

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, September 6, 2016. 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, Mayor Joe
6 Chilsen, Ald. Barry Blomquist, Financial Services Director/Treasurer Fred Buehler, Ald. Jim
7 Bialecki

8
9 Also Present: Ald. Jim Binash, Ald. Bob Muth, Ald. Harvey Bertrand, Assistant City Engineer
10 Kevin Schubert

11
12 **Item 2 – Approval of minutes from the previous meeting**

13
14 Motion by Mayor Chilsen, second by Jarrod, to approve the minutes from the previous meeting
15 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 **Jim Binash, First District Alderperson**
24 **700 Westwood Drive**
25 **Onalaska**

26
27 “There’s something on the agenda tonight that has to do with the charging of automated cart size.
28 I’d just like to bring it to the attention of the board about new residents when they move into the
29 area. Should they be charged the same amount as someone who’s building a house or residence
30 in this area? Or should we continue to charge them like you had done in April of 2014, which I
31 believe is \$50? Just for thought when a new resident moves in if we might consider changing
32 that or keeping it the same. Thank you.”

33
34 Ald. Bialecki called three times for anyone else wishing to provide public input and closed that
35 portion of the meeting.

36
37 **Consideration and possible action on the following items:**

38
39 **Item 4 – Review and consideration of 2017-2021 Capital Improvements Budget**

40
41 Ald. Bialecki asked Fred, “At what point do you anticipate having more final numbers? And

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42 what I mean by that is we have the project listed, but there's application of other types of funding
43 such as grants, carryover from previous bond issues to be applied, and [other sources]."

44

45 Fred said he and Jarrod have not had an opportunity to discuss this, but added he believes both
46 he and Jarrod would agree that there is very little carryover.

47

48 Jarrod said there are some sources of other funding such as previous bond issues, estimating
49 there is approximately \$1 million available from other sources. Jarrod assured board members
50 he will meet with Fred and told them he wanted to present the CIB tonight so they could begin
51 examining it. Jarrod also told board members the last three columns will be filled in by the
52 October 4 Board of Public Works meeting.

53

54 Ald. Bialecki noted that both the Sand Lake Road and Green Coulee projects are of interest to
55 him and said, "I'm not sure I'm with that right now only because something may happen across
56 the street from the Menards property. If it does, that has to weigh into this and come forward as
57 a canned package – not only with the provider, but also probably with the State of Wisconsin as
58 far as who is paying for what."

59

60 Fred asked Ald. Bialecki to tell him the project number.

61

62 Jarrod said the projects to which Ald. Bialecki was referring are Project No. 6 and Project No. 7.

63

64 Ald. Bialecki inquired about Phase II of the Great River Landing Project, asking, "Is that a
65 Tourism, or is that to be general tax levy?"

66

67 Jarrod said, "That has yet to be determined if it stays in by the board's action."

68

69 Ald. Bialecki asked Fred, "What is our magic number this year to stay within – \$4½ to \$5
70 million?"

71

72 Fred noted he had spoken with Brad Viegut of Robert W. Baird and said, "We're going to be
73 looking at potentially introducing it at the Finance and Personnel level in the month of October,
74 again looking at doing some additional re-funding to start out on January 1, 2017. Somewhere in
75 January, February or March we're going to do some additional re-funding because the rates
76 continue to drop. With that said, it would be wise for the city to stay in that area of on the high
77 side to get a lot of these projects and get a pretty reasonable interest rate. When we can do some
78 calculations I can do one at \$3 million and \$3.5 million or \$4 million so we can at least see what
79 it is because it may be a wise thing to do."

80

81 Jarrod noted that the Board of Public Works will discuss the CIB at its October 4 and November
82 1 meetings, and the public hearing is proposed for the December 6 Board of Public Works

83 meeting. Jarrod said if need be the public hearing may be held at the January 3 Board of Public
84 Works meeting. However, Jarrod also said it is ideal to hold the public hearing in December so
85 projects may be designed. Jarrod asked board members if it would be helpful for them to see
86 photographs of projects, and he told them that Engineering Department staff would be able to
87 explain specific projects if asked.

88
89 Ald. Bialecki told Jarrod, “I think everything you have here is very clear. I don’t dispute that a
90 lot of this is probably needed – some of it sooner than later.” However, Ald. Bialecki also noted
91 that the city must prioritize projects.

92
93 **Item 5 – Review and consideration of contracting for 2016 televising of sanitary sewer**
94 **system**

95
96 Jarrod said this was included in the 2016 operating budget and noted three quotes had been
97 received. Flow-Rite Pipe & Sewer Services, LLC submitted the lowest quote at \$24,000.

98
99 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve Flow-Rite Pipe & Sewer
100 Services, LLC for 2016 televising of sanitary sewer system at a cost of \$24,000.

