

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

Tuesday, April 7, 2015

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, April 7, 2015. 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: Ald. Jack Pogreba, Ald. Jim Bialecki,  
6 City Engineer Jarrod Holter, Financial Services Director/Treasurer Fred Buehler

7

8 Also Present: Assistant City Engineer Kevin Schubert, Land Use and Development Director  
9 Brea Grace

10

11 Excused Absence: Mayor Joe Chilsen

12

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

14

15 Motion by Ald. Bialecki, second by Fred, to approve the minutes from the previous meeting as  
16 printed and on file in the City Clerk’s Office.

17

18 On voice vote, motion carried.

19

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

21

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

24

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

26

27 **Item 4 – Review and consideration of City of Onalaska Ordinance Section 6-2-8 – Snow  
28 and Ice Removal**

29

30 Jarrod noted that board members’ packets include a copy of a revision to Section 6-2-8. This  
31 pertains to City of Onalaska sidewalks within the city. Jarrod noted that City Attorney Sean  
32 O’Flaherty has reviewed the revision. Jarrod said Brea had requested the revision as “a  
33 housekeeping measure” because there are several areas within the current ordinance that state “it  
34 should come back through the Board of Public Works on a monthly basis.” Jarrod said staff  
35 addressed this item procedurally before submitting it to Fred and placing it on the tax roll. Jarrod  
36 said the revisions clarify the fees the city charges, which includes the \$75 minimum as well as  
37 the \$40 service charge.

38

39 Motion by Ald. Bialecki, second by Jarrod, to approve revisions to City of Onalaska Ordinance  
40 Section 6-2-8 – Snow and Ice Removal.

41

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42 Ald. Pogreba noted that while the \$75 charge is mentioned under Section 6-2-8(b)(2), there is no  
43 reference to the \$40 service charge.

44

45 Jarrod noted that the \$40 service charge was one of the last things Fred had added after the  
46 board's packet was sent out and said Brea will provide the board with an updated copy this  
47 evening.

48

49 Fred noted that some of the city's emails had been caught in a "hole" last week.

50

51 Jarrod said staff had attempted to send out the agendas earlier than normal last week due to Good  
52 Friday.

53

54 On voice vote, motion carried.

55

56 **Item 5 – Review and consideration of closure of the 200 block of Riders Club Road from**  
57 **Friday, June 26<sup>th</sup> to Sunday, June 28<sup>th</sup> for the "Celebrate Onalaska" event**

58

59 Jarrod noted that board members' packets include a map of the area around the Omni Center and  
60 said "Celebrate Onalaska" organizers are requesting that a portion of Riders Club Road be closed  
61 off for the event, which will be held at the Omni Center and the two adjacent parking lots.

62 Jarrod noted the event organizers also wish to utilize the public right of way roadway area and  
63 said they are proposing that traffic from State Trunk Highway 35 be allowed access to Riders  
64 Club Road and allowed to park in portions of the two lots that Jarrod pointed out to board  
65 members. Riders Club Road would be closed off at 3<sup>rd</sup> Avenue North, thus allowing some of  
66 "Celebrate Onalaska's" events to be held in the roadway on both June 26 and 27. The "Celebrate  
67 Onalaska" road race would be held the morning of June 28. Jarrod said the request is to close the  
68 200 block of Riders Club Road from 9 a.m. Friday, June 26 until noon Sunday, June 28 and  
69 stated, "One thing that I like about the way we have it is it allows unimpeded pedestrian access  
70 across the roadway, which I think will really help, safety-wise, because we're having activities  
71 on both sides of the road. They're having a softball tournament, and they're having music and  
72 entertainment, so I think this would be good. As the map shows, we've got a pretty easy route  
73 around on Mason Street, which is actually the truck route now. I think this will be fine. The  
74 City Street Department will be providing the barricades and the items for the road closure."

75

76 Motion by Ald. Pogreba, second by Ald. Bialecki, to approve the closure of the 200 block of  
77 Riders Club Road from Friday, June 26<sup>th</sup> to Sunday, June 28<sup>th</sup> for the "Celebrate Onalaska"  
78 event.

