

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

Tuesday, August 4, 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, August 4, 2015. It was noted that the meeting had been announced and a
3 notice 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, Ald. Jim Bialecki

7
8 Also Present: Ald. Harvey Bertrand, Land Use and Development Director Brea Grace, Parks
9 and Recreation Director Dan Wick, Buildings and Grounds Supervisor Brian Babiash

10
11 Excused Absence: Mayor Joe Chilsen

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

14
15 Motion by Ald. Blomquist, 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. Bialecki called for anyone wishing to provide public input.

23
24 **Dave Schneider, Airgas representative**
25 **1007 Monitor Street**
26 **La Crosse**

27
28 “I’m here to see if I can get consideration to put a right of way ... It’s a cement slab next to
29 Venture Machine for an oxygen tank.”

30
31 Ald. Bialecki called three times for anyone else wishing to provide public input and closed that
32 portion of the meeting.

33
34 **Consideration and possible action on the following items:**

35
36 **Item 4 – Review and consideration of storm water drainage at 621 Sand Lake Road**

37
38 Ald. Bialecki noted that this item had appeared on the July 7 Board of Public Works meeting
39 agenda and described the situation as “unique” as there are drainage issues in the backyard of the
40 aforementioned property and the City of Onalaska typically does not make repairs in such
41 situations. Ald. Bialecki then asked if the repairs would be assessable back if the city were to

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2

42 make them.

43

44 Jarrod said City Attorney Sean O’Flaherty is of the opinion this project would be assessable.
45 Jarrod said the city would be required to obtain a city easement for a storm water facility through
46 the lot and the second lot if it chooses to proceed with the project. The easements would have to
47 be obtained with the owner’s permission. Jarrod noted he has spoken with the owner and
48 conveyed the fact that Sean believes it is an assessable project. Jarrod said the owner seemed
49 reluctant to pay for the project.

50

51 Ald. Bialecki said no action will be taken on this item.

52

53 **Item 5 – Review and consideration of parking agreement at 300 South Court Street with**
54 **New Hope Fellowship**

55

56 Brea noted that board members had received a memo detailing the agreement both she and Sean
57 had worked out with both the property owners (Jean Donohoe and Laura McCormick) and the
58 tenant (Pastor Travis Becknell). Brea noted that board members also had received a map created
59 by GIS Technician Joe Barstow showing 24 parking spaces at the proposed parking location.
60 Both the property owners and the tenant were agreeable with the following:

61

- 62 • There will be a written lease for 24 spaces on city property between the City of Onalaska
63 and New Hope Fellowship.
- 64 • New Hope Fellowship will pay \$15 per space per month (\$360 per month).
- 65 • The lease will be terminable upon 75 days prior written notice by either party.
- 66 • The lease will include an indemnity and an insurance requirement for New Hope
67 Fellowship.
- 68 • The city will plow the lot and perform other routine maintenance for the gravel lot.
- 69 • Either Jarrod or his designee will designate where the space to park 24 cars will be.
- 70 • There will be no city parking in or use of those spaces during the lease period.
- 71 • Consequently, the city should install a sign stating no parking from midnight to 6 a.m.

72

73 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve parking agreement at 300 South
74 Court Street with New Hope Fellowship.

75

76 Fred pointed out that the lot is not a gravel lot.

77

78 Jarrod noted the lot is predominately paved.

79

80 Brea said there is an understanding that the lease would be “as is” because the city has long-term
81 redevelopment goals for the property.

82

83 On voice vote, motion carried.

Reviewed 8/7/15 by Jarrod Holter

84

85 **Item 6 – Review and consideration of allowing use of Venture Place right of way by**
86 **Venture Tool for accessing oxygen tank**

87

88 Jarrod referred to pictures on display for the board. One of the pictures included Venture Place,
89 Venture Machine & Tool, and the proposed site for the air tank. The air tank would be located
90 on the Venture Machine & Tool property. Jarrod referred to a computer rendering given to the
91 city by Airgas of what the air tank and the area around it might look like with a fence and
92 bollards. Jarrod noted the city currently has approximately 11½ feet of right of way in this area.
93 The tank would not be in the right of way; however, the concrete slab, fence and bollards would
94 be. Approximately 4 feet would be located in the city right of way. Jarrod said it is difficult to
95 name another location in the city where a request such as this has been granted.

96

97 Ald. Bialecki said he is willing to be flexible with the request; however, he also wants Sean’s
98 opinion regarding the right of way and if there would an agreement in place should the city
99 require the space.

100

101 Jarrod said he believes Sean needs to draft an agreement signed by Venture Tool if the board
102 wishes to consider the request. Jarrod cited the example of The Timbers utilizing a portion of the
103 alley right of way to construct steps.

104

105 Ald. Bialecki reiterated he would like Sean to give his opinion.

106

107 Fred expressed concern over “the explosiveness” of the tank.

108

109 Dave Schneider said the bollards are designed to protect the tank from traffic. Dave also pointed
110 out that the tank is low pressure.

111

112 Ald. Blomquist inquired about the tank’s size.

113

114 Dave said the tank is approximately 5 feet in diameter and 15 feet tall, and it would be placed
115 close to Venture Tool.

116

117 Jarrod said he would be opposed to placing a structure such as the tank on the city right of way
118 and noted the proposal includes fencing, bollards and concrete.

119

120 Dave noted there are a number of lasers in the plant, thus requiring more volume. The laser
121 room is on the other side of the wall, and Dave said the most economically sound option is to go
122 through the wall.

123

124 Jarrod asked if there is a reason why the tank cannot be placed on another side.

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125
126 Dave noted the location to which Jarrod had referred is where Alter's typically parks a scrap
127 dumpster.

