarding which steps to take
270 to create a Railroad Quiet Zone. Ald. Pogreba said, "Whether we do all of them right now to
271 move forward, I can't see [spending] a lot of money [on] a quiet zone because it's a safe aspect
272 right now because I don't get a lot of complaints about it. But I'm sure City Hall gets a lot of
273 phone calls. That's where I could see a lot of phone calls coming in. But I hear it over at my
274 house, and I'm over a mile away [from the tracks]. I can understand [why] citizens who live
275 closer [express concern]."

276

277 Jarrod asked Dave asked if there is a timeline to construct a Railroad Quiet Zone at Irvin Street if
278 one is approved.

279

280 Dave responded there is no timeline as long as there is an SSM and it is approved for Irvin
281 Street. Dave said, "I would say the way the study sits right now, it's probably good for at least a
282 year or maybe two years without doing anything. You could start your approval anytime during
283 that time to do an SSM. You just have to change a couple of tables out and update some of the
284 numbers. I don't see the traffic count changing, but the train count might change and you would
285 need to go with more current numbers."

286

287 Ald. Pogreba asked Dave if establishing a Railroad Quiet Zone at Irvin Street would halt train

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288 horns from sounding until they are half a mile away from 2nd Avenue.

289

290 Dave said it would be a quarter of a mile. Dave noted that while individuals in the vicinity of
291 Irvin Street still will hear a horn blow, the noise will be reduced for individuals living on State
292 Trunk Highway 35.

293

294 Ald. Bialecki said he would prefer to see the Common Council take action on this matter at its
295 April 8 meeting because he wants the Community Development Authority to be enlightened on
296 what needs to be done.

297

298 Jarrod said, "I think that with the report SEH has prepared, we know the costs and we know
299 where we sit. I think it is, as they stated, the report has a one- to two-year shelf life to be able to
300 submit to federal railroad to apply for these things. If we got to a point where we could take this
301 forward ... What I'm looking [for direction from the board is on] how to proceed. Do we let the
302 report sit for a year and see where things end up downtown? Then maybe I bring it up again in
303 March 2015 and see where we're at. Or, we could get the federal paperwork done to get the
304 quiet zone at Irvin Street and have it done. That way it's approved, so basically all we have to do
305 is put the improvements in but not install them yet. That way we could budget through the
306 Capital Improvement process for some sort of level of funding for that. Then possibly since
307 we're submitting the one [we can] submit for 2nd Avenue Southwest as the alternative safety
308 measure and just see if they approve it. That's a lower-cost option that I think could be built
309 relatively easily. I don't think it's going to get approved, but there's always a chance. Dave will
310 do a very good job of writing the report and making our case. We would not know that until we
311 submit it."

312

313 Ald. Bialecki, who is a member of the CDA, said he wants the CDA to be informed of what the
314 Board of Public Works is doing.

315

316 Jarrod said the board can wait and take action at its April 1 meeting before taking this item
317 forward to the Common Council.

318

319 Ald. Pogreba said this agenda item will be moved to the April 1 Board of Public Works meeting.

320

321 Ald. Bialecki said he will ask to place this item of the CDA's next meeting agenda.

322

323 **Item 6 – Review and consideration of downtown parking regulations**

324

325 Jarrod noted that there has recently has been increased parking activity in the downtown area,
326 and also noted there have been more inquiries regarding parking restrictions. Jarrod said there
327 are different parking regulations at different sections of the area, and the regulations change in
328 different areas. Jarrod referenced a map containing downtown parking restrictions as per

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329 signage, noted he and staff had examined the ordinance and said there is no ordinance for
330 parking restrictions on Irvin Street. However, Jarrod also referenced the signage and said there
331 is one-hour parking on a half-block of Irvin Street.

332

333 Jarrod said, “We need to get our signage to match the ordinance, and we can do that. But the
334 changes that would be made, I wanted to bring it forward to the board to look at this and see if
335 what we have in the ordinance is what we actually want before we replace the signs. The
336 signage is approximately 15-plus years old, so it’s getting to the point where the signs have run
337 their useful life and we’re not going to be out anything if we replace them. It probably needs to
338 be done anyway.”