79

80 On voice vote, motion carried.

81

82

83 **Item 6 – Review and consideration of structure removal at 107 South Court Street**

84

85 Jarrod referred to a map depicting the Schams residence, which the City of Onalaska will take  
86 ownership of on May 1. Jarrod referred to the map and noted that both the bait shop and Braund  
87 Lumber had been razed. Jarrod noted that the Schams residence had been constructed in the  
88 early 1980s and said the city could sell the house on the condition it be moved once the  
89 acquisition is complete. Another option is to demolish the house. Jarrod said one advantage of  
90 selling the home and having the new owner move it would be that the city would not have to pay  
91 the tipping fees at the landfill for removal of the structure. However, Jarrod said it might be  
92 difficult to find a buyer who would then have to move the house. Jarrod also pointed out that it  
93 would take an extensive amount of time to relocate the structure and said, “If we advertised it  
94 and got something in place midsummer, they may not move it until next spring. Typically once  
95 they move it they put it up on blocks and have it ready, and then it sits anywhere from a month to  
96 three months because they have to wait for inspections, wires to get out of the way and the  
97 moving company to get ready. We wanted to bring it up and make sure it got brought forward.  
98 My recommendation is that we remove the building and do it just like we’ve done the rest of  
99 them.” Jarrod said he believes the city should be ready for proposed improvements in the area,  
100 and that although the structure has some value he believes the best course of action is to  
101 demolish the structure.

102

103 Ald. Pogreba asked Jarrod to estimate the cost to demolish the structure.

104

105 Jarrod said he doubts there is asbestos in the house and estimated the demolition cost to be  
106 \$5,000 for equipment rental and landfill charges.

107

108 Ald. Pogreba asked Jarrod if the structure could be razed by this autumn.

109

110 Jarrod said it is likely demolition could occur either in August or September.

111

112 Ald. Pogreba said he would like his fellow Alderpersons to provide feedback, pointing out that  
113 the city could save \$5,000 if it sold the house rather than demolishing it.

114

115 Fred said he would be open to the idea of selling the house, noting there might be an individual  
116 who would dismantle it for the lumber. Fred suggested establishing a deadline for individuals to  
117 solicit offers for the structure, noting there might be organizations that would be willing to  
118 dismantle the house and rebuilt it on another site.

119

120 Ald. Bialecki said that while he wants to stay on the suggested timeline, he too would be open to  
121 seeking out organizations and asked if perhaps the Amish community would be willing to  
122 dismantle the structure and recycle the wood.

123

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124 Jarrod pointed out that there have been difficulties with obtaining insurance when working with  
125 the Amish community. Jarrod also noted that even if the home is purchased and moved the city  
126 still will have to demolish the basement. Jarrod said it is unlikely no one would be interested in  
127 the garages at the site. Jarrod said the city could advertise the house in the newspaper and seek  
128 out someone who is willing to move it. Jarrod also suggested allowing Habitat for Humanity a  
129 one-month window to salvage any items from the house it wants before the structure is  
130 demolished.

131  
132 Ald. Bialecki asked that a right either to accept or reject be placed in the bid and said he does not  
133 want to see the process drawn out because the city cannot obtain the appropriate insurances.

134  
135 Jarrod said it is his understanding the board wants to advertise the house in the newspaper.

136  
137 Ald. Pogreba said he believes it would be a good starting point.

138  
139 Ald. Bialecki asked Jarrod about the timeframe for the process.

140  
141 Jarrod said an advertisement can be placed in the newspaper following Common Council  
142 authorization. Jarrod also said he could possibly bring in bids that have been received by the  
143 May 5 Board of Public Works meeting, but admitted it might be difficult to do so. Jarrod said  
144 June likely is a more realistic goal because the prospective buyers will need to inspect the house.

145  
146 Fred told Jarrod he believes it is imperative that he include the liability insurance requirement in  
147 the advertisement.

148  
149 Jarrod said Sean would need to create a contract that would release the city from all liability and  
150 state that the buyer is purchasing the house as is and must remove it by a specific date. Jarrod  
151 said the Board of Public Works could not approve the sale until its June 2 meeting and noted the  
152 structure could not be removed by August. Jarrod said June 1, 2016 is a more realistic deadline  
153 to have the house removed from the site.

154  
155 Ald. Pogreba inquired about the property and the development of the Great River Landing,  
156 asking if there is a sense of urgency to move the structure.

157  
158 Jarrod said the structure is located in an area that will be redeveloped for the trailhead and  
159 bicycle facilities that will be constructed. This area also will allow ADA access to the  
160 Waterfront. Jarrod pointed out that funds have been budgeted in the 2015 Capital Improvements  
161 Budget to work on this design, but he also noted that no work has been authorized for the design,  
162 nor has any funding been ascertained for the construction of those areas. Jarrod said the  
163 structure first must be removed before the city may proceed.