128
129 Jarrod asked if the trailer possibly could be moved.

130
131 Dave said no, noting it is typically loaded daily.

132
133 Jarrod noted that the City of Onalaska is offering something it typically does not and said, "It's
134 almost convenience. It's almost like it wasn't planned when probably not more than two years
135 ago they just built onto the building right here."

136
137 Dave said he believes the owner of Venture Tool had just purchased another laser and plans on
138 purchasing another. Dave said he believes the owner almost needs to do this instead of having
139 single cylinders brought out. Dave told Fred there really are no concerns in regard to
140 explosiveness and inquired about an oxygen tank located on County Trunk Highway OT.

141
142 Jarrod said the area to which Dave had referred is located in the Town of Onalaska.

143
144 Ald. Bialecki reiterated he would like Sean's opinion regarding the agreement, which should
145 address safety concerns and insurance.

146
147 Fred said he would not object to advancing this item without recommendation to the August 11
148 Common Council meeting, pending answers to the questions that have been asked this evening.

149
150 Motion by Ald. Bialecki, second by Ald. Blomquist, to refer to City Attorney Sean O'Flaherty
151 for evaluation review and consideration of allowing use of Venture Place right of way by
152 Venture Tool for accessing oxygen tank.

153
154 On voice vote, motion carried.

155
156 **Item 7 – Review and consideration of allowing permanent signage for one year on State**
157 **Trunk Highway 35 right of way at 1427 State Road 35**

158
159 Jarrod referred to a picture on display for board members that includes Angelini's Restaurant and
160 the right of way along State Trunk Highway 35. The red box in the picture represents an area
161 Angelini's leases for parking from the Wisconsin Department of Transportation. Tony and Kelly
162 Angelini, the owners of the restaurant, are proposing to place a permanent sign in the right of
163 way.

164
165 Brea noted the Planning Department has been working with the Angelinis about placing a new

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166 freestanding sign at the site. However, one of the challenges is that the section of STH 35 near
167 Angelini's will be reconstructed in the summer of 2016. This means the Wisconsin DOT will be
168 utilizing the Angelini's right of way area. Brea also noted there will be two temporary limited
169 easements on two corners on the northern side of the property.

170

171 Jarrod noted the Wisconsin DOT, which purchased the Shep's Taxidermy building, will be
172 constructing a roundabout at Riders Club Road. Jarrod referred to a corner where the Wisconsin
173 DOT has TLEs for construction of the roundabout. This limits where the permanent installation
174 of the sign can go.

175

176 Brea said the Angelinis would like to place their permanent, freestanding sign on the northeast
177 corner. This is where the easement will be located. Brea said the Angelinis are not able to erect
178 a permanent sign at this time, so they are asking to allow a sign for one year; specifically,
179 through the end of construction (Brea has listed the completion date as November 1, 2016). Brea
180 said the proposed sign is 40 inches tall by 8 feet wide. Brea said the sign appears to be
181 illuminated, so it would need to be anchored for a period of slightly more than one year.

182

183 The following conditions of approval would be:

184

- 185 • Sign allowed only if authorized by WisDOT easement.
- 186 • Property owner to obtain a City Sign Permit for the sign.
- 187 • Property owner to provide a map noting the sign location in a location within the existing
188 paved area within the WisDOT Lease Easement, and as agreed upon by the Board of
189 Public Works and the property owner.
- 190 • Sign to be anchored and placed so as to not cause traffic obstructions or visibility issues.
- 191 • Sign to be located within existing paved area of parking lot.
- 192 • Sign to be removed prior to November 1, 2016.

193

194 Motion by Ald. Bialecki, second by Ald. Blomquist, to allow permanent signage for one year on
195 State Trunk Highway 35 right of way at 1427 State Road 35.

196

197 Brea asked that the board's approval be contingent on the specific location that was identified for
198 the sign. Brea said she does not want the sign to be moved into the grassy area and noted the
199 Angelinis are agreeable to the location.

200

201 Fred noted it is not known whether the Wisconsin DOT will be agreeable to the location.

202

203 Brea said allowing the sign to be placed at the identified location would be contingent upon
204 Wisconsin DOT approval.

205

206 Ald. Blomquist asked if the sign would be located on the Angelini's property.

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207
208 Brea noted the sign would be located on Wisconsin DOT property.

209
210 Jarrod said the existing parking lot is located on Wisconsin DOT property.

211
212 Brea said a permanent sign would be located on the Angelini's property.

213
214 On voice vote, motion carried.

215
216 **Item 8 – Review and consideration of storm water facility operations at Nathan Hill**
217 **Estates, including possible expansion to accommodate existing developed areas and**
218 **associated costs**

219
220 Jarrod referred to a map on display for board members and pointed out Emerald Drive East, the
221 Nathan Hill Subdivision, State Trunk Highway 16, and the La Crosse County Landfill entrance.
222 Jarrod said the proposed commercial development is for the Festival Foods Support Center.
223 There also is a lot to the north that is zoned for multifamily housing. Jarrod noted the city
224 currently has the Emerald Drive East right of way. A proposal to vacate Kurt Place will be
225 coming before the Common Council in September. There is storm sewer along Emerald Drive
226 East, and it proceeds along Kurt Place. Jarrod referred to a dashed line and noted the city
227 maintains a storm water easement in a location being pointed out on the drawing. Jarrod said
228 staff has been working with the developer on storm water solutions in the area – not only for the
229 developers to meet their Wisconsin DNR mandates, but also to examine the city's mandates.
230 Jarrod referred to a subdivision that was designed in 2004 and installed in 2005. This was at a
231 time before the current storm water regulations for the city to meet its suspended solid load
232 removal goals. The city currently is at 19.7 percent, and the Wisconsin DNR wants the city to be
233 at a 40 percent removal rate. Jarrod said city staff had worked with the developer's engineer and
234 determined the best option would be for the city to have a dedicated storm water facility instead
235 of an easement. Once the development comes in, there would be a Certified Survey Map that
236 would split apart the lots. Jarrod pointed out an area that would be dedicated to the city, and it
237 would be done at no cost due to the existing easement. The city would have the land for the
238 storm water facilities. Jarrod noted the city has upstream areas that currently do not have
239 treatment and drain down to the pipe.