339

340 Jarrod said much of the downtown parking on Main Street allows two-hour parking from 7 a.m.
341 until 4 p.m. except Saturdays, Sundays and holidays, as per city ordinance. Jarrod said this type
342 of parking restriction is meant for businesses that operate from 8 a.m. until 5 p.m. Monday
343 through Friday. Jarrod noted there are several restaurants and retail outlets in downtown
344 Onalaska, and several of the individuals who patronize these businesses when the parking
345 restrictions are in effect.

346

347 Jarrod said, “We could order new signage to meet what we have in the ordinances. But my two
348 goals here would be to hopefully look at this area comprehensively with parking restrictions and
349 get them so they’re more uniform. And also that if we wanted to change anything to have those
350 changes or discuss them before we order the signs.”

351

352 Ald. Bialecki said he wants to see Jarrod review this item, but not yet make any changes at the
353 Board of Public Works level because it is possible the makeup of the board will change
354 following the spring election.

355

356 Jarrod asked board members if they have any goals related to downtown parking.

357

358 Ald. Bialecki said a public hearing on this item will need to be held in the future.

359

360 In response to a question by Fred, Jarrod said the board could delay addressing this matter for a
361 couple of months.

362

363 Ald. Bialecki asked Jarrod to research how the current parking restrictions came to be.

364

365 Jarrod said he believes the current parking restrictions are more than 20 years old, adding he
366 doubts the meeting minutes from that era will provide sufficient details on why certain decisions
367 were made.

368

369 Motion by Ald. Bialecki, second by Ald. Pogreba, to authorize both Mayor Joe Chilsen and City

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370 Engineer Jarrod Holter to reevaluate the parking status in downtown Onalaska.

371
372 Ald. Pogreba said research should include determining how the city's current parking ordinances
373 came to be, adding he would like to see a report ready for the board's April 1 meeting. Ald.
374 Pogreba said perhaps the public hearing could be held in May.

375
376 Ald. Bialecki said that perhaps the report could be delayed until May if necessary.

377
378 On voice vote, motion carried.

379
380 **Item 7 – Review and consideration of 2013 Public Works Department Annual Report**

381
382 Jarrod noted that Assistant City Engineer Kevin Schubert had compiled the report and
383 complimented the Street Department, Utilities Department and Engineering Department for its
384 work in 2013.

385
386 Motion by Ald. Bialecki, second by Mayor Chilsen, to accept the 2013 Public Works
387 Department Annual Report.

388
389 Ald. Bialecki complimented Jarrod and his staff.

390
391 **The recorded conversation ended at this point, to continue on Side B as follows.**

392
393 Ald. Pogreba complimented the staff and said he believes personal finance for the department
394 should be explored in the future.

395
396 On voice vote, motion carried.

397
398 **Item 8 – Update on La Crosse County Solid Waste Department Landfill Siting Agreement**

399
400 Jarrod said a yearly meeting is held to go through what is contained in the agreement and noted
401 there were no outstanding conditions or issues identified for 2013. Jarrod also noted that the La
402 Crosse County Landfill is planning the development of a new liner in Phase 8 and also final
403 cover placement on the C2 area in 2014. Jarrod said he wanted to update the board and
404 complimented the Solid Waste Department for its work.

405
406 Mayor Chilsen encouraged board members to tour the facility if they have not already done so.

407
408
409
410

411 **Item 9 – Preliminary Resolution 11-2014 – Proposed assessments and public hearing for**
412 **alley paving for the 2014 Alley Paving Project**

413
414 Jarrod referenced a map outlining the proposed assessment area, which is the alley between Main
415 Street and King Street and bordered by 3rd Avenue North and 4th Avenue North. Jarrod noted a
416 petition had been brought forward, and the Capital Improvements list includes placing new
417 pavement in this alley. Jarrod said the base would remain, and the old pavement would be
418 removed and replaced. Jarrod said the assessments were calculated utilizing the past city
419 practice of one-third cost to the City of Onalaska and one-third to each abutting property owner.
420 Jarrod added that this resolution would authorize the public hearing at the April 1 Board of
421 Public Works meeting.