164

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165 Ald. Pogreba said it is his understanding that the city would be able to proceed with the trailhead  
166 and ADA access if the city places a June 1, 2016 deadline for removing the home.

167

168 Jarrod said he would prefer placing a May 1, 2016 deadline for removing the home.

169

170 Ald. Pogreba said a May 1, 2016 deadline might be problematic due to road restrictions.

171

172 Jarrod said there should be a two-week window in late April where the restrictions are lifted.

173

174 Motion by Ald. Bialecki, second by Ald. Pogreba, to recommend that the Common Council  
175 authorize the Board of Public Works to advertise for the removal of the homestead located at 107  
176 South Court Street. The advertisement should include proof of insurance, and also indicate the  
177 deadline for removal is May 1, 2016.

178

179 Ald. Bialecki noted that the aforementioned motion is only tentative and said he wants Sean to  
180 review the board's discussion and arrive at the proper language.

181

182 On voice vote, motion carried.

183

184 **Item 7 – Review and consideration of archaeology services for structure removal at 107**  
185 **South Court Street**

186

187 Jarrod said it will be necessary for archaeological services to be performed once the structure has  
188 been removed. Jarrod said that even if the house is moved it still will be necessary for the city to  
189 remove the basement and out buildings. Jarrod also pointed out that the city once again will  
190 need to submit the same Wisconsin Historical Society permit as it also had to do with the bait  
191 shop, Braund Lumber, and 3<sup>rd</sup> Avenue North.

192

193 Motion by Ald. Bialecki, second by Ald. Pogreba, to approve services from Mississippi Valley  
194 Archaeology Center for structure removal at 107 South Court Street in an amount not to exceed  
195 \$3,058.

196

197 On voice vote, motion carried.

198

199 **Item 8 – Review and consideration of bids received for Well #9 Reconstruction and Filter**  
200 **Addition Project**

201

202 Jarrod noted that bids for the project were received on February 18 and said there were seven  
203 bidders for the project. Jarrod noted that \$3,555,000 had been budgeted for the project through  
204 the 2015 Capital Improvements Budget. Of that amount, \$3.4 million was designated for  
205 construction. This included a \$400,000 contingency. The bid was estimated at \$3 million, with

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206 the \$400,000 contingency. Jarrod said staff recommends awarding the bid, using the base bid  
207 lump sum (Tonka Filter), to Olympic Builders, which submitted a bid of \$2,763,593. Jarrod  
208 noted that Olympic Builders had worked on the city's \$3 million stormlift facility.

209

210 Motion by Ald. Bialecki, second by Ald. Pogreba, to accept Olympic Builders' bid of \$2,763,593  
211 for the Well #9 Reconstruction and Filter Addition Project.

212

213 Ald. Pogreba asked Jarrod if he is concerned about the valves not being manufactured in the  
214 United States.

215

216 Jarrod noted there also had been an alternate bid for a filter manufacturer and said an alternate  
217 bid had been received for WesTech Filter (formerly General Filter). Jarrod noted that while the  
218 bid would have been slightly lower if staff had chosen WesTech Filter, staff also had expressed  
219 several concerns such as the valves, filtering process, and the loss of media. Jarrod said staff had  
220 performed research and elected to utilize the Tonka Filter, which was the base bid. Jarrod said  
221 Tonka has assured staff that all the products will be United States products and the city will be  
222 compliant with the Safe Drinking Water Loan.

223

224 Ald. Bialecki noted that the city has bonded for the project and also has a contingency for it.  
225 Ald. Bialecki also noted that the city has approximately \$237,000 of residual funds and asked  
226 Fred if those funds will be utilized for future projects.

227

228 Jarrod said the city had taken out a short-term loan that will serve as a bridge until the Safe  
229 Water Drinking Loan is received. Jarrod said the \$3,555,000 will be paid back in 18 months,  
230 assuming that the city receives the Safe Drinking Water Loan. Jarrod expressed confidence that  
231 the city will obtain the loan and said the Safe Drinking Water Loan will be taken out for what is  
232 needed for the project. Jarrod said now that the city has a base bid it will take out the Safe  
233 Drinking Water Loan for a lower contingency of 3 percent (\$100,000), plus the base bid and  
234 engineering services. Jarrod also noted the city only draws on the Safe Water Drinking Loan for  
235 what it can show receipts.

