

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

Tuesday, July 7, 2015

1

1 The Meeting of the Board of Public Works of the City of Onalaska was called to order at 6:32
2 p.m. on Tuesday, July 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: City Engineer Jarrod Holter, Financial
6 Services Director/Treasurer Fred Buehler, Ald. Barry Blomquist, Mayor Joe Chilsen, Ald. Jim
7 Bialecki

8

9 Also Present: Ald. Bob Muth, Ald. Jim Binash, Ald. Harvey Bertrand, Assistant City Engineer
10 Kevin Schubert

11

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

13

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

16

17 On voice vote, motion carried.

18

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

20

21 Ald. Bialecki called for anyone wishing to provide public input.

22

23 **Gary Harter**

24 **614 Oak Court**

25 **La Crosse**

26

27 “I want to change the recycling [collection] to all in one week rather than [collect] half one week
28 and half the other week. It’s just more efficient for myself. I talked to Jarrod and Vicki
29 [Bosworth] and they both thought it would be easier for everybody to get used to. There would
30 be less confusion if [recycling] in the whole city was picked up in one week rather than splitting
31 it into two. I’m here to answer any questions if anybody has any.”

32

33 **John Weibel**

34 **621 Sand Lake Road**

35 **Onalaska**

36

37 “I have a big problem with water in my backyard from my neighbors. Their yards all drain into
38 mine, and they don’t seem to be doing anything about it. He [Jarrod] has pictures of it.”

39

40 Ald. Bialecki told John the board cannot discuss this until Item 4.

41

42 Ald. Bialecki called three times for anyone else wishing to provide public input and closed that
43 portion of the meeting.

44

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

46

47 **Item 4 – Review and consideration of storm water drainage at 621 Sand Lake Road**

48

49 Jarrod said John has been in contact with his office the last few years about reviewing the storm
50 water drainage in his rear yard. Jarrod noted a copy of the 2015 Capital Improvements Budget
51 has been included in board members' packets and pointed out that this item initially had been
52 included in the budget, but ultimately was removed. Jarrod showed board members copies of
53 photographs John had submitted. One photograph, dated March 10, 2013, showed that there was
54 water in John's garage. Another photograph showed John's rear yard and cones placed by city
55 staff that mark where a French drain had been installed. Jarrod said funds in the 2015 CIB were
56 designated for running a storm sewer pipe into the yard and installing a catch basin to assist with
57 drainage. Jarrod said the drainage issues in John's yard will not be addressed sufficiently
58 without assistance. Jarrod noted he has been in contact with Mike Hoppens, the caretaker of a
59 residence adjacent to John's property, and said Mike has assured him that the property owner
60 would give the city an easement to run a storm sewer pipe over to John's property.

61

62 Ald. Bialecki said the normal reaction would be to place this item in the 2016 CIB. However,
63 Ald. Bialecki asked if there are any residual funds available for this project, and he also inquired
64 about the legality of such an action.

65

66 Jarrod said he will defer Ald. Bialecki's question to Fred, but also noted that the city has
67 previous bond funds in the Storm Sewer account.

68

69 Fred asked Jarrod if this is an assessable project, and also why the city would enter onto private
70 property to install a storm sewer.

71

72 Jarrod said, "I think if they're willing to give the easement for the city to put it in and if we
73 secured an easement to get in here, I think that's what we've been charging the storm water fee
74 for – to fix problems like this. That's the reason the individual is paying \$60 per year in their
75 utility bill, so hopefully we can fix problems like this."

76

77 Fred said he is attempting to understand why the city is involved with private water drainage.

78

79 Jarrod said, "For starters, if this was going to come in today as a subdivision we wouldn't allow
80 this. We would have this filled and we'd have proper drainage out to the street on the lots. Or if
81 we were going to have a natural swale on the property line we'd require the developer to put that
82 drainage in. You're correct, Fred – if this was a new development we would require a storm

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83 sewer to be installed here. I didn't look up the exact date of those subdivisions, but I would
84 guess that house was built in 1965. I guess I can't disagree with you, Fred. We had the same
85 problem at the alley on 4th Avenue and Spruce Street. We had public right of way, though. It
86 was draining onto the public right of way, so we did extend it up public right of way. That was a
87 little different."

88
89 Ald. Bialecki noted he has seen similar situations over the last couple of years and suggested it
90 might be in the city's best interest to address this issue. Ald. Bialecki acknowledged there have
91 been drainage issues in this area for decades, but added, "There is a problem out there right now,
92 and I think if we have a way we might want to correct that. I would hate to see what would
93 happen if we are unfortunate enough to get a 7-inch rainfall. That's going to turn into a lake and
94 obviously impact other properties."

95
96 Jarrod said he agrees with Fred in the sense that the city must determine where to "draw the line"
97 on mitigating issues such as this. Jarrod cited the example of a citizen residing near Sand Lake
98 Road who has encountered drainage issues in his rear yard, but not nearly as severe as the
99 challenges John faces. Jarrod noted the closest storm sewer near this resident's home is located
100 three blocks away and said, "If we would do this, then where do you start and stop? That would
101 be my only question. I think this is a problem. It's a relatively easy, low-cost fix. But then if
102 you do something else, where do we start and stop?"