101
102 Ald. Blomquist inquired about the amount budgeted for this item.

103
104 Jarrod said \$24,000.

105
106 On voice vote, motion carried.

107
108 **Item 6 – Review and consideration of Great River Landing Phase One overall project**
109 **budget**

110
111 Jarrod said he had discussed this topic at the August 24 Room Tax Commission meeting, and
112 will discuss it again at the September 7 Finance and Personnel Committee meeting. Jarrod
113 referred to a copy of the Great River Landing Phase I Project budget sheet and noted this
114 document had been distributed when the project was approved at the bid opening when it went
115 through the Common Council. Jarrod referred to the column in black ink and noted the project’s
116 original cost was \$2,323,379.26. This included a 5-percent contingency of \$102,000. Jarrod
117 referred to the column in red ink and noted the following are the project’s costs incurred to date:

- 118
119
- 120 • **Base bid – Wieser Brothers:** \$2,031,696.38 (same as original budget)
 - 121 • **Alternates #1, #2, #4, #5:** \$90,481.88 (same as original budget)
 - 122 • **SEH Construction Engineering:** \$113,460 (original budget was \$74,750)
 - 123 • **Archaeological:** \$113,460 (original budget was \$17,776)
 - **Geotechnical services:** \$6,675 (same as original budget)

- 124 • **Change Order #1 (including eight items):** \$21,500 (not in original budget)
- 125 • **Total:** \$2,377,273.26

126

127 Jarrod noted the archaeological costs were as follows:

128

- 129 • **Field work:** \$58,460
- 130 • **Burial cleaning, analysis and paperwork:** \$45,000
- 131 • **Curation of materials:** \$10,000
- 132 • **Total:** \$113,460

133

134 Jarrod noted the archaeologist had been on site for nearly four weeks and said there had been “a
135 full contingent” of nearly 15 people on site for two weeks. Jarrod noted that \$2,350,000 had
136 been budgeted and said the project is currently approximately \$27,000 over budget. Jarrod also
137 said he is “relatively sure” that there will be another change order before the project is
138 completed. Jarrod said, “I think at the Board of Public Works level it’s more of an item for
139 discussion just to keep the Board of Public Works up to date because the bid did go through the
140 Board of Public Works.” Jarrod added this item will be discussed in further detail at the
141 September 7 Finance and Personnel Committee meeting.

142

143 Mayor Chilsen said he believes the archaeologist should explain the increased costs to the board.

144

145 Ald. Bialecki said he is not sure if that will be necessary, noting that several human remains had
146 been found at the site. Ald. Bialecki said the primary objective is to determine a funding source
147 to address the increased costs.

148

149 Fred said he believes the prices are “pretty tightly regulated.”

150

151 Jarrod noted he had discussed this with Mississippi Valley Archaeology Center representative
152 Kathy Stevenson and said he believes MVAC “has been very judicious” with its project costs.
153 Jarrod noted that MVAC donates time because it is research related, and he also noted that
154 MVAC attempted to utilize the services of students. Jarrod said the archaeology costs “could
155 have been much worse,” and he noted that city staff had moved the water, sewer and storm water
156 utility locations to better condense them instead of excavating out the entire parking area. This
157 action allowed city staff to only excavate out half the parking lot. Jarrod said the half of the
158 parking lot that was not disturbed theoretically has more artifacts and more areas that potentially
159 could have further effect. Jarrod said an attempt was made to save costs by leaving them in the
160 ground.

161

162 Mayor Chilsen said he believes citizens might want an explanation of the increased costs, stating,
163 “This is in defense of everybody so that we know that the citizens can [say], ‘OK, now I know
164 where those costs came from.’ To see something that’s that far over budget should make people

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165 wonder. This isn't an accusatory thing, but I'm sure [Kathy] is used to coming out and saying,
166 'Here is what happened.' I'm not looking to point fingers or anything like that. But I think that
167 the public should have a right and does have a right to know just how that bill came about,
168 especially when they gave us the \$17,000 budget."

169

170 Ald. Blomquist said, "If somebody gives you a proposal and it ends up being five times as much,
171 obviously this appears to me that there's no ... In an archaeological situation you might as well
172 go in with no proposal because it is what it is anyway."

173

174 Jarrod noted that MVAC figured on finding one or two human remains in its original estimate
175 and said more than 20 were found. Jarrod also noted that each set of remains needed to be
176 cataloged and said, "The density of the archaeological findings in that area were more dense than
177 what was found on [State Trunk] Highway 35. I didn't think that was possible."

178

179 Ald. Blomquist said, "Hypothetically, this could have been twice as much as what it is."

180

181 Jarrod told Ald. Blomquist he is correct.

182

183 Ald. Blomquist said, "It just puts such a burden on the city to go into a project with unknown
184 things like this. It's almost borderline ridiculous, if you ask me, that it is what it is."