240
241 Jarrod said, "With this design, the city pond would treat the existing city structures along
242 Crestwood Lane and Timbercrest Drive that are within the City of Onalaska would be treated at
243 this pond. The water would go out to the creek as it does today. The developer for the Festival
244 site is looking at infiltration biofilter practices on their site to treat storm water, and then also
245 have a private pond that their storm water would go into and be treated once it overflows and
246 goes into the city pond and then the creek. This pond would also treat 50 percent of the northern
247 area, and the rest of that treatment would have to happen on their site."

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248
249 Jarrod said the engineer has developed a preliminary estimate of approximately \$120,000 to
250 perform the work. Jarrod said it appears that in order to construct the city portion of the pond the
251 cost would be between \$50,000 and \$70,000. Jarrod said the developer wishes to work with the
252 city and stated he believes this is a good opportunity for the city to work on this area and further
253 meet its storm water mandates. Jarrod said that if the city chooses to endorse this plan it would
254 work with the developer on a development agreement drafted by Sean. This agreement would
255 outline which costs would be borne by the city and the developer. The city would agree to a cost
256 that it would contribute toward the project. The developer would perform the installations. The
257 outlot would be deeded to the city as part of the CSM, and the improvements would become the
258 city's to maintain. The city then would begin treating its water upstream. Jarrod said the project
259 cost would have to be included in the Capital Improvements Budget, and it then would become a
260 priority to fund through the Capital Improvements Projects list.

261
262 Jarrod said, "I think this is a great partnership project. We can really show that we're trying to
263 do things within the city. The cost per pound of pollutant removal that the DNR looks at is lower
264 than other projects that we see numbers for. ... We have a Pond 17 project that is being
265 completed. It's going to start next week below Gundersen and below Stoney Creek. We have an
266 existing city storm water pond that we let a contract for over \$50,000 to expand the pond and to
267 clean the pond out. We were forced to meet the DNR regulations when we improved Marcou
268 Road and put the sidewalk in because we had more impervious area, and the Theater Road traffic
269 signal intersections. Looking at the costs, I think they're going to be within our range of what
270 the utility can handle."

271
272 Ald. Bialecki asked what type of return the city would receive for splitting a cost that could be as
273 much as \$70,000.

274
275 Jarrod said, "The return is as the DNR comes forward ... We went through a variety of dates
276 when the storm water utility was first instituted. I think our DNR leadership has backed off a
277 little bit on the mandated 40 percent goal. But I do know that through our storm water report we
278 provide every year we are supposed to be making strides toward the 40 percent removal. The
279 city has not been instituting large-scale projects as outlined in our storm water report that we
280 approved over five years ago. A lot of those projects were very large in stature – hundreds of
281 thousands of dollars projects. I'm hopeful that when we have other future development such as
282 development in the Sand Lake Road area there might possibly be storm water facilities that
283 would incorporate practices that are shared by the city and the developer that would increase our
284 pollutant loading removal. Hopefully we are positioning ourselves for the future when these
285 mandates are enforced to the point where we'll have to have to meet ... What are goals right now
286 will become laws that we have to meet. If we give this up today and put in the outlot but don't
287 treat any of our facilities we could theoretically take the outlot. We could theoretically
288 channelize the water coming through here for a lot lower cost and then have it where we could

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289 do it as a future project. But I think we would be missing the economies of scale of the project
290 with the construction of this whole project at this time. If we label it as a future project it would
291 actually cost us more money.”

292

293 Fred noted that some of the runoff will be running into a reserve retention and said, “If this
294 project was to go forward, what would you expect to be given for an ERU credit to this
295 property?”

296

297 Jarrod said, “If the property in question is having their own storm water facility, with the
298 treatment facility here not being city-owned and they’re treating onsite they can receive up to a
299 40-percent credit. This treatment facility here would be treating all of the existing current
300 development that has occurred along Timbercrest Drive and Crestwood Lane that is currently
301 paying an ERU fee. That fee would then be going toward this facility. But they could apply for
302 up to a 40-percent credit depending on what facilities they have installed, which most likely if
303 they are meeting their DNR mandates they would be very close, if not meeting, that 40 percent.
304 They could apply for up to a 40-percent credit.”

305

306 Jarrod acknowledged that the area is a 150-stall parking lot. Jarrod also noted that Dan Cook,
307 the engineer from Davy Engineering, is present this evening and invited him to speak to the
308 board.

309

310 **Dan Cook, Davy Engineering**

311 **115 6th Street South**

312 **La Crosse**

313

314 Dan noted he had performed the first calculations on the Festival site and estimated that the lot
315 size is approximately 5½ acres, 4 to 4½ of which is impervious. Dan said Lot 1, 2 and 3,
316 including the outlot, is 7½ acres. Therefore, the actual lot size is approximately 3 acres with the
317 outlot. Dan said, “We already have a detention basin that’s out there. ... This one is going to
318 lower it and make it deeper and have a wet bottom on it. It’s going to take a lot of suspended
319 solids out compared to what the other one did. In a big storm event it will have a designed
320 overflow route. The existing one doesn’t. It seems to function OK, but it really doesn’t have a
321 forced overflow route. The big storms will just flood into both basins.”