422
423 Motion by Ald. Bialecki, second by Mayor Chilsen, to approve Preliminary Resolution 11-2014
424 – Proposed assessments and public hearing for alley paving for the 2014 Alley Paving Project.

425
426 On voice vote, motion carried.

427
428 **Item 10 – Review and consideration of bids received for 2014 East Main Street**
429 **Reconstruction Project**

430
431 Jarrod pointed out that board members' packets include the four bidders for the 2014 East Main
432 Street Reconstruction Project. This project would replace the pavement from United States
433 Highway 53 ramps to Esther Drive. Jarrod noted there also was a bid alternate for milling and 2
434 inches of new pavement from the end of the project at Esther Drive to the signal lights at Theater
435 Road. Alternate No. 2 included various markings throughout the city that were budgeted for two
436 years ago. These would include epoxy-painted arrows and lane markings for high-traffic areas.
437 Jarrod noted that the Capital Improvements Budget included \$929,000 for East Main Street and
438 \$22,500 for painting. This brings the total to \$951,500. Jarrod said adding the bid alternates
439 with Mathy Construction, the apparent low bidder, the total is \$992,959.90. Jarrod said he had
440 contacted Mathy Construction representatives and asked them if they would entertain changing
441 the project limits in Alternate No. 1. Jarrod noted the city had shown it going through the
442 intersection and said staff had looked at altering it so motorists who travel from Esther Drive past
443 21st Avenue it would stop where the island starts. Jarrod said the 2015 Capital Improvements
444 Budget would include finishing through the intersection, the small section heading toward
445 Goodwill's driveway and heading out toward Marcou Road. Jarrod said he believes this was a
446 viable alternative, adding Mathy Construction promised to honor its prices if the city reduced its
447 quantity. Jarrod said the city is allowed to reduce the quantity by up to 15 percent without
448 rebidding.

449
450 Jarrod said, "If we awarded the contract tonight for \$992,959.90, I would propose to do a first
451 change order for a decrease of \$62,674, which would get our new contract price to \$930,285.90,

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452 which would fall within what we have budgeted and still accomplish the most amount of work
453 we can with the dollars we have.”

454

455 Motion by Ald. Bialecki, second by Jarrod, to award the 2014 East Main Street Reconstruction
456 Project to Mathy Construction at a cost of \$930,285.90 after change order number one.

457

458 Ald. Pogreba asked if change order number one should be in the motion.

459

460 Jarrod said the contract will be awarded for \$992,959.90, and change order number one will
461 account for the deduction.

462

463 On voice vote, motion carried.

464

465 **Item 11 – Review and consideration of sidewalk easement for 2014 Marcou Road Sidewalk**
466 **Project**

467

468 Jarrod noted this item addresses an easement for the 2014 Marcou Road Sidewalk Project that
469 will be bid out in Item 12. Jarrod noted that board members’ packets include a plan sheet that
470 depicts the proposed sidewalk along Marcou Road. The sidewalk leaves the right of way. Jarrod
471 noted that the right of way, due to the road curvature from when the bridge was installed in the
472 1990s, was not centered in the right of way. There are only three rods of right of way, which
473 means the right of way is only 49½ feet. Jarrod said the street is 37 feet wide, which means there
474 is little room. Jarrod referenced the area shaded on the plan sheet that depicts where the right of
475 way will remain. Jarrod said he had spoken with Jack Tripp, the golf course manager at the La
476 Crosse Country Club, and noted country club officials are open to the easement. Jarrod said it
477 has been common practice with previous projects to examine the assessment with the sidewalk
478 and reducing it when it becomes necessary to leave the right of way and get an easement. Jarrod
479 estimated that approximately half the sidewalk for the parcel will be off the right of way. This
480 means the easement will go to the bridge if the decision is made to extend the sidewalk.