103
104 Fred said that while he does not disapprove of the project, he believes it should be assessable.
105 Fred said, "I think we're crossing the line because this is no different than the issues we had in
106 Aspen Valley. To me, it's an assessable project. You say it's fairly reasonable, but at the same
107 time the city is encroaching on ..."

108
109 Ald. Bialecki said he would like City Attorney Sean O'Flaherty to give his opinion on this issue,
110 agreeing with Fred that areas in the city such as Aspen Valley and Holiday Heights have
111 experienced similar challenges with drainage.

112
113 Motion by Ald. Bialecki, second by Mayor Chilsen, to refer for 30 days review and consideration
114 of storm water drainage at 621 Sand Lake Road.

115
116 On voice vote, motion carried.

117
118 **Item 5 – Review and consideration of alterations to refuse and recycling pickup schedules**

119
120 Jarrod noted Gary Harter of Harter's Quick Clean Up had contacted him regarding refuse and
121 recycling pickup. Jarrod noted he had examined the city's refuse and recycling contract with
122 Harter's and read the following paragraph: "*Schedule approved by the City Engineer with a*
123 *route map showing the regular day of collection for each area within the City of Onalaska, along*

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124 *with the route of each truck each collection day, shall be provided by the contractor for the*
125 *owner (City of Onalaska). The schedule shall follow as closely as practical to the existing*
126 *schedule. Route maps shall be reviewed by the contractor after the first six months, annually*
127 *thereafter, and whenever a route change is proposed by the contractor. Route maps shall be*
128 *brought up to date and filed with and approved by the Common Council. The owner shall be*
129 *responsible for notifying residents of any changes in the collection schedule that may affect*
130 *them.” Jarrod noted this is the first request for a route change since the new refuse and recycling*
131 *contract was enacted in January 2014 and said he believes Gary is justified in bringing this*
132 *request forward. Jarrod noted refuse and recycling pickup is broken up into five districts.*
133 *Refuse and recycling is picked up Monday through Friday, and each district has dark-shaded and*
134 *light-shaded neighborhoods that indicate which weeks recyclables will be picked up.*
135 *Recyclables are picked up one week in the dark-shaded areas, and they are picked up the*
136 *following week in light-shaded areas. Refuse is picked up weekly in each district.*

137
138 Jarrod said, “What the contractor is requesting, due to the fact that by doing it half at a time
139 they’re working about five hours a day, they want to be more efficient and pick up the whole
140 route on one day.” Jarrod cited the example of the district in which Harter’s performs pickup on
141 Friday and said refuse and recycling would be picked up in the entire district – both in the
142 current dark- and light-shaded areas – one week, and only refuse would be picked up the
143 following week, with both refuse and recycling pick up occurring again the following week. The
144 same practice would be followed in the city’s other four districts. Jarrod said, “We would still be
145 picking up the recycling the same number of times and the same frequency. It just would be on a
146 different schedule where we would pick up everything in one week. There wouldn’t be any
147 change in service. What it would be is, going back to the light and dark map, we would have to
148 decide which one of these would get a pickup two weeks in a row to put them on the every week
149 schedule. We would have to mail out letters to literally half of the city to inform them of the
150 change so that they would be informed and hopefully then it would occur.

151
152 This will take time because of the fact that we will get phone calls. There will be people with
153 missed pickups. Mr. Harter, as the contractor, has assured us that he will take those in stride and
154 be picking up double pickups for a length of time. He feels this is more efficient in his
155 operations because then he can use that other truck at other locations for the week that’s not in
156 the City of Onalaska.”

157
158 Ald. Bialecki asked Jarrod if he believes Gary’s proposal will be successful.

159
160 Jarrod said yes and noted there is a second part to the proposal. Jarrod noted the Wednesday
161 pickup district (blue on the map) has approximately 400 more pickups than the Tuesday (purple)
162 and Thursday (green) pickup districts. Jarrod said Gary is asking to “even out” the number of
163 daily pickups. To be specific, an area in the current Wednesday pickup district that includes a
164 portion of Sand Lake Road, Meadow Lane, Pleasant Court and Hanson Court would be moved to

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165 the Thursday pickup zone, and an area in the current Wednesday pickup district that includes
166 Wilson Street, 13th Avenue South, Rosewood Trail, Barson Place, Barson Court, Valley Court,
167 Pinecrest Lane and Oak Forest Drive would be moved to the Tuesday pickup zone. Jarrod said it
168 would be necessary to send letters to the affected areas, noting there are approximately 100
169 individuals residing in each area. Jarrod reiterated that this is the first request for a change Gary
170 has made and said there has been a good working relationship between the city and Harter's
171 Quick Clean Up. Jarrod said, "I think these requests are justified."

172
173 Fred asked if the two areas slated to be moved to different refuse pickup days also would be
174 affected by recycling pickup.

175
176 Jarrod noted the two affected areas lie within the light route and said the dark route recycling
177 schedule likely would be changed. As a result, this area would be affected by only one change.
178 The two areas slated to be moved to different refuse pickup days would not see a change with
179 their recycling pickup.