236

237 On voice vote, motion carried.

238

239 **Item 9 – Review and consideration of professional engineering construction services and**  
240 **Safe Drinking Water Loan services for Well #9 Reconstruction and Filter Addition Project**

241

242 Jarrod noted that Strand Associates had performed the engineering design for the Well #9 Project  
243 and said staff is soliciting Strand Associates' assistance in guiding the city through the Safe  
244 Drinking Water Loan program at a cost of \$16,500 (Task No. 15-02). Jarrod said this would be  
245 hourly at a billable rate, noting that Kevin will be able to assist with some of the items and the  
246 city only would utilize what it needed. Jarrod pointed out that the city has a budgeted amount of

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247 \$157,200 for construction services (Task No. 15-03), which would include monthly meeting  
248 visits and examining shop drawings. Jarrod said Kevin has an expertise with projects such as  
249 this one and noted Kevin will be coordinating the project. Jarrod said that even though staff will  
250 be reviewing the project drawings there still is a need for electrical items, and the engineer who  
251 designed Well #9 must examine certain items. There also will be requests for information.  
252 Jarrod said staff only will utilize what it believes it needs during the project, such as the engineer  
253 being present during the startup of the filter.

254  
255 Motion by Ald. Bialecki, second by Ald. Pogreba, to approve Strand Associates performing Task  
256 No. 15-02 at a cost not to exceed \$16,500, and to approve Strand Associates performing Task  
257 15-03 in an amount not to exceed \$157,200.

258  
259 On voice vote, motion carried.

260  
261 **Item 10 – Review and consideration of installing signage within right of way at 921 2<sup>nd</sup>**  
262 **Avenue Southwest for Northwest Hardwoods**

263  
264 Jarrod referred to a map that shows the areas owned by Northwest Hardwoods, noting the  
265 company spans the railroad tracks at the 2<sup>nd</sup> Avenue Southwest crossing. Northwest Hardwoods  
266 currently runs forklifts onto 2<sup>nd</sup> Avenue Southwest and across the railroad tracks before going to  
267 an area on the other side of the tracks. Jarrod said the facility manager, who he described as  
268 being safety-oriented, has requested that more signage be erected for the forklifts that cross on  
269 the street. Jarrod said he told the facility manager that while he was not opposed to the signs, the  
270 city does not have a budget for erecting them. Jarrod said the facility manager contacted him and  
271 told him Northwest Hardwoods would be willing to cover the cost of the signs and any  
272 maintenance that would need to be performed on them. Jarrod told the board the sign would be a  
273 flashing yellow sign with a forklift symbol. The sign also would have a programmable timer on  
274 it, and would only run from 6 a.m. through 6 p.m. Monday through Friday when Northwest  
275 Hardwoods' employees would be working. Jarrod said he believes the city should accept  
276 Northwest Hardwoods' proposal and told the board the Street Department would install the sign.

277  
278 Ald. Pogreba asked if the city would be liable if there is an accident between a forklift and a  
279 vehicle since the sign would be located on city property.

280  
281 Jarrod said he does not believe that the city would be liable, but promised to check with Sean.

282  
283 Motion by Ald. Bialecki, second by Ald. Pogreba, to approve the installation of signage within  
284 right of way at 921 2<sup>nd</sup> Avenue Southwest for Northwest Hardwoods.

285  
286 Ald. Bialecki said that technically the sign would belong to the city because Northwest  
287 Hardwoods offered to donate it, and therefore the city would be liable. Ald. Bialecki also

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288 reminded Jarrod to consult with Sean.

289

290 Jarrod said he would check with Sean to see if it necessary to have a formal agreement, and that  
291 the agreement would include any stipulations Sean would add.

292

293 On voice vote, motion carried.

294

295 **Item 11 – Review and consideration of Memorandum of Understanding between Village of**  
296 **Holmen and City of Onalaska regarding intergovernmental cooperation for sanitary sewer**

297

298 Jarrod noted the 3<sup>rd</sup> Avenue South project has begun. This project includes facility upgrades to  
299 what was being installed to accommodate possible future Village of Holmen sanitary sewer  
300 connections to the City of Onalaska’s system. Jarrod said the Village of Holmen wanted to have  
301 a Memorandum of Understanding drafted. This MOU states that the City of Onalaska will work  
302 with the Village of Holmen on the sanitary sewer connection. Jarrod said Sean had drafted the  
303 first draft of the document and sent it to the Village of Holmen. In turn, the Village of Holmen  
304 had made some minor alterations. Jarrod said neither he nor Sean objected to the alterations, and  
305 that the document before the board this evening states the two municipalities will work together  
306 in good faith on the proposed tie-in of the sanitary sewer system. Jarrod said the MOU allows  
307 the city flexibility to opt out of the agreement should certain situations arise that are out of the  
308 city’s control.