481

482 Jarrod said, “In the past we’ve waived assessments. We’ve looked at what benefit they’ve
483 gained. My proposal would be that we would cut the assessment in half for this parcel because
484 we’re about half on and half off. There’s not a lot of methodology to that, but when I looked at
485 this that’s what I thought would work.”

486

487 Motion by Ald. Bialecki, second by Jarrod, to accept the proposal for the sidewalk easement for
488 2014 Marcou Road Sidewalk Project with the understanding that one-half of the assessment will
489 be waived.

490

491 Jarrod said Sean has drafted the easement, which is ready to be presented to the country club.

492

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13

493 Fred noted that all the resolutions had been approved in 2013.

494

495 Jarrod said he had spoken to Sean, who told him he approves of the action that is being taken.

496 Jarrod said he believes the resolution gives the city the power to perform the assessment and

497 added he will speak to Sean again.

498

499 In response to a question by Ald. Bialecki, Jarrod said his Capital Budget will not be distorted if
500 any assessment is waived.

501

502 On voice vote, motion carried.

503

504 **Item 12 – Review and consideration of bids received for 2014 Marcou Road Sidewalk**
505 **Project**

506

507 Jarrod said had assisted today in the opening of bids for the 2014 Marcou Road Sidewalk Project

508 and noted he had distributed a bid tabulation to board members. There were four bidders, and

509 Chippewa Concrete Services, which has performed services in the past for the City of Onalaska,

510 was the low bidder at \$200,685. Jarrod said approximately \$175,000 had been budgeted for the

511 project in the Capital Improvements Budget and noted the sidewalk costs themselves were on par

512 with what had been seen in previous projects. However, Jarrod stated a majority of the

513 landscaping and paving work are in such small quantities that the companies added a percentage

514 to the costs, which increased 25 percent.

515

516 Jarrod said, “We think the bid was accurate with what the contractors thought the work was. The

517 work is just not in big quantity, so that’s where we ended up with what we had. My proposal is

518 that we would use the \$175,000 budgeted and take any further needs ... Obviously when we’re

519 doing the project we might try to look at doing some landscaping ourselves to keep costs down.

520 But to award the bid, the other \$25,000 would come out of the 2014 Sidewalk Repair Program.

521 We would not probably order in any sidewalk, which we weren’t looking at what to with that,

522 anyway. So instead of ordering in sidewalk we’d actually do this project, make sure we have

523 enough funds and then get this one accomplished and off the books.”

524

525 Motion by Ald. Bialecki, second by Mayor Chilsen, to accept the bid in the amount of \$200,685

526 from Chippewa Concrete Services for the 2014 Marcou Road Sidewalk Project.

527

528 For clarification, Fred asked if \$122,000 is coming from the 2007 Capital Improvements

529 Projects.

530

531 Jarrod said this is correct.

532

533 In response to a question by Fred, Jarrod estimated that the storm water costs will be \$12,500.

534

535 On voice vote, motion carried, 4-1 (Ald. Pogreba).

Reviewed 3/7/14

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Item 13 – Review and consideration of bids received for single axle dump truck chassis

Jarrold noted that both Kevin and Street Manager Dan McDonald had opened bids for the single axle dump truck chassis. Jarrold referenced the bid tabulation sheet and noted that while the three bids all were relatively close, the trade-in prices for the existing unit range were \$12,000, \$13,275 and \$22,000 (this was the price submitted by All State Peterbilt). Jarrold noted that All State Peterbilt’s bid was \$65,330, but added that city staff did not like the fact the Peterbilt truck’s windshield has a center divider. However, Jarrold said he and staff could not justify the nearly \$7,000 price difference between Peterbilt and River States Truck & Trailer’s bid of \$72,240.

Motion by Jarrold, second by Ald. Bialecki, to purchase the Peterbilt truck and chassis from All State Peterbilt in the amount of \$65,330.