180
181 Ald. Bialecki said he believes the proposed changes are logical and noted there will be no fiscal
182 impact to the city. Ald. Bialecki also asked if citizens will be informed of the change in a
183 manner additional to receiving a letter in the mail.

184
185 Jarrod said he is proposing to mail a letter to residents and noted Harter's must pay any costs
186 incurred due to the change-out. Jarrod said either Harter's can write the letter and the city will
187 approve it before it is sent, or the city can mail the letter and show it as a deduction from the
188 monthly bill (this is the likely option). Jarrod said the city would write a letter and perhaps also a
189 press release regarding the changes to recycling pickup. Jarrod also suggested perhaps mailing a
190 letter and also a postcard informing residents of the changes to recycling pickup. Another
191 possibility would be to have Harter's drivers attach an announcement to residents' bins.

192
193 Ald. Bialecki asked Gary what he envisions as a starting date for the changes to take effect.

194
195 Gary said he would like to see the changes enacted following Common Council approval. Gary
196 said, "The sooner the better for me because we're reorganizing other routes at the same time."

197
198 Jarrod said he envisions the changes taking effect in August because the city and Harter's must
199 agree on a starting date. It also will take staff three to four weeks to prepare and mail letters
200 informing citizens of the changes.

201
202 For clarification, Ald. Bialecki asked if the changes would take effect on August 1.

203
204 Jarrod said the target date would be around August 15 – perhaps either a week earlier or a week
205 later.

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206
207 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve alterations to refuse and
208 recycling pickup schedules.

209
210 Ald. Bialecki asked the other Alderpersons in attendance if they have questions or concerns
211 regarding the altered refuse and recycling pickup schedules.

212
213 Ald. Muth said he favors placing notices on refuse containers as mailing notices would be costly.
214 Ald. Muth also suggested informing residents of the changes in the newspaper and providing an
215 explanation as to why the changes are being done.

216
217 Fred said he agrees with Ald. Muth about placing notices on containers, noting that the postage
218 rate is costly and also stating he believes placing notices on containers will be more effective.

219
220 Jarrod said it would be necessary to send an individual ahead of the recycling truck to place the
221 notices and admitted this method might be more cost-efficient than mailing notices.

222
223 Gary said he would be agreeable to placing notices on the carts.

224
225 Ald. Binash said he anticipates receiving phone calls from citizens regarding the changes and
226 asked that the Alderpersons be given a memo listing the days when refuse and recycling will be
227 picked up in specific neighborhoods. Ald. Binash also suggested perhaps placing fliers in the
228 Onalaska-Holmen Courier Life informing residents of the changes.

229
230 Mayor Chilsen suggested giving each Alderperson a briefing statement. Mayor Chilsen also
231 suggested contacting the Courier Life about writing a story about the changes. Mayor Chilsen
232 also promised to utilize every public relations avenue to inform residents.

233
234 On voice vote, motion carried.

235
236 **Item 6 – Review and consideration of bids received for State Trunk Highway 16 left-turn**
237 **lane extension**

238
239 Jarrod noted that the city had opened bids Tuesday for the State Trunk Highway 16 left-turn lane
240 extension, and also noted that Kevin is distributing bid tabulation packets to board members.
241 Jarrod noted there had been three bidders and referred board members to the second-to-last page
242 of the bid tabulations, where the as-read bid tabulations are located. McHugh Excavating
243 submitted a bid of \$181,246.80. Chippewa Concrete submitted a bid of \$181,732.66. Pember
244 Companies submitted a bid of \$234,963.81. Jarrod said Kevin completed the calculations
245 following the bid opening and discovered computing errors both in McHugh Excavating and
246 Chippewa Concrete's respective bids. Chippewa Concrete's bid changed by 52 cents. However,

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247 McHugh Excavating's bid contained a mathematical error and the unit cost supersedes the sum
248 put into the bid for the total cost. Jarrod said once the errors were corrected, McHugh
249 Excavating's bid totaled \$183,196.80. Meanwhile, Chippewa Concrete's bid totaled
250 \$181,733.18.

251
252 Motion by Jarrod, second by Ald. Bialecki, to approve Chippewa Concrete's bid for State Trunk
253 Highway 16 left-turn lane extension at a cost of \$181,733.18.

254
255 On voice vote, motion carried.