309

310 Motion by Ald. Bialecki, second by Ald. Pogreba, to approve a Memorandum of Understanding  
311 between the Village of Holmen and City of Onalaska regarding intergovernmental cooperation  
312 for sanitary sewer.

313

314 On voice vote, motion carried.

315

316 **Item 12 – Review and consideration of Wisconsin Department of Natural Resources 2014**  
317 **stormwater permit annual report**

318

319 Jarrod noted this is a yearly report and complimented Kevin for his work on it. Jarrod said it is  
320 necessary to complete this report every year and noted this is the time of year when the public  
321 may comment on the city’s stormwater activities at the Board of Public Works meeting. Jarrod  
322 reported that the city is currently meeting all guidelines.

323

324 Motion by Jarrod, second by Ald. Pogreba, to approve and submit the Wisconsin Department of  
325 Natural Resources 2014 stormwater permit annual report.

326

327 On voice vote, motion carried.

328

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329 **Item 13 – Review and consideration of 2015 pavement maintenance:**

330

331 A. Chip seal

332

333 Jarrod noted that the La Crosse County Highway Department has been performing chip sealing  
334 for the City of Onalaska for several years and referred to the maps included in board members’  
335 packets that outline the areas of the city that will be chip sealed in 2015. Jarrod noted that the  
336 price had decreased slightly (approximately 4 cents a square yard) compared to 2014 and said the  
337 Public Works Department is proposing to do 1,127,863 square yards of chip sealing at a cost of  
338 \$198,188. Jarrod pointed out that many of the streets designated for chip sealing are newer  
339 streets because there is a plan through the Capital Improvements Budget of attempting to repave  
340 some of the city’s residential streets.

341

342 Motion by Ald. Pogreba, second by Ald. Bialecki, to approve the La Crosse County Highway  
343 Department performing chip seal treatment at a cost of \$198,188.

344

345 Ald. Pogreba noted that some of the streets designated for chip sealing are jointed, cut and sealed  
346 and asked if the procedure will affect these streets.

347

348 Jarrod said no, noting that staff has been in contact with Fahrner Asphalt Sealers, which has  
349 promised that, if it is chosen to do so, will fiber patch over the top of the joints prior to the chip  
350 sealing process.

351

352 On voice vote, motion carried.

353

354 B. Installation of fiber patching material

355

356 Jarrod said there currently is approximately 33,000 pounds of fiber patch material at the Public  
357 Works Facility that was purchased in recent years and will be installed this year. Jarrod noted  
358 that Fahrner Asphalt Sealers had submitted the lowest bid at \$1.49 per pound.

359

360 Motion by Ald. Bialecki, second by Ald. Pogreba, to approve hiring Fahrner Asphalt Sealers to  
361 install 33,000 pounds of fiber patch material at a cost of \$49,170.

362

363 On voice vote, motion carried.

364

365 C. Asphalt pavement expansion joint installation

366

367 Jarrod noted that the city’s newer streets have asphalt expansion joints cut within the new asphalt  
368 pavement. Jarrod said staff recommends that Fahrner Asphalt Sealers perform this task.  
369 Approximately 5,500 lineal feet will be performed at a cost of \$14,575. Jarrod noted that the

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370 price would be \$2.65 per foot of saw and seal and not \$2.15 as stated in his memo. Jarrod noted  
371 that only 2 inches of asphalt is being put down in newer neighborhoods, so it is not necessary to  
372 install asphalt pavement expansion joints in these neighborhoods. Jarrod said installation will  
373 occur primarily on the streets where thicker asphalt is being put down or on the utility project.

374

375 Motion by Jarrod, second by Ald. Bialecki, to approve hiring Fahrner Asphalt Sealers to perform  
376 approximately 5,500 lineal feet of asphalt pavement joint installation at a cost of \$14,575.