322

323 Fred asked Dan for his definition of a substantial storm.

324

325 Jarrod said the design would be for a 100-year rain event. Jarrod noted the storm water piping in
326 the street only requires a 10-year storm event. Jarrod noted the overflow goes to an unnamed
327 creek under STH 16. The unnamed creek, with the box culvert under the roadway, is designed
328 for a 100-year storm event. Jarrod said it is not necessary to have a 100-year storm event
329 detained in the area. An overflow would be built so that when a large rain event occurred it

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330 would overflow in a method that hopefully would not inflict damage.

331

332 Ald. Bialecki said he is inclined to support this proposal as Jarrod is suggesting a joint storm
333 water facility that would serve the entire area.

334

335 Jarrod said, “We haven’t looked at [specific costs] yet. I don’t want to come in here and tell you
336 a number and then have to come back when the development agreement comes through for
337 finalization and double it. I think there is room for things that I have to look at with that cost and
338 everything that has to be put in there. But it’s not going to be a \$5,000 project.”

339

340 Motion by Ald. Bialecki, second by Ald. Blomquist, to allow City Engineer Jarrod Holter to
341 proceed with negotiating a potential agreement with Davy Engineering for storm water facility
342 operations at Nathan Hill Estates, including possible expansion to accommodate existing
343 developed areas and associated costs.

344

345 Ald. Bialecki referred to Jarrod’s point that the Wisconsin DNR has backed off on its 40-percent
346 removal rate mandate and cautioned that this could change.

347

348 Jarrod noted that much of what has been written is maximum extent practical. However, Jarrod
349 also said, “If we can show that we’re doing projects, instead of doing a \$2 million project we’re
350 trying to do projects every few years that make incremental goals and incremental success
351 toward a goal, we have a lot better leg to stand on than saying we’re just doing nothing. That is a
352 lot of what I look at when we’re certifying these reports that we have to put in. If we can do
353 small steps here and there and spread it over a longer period of time than being forced into a
354 regulation where they come back and say ‘You have to do a \$2 million project just to meet the
355 goal.’ ”

356

357 Ald. Bialecki referred to Jarrod’s earlier estimate of the project costing between \$50,000 and
358 \$70,000 on a cost split and asked Jarrod if his Storm Water Fund could handle this.

359

360 Jarrod said, “We would take it through the Capital Improvements Budget because I think you’re
361 getting to the point where I don’t think you would want to put that drain on the utility directly.
362 But in the debt service in the utility we can handle that project. That project is very fundable
363 through the utility.”

364

365 On voice vote, motion carried.

366

367 **Item 9 – Review and consideration of altering parking restrictions in the vicinity of Irving**
368 **Pertzsch school and possible expansion of School Zone**

369

370 Jarrod noted that Irving Pertzsch will be gaining 65 students due to the addition to the

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371 gymnasium and three kindergarten classrooms. Jarrod also noted he has been in contact with
372 Irving Pertzsch Principal Todd Antony and Irving Pertzsch parent groups and presented the
373 following four proposals:

374

- 375 • Place signage along 8th Avenue South from Main Street to 200 feet north of Hickory
376 Street. Students currently are being picked up along 8th Avenue South.
- 377 • An aid would be placed in the school drop-off area in the rear of the school, and the city
378 would install a crosswalk across 8th Avenue South. There would be a school zone
379 posting, and there likely would be more students picked up along 8th Avenue South.
- 380 • Install two-hour parking by First Lutheran Church along Irvin Street. The goal would be
381 to free up spots for students to be picked up at the end of the school day. Jarrod noted
382 that First Lutheran Church runs a 4K program out of the building located on Irvin Street
383 and said he believes the church would favor hourly parking restrictions.
- 384 • Allow parking for one school bus along Main Street.

385

386 Motion by Fred, second by Ald. Bialecki, to approve altering parking restrictions in the vicinity
387 of Irving Pertzsch school. Signage would be placed along 8th Avenue South from Main Street to
388 200 feet north of Hickory Street. The city would install a crosswalk across 8th Avenue South.
389 Two-hour parking would be installed by First Lutheran Church along Irvin Street.

390

391 Fred said that while he would approve of the first three proposals, he does not approve of
392 allowing one school bus to park on Main Street. Fred said he favors allowing parking on 5th
393 Avenue.

394

395 Jarrod noted he had discussed with Principal Antony parking restrictions on the east side of 5th
396 Avenue and said he would oppose allowing parking on that side of the road. Jarrod said his
397 opposition is based on the fact some elementary students do not utilize the crosswalk and attempt
398 to cross the street between parked cars when they see their parents parked on the west side of 5th
399 Avenue or the First Lutheran parking lot.

400

401 Ald. Bialecki said he believes this matter should have been addressed during the planning
402 process of Irving Pertzsch's expansion. Ald. Bialecki also asked if the Police Department would
403 be required to substitute for one of the aids should he/she miss school with an illness.

404

405 Jarrod noted that a city-sponsored crossing guard crosses students at 6th Avenue and Main Street.

406

407 Ald. Bialecki again asked if the Police Department would have to substitute for an ill school aid.

408

409 Jarrod said it is his understanding that in a worst-case scenario a teacher is sent outside if a
410 school aid is ill. Jarrod said, "I know that the aids at this time are not going to be city-sponsored
411 crossing guards."

412
413 Ald. Bertrand inquired about snow removal implications.

414
415 Ald. Bialecki said snow removal in this area has typically been completed prior to classes
416 starting for the day.

417
418 Jarrod said arterials and collectors are prioritized for snow removal, but so are the schools.
419 Jarrod said staff makes a concerted effort to clear the streets by schools before students arrive.

420
421 Ald. Bialecki asked Jarrod to meet with officials from First Lutheran Church and ask if they
422 favor a two-hour parking limit.