256
257 **Item 7 – Review and consideration of jurisdictional transfer of County Trunk Highway S,**
258 **Redwood Street to County Trunk Highway SN, from La Crosse County to City of**
259 **Onalaska**

260
261 A. Memorandum of Understanding between County of La Crosse and the City of Onalaska
262 regarding transfer of roadway jurisdiction

263
264 Jarrod noted this item had appeared both on the April 7 Board of Public Works and April 14
265 Common Council agendas and said he had received authorization to negotiate with La Crosse
266 County regarding the transfer of County Trunk Highway S. Jarrod noted that this has been a 10-
267 year process, and also that it involves municipal lands from Redwood Street under United States
268 Highway 53, through the roundabout, and up to the split between CTH S and CTH SN. Jarrod
269 said La Crosse County has received requests from multiple municipal jurisdictions to assume
270 control of sections of county trunk highway within their municipal limits. Jarrod noted that in
271 2011 the City of Onalaska had installed the roundabout on CTH S, and also performed
272 improvements on the roadway from Redwood Street to the CTH S/CTH SN intersection. Jarrod
273 said La Crosse County had at that time wanted the City of Onalaska to assume control of the
274 roadway. However, City of Onalaska officials had expressed their desire to wait until the time of
275 impending development. Jarrod noted that the city had assumed control and maintains the
276 roundabout. The city also performs mowing operations in this section. However, the city does
277 not maintain the roadway itself, nor does it plow snow. Jarrod said he had met with the La
278 Crosse County Highway Commissioner and noted that the proposal is for La Crosse County to
279 crack fill the newer section of pavement that was cost-shared between the City of Onalaska and
280 La Crosse County prior to the end of 2015. Jarrod said La Crosse County would perform a 2-
281 inch milling and also put down new pavement on the section between Redwood Street and the
282 roundabout if the city assumes control of it. This procedure would be similar to the one
283 performed in 2014 on the section of East Main Street from Esther Drive to the Theater Road
284 traffic signal.

285
286 Jarrod said, "When talking about it with the County Highway Commissioner and the impending
287 development with the Mayo purchase of the property in the area and the traffic study that has

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288 come forward to the Board of Public Works and been approved ... as the traffic study points out,
289 with impending development there would be multiple changes in that roadway from installation
290 of new roundabouts to turn lanes to the possibility of eventually having four lanes of traffic in
291 that area. In my opinion, it's not in the best interest of the city to have the county do anything to
292 redo that road at this time. We are better off to take those monies that would go toward the mill
293 and overlay and ... I would like to defer that toward next year's maintenance of existing city
294 streets and use that for chip seal. We already do chip seal with La Crosse County every year.
295 This would help us catch up on chip seal. Next year if we would do everything we have on the
296 list that would need to be done we would need \$400,000. We've typically been bonding
297 \$250,000 to do pavement maintenance and using about \$200,000 of that for chip seal. This
298 would help us catch up on that.

299

300 The benefits of taking over the jurisdiction of this section of roadway for the City of Onalaska
301 would be the fact that when these developments occur along this stretch, traffic counts will go
302 up. With that, to have the county allow us to do the improvements we need to do, it's better to
303 have it under our control, our jurisdiction. We can perform the improvements we would like to
304 do at that time. If we have to go through the County Highway Commission and the Highway
305 Properties Board it would make for longer processes. Plus, we would have to adhere to whatever
306 standards they would tell us to adhere to. We've done this in other spots of the city; PH was a
307 county highway at one time. [County Trunk Highway] SS by Crossing Meadows Drive [once
308 was a county highway]. And in the mid to late 1990s we took over East Main Street, which used
309 to be County Trunk Highway OS."

310

311 Jarrod also noted that Sean had drafted the Memorandum of Agreement and sent it to La Crosse
312 County officials, who made one change that was incorporated into the agreement.

313

314 Ald. Bialecki expressed a desire for the city to require cost-sharing in the development
315 agreements written with future developments along CTH S that would benefit from CTH S
316 becoming a four-lane roadway.

317

318 Motion by Fred, second by Ald. Bialecki, to approve a jurisdictional transfer of County Trunk
319 Highway S, Redwood Street to County Trunk Highway SN, from La Crosse County to City of
320 Onalaska.

321

322 Motion by Ald. Bialecki, second by Fred, to amend the previous motion to state that any and all
323 new major new developments along CTH S must cost-share with the City of Onalaska in any
324 future road improvements that would benefit them.

325

326 Fred inquired about right of way from La Crosse County.

327

328 Jarrod noted the city had received permission from La Crosse County to install a bicycle facility

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329 on its right of way. The City of Onalaska paid to install the bicycle facility and maintains it.
330 Jarrod noted La Crosse County has been allowing the City of Onalaska to do projects on its right
331 of way and said the area would become City of Onalaska right of way. Jarrod also pointed that
332 according to State of Wisconsin Statutes a county only is financially obligated to maintain the
333 center two lanes (24 feet of roadway) of a county trunk highway. Jarrod noted the city had to
334 pay for the curb and gutter and road widening for the Sand Lake Road project from the
335 roundabout to CTH SN.

336
337 Vote on the amendment:

338
339 On voice vote, motion carried.

340
341 Vote on the original motion, as amended.

342
343 On voice vote, motion carried.

344
345 B. **Resolution 34-2015** – to approve jurisdictional transfer agreement with La Crosse
346 County regarding County Trunk Highway S

347
348 Motion by Jarrod, second by Ald. Bialecki, to approve Resolution 34-2015 – to approve
349 jurisdictional transfer agreement with La Crosse County regarding County Trunk Highway S.

350
351 On voice vote, motion carried.