377

378 On voice vote, motion carried.

379

380 D. Centerline painting

381

382 Jarrod said Fahrner Asphalt Sealers had submitted a bid of 6.9 cents per lineal foot. Jarrod noted  
383 he had called the individual who has quoted the city's work in the past. However, this individual  
384 never responded.

385

386 Ald. Pogreba asked Jarrod if he had set a deadline for this individual to contact him.

387

388 Jarrod said no, but also noted that this individual had had more than two weeks to get back to  
389 him. Jarrod promised to seek out a second centerline painter for 2016 and noted that Fahrner  
390 Asphalt Sealers' price had remained unchanged from 2014.

391

392 Motion by Ald. Pogreba, second by Ald. Bialecki, to approve hiring Fahrner Asphalt Sealers to  
393 perform centerline painting at a cost of \$12,720.

394

395 On voice vote, motion carried.

396

397 **Item 14 – Review and consideration of requesting use of Wisconsin Department of**  
398 **Transportation lands for stormwater treatment and storage at United States Highway 53**  
399 **and County Trunk Highway S (Sand Lake Road)**

400

401 Jarrod noted that board members' packets include a letter outlining a request for WisDOT from  
402 the City of Onalaska to utilize parts of the highway right of way for an expansion of the Menards  
403 Pond. Jarrod referred to maps being displayed for the board and pointed out the existing  
404 Menards Pond, Sand Lake Road, U.S. Highway 53 and the off-ramp. Jarrod pointed out an area  
405 outlined in yellow that would be a proposed expansion of the pond at the same bottom elevation  
406 of the existing pond. Jarrod referred to the area in yellow and said it would be necessary to  
407 remove 25 feet of fill to get the pond down to that elevation. Jarrod noted that the city presently  
408 has a pipe running under U.S. Highway 53, and also a pipe going through the Menards  
409 development. Both drain into the existing city pond. Jarrod said that with this proposal, the  
410 entire proposed development area in yellow on the east side of Sand Lake Road bordered by U.S.

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411 Highway 53 (the bluff, Sand Lake Road and CTH S) then would drain across Sand Lake Road  
412 into the expanded pond. Jarrod referred to the letter, which outlines the reasons behind the  
413 request. These reasons include:

414

- 415 • Full utilization of the land and space already dedicated for stormwater runoff.
- 416 • Centralized treatment of stormwater from lands owned by the City of Onalaska,  
417 WisDOT, and 120 acres of land ready for future development to meet Wisconsin DNR  
418 stormwater treatment goals. Centralized maintenance of one facility to facilitate meeting  
419 treatment requirements.
- 420 • Total suspended solids treatment to meet Wisconsin DNR standards can be applied across  
421 a larger footprint providing a more efficient treatment solution.
- 422 • Future regulatory changes will be easier to administer on a larger scale offered by the  
423 regional stormwater area.
- 424 • Local control of the stormwater ponding area allowing maintenance to be performed by  
425 the City of Onalaska.

426

427 Jarrod noted that when the pond was created at the Menards site the city had attempted to  
428 negotiate with WisDOT in the early 1990s, but nothing came to fruition. Jarrod said preliminary  
429 discussions with WisDOT have taken place and pointed out that a similar request had been  
430 honored in the City of Madison. Jarrod said WisDOT has indicated it might be willing to accept  
431 the city's proposal, noting the first step is to submit a request via the letter that is included in  
432 board members' packets.

433

434 Motion by Ald. Bialecki, second by Ald. Pogreba, to authorize City Engineer Jarrod Holter to  
435 send a letter to the Wisconsin Department of Transportation requesting use of WisDOT lands for  
436 stormwater treatment and storage at United States Highway 53 and County Trunk Highway S  
437 (Sand Lake Road).

438

439 Ald. Bialecki asked Jarrod if the city could possibly recoup any funds expended if WisDOT  
440 grants its approval, the city proceeds with the project and there is a cost incurred, and a  
441 development occurs on the east side in the future.

442

443 Jarrod referred to the future development within the yellow area of the map and said there will be  
444 costs incurred for stormwater improvement, a possible sanitary sewer lift station, and possible  
445 roadway improvements on Sand Lake Road. Jarrod said he believes there will need to be a  
446 discussion regarding the cost differential for all of these items and how they will be installed.  
447 Jarrod said he believes the focus should be on obtaining approval and noted that in the future he  
448 will need to come before the Board of Public Works and obtain approval on how the  
449 aforementioned items will be constructed.