423
424 Jarrod said he would want to receive an email from First Lutheran officials stating they approve
425 of the two-hour limit before taking this matter before the Administrative and Judiciary
426 Committee. Jarrod said he believes all the affected parties would be covered if First Lutheran
427 approves of the two-hour limit.

428
429 Ald. Bialecki said he believes First Lutheran would benefit from the parking restrictions.

430
431 On voice vote, motion carried.

432
433 **Item 10 – Review and consideration of amending Section 9-1-50 – Private Well**
434 **Abandonment and Permits Ordinance**

435
436 Jarrod said Sean had drafted the ordinance updates and referred to Section ‘d’ 2(c), which reads
437 *“The proposed use of the well can be justified as being necessary in addition to water provided*
438 *by the public water system.”* Jarrod said that while he does not want the ordinance to state
439 *“There shall never be,”* he wants it to include strong language that states the city does not want to
440 allow a well unless there is a concerted emergency or justifiable reason.

441
442 Ald. Bialecki asked that the board be given another month to contemplate the ordinance. Ald.
443 Bialecki said he hesitates to make a recommendation this evening because Mayor Chilsen is
444 absent and two Alderpersons will be attending other activities when the Common Council meets
445 on August 11. Ald. Bialecki asked that this item be discussed again in September.

446
447 Fred expressed concern over well abandonment, asking if the city would take action to close a
448 well and assess if a citizen refuses to close it.

449
450 Jarrod said the city requires a well permit once every five years, noting the well must be tested
451 and certified. If a citizen does not comply, the city takes steps to ensure that this matter is
452 addressed. The city assesses back the costs if it becomes necessary to do so.

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453
454 Motion by Ald. Bialecki, second by Ald. Blomquist, to refer to the September 1 Board of Public
455 Works meeting for further discussion review and consideration of amending Section 9-1-50 –
456 Private Well Abandonment and Permits Ordinance.

457
458 On voice vote, motion carried.

459
460 **Item 11 – Review and consideration of Omni Center Arena One Ice System Replacement**
461 **Project Change Order Number One**

462
463 Jarrod noted that Change Order Number One alters wall construction needed per the State of
464 Wisconsin plan review, substitutes segmented doors for coil doors, and salvages and reuses an
465 existing door. Jarrod noted that this is a negative change order.

466
467 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve Omni Center Arena One Ice
468 System Replacement Project Change Order Number One in the amount of \$2,570.43.

469
470 Jarrod pointed out that the net change order is negative \$845.80 once the three items are added
471 together. Jarrod noted that the contract is being lowered.

472
473 Ald. Bialecki asked Jarrod to clarify what he had said.

474
475 Jarrod referred to a copy of the change order from Stevens Engineers & Planners included in
476 board members' packets.

477
478 Motion by Ald. Bialecki, second by Ald. Blomquist, to make a friendly amendment to the
479 motion, remove the amount of \$2,570.43 and indicate a decrease of \$845.80 to Omni Center
480 Arena One Ice System Replacement Project Change Order Number One.

481
482 On voice vote, motion carried.

483
484 **Item 12 – Review and consideration of vacating Kurt Place right of way in Nathan Hill**
485 **Estates subdivision**

486
487 Jarrod noted this item is going forward to the Common Council for a September 8 public hearing
488 and said he does not believe the board needs to take any formal action.

489
490 Ald. Bialecki said the Plan Commission supports vacating the Kurt Place right of way.

491
492 Fred asked if half will go to each side if Kurt Place is vacated.

493

494 Jarrod said yes and noted it would be labeled on the CSM.

495

496 **Item 13 – Review and consideration of ordering removal of trees on private property at 617**
497 **& 619 Oak Avenue North**

498

499 Jarrod noted that board members’ packets include copies of the letters sent by the
500 Planning/Zoning Department to the homeowners of 617 and 619 Oak Avenue North. Jarrod
501 referred to a photograph on display for board members that shows four dead trees and noted that
502 the homeowners are not responding to the letters. Jarrod said the dead trees are becoming a
503 safety hazard and stated, “One thing I would point out is that through the City Tree and Shrub
504 Ordinance that we’re going to be bringing forward next month for some possible updates, this is
505 going to become a more current issue. We haven’t had one of these on the board for quite a long
506 time. With the Emerald Ash Borer coming, the Zoning Department has sent out other letters
507 such as this lately on other trees within the city and people are being unresponsive. It gets to the
508 point where [we ask] where do we deem it as a public safety hazard before it falls on somebody’s
509 fence or house or affects a neighbor. ... If the city was going to order these down my proposal
510 would be that we get two prices from a private contractor – properly insured and bonded – and
511 [they] would have to [take down the trees].”

512

513 Ald. Bialecki asked if the Planning/Zoning Department will attempt to contact the homeowners
514 one more time or if the city will proceed with taking down the trees.

515

516 Brea noted that the city has a process in place and said the current ordinance states that the
517 homeowners will receive a final notice if the Board of Public Works states this evening that city
518 removal is an option. Brea said the homeowners will have a certain amount of time (14 days) to
519 remove the trees or the city will special assess them for the tree removal in addition to levying
520 administrative costs. Brea said the homeowners have the right to appeal the decision to the
521 Board of Public Works. If that is the case, this item could reappear on the September 1 Board of
522 Public Works agenda.

523

524 Motion by Ald. Bialecki, second by Fred, to recommend that Land Use and Development
525 Director Brea Grace send the homeowners at 617 & 619 Oak Avenue North another letter
526 regarding tree removal. The letter will state a response is expected within 14 days or the city
527 will proceed with obtaining quotes for removing the trees.