352
353 **Item 8 – Review and consideration of Well #9 Reconstruction and Filter Project Change**
354 **Order #1**

355
356 Jarrod noted that board members’ packets include an explanation of the change order. There is a
357 \$4,546.50 change in Cost Proposal #1 (Part ‘a’) for rerouting the backwash discharge line as
358 required by the Wisconsin Department of Natural Resources. There is a \$16,499.80 change in
359 Cost Proposal #2 (Part ‘b’) to remove a reducer in the well casing that was discovered during the
360 removal of the well pump and motor. Part ‘c’ is to extend both the substantial and final
361 completion dates per Olympic Builders’ request because of equipment lead times for the pressure
362 filter and accessories. Jarrod assured board members the unit will be functional prior to April 1,
363 2016 and noted that peak pumping will not occur until July 1.

364
365 Fred asked Jarrod if he believes the engineer who designed the project should have discovered
366 the difficulties regarding the backwash discharge line.

367
368 Kevin noted the designer from Strand Associates had designed it one way in an attempt to meet
369 his interpretation of the code. However, the code reviewer interprets the code a different way.

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370 Kevin said this is not unusual, noting a reviewer can have a different interpretation of the
371 statutes.

372

373 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve Well #9 Reconstruction and
374 Filter Project Change Order #1 in the amount of \$21,046.30.

375

376 On voice vote, motion carried.

377

378 **Item 9 – Review and consideration of Sanitary Sewer System Compliance Maintenance**

379

380 A. Annual Report

381

382 Jarrod noted that the City of Onalaska is rated as an “A” and said the city might attempt to
383 perform smoke testing in 2016. Jarrod said he is “very satisfied” with the report.

384

385 Motion by Ald. Bialecki, second by Ald. Blomquist, to accept the Sanitary Sewer System
386 Compliance Maintenance Annual Report and place it on file.

387

388 Mayor Chilsen complimented Jarrod’s staff for its work.

389

390 Jarrod complimented staff for its work with the city’s lift stations and sanitary sewer system.

391

392 On voice vote, motion carried.

393

394 B. **Resolution 33-2015** – City of Onalaska, Wisconsin Department of Natural Resources NR
395 208 – compliance resolution 2014 Onalaska, Wisconsin.

396

397 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve Resolution 33-2015 – City of
398 Onalaska, Wisconsin Department of Natural Resources NR 208 – compliance resolution 2014
399 Onalaska, Wisconsin.

400

401 On voice vote, motion carried.

402

403 **Item 10 – Review and consideration of vacating Kurt Place right of way in Nathan Hills**
404 **subdivision**

405

406 Jarrod noted the Kurt Place right of way was dedicated as part of the Nathan Hill Estates plat.
407 Jarrod noted the developer did not want to put in the right of way at the time of development
408 because he did not believe future buyers would want it there. However, the right of way was
409 recorded with the plat. Jarrod said there are no improvements present, noting that sanitary sewer,
410 water main and storm sewer go through the area. However, the roadway, curb and gutter and

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411 asphalt were never installed. Jarrod said this item will go before the Common Council at its July
412 14 meeting and a public hearing could be held at the August 11 Common Council meeting.

413

414 Jarrod said, "This process is very structured in the state statutes on what must be followed, and
415 it's actually a public hearing at the Common Council meeting. Both owners on each side have
416 requested the vacation of that right of way. What I'm looking for tonight is for the Board of
417 Public Works to recommend to the Council to initiate the vacation process of the right of way
418 and that it is in the public's best interest. Part of that reasoning is the fact that all the abutting
419 property owners have requested the vacation. We will have no maintenance needs on that street.
420 It's a dead end cul-de-sac, so it's just one less cul-de-sac we'd have to maintain within the city.
421 We would also have more taxable land because it would not be deeded as public right of way."

422

423 Fred asked Jarrod if he feels comfortable about the city not having to buy back land in the future.

424

425 Jarrod said he does not believe the city will have to buy back land, stating, "With the future
426 development we're seeing in that area and the proposals that have come forth, [both parties] want
427 to have the land to use and/or the land because it changes the setbacks. We won't be extending
428 any roadway over the drainage way, so I do not see any roadway going across and back over to
429 Hanson Place where the old highway went 50 years ago."

430

431 In response to a question by Fred, Jarrod said there are utilities present and a city utility easement
432 would be secured.

433

434 Ald. Bertrand asked if this action is merely a formality.

435

436 Jarrod told Ald. Bertrand he is correct and said, "Very seldom have we vacated right of way in
437 the city. We have vacated some alley right of ways that have not been needed. One of the last
438 ones we can think of is the Green Street right of way down by [State Trunk] Highway 35. There
439 was some right of way vacated on Main Street years ago. It doesn't happen very often, but this
440 is one spot I think it's ..."

441

442 Ald. Bertrand asked if there have been any complications associated with previous vacations.

443

444 Jarrod said no and cited the example of a section of street in an older section of the city being
445 vacated. Jarrod said, "What does that do to the traffic patterns? What does that do to
446 connectivity between neighborhoods? I don't think any of those items are going to be
447 detrimental to the public."

448

449 Ald. Blomquist asked if this property was originally zoned Residential and now will be zoned
450 Commercial.

451

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452 Jarrod noted Lot 1 was zoned Commercial. Lot 2 and Lot 3 are part of the Planned Unit
453 Development zoned R-4. Jarrod said these lots are labeled for larger buildings and a senior
454 housing complex.