185

186 Ald. Bialecki said there will be further discussion on this matter at the Finance and Personnel
187 Committee meeting and stated: "Source of funds to cover any and all deficiencies. How do we
188 do that? And from where, because we do have a budget set for this particular year. And as I
189 recall, at two charrettes and one or two Council meetings we went ahead with everything. Don't
190 worry – no taxpayer dollars involved. Well, maybe that's not going to be the case."

191

192 Ald. Binash noted this topic had been discussed at the August 24 Room Tax Commission
193 meeting; specifically, how room tax might be part of this funding for the overage. Ald. Binash
194 noted that the Room Tax Commission had estimated there would be approximately \$44,000 left
195 over for 2016, and he also noted there is approximately \$175,000 remaining in the commission's
196 account. Ald. Binash asked, "Just to be clear, are we \$27,000 over? Or are we going to be
197 \$113,000 over?"

198

199 Jarrod said, "As of today, we are \$27,000 over budget with the costs that we are showing. So
200 part of the overage on the archaeology is covered in the contingency. But we haven't finished
201 the project yet, so I don't have the final project cost."

202

203 Ald. Bialecki said it is conceivable that Item No. 7 and Item No. 8 on tonight's agenda will
204 increase the cost of the project.

205

206 Jarrod said they are included within tonight's budget calculation and reiterated that as of today
207 the project is \$27,000 over budget.

208
209 Ald. Binash, who sits on the Room Tax Commission, said commission members are very
210 reluctant "to lower what we have at this point to begin to pay more toward this particular project.
211 We aren't sure where this is going to go, but to come to the Room Tax Commission and take the
212 money out of our funds to pay for this, we would review it and look at it. But we might have to
213 find additional sources because we're not sure based on the room tax we're getting now, we're
214 not meeting the projections of what we expect to get. We don't want to deplete our resources,
215 either."

216
217 Ald. Bialecki told Ald. Binash he respects his point of view and said there will be a discussion
218 regarding this topic at the Finance and Personnel Committee meeting. Ald. Bialecki said, "There
219 had better be some funding sources I'm not going to find. Someone else is going to do that."

220
221 Ald. Muth said, "When I looked at this, I think Joe has the right idea. I think the public needs to
222 know what a big jump this was. It was unexpected for us, and it's something we have no control
223 over. I think the citizens really need to understand that it's not our mistake or we underestimated
224 or anything else. It's just something that happened, and it's not foreseeable. But it's nothing we
225 have controls on. It's nothing we approved ahead of time or anything else. But I think the
226 Mayor is correct, and we need the citizens to understand this almost \$100,000 difference. That's
227 a big jump."

228
229 Mayor Chilsen stressed that the board simply wants to know specifics regarding the costs, and
230 also that the board understands that more human remains than expected were found.

231

232 **Item 7 – Review and consideration of amendment number three for professional**
233 **engineering services for the Great River Landing Project**

234

235 Jarrod noted that board members' packets include a copy of amendment number three for
236 professional engineering services from Short Elliott Hendrickson in the amount of \$39,800 (this
237 is a not-to-exceed sum). Jarrod said this was put together approximately three weeks ago after
238 Kevin had returned from a five-week leave. Jarrod said Kevin's absence occurred "during the
239 heart of the project," noting that SEH's services were utilized on site more than what was
240 originally planned. Jarrod said he recommends approving Item 7 and expressed confidence that
241 the entire \$39,800 will not be spent unless there are unforeseen circumstances. Jarrod said Kevin
242 is "back in the helm and controlling what actions have been happening on the site." Jarrod also
243 noted that SEH has not been visiting the site daily and expressed confidence "we can maintain
244 what we have." Jarrod said, "With the estimate that's included in the estimates tonight, we have
245 spent within a few thousand dollars of what was budgeted for construction engineering."

246

247 Motion by Ald. Bialecki, second by Mayor Chilsen, to approve amendment number three for
248 professional engineering services for the Great River Landing Project in an amount not to exceed
249 \$39,800.

250

251 On voice vote, motion carried.

252

253 **Item 8 – Review and consideration of change order one for Great River Landing Phase**
254 **One Project**

255

256 Jarrod said board members' packets include a copy of "Great River Landing Phase I, Change
257 Order #1." The change order includes 11 different items, as outlined. The total cost of the 11
258 items is \$23,524.84.

259

260 Fred asked why there were changes to the showers to make them ADA compliant (Item 'b').

261

262 Kevin explained that this had been an unintentional oversight and said SEH will admit it had not
263 been included during the design phase.