528

529 Jarrod said he would place this item on the September 1 Board of Public Works agenda if the
530 homeowners contact the city and state they wish to appeal the decision.

531

532 Fred noted the homeowners would have one year to pay the special assessment.

533

534 Ald. Bialecki said special arrangements could be made if there is a hardship.

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14

535
536 Brea noted that neighbors had stated they believe the trees, which are approximately 50 feet tall,
537 are a safety concern.

538
539 Jarrod estimated the diameter of the trees to be 24 inches.

540
541 On voice vote, motion carried.

542
543 Brea noted that final notices are sent both certified and regular mail.

544
545 **Item 14 – Review and consideration of Memorandum of Agreement regarding**
546 **archaeological impacts as part of State Trunk Highway 35 Project (Project ID 7190-06-**
547 **00/WHS#: 06-0249/LC)**

548
549 Jarrod said this is for the STH 35 project that will run from Poplar Street north. Jarrod said the
550 reason the city is an indicated agency in the MOA is due to the water main installation on the
551 southern three blocks. This would be the city’s only portion within the MOA. Jarrod said he
552 does not see any archaeological “hits” in this area.

553
554 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve Memorandum of Agreement
555 regarding archaeological impacts as part of State Trunk Highway 35 Project.

556
557 On voice vote, motion carried.

558
559 **Item 15 – Review and consideration of funding bicycle facility striping on Main Street from**
560 **2nd Avenue to 3rd Avenue**

561
562 Jarrod noted that board members’ packets include a quote from Century Fence, which is the
563 contractor that will be working on the STH 16 left-turn lane extension. Jarrod said he is eager to
564 complete this project in 2015, noting there are funds available from the 3rd Avenue project.
565 Jarrod said the prices are within the realm of what is seen for these bid items.

566
567 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve funding bicycle facility striping
568 on Main Street from 2nd Avenue to 3rd Avenue in the amount of \$6,526.50.

569
570 On voice vote, motion carried.

571
572 **Item 16 – Review and consideration of La Crosse County Landfill impacts to South Kinney**
573 **Coulee lift station, including associated costs for reconstruction**

574
575 Jarrod noted Strand Associates has been working on updating the design of the lift station as well

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15

576 as cost estimates. Jarrod also noted that board members' packets include three opinions of
577 probable costs and pointed out he has underlined a flow that is associated with each cost
578 estimate. Jarrod said, "If we look at the peak flow that the landfill could possibly pump with
579 both pumps running, that is 560 gallons a minute, which is the third estimate in your packet.
580 That project cost would be \$310,356 as a project estimate. If we go down to the next estimate
581 where we would use 200 gallons a minute for a flow, that cost would be \$256,536. If we go
582 down to 50 gallons a minute, that cost drops to \$250,486. In looking at these costs with the
583 project that we're going to be taking through the Capital Improvements Budget, the city pumps
584 about 280 gallons per minute. That's what our designed flow will be. If we accommodate the
585 lift station for 560 gallons a minute, you can see that the cost goes up. We went down to the 50
586 gallons per minute flow that there is some flow that the utility, through their rates, will
587 accommodate. Staff felt that 50 gallons a minute was a flow that we would accommodate with
588 our general design. With the 200 gallons a minute, the landfill wanted to have flexibility in the
589 fact that if they ever had to they could pump up to 200 gallons a minute. That is how that flow
590 number was ascertained and why it was put in the estimate."

591
592 Jarrod explained that the project cost would be \$250,486 if the flow is 50 gallons a minute. The
593 high flow (560 gallons a minute) would cost \$310,356. Jarrod said, "In looking at this, the
594 landfill has offered to pay the city, besides their normal utility rates and fees that they pay,
595 \$10,000 toward the project. If the landfill was not there, I look at this project and the utility
596 would be paying \$250,000 for the station upgrades either way. I think that that's a fair
597 accommodation that they pay for the upsizing that we would have. If they wanted to have 560
598 gallons a minute I would expect them to pay \$60,000. But they say they do not need that
599 capability." Jarrod added that the city would be able to log into the landfill's SCADA system
600 and ensure that the flow would not exceed 200 gallons a minute.

601
602 Ald. Bialecki asked Jarrod what he believes the best long-term option is.

603
604 Jarrod said he believes 200 gallons a minute is the best option, noting that the landfill ships its
605 methane to Gundersen and is attempting to produce as much methane as it can. Jarrod said he
606 does not think the leachate production will increase drastically over time, pointing out that the
607 200 gallons a minute is not continuous pumping.

608
609 For clarification, Ald. Bialecki asked if La Crosse County is only offering \$10,000 for the
610 project.

611
612 Jarrod said yes.

613
614 Ald. Bialecki asked Jarrod if he believes this is a fair offer.

615
616 Jarrod said, "If I look at the difference between 50 gallon per minute flow and the 200 gallon per

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16

617 minute flow, I think the \$10,000 would accommodate what the utility's cost would be above and
618 beyond what we would do if they were not there.”

619

620 Ald. Blomquist asked why the prices between 50 gallons and 200 gallons were so close.

621

622 Jarrod said this is due to the size of the pump and referred to the cost estimate under the 560
623 gallons per minute flow. Jarrod noted the electrical cost increases by approximately \$10,000,
624 and the pumps go to the next increment in size. Jarrod also noted that the size of the standby
625 generator increases.

626

627 Jarrod said this would be a dual pump lift station that would be designed with a wet well that
628 could be cleaned.

629

630 Ald. Bialecki asked if there is any area that would benefit from this and could be assessed back
631 in a development agreement.

632

633 Jarrod said it would be possible to examine a future growth pattern in the area, but he also noted
634 that much of the area has been developed. Jarrod said it would be possible to look at the
635 development area that was utilized in the design and establish an assessment district to help pay
636 for the costs.