455

456 Ald. Blomquist asked if whoever purchases Lot 1 will acquire part of the Kurt Place right of
457 way.

458

459 Jarrod told Ald. Blomquist he is correct, noting that when platted right of way is vacated,
460 individuals on each side receive equal amounts.

461

462 Motion by Ald. Bialecki, second by Ald. Blomquist, to recommend to the Common Council that
463 the Kurt Place right of way in the Nathan Hill subdivision be vacated immediately.

464

465 Ald. Bialecki asked Jarrod to have Sean thoroughly examine this matter.

466

467 Fred asked Jarrod if splitting the right of way proportionally will be at no cost to the city.

468

469 Jarrod said yes and noted that the developer in this area plans to bring in a Certified Survey Map
470 that will show the proposed vacation as well as where proposed property lines will be located.

471 Jarrod added the developer will pay for the costs.

472

473 On voice vote, motion carried.

474

475 **Item 11 – Review and consideration of Stormwater Management Public Education and**
476 **Outreach Cooperative Agreement**

477

478 Jarrod noted that board members' packets include an updated Stormwater Management Public
479 Education and Outreach Cooperative Agreement with multiple area municipalities and La Crosse
480 County. Jarrod noted this agreement has been in place for five years and said the city is required
481 to have a form of public education and outreach as part of its stormwater permit. Jarrod said
482 there has been a "great" working relationship with the other municipalities and noted it also is
483 "very economical" for the city. Jarrod also noted this agreement satisfies the city's requirements
484 with the Wisconsin DNR and said the agreement is based on a per capita split. Any costs
485 incurred are included in the stormwater budget.

486

487 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve Stormwater Management Public
488 Education and Outreach Cooperative Agreement.

489

490 On voice vote, motion carried.

491

492

493 **Item 12 – Review and consideration of 2015 Stump Grinding Project Change Order #1**

494

495 Jarrod noted a copy of Change Order #1 has been included in board members' packets. Part 'a'
496 addresses additional quantities utilized for restoration above planned quantities. Jarrod noted the
497 city had bid out black dirt, seeding and matting to be placed on top of the disturbed areas. Staff
498 had estimated a 3-by-4 foot area. However, more roots were discovered on the trees, and this
499 required more stump grinding into the yards. Therefore, the square footage of black dirt, seed
500 and matting increased, and there was an average of 23 square feet compared to staff's original
501 estimate of 12 square feet. Jarrod said the bid included matting that would grow grass.

502 However, the change order totals \$10,029 and is based upon square yard installed prices. Jarrod
503 pointed out that even with the change order the total is less than the second- and third-place bids
504 for the project, both of which were more than \$40,000. Part 'b' addresses the removal of
505 existing landscaping from around stumps prior to grinding. Part 'c' addresses the City of
506 Onalaska Utility Department's repairs to damages done by the contractor to existing marked
507 water service curb boxes.

508

509 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve 2015 Stump Grinding Project
510 Change Order #1 in the amount of \$10,029.

511

512 Jarrod said there are funds available in the Capital Improvements Budget and added he is
513 disappointed by the results. Jarrod also noted this will be an ongoing project over the next three
514 to four years.

515

516 Ald. Bertrand asked Jarrod to discuss the price differential in the bids.

517

518 Jarrod noted that the low bid was for \$27,993.75, while the other two bidders submitted bids of
519 more than \$40,000. Jarrod noted that one bidder submitted a substantial price for stump
520 grinding, while another submitted a substantial price for landscaping. Jarrod said he believes the
521 bidders looked at the project in different perspectives. Jarrod noted the original estimate for the
522 project exceeded \$30,000 and said the city had received a "very advantageous bid" when the bids
523 were opened. Jarrod said it is his understanding that the residents are satisfied with how the
524 project progressed, but also noted that concerns regarding grass growing have been expressed.
525 Jarrod said staff will look into this before the final payment is issued.

526

527 In response to a question by Ald. Bertrand, Jarrod said he does not believe the local bidders truly
528 understood how quickly the project would progress and how many utilities would be obstacles.

529

530 On voice vote, motion carried.

531

532

533

534 **Item 13 – Review and consideration of 2015 Spring Tree Planting Project Change Order #2**

535

536 Jarrod said this change order is to increase the amount of trees that were planted. Jarrod noted
537 that two trees had to be moved after they were planted, and also noted that Change Order #2
538 totals \$2,472.50.

539

540 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve 2015 Spring Tree Planting
541 Project Change Order #2 in the amount of \$2,472.50.

542

543 Jarrod noted that reimbursements will be coming from the Wisconsin DNR. The city will
544 receive a full \$25,000 grant from the DNR as well as funding from the La Crosse Area
545 Foundation. Jarrod said, “Once we receive our reimbursements back, the accounts will be square
546 even with the change orders.”