In response to a question by Fred, Jarrold said he envisions the accessories, including the plow package, to cost approximately \$75,000. Jarrold noted that this is budgeted in the Capital Improvements Budget, added the final cost will be between \$75,000 and \$85,000 depending on which options are chosen to be put with the truck.

In response to a question by Ald. Pogreba, Jarrold said there currently are no Peterbilt trucks in the city fleet. Jarrold also said that while the accessory package will cost more to install on the Peterbilt truck than it would on an International truck, it is not enough to make up the difference.

On voice vote, motion carried.

Item 14 – Resolution 14-2014 – Designating official Snowmobile Route within the City of Onalaska

Jarrold noted board members’ packets contain a map of the proposed route. Jarrold said that while the ordinance had been updated in February, Sean pointed out there is an attached resolution that needs to be updated to officially state that the snowmobile route may travel on Ash Street.

Motion by Ald. Bialecki, second by Mayor Chilsen, to approve Resolution 14-2014 – Designating official Snowmobile Route within the City of Onalaska.

On voice vote, motion carried.

577 **Item 15 – Review and consideration of amendment number two for Pralle Road extension**
578 **design**

579
580 Jarrod said the Pralle Center extension design has been progressing and staff has been exploring
581 alternatives for access for various locations. Jarrod said the right of way plat was altered with
582 updates, adding some plan updates have been altered to include better access for vehicles getting
583 around. Jarrod said the design modifications will add \$9,974.95, noting he has been reviewing
584 them and stating he believes this is within the cost of what has been done. Jarrod said that per
585 the previous agreement, this would be split 50-50 between the city and Farm & Fleet.

586
587 Motion by Ald. Bialecki, second by Mayor Chilsen, to approve amendment number two for
588 Pralle Road extension design.

589
590 On voice vote, motion carried.

591
592 **Item 16 – Review and consideration of community sensitive design funding for Interstate**
593 **90 and State Trunk Highway 35 project with Wisconsin Department of Transportation,**
594 **including possible design costs**

595
596 Jarrod referenced a map of the proposed project area and said the Wisconsin DOT is proposing
597 to award the City of Onalaska approximately \$185,000 to be utilized for community sensitive
598 design. Jarrod noted that board members' packets include a memorandum from Ayers
599 Associates, which is designing the project, and said the second page of the memorandum lists
600 possible items for which the city could utilize the funding. Jarrod noted work on Interstate 90
601 will commence in 2016 and could last until spring 2018 and said, "With that, we need to start
602 making decisions. Obviously I think it's in the city's best interest to use the money that's being
603 given to us. What we're going to choose to do with that, it would match some of the amenities
604 we did in the State Trunk Highway 35/Downtown Project and continue those out toward the Oak
605 Forest Drive Intersection, and how we would go about actually doing this. With that, we're
606 going to need to go through the list and see what amenities we want to prioritize to put in. I
607 think some of the things that would be good to get in would be the extending the lighting that we
608 have now. I think that's a priority in this project."

609
610 Jarrod also noted he has had discussions with Land Use and Development Director Brea Grace
611 on which amenities she favors. Jarrod said he hopes to participate in another meeting with the
612 DOT and noted the standard lighting cost, if it is added, would be at 50 percent for the DOT and
613 50 percent for the City of Onalaska. Jarrod noted the list included in board members' packets
614 includes the upgrades to match the styling of the poles that are in the downtown area. Jarrod said
615 he will have to obtain the financial figures and budget this item through the Capital
616 Improvements list. Jarrod said it is his understanding there is funding available from the
617 downtown project as that bid came in favorable. Jarrod noted there also are funds in the Capital

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16

618 Improvements list from 2012 for the funding of the downtown grant.

619

620 Jarrod said he told DOT representatives it will be necessary to have a set of plans to place into
621 the plan set for bidding and construction, and the City of Onalaska will be required to pay for
622 this. Jarrod said, “We’re going to end up paying for the plans, so without knowing exactly what
623 amenities we want in there it’s hard to [know] how much the plans are going to cost to get made.
624 ... I’m trying to get answers from the designer and the DOT. We could go about this a couple of
625 ways. We could wait until next month and maybe I’d have a few more answers, but we are
626 going to have to make a decision on what amenities we would like to see looking at the list of
627 what’s in the packet from the memo, and then also getting started on the design getting done.
628 With all the federal paperwork, 2016 seems like a long way away. But they need to have it
629 worked on.”