637

638 Fred asked Jarrod if this project potentially would be added to the 2016 projects.

639

640 Jarrod noted this had been cut from the 2015 CIB and said he is proposing to include it in the
641 2016 CIB.

642

643 For clarification, Fred asked if this is on the list of potential projects.

644

645 Jarrod said yes and noted it might not make it through the list. Jarrod added he just wants to
646 make sure everything is in place should the project proceed as part of the five-year plan.

647

648 Motion by Ald. Bialecki, second by Fred, to allow City Engineer Jarrod Holter to proceed with
649 the South Kinney Coulee lift station project at 200 gallons per minute. Any and all costs
650 associated with the project are to be structured within the 2016 Capital Improvements Budget.

651

652 On voice vote, motion carried.

653

654 **Item 17 – Review and consideration of epoxy floor coating installation at Public Works**
655 **Facility, including use of 2015 Capital Project funds**

656

657 Jarrod noted that board members' packets include two estimates for resurfacing the concrete at

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17

658 the Public Works Facility. Jarrod pointed out that this had been one of the final projects to be
659 removed from the 2015 CIB and said a suggestion had been made that this item could be brought
660 forward if other Capital Improvements Projects on the list came in under budget. Jarrod said he
661 has identified areas in the CIB that could fund the floor coating and pointed out that the
662 condition of the floor has deteriorated in spots. Jarrod said he believes this item should be a high
663 priority in the 2016 CIB if it is not funded now.

664
665 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve epoxy floor coating installation
666 at Public Works Facility, including use of 2015 Capital Project funds.

667
668 Fred asked Jarrod what Sean's opinion had been in regards to bidding the project.

669
670 Jarrod said he does not believe Sean had responded to the email he had sent him and asked if
671 approval can be contingent upon Sean's approval.

672
673 Ald. Bialecki said yes, adding he will make this as a friendly amendment.

674
675 On voice vote, motion carried.

676
677 **Item 18 – Review and consideration of professional engineering services for review of**
678 **service options and upgrades for the Green Coulee High Service Zone water system**

679
680 Jarrod noted that board members' packets include a proposal from Short Elliott Hendrickson,
681 which has been performing water engineering work for the city. Jarrod said that in the process of
682 compiling the 2016-2021 CIB and operating budget staff has been looking at what to do with the
683 Aspen Valley booster station, which serves the secondary service zone in the Green Coulee area.
684 Jarrod said there have been attempts to connect the secondary service zone with the La Crosse
685 Country Club/Marcou Road/Elmwood Hills zone. However, it has not been possible to secure an
686 easement to get through township lands for that project. Jarrod noted that Green Coulee,
687 including Savannah Oaks, is experiencing rapid growth and said the jockey pump at the booster
688 station is running continuously. This has made it necessary to perform upgrades. However, any
689 upgrades outside of replacing a pump involve Wisconsin DNR reviewable projects. Jarrod said
690 that since the station was constructed in 1999 the city would need to meet current regulations that
691 state if there more than 50 homes that are serviced by the booster station it is necessary to have a
692 second service of supply. This requires either a connection to the other zone or the installation of
693 a reservoir.

694
695 Jarrod said, "I want to look at all of our options and make sure that going into the Capital
696 Improvements Budgets if we authorize this they have stated they would have it done within two
697 months to have a viable and justifiable cost that we would know would be true to cost versus
698 saying we need 'x' amount for something we don't know if it's a true cost for something."

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18

699
700 Jarrod said if something needs to be done at the booster station it is not possible to install a
701 variable frequency pump because it is a reviewable project. Jarrod said the city may only keep
702 replacing what already is present and stated this is not something the city wants to do in the long
703 term.

704
705 Fred asked what the Wisconsin DNR had said about the booster station.

706
707 Jarrod said the Wisconsin DNR had stated in its sanitary survey that the city needs to look at the
708 Aspen Valley booster station. Part of this is due to problems with pressure fluctuations.

709
710 Ald. Bialecki asked if there is language in the existing development agreements referring to
711 residents contributing to the cost of this project. Ald. Bialecki also inquired about future
712 assessments as well as water pressure for the citizens in Green Coulee.

713
714 Jarrod noted there is an assessment district in the area to pay for improvements and said the city
715 has been collecting the fee. The Aspen Valley developer paid for the construction of the booster
716 station, and they were reimbursed part of the installments that came in with future developments
717 such as Clearwater, Savannah Oaks and Walnut Grove. Jarrod said the fee currently is more than
718 \$1,600 an acre. The booster station has been paid for through that fee. Jarrod noted there is a
719 fund balance and said this where the study could be paid for. Jarrod said he does not believe the
720 fee will completely recoup the cost of installing a reservoir unless there is further development.

721
722 Ald. Bialecki noted a reservoir had been installed in the 1990s and said it is his understanding it
723 is at half capacity.

724
725 Jarrod noted there is a reservoir on Wild Rose Lane that services the regular service zone and not
726 the high pressure service zone. Jarrod said the reservoir was oversized at the time and admitted
727 there are challenges with turning over water. Jarrod noted there is a reservoir at the end of
728 Country Club Lane that services the higher elevation zone in the La Crosse Country Club and
729 Elmwood Hills area. Jarrod said he would like to connect in through Meadow Wood and avoid
730 installing a reservoir; however, this does not appear to be an option for the foreseeable future.

731
732 Ald. Bialecki asked Brea if there will be any boundary agreement discussions with the Town of
733 Medary and the Town of Hamilton.

734
735 Brea said there have been discussions regarding trying to “clean up” some of the areas served
736 outside the city limits, and also attempting to assist the city’s water system by connecting. Brea
737 said a package is being created, and it ultimately will be discussed with the Common Council at
738 the August 11 meeting.