547

548 **Item 14 – Review and consideration of installing bicycle lanes on Main Street between 2nd**
549 **Avenue and 3rd Avenue with routing of bicycle traffic from Great River State Trail along**
550 **Main Street and 3rd Avenue South**

551

552 Jarrod noted the Great River State Trail runs along the abandoned railroad tracks, through the
553 alley of South Court Street and past Dairy Queen before rejoining with the La Crosse River State
554 Trail. Jarrod noted the recently completed 3rd Avenue South project includes a bicycle lane from
555 Main Street to Oak Forest Drive. Jarrod noted the bicycle lane is being utilized more than he
556 predicted and said this proposal is to alter the Great River State Trail. This would include
557 striping a bicycle facility on Main Street and guide bicyclists to the Great River State Trail
558 parking lot. Jarrod said, “We would be on a designated bike lane. We wouldn’t have to go
559 through the alley system. The pavement is poor.”

560

561 Jarrod noted it is difficult for cyclists to cross at Ash Street and said there is a better crossing
562 facility at Main Street due to the new pedestrian facilities, wider intersection and traffic lights.
563 Jarrod also noted that pedestrians and cyclists who push the crosswalk button delay left turns off
564 Main Street by 5 seconds. Jarrod said the installation of bicycle lanes would mean that no
565 parking spaces would need to be removed. A bicycle lane would be striped along the parking
566 lane heading eastbound, and a bicycle lane would be striped heading westbound. A dashed
567 bicycle facility would be created where traffic would cross and then get into the right-turn lane to
568 execute a right turn onto northbound STH 35. There also would be a bicycle lane next to the
569 left-turning traffic onto southbound STH 35.

570

571 Motion by Fred, second by Ald. Bialecki, to approve installing bicycle lanes on Main Street
572 between 2nd Avenue and 3rd Avenue with routing of bicycle traffic from Great River State Trail
573 along Main Street and 3rd Avenue South.

574

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

Tuesday, July 7, 2015

15

575 In response to a question by Ald. Bialecki, Jarrod said there will be no impact to parking.

576

577 In response to a question by Ald. Bialecki, Jarrod said the next logical step would be a
578 progression up Main Street and noted that Onalaska bicycle advocates have petitioned to install
579 bicycle facilities on 4th Avenue, East Avenue at Quincy Street and all the way to Sand Lake
580 Road/CTH SN.

581

582 Ald. Muth asked if businesses have been notified about the installation of bicycle lanes.

583

584 Jarrod said he had spoken with the owner of Blue Heron Bicycles and noted the striping will not
585 take place until September after chip sealing has been completed. Jarrod said businesses can be
586 informed of the project via letter and expressed confidence that the facility can be added without
587 removing parking.

588

589 Ald. Muth expressed concern that business owners will be alarmed if they see bicycle lanes
590 being added and they were not notified.

591

592 On voice vote, motion carried.

593

594 **Item 15 – Review and consideration of Stop Sign Evaluation Committee recommendations**
595 **at:**

596

597 A. 8th Avenue North and Redwood Street

598

599 Jarrod said the Stop Sign Evaluation Committee had recommended at its June 30 meeting
600 changing the current yield signs that yield to Redwood Street for 8th Avenue North to stop signs.

601

602 Motion by Jarrod, second by Ald. Bialecki, to change the current yield signs that yield to
603 Redwood Street for 8th Avenue North to stop signs.

604

605 Ald. Binash referred to a recent incident where a resident's car suffered damage after being
606 struck with a ball and asked if it is possible for the city to install a sign near the baseball/softball
607 fields stating the city is not liable for any damage a vehicle sustains.

608

609 Jarrod said it would be difficult for motorists who stop at this intersection to have this type of
610 sign at the stop sign. Jarrod said he had spoken with Parks and Recreation Director Dan Wick
611 about the possibility of installing a sign at the ball field, but noted that the city is covered under
612 recreational immunity law. Jarrod pointed out that the ball fields are an Onalaska School District
613 facility and said the school district would have to grant permission to place a sign on the fence.
614 Jarrod said a sign could be placed on the street right of way, but it would need to be placed on a
615 separate post.

616

617 On voice vote, motion carried.

Reviewed 7/9/15 by Jarrod Holter

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

Tuesday, July 7, 2015

16

618
619 B. 16th Avenue South/Keller Court and Hickory Street

620
621 Motion by Jarrod, second by Ald. Bialecki, to deny installing stop or yield signs at 16th Avenue
622 South/Keller Court and Hickory Street.

623
624 On voice vote, motion carried.

625
626 **Item 16 – Review and consideration of installation of private wells within the city**

627
628 Jarrod noted that board members’ packets include a copy of the ordinance as it currently reads
629 and said Sean’s office has updated the Private Well Abandonment Procedures Ordinance. Jarrod
630 noted he had distributed this at tonight’s meeting and asked that this item be referred for 30 days
631 so staff has sufficient time to review it.

632
633 Jarrod said, “The reason this is on your agenda is with the recent alteration of the water rates
634 within the city, we’re reaching a point where I’ve been getting questions of people who drill their
635 own private well to sprinkle their lawn.”