450

451 Ald. Pogreba asked if there will be a timeframe once the city obtains approval.

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452  
453 Jarrod said he has not arrived at that point in the discussion process with WisDOT, but also said  
454 Ald. Pogreba had raised a valid point in that WisDOT could state it wants development finished  
455 within five years or the agreement is invalid. Jarrod said if that would come to fruition it would  
456 become necessary to determine whether the city fronts the cost and does the work to get the pond  
457 dug out and prepared. Jarrod predicted that within the next year items for infrastructure  
458 improvements along this corridor will start coming before the Board of Public Works.

459  
460 On voice vote, motion carried.

461  
462 **Item 15 – Review and consideration of ash tree removal at City Hall**

463  
464 Jarrod noted that approximately 15 ash trees had been planted during the construction of City  
465 Hall in 1999 and 2000 and cautioned that City Hall will have a different look once the ash trees  
466 are taken down. Jarrod pointed out that there are other species of trees around City Hall, but also  
467 noted that with the exception of one tree, every tree abutting 6<sup>th</sup> Avenue North and King Street is  
468 an ash tree. Jarrod said that if the board approves the removal of the ash trees, staff plans to  
469 purchase either seven or eight trees out of the Capital Improvements Budget and hold an event  
470 on Arbor Day where students from Irving Pertzsch Elementary School would assist with planting  
471 the trees. Jarrod said there also are plans to plant 20 linden trees at City Hall and noted it is  
472 possible one of the ash trees will be treated if the Parks Department will provide assistance.

473  
474 Motion by Ald. Bialecki, second by Ald. Pogreba, to approve the removal of all but one ash tree  
475 at City Hall.

476  
477 On voice vote, motion carried.

478  
479 **Item 16 – Review and consideration of bids received for 2015 Miscellaneous Concrete**  
480 **Project**

481  
482 Jarrod noted that three bids had been received and said Steiger Construction had submitted the  
483 lowest bid at \$76,715. Jarrod said this bid falls within what the city has budgeted through  
484 General Concrete in the Capital Improvements Budget and the Stormwater budget because this  
485 bid includes catch basin repairs.

486  
487 Motion by Ald. Bialecki, second by Ald. Pogreba, to award the 2015 Miscellaneous Concrete  
488 Project bid to Steiger Construction at a cost of \$76,715.

489  
490 Ald. Pogreba noted that Fowler & Hammer's bid for the nine-bag mix was more than double the  
491 other two bids from Steiger Construction and Pember Companies.

492

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493 Jarrod said that sometimes the work involved will be “more intense.”

494

495 Ald. Pogreba said \$350 for nine-bag mix is quite expensive.

496

497 Jarrod said he agrees and noted there are times in the bidding process where companies will  
498 place funds in certain items and nothing in others.

499

500 On voice vote, motion carried.

501

502 **Item 17 – Review and consideration of bids received for Pond 17 Reconstruction Project**

503

504 Jarrod noted that six bids had been received and said the city is mandated to do this project for a  
505 number of reasons. The city must clean out the pond to meet its stormwater permit mandates.  
506 The pond also must be expanded due to the expansion of the Theater Road intersection and the  
507 installation of a sidewalk in 2014 along Marcou Road. Jarrod said staff recommends awarding  
508 the project to St. Joseph Construction.

509

510 Motion by Ald. Bialecki, second by Ald. Pogreba, to award the Pond 17 Reconstruction Project  
511 to St. Joseph Construction in the amount of \$54,387.50.

512

513 In response to a question by Fred, Jarrod said the pond is located behind Gundersen on an 108-  
514 inch outfall.

515

516 Kevin said part of the stormwater review required that the pond be expanded and noted that this  
517 is being permitted under the Theater Road Project.

518

519 On voice vote, motion carried.

520

521 **Item 18 – Review and consideration of grant writing services from Short Elliott**  
522 **Hendrickson for Wisconsin Department of Natural Resources Stewardship Grant**

523

524 Brea said staff has identified that the Wisconsin DNR Stewardship Grant is a good source of  
525 possible funding for the “Building the Great River Landing” Project. Brea said SEH coordinated  
526 a visit with Wisconsin DNR staff from the regional office and noted a DNR representative was  
527 “very excited” about the project after examining it. Brea expressed optimism over the city  
528 possibly obtaining grant dollars through the stewardship funds and said the DNR would provide  
529 50 percent of the funding, with the city matching the other 50 percent. Brea said the application  
530 deadline is Friday, May 1 and noted there have been discussions at the state level about possibly  
531 altering the stewardship grant program. However, Brea noted this would occur after grant  
532 dollars have been awarded and said staff wishes to hire SEH to write the grant. SEH is  
533 proposing an up-front fee of \$3,000. The city will not have to pay any more if it does not receive

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534 the grant. However, if the city receives the grant it would have to pay SEH another \$3,000. This  
535 would bring the total to \$6,000.