630

631 Jarrod said he recommends hiring Ayres Associates to perform the design work because it
632 already is performing the design work for the Wisconsin DOT.

633

634 Motion by Ald. Bialecki, second by Fred, to forward Item 16, Review and consideration of
635 community sensitive design funding for Interstate 90 and State Trunk Highway 35 project with
636 Wisconsin Department of Transportation, including possible design costs, to the April 1 Board of
637 Public Works meeting.

638

639 On voice vote, motion carried.

640

641 **Item 17 – Review and consideration of costs associated with, notification of and issues**
642 **related to choice of automated cart size for refuse and recycling collection**

643

644 Jarrod said the city’s property owners have received by mail a card asking if they wish to switch
645 out their refuse and/or recycling carts. Jarrod reported that 1,280 units will be changed up to 95-
646 gallon carts, and 188 will be changed down to 35-gallon carts. Jarrod said 12,000 carts were
647 delivered and so far nearly 1,500 requests to change cart sizes have been received. The deadline
648 to request a change in cart size is April 2. Jarrod said his original estimate was based upon
649 2,500. Jarrod said this item will appear on the April Board of Public Works agenda and he will
650 attempt to have a plan ready to present to the board. Jarrod said the carts will then need to be
651 ordered and said he is projecting the new carts will be delivered in June.

652

653 In response to a question by Ald. Pogreba, Fred said there has not been any discussion pertaining
654 to where the funds for the carts will originate in the budget.

655

656 Ald. Bialecki said he has some ideas that he will present at the April 2 Finance & Personnel
657 Committee meeting.

658

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17

659 **Item 18 – Pay Estimates: Strand Associates, Short Elliot Hendrickson Inc., MSA**
660 **Professional Services, Inc., Mathy Construction, Haas Sons, Winona Mechanical, A-1**
661 **Excavating, Wapasha Construction, Municipal Well & Pump, State of Wisconsin**
662 **Department of Transportation and any other contractor/developer**

663
664 **BOARD OF PUBLIC WORKS**
665 **MONTHLY ESTIMATES**

666
667 **March 4, 2014**

668		Original			
669		Contract	Change	Paid to	Due this
670		Amount	Orders	Date	Estimate
671	<u>Contractor</u>				
672					
673	1. STRAND ASSOCIATES (01321)				
674	Theater Road Traffic Signal				
675	Construction/Engineering				
676	Estimate #1	\$ 8,500.00	\$ -	\$ -	\$ 3,694.42
677					
678	2. SEH INC. (01375)				
679	Reservoir Upgrades				
680	Design				
681	Estimate #4	\$ 18,500.00	\$ -	\$ 15,925.00	\$ 4,982.55
682					
683	3. SEH INC. (01375)				
684	Old City Shop Environmental				
685	Sample Collection & Wis. DNR				
686	Estimate #5	\$ 9,900.00	\$ -	\$ 7,270.88	\$ 2,628.32
687					
688	4. MUNICIPAL WELL & PUMP				
689	Well #7 & #8 Pump Repairs				
690	Construction				
691	Estimate #1	\$ 41,519.00	\$ -	\$ -	\$ 6,075.00

692
693 Motion by Ald. Bialecki, second by Mayor Chilsen, to pay the four estimates as printed and on
694 file.

695
696 On voice vote, motion carried.

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Reviewed 3/7/14

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18

700 **Adjournment**

701

702 Motion by Mayor Chilsen, second by Ald. Bialecki, to adjourn at 8:03 p.m.

703

704 On voice vote, motion carried.

705

706

707 Recorded by:

708

709 Kirk Bey