636
637 Jarrod referred to Section d(2) of Section 9-1-50 of the City of Onalaska Code of Ordinances and
638 said citizens must meet conditions ‘a’, ‘b’, ‘c’, ‘d’ and ‘e’ in order to be granted a private well
639 within the city. Item ‘c’ reads: “*The proposed use of the well can be justified as being*
640 *necessary in addition to water provided by the public water system.*” Jarrod said, “To me, it’s
641 not justified, in my opinion, to have it if the city water system can supply you that water.”

642
643 Fred asked if the city is in a position to deny a request to install a private well, or if perhaps a
644 moratorium should be placed on installing private wells within the city until this matter can be
645 resolved.

646
647 Jarrod said he believes the language Sean has included provides better clarification. Jarrod said
648 he believes the city could deny a request, but promised to consult with Sean prior to the July 14
649 Common Council meeting.

650
651 **Item 17 – Pay Estimates: Strand Associates, Short Elliott Hendrickson Inc., Mathy**
652 **Construction, Haas Sons, Olympic Builders, Steiger Construction, Les Manske & Sons,**
653 **Fowler & Hammer, Poellinger Electric, Hoffman & McNamara Nursery, State of**
654 **Wisconsin Department of Transportation and any other contractor/developer**

655
656 **BOARD OF PUBLIC WORKS**
657 **MONTHLY ESTIMATES**

658
Reviewed 7/9/15 by Jarrod Holter

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

Tuesday, July 7, 2015

17

July 7, 2015

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
1. HAAS & SONS				
2015 Utility Project Construction Estimate #3	\$ 792,679.65	\$ -	\$ 541,517.48	\$ 149,371.22
2. STRAND ASSOCIATES				
Well #9 Construction Estimate #3	\$ 157,200.00	\$ -	\$ 18,848.28	\$ 16,139.63
3. STRAND ASSOCIATES				
Well #9 Safe Drinking Water Loan Assistance Estimate #3	\$ 16,500.00	\$ -	\$ 3,360.42	\$ 430.20
4. STEIGER CONSTRUCTION				
2015 Misc. Concrete Project Construction Estimate #2	\$ 76,715.00	\$ -	\$ 9,495.01	\$ 8,530.34
5. LES MANSKE & SONS				
2015 Stump Grinding Construction Estimate #2 – FINAL	\$ 27,993.75	\$ 10,029.00	\$ 9,861.00	\$ 28,161.75
6. STRAND ASSOCIATES				
Mayo Traffic Study Planning Estimate #2	\$ 3,990.00	\$ -	\$ 2,520.27	\$ 446.15
7. HOFFMAN & MCNAMARA NURSERY				
2015 Spring Tree Planting Construction Estimate #1	\$ 151,865.50	\$ (-\$13,995.00)	\$ -	\$ 135,870.00

Reviewed 7/9/15 by Jarrod Holter

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

Tuesday, July 7, 2015

18

700	8. FOWLER & HAMMER					
701	High School Crosswalk					
702	Construction					
703	Estimate #1 – FINAL	\$ 14,607.50	\$ -	\$ -		\$ 11,855.39
704						
705	9. POELLINGER ELECTRIC					
706	High School Crosswalk					
707	Construction					
708	Estimate #1 – FINAL	\$ 10,134.00	\$ -	\$ -		\$ 10,134.00
709						
710	10. MATHY CONSTRUCTION					
711	2015 Paving Project					
712	Construction					
713	Estimate #1	\$ 578,168.30	\$ -	\$ -		\$ 308,506.42
714						
715	11. STRAND ASSOCIATES					
716	South Kinney Coulee Lift Station					
717	Updated Design					
718	Estimate #3	\$ 10,000.00	\$ -	\$ 4,116.63		\$ 2,112.95
719						
720	12. SEH INC. (01375)					
721	Water System Modeling					
722	Design					
723	Estimate #1	\$ -	\$ -	\$ -		\$ 286.66
724						
725	13. OLYMPIC BUILDERS					
726	Well #9 Reconstruction &					
727	Filter Addition					
728	Construction					
729	Estimate #1	\$ 2,763,593.00	\$ 21,046.30	\$ -		\$ 70,680.00
730						
731	14. SEH INC. (01375)					
732	STH 16 – Left Turn Lane					
733	Design					
734	Estimate #12	\$ 49,738.23	\$ 17,238.82	\$ 58,864.81		\$ 3,797.73
735						

736 Motion by Ald. Bialecki, second by Mayor Chilsen, to approve the 14 contractors in the amounts
737 recommended on the document dated July 7, 2015.

738
739 On voice vote, motion carried.

740
Reviewed 7/9/15 by Jarrod Holter

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

Tuesday, July 7, 2015

19

741 Fred noted there had been no motion to refer Item 16 for 30 days.

742

743 Motion by Ald. Bialecki, second by Mayor Chilsen, to refer Item 16 – Review and consideration
744 of installation of private wells within the city – for 30 days.

745

746 On voice vote, motion carried.

747

748 **Adjournment**

749

750 Motion by Mayor Chilsen, second by Fred, to adjourn at 7:41 p.m.

751

752 On voice vote, motion carried.

753

754

755 Recorded by:

756

757 Kirk Bey