536

537 Motion by Ald. Bialecki, second by Ald. Pogreba, to approve grant writing services from Short  
538 Elliott Hendrickson for Wisconsin Department of Natural Resources Stewardship Grant.

539

540 Fred inquired about the potential.

541

542 Brea noted she had twice asked that question to the DNR representative, but she had not received  
543 a dollar amount. Brea said she believes the range is between \$100,000 and \$1 million. Brea  
544 added that based on what was funded in 2014, she believes the city realistically could receive  
545 between \$200,000 and \$400,000.

546

547 Ald. Pogreba asked if there would be any restrictions or guidelines included with the grant.

548

549 Brea said yes and stated staff will weigh those options. Brea also said she believes there are four  
550 different funding sources under the stewardship grant – some state and some federal. Brea said  
551 the goal is to obtain state funds because there are fewer guidelines and restrictions.

552

553 On voice vote, motion carried.

554

555 **Item 19 – Resolution 26-2015 – Resolution to apply for outdoor recreation aids through the**  
556 **Wisconsin Department of Natural Resources**

557

558 Brea said that if the city plans to apply for the Wisconsin DNR Stewardship Grant Funds the  
559 Common Council must adopt a resolution stating its intent and support to make the grant  
560 application. Brea noted that board members have a copy of the draft resolution that has been  
561 reviewed and edited by Sean's office.

562

563 Motion by Ald. Bialecki, second by Ald. Pogreba, to approve Resolution 26-2015 – Resolution  
564 to apply for outdoor recreation aids through the Wisconsin Department of Natural Resources.

565

566 On voice vote, motion carried.

567

568 **Item 20 – Pay Estimates: Strand Associates, Short Elliott Hendrickson Inc., Ayres**  
569 **Associates, Mathy Construction, Haas Sons, State of Wisconsin Department of**  
570 **Transportation and any other contractor/developer**

571

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**BOARD OF PUBLIC WORKS  
MONTHLY ESTIMATES**

**April 7, 2015**

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| <u>Contractor</u>   | <u>Original<br/>Contract<br/>Amount</u> | <u>Change<br/>Orders</u> | <u>Paid to<br/>Date</u> | <u>Due this<br/>Estimate</u> |
|---|---|--------------------------|-------------------------|------------------------------|
| <b>1. STRAND ASSOCIATES</b>   |   |                          |                         |                              |
| South Kinney Coulee Lift Station<br>Updated Design<br>Estimate #2   | \$ 10,000.00                            | \$ -                     | \$ 3,408.99             | \$ 707.64                    |
| <b>2. STATE OF WI – DOT</b>   |   |                          |                         |                              |
| San. Sewer & Watermain Relocation<br>Construction – I-90 Bike Trail<br>(1071-06-86)<br>Estimate #5                | \$ 591,046.00                           | \$ -                     | \$ 267,487.05           | \$ 7,021.53                  |
| <b>3. AYRES ASSOCIATES (02632)</b>  |   |                          |                         |                              |
| I-90 Sanitary Sewer<br>Design<br>Estimate #2  | \$ 48,600.00                            | \$ -                     | \$ 1,666.63             | \$ 2,960.35                  |
| <b>4. STATE OF WI – DOT</b>   |   |                          |                         |                              |
| STH 35-2 <sup>nd</sup> Ave. SW to Poplar St.<br>Enhancement Project – Construction<br>(5991-02-52)<br>Estimate #7 | \$ 269,406.00                           | \$ -                     | \$ 180,302.01           | \$ 912.80                    |

Motion by Ald. Bialecki, second by Ald. Pogreba, to pay the four estimates as dated April 7, 2015.

On voice vote, motion carried.

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616 **Adjournment**

617

618 Motion by Ald. Pogreba, second by Ald. Bialecki, to adjourn at 7:22 p.m.

619

620 On voice vote, motion carried.

621

622

623 Recorded by:

624

625 Kirk Bey