739

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19

740 Jarrod said one of the things that has been discussed is the interconnection through the township
741 to connect the two water systems. Jarrod promised that any options to do cooperative boundary
742 agreements would be examined before proceeding with a large-scale project. Jarrod said he does
743 not believe a reservoir will be significantly more expensive than trying to connect the water main
744 through the township.

745
746 Motion by Fred, second by Ald. Bialecki, to approve a study by Short Elliott Hendrickson for
747 review of service options and upgrades for the Green Coulee High Service Zone water system in
748 an amount not to exceed \$8,700.

749
750 On voice vote, motion carried.

751
752 **Item 19 – Pay Estimates: Strand Associates, Short Elliott Hendrickson Inc., Mathy**
753 **Construction, Haas Sons, Olympic Builders, Steiger Construction, Les Manske & Sons,**
754 **Fowler & Hammer, Poellinger Electric, Hoffman & McNamara Nursery, State of**
755 **Wisconsin Department of Transportation and any other contractor/developer**

756
757 **BOARD OF PUBLIC WORKS**
758 **MONTHLY ESTIMATES**

759
760 **August 4, 2015**

| 761 | | | | | |
|-----|-------------------------------------|----------------------|----------------------|--------------------|------------------------|
| 762 | | Original | | Paid to | Due this |
| 763 | | Contract | Change | Date | Estimate |
| 764 | <u>Contractor</u> | <u>Amount</u> | <u>Orders</u> | <u>Date</u> | <u>Estimate</u> |
| 765 | | | | | |
| 766 | 1. HAAS & SONS | | | | |
| 767 | 2015 Utility Project | | | | |
| 768 | Construction | | | | |
| 769 | Estimate #4 – FINAL | \$ 792,679.65 | \$ - | \$ 690,888.70 | \$ 66,552.32 |
| 770 | | | | | |
| 771 | 2. STRAND ASSOCIATES | | | | |
| 772 | Well #9 | | | | |
| 773 | Construction | | | | |
| 774 | Estimate #4 | \$ 157,200.00 | \$ - | \$ 34,987.91 | \$ 25,849.56 |
| 775 | | | | | |
| 776 | 3. STRAND ASSOCIATES | | | | |
| 777 | Well #9 | | | | |
| 778 | Safe Drinking Water Loan Assistance | | | | |
| 779 | Estimate #4 | \$ 16,500.00 | \$ - | \$ 3,790.62 | \$ 3,368.69 |
| 780 | | | | | |

Reviewed 8/7/15 by Jarrod Holter

**Board of Public Works
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20

| | | | | | |
|-----|-----------------------------------|-----------------|--------------|---------------|---------------|
| 781 | 4. STEIGER CONSTRUCTION | | | | |
| 782 | 2015 Misc. Concrete Project | | | | |
| 783 | Construction | | | | |
| 784 | Estimate #3 | \$ 76,715.00 | \$ - | \$ 18,025.35 | \$ 7,958.32 |
| 785 | | | | | |
| 786 | 5. MATHY CONSTRUCTION | | | | |
| 787 | 2015 Paving Project | | | | |
| 788 | Construction | | | | |
| 789 | Estimate #2 | \$ 578,168.30 | \$ - | \$ 308,506.42 | \$ 146,746.00 |
| 790 | | | | | |
| 791 | 6. STRAND ASSOCIATES | | | | |
| 792 | South Kinney Coulee Lift Station | | | | |
| 793 | Updated Design | | | | |
| 794 | Estimate #4 | \$ 10,000.00 | \$ - | \$ 6,229.58 | \$ 583.39 |
| 795 | | | | | |
| 796 | 7. OLYMPIC BUILDERS | | | | |
| 797 | Well #9 Reconstruction & | | | | |
| 798 | Filter Addition | | | | |
| 799 | Construction | | | | |
| 800 | Estimate #1 | \$ 2,763,593.00 | \$ 21,046.30 | \$ 70,680.00 | \$ 93,370.85 |
| 801 | | | | | |
| 802 | 8. SEH INC. (01375) | | | | |
| 803 | STH 16 – Left Turn Lane | | | | |
| 804 | Design | | | | |
| 805 | Estimate #13 | \$ 49,738.23 | \$ 17,238.82 | \$ 62,662.54 | \$ 2,974.97 |
| 806 | | | | | |
| 807 | 9. MINNESOTA ICE LLC | | | | |
| 808 | Omni Center Arena | | | | |
| 809 | Ice System Replacement | | | | |
| 810 | Construction | | | | |
| 811 | Estimate #1 | \$ 414,914.00 | \$ - | \$ - | \$ 38,000.00 |
| 812 | | | | | |
| 813 | 10. PARAGON ASSOCIATES | | | | |
| 814 | Cemetery Main Street Improvements | | | | |
| 815 | Design | | | | |
| 816 | Estimate #1 | \$ 9,400.00 | \$ - | \$ - | \$ 5,000.00 |
| 817 | | | | | |
| 818 | 11. SEH INC. | | | | |
| 819 | Riders Club Rd. & PH | | | | |
| 820 | Design | | | | |
| 821 | Estimate #1 | \$ 143,348.18 | \$ - | \$ - | \$ 1,461.82 |

Reviewed 8/7/15 by Jarrod Holter

822
823 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve the 11 contractors in the
824 amounts recommended on the document dated August 4, 2015.

825
826 On voice vote, motion carried.

827
828 **Adjournment**

829
830 Motion by Ald. Bialecki, second by Fred, to adjourn at 7:58 p.m.

831
832 On voice vote, motion carried.

833
834
835 Recorded by:

836
837 Kirk Bey