264

265 Fred suggested that perhaps SEH should share in this cost.

266

267 Kevin said, "That would be fine. I think, especially in a project this size, it's good to note that
268 there are going to be change orders. No design in engineering is ever perfect. You miss
269 something. You need a little extra change here or there. You get it and it doesn't look right or
270 have a feel. But that's one where [SEH] will admit it was an internal QA/QC. Right at the
271 beginning of construction that had somebody review it one more time before we got into
272 construction and putting things in. They came to us and said, 'We didn't have ADA compliant
273 showers on a public restroom.' "

274

275 Fred inquired about Item 'i,' which is revisions to the fire pit installation.

276

277 Before addressing Item 'i,' Jarrod said, "A lot of things on this project are custom, one-of-a-kind.
278 There aren't a lot of instances where, [for example], in a road project and we're designing a road
279 and we know we need 12 inches of base under it and we need 4 inches of asphalt. Those are
280 pretty standard bid items. There are a lot of these things that you might not use every day or
281 spec out every day."

282

283 Jarrod then addressed Item 'i,' noting it is one of the larger items in the project. Jarrod said it
284 was necessary to revise the intake of the airflow to ensure that the fireplace functions properly.
285 Jarrod said it was necessary to form intakes into the concrete so it may combust and draw up the
286 air. Jarrod said, "Some of it you're kind of designing as it gets put in."

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288 Kevin said, "I think looking at the customization that went into this project, these are things that
289 the city doesn't do a lot. These are things that even SEH will admit they don't ... This project
290 doesn't come along every year. Like Jarrod was saying, they do roads, they do sewers. ... Some
291 of the customization of some of the finer features that we put in there led this, [as did] some of
292 the challenges of this timeframe for the design. We asked them to turn around fairly fast in the
293 spring so we could get it out and bid it in an optimal bidding time. Things just happened. This
294 was another one where we probably needed a little more QA/QC in the design. It just didn't get
295 caught. Once again, I don't mean to harp on this. This is just something that happens in
296 construction. I think right now Change Order No. 1 is 1 percent of the base bids. If you would
297 go on the average of a 3-percent average for change orders in a municipal project such as this,
298 we're still well on our way. We're almost halfway through construction – we're at about 40
299 percent – and we're at 1 percent change order, so we're sort of right on track for average."

300

301 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve change order one for Great River
302 Landing Phase One Project, which is a net increase of \$23,524.84.

303

304 On voice vote, motion carried.

305

306 **Item 9 – Review and consideration of change order three for 2016 Onalaska Cemetery**
307 **Main Street Improvement Project**

308

309 Jarrod told board members he had distributed an updated change order sheet and noted that Item
310 'e' on the original change order sheet listed the wrong quantity of retaining wall. Jarrod said the
311 quantity had decreased between the time the packet was sent out and tonight's meeting. Change
312 Order #3 has been adjusted to have the actual finalized quantity for the project. Five items are
313 listed in the change order, and the net increase of the change order is \$11,258.21.

314

315 Ald. Bialecki asked Fred about the fiscal impact of the change order.

316

317 Fred said, "Exactly that much more." Fred then asked Jarrod if the city's share was down to
318 \$38,000.

319

320 Jarrod estimated the fiscal impact for the part to be slightly less than \$29,000. This is what the
321 Capital Improvements Fund at the Onalaska Cemetery had borrowed the donation account.
322 Jarrod said the final contract price was \$242,161.12 and noted the original contract was for
323 \$230,821.23. Jarrod said the contract price with all the approved change orders is \$253,419.33.
324 Jarrod also noted that tonight's estimate sheet has a final payment included.

325

326 Ald. Bialecki said he understands the increase totals \$11,258.21. However, Ald. Bialecki also
327 pointed out that the city already has borrowed another \$29,000 and said, "We're looking at just
328 over \$40,000, are we not?"

329
330 Jarrod told Ald. Bialecki he is correct and said, “I will say that the change order with the wall,
331 that was done at my ... When we put together the vehicle entrance and we looked at the
332 maintenance of some of the things, the wall was included for maintenance reasons to make it
333 more maintainable. One of the items in the change order was for bark and some landscaping
334 edging around existing areas we had in the cemetery, some existing planting areas that, due to
335 the fence going in, is going to make life easier in the cemetery. It’s going to increase
336 maintenance. Some of these things, I will say, are things that are going to benefit the cemetery
337 and would be a budget item that should be taken out of the Capital Improvements Fund to finish
338 the project.”

339
340 Ald. Bialecki noted the Onalaska Cemetery is an Enterprise Fund and he asked Fred, “Can that
341 fund handle this?”

342
343 Fred said, “It can handle it. Some of the issues that Jarrod has raised in the long term will benefit
344 because of the fact there will be less maintenance in those areas that he did to modify some of
345 those issues that you raised.” Fred cited the example of the extension of a row of blocks along
346 the top, noting it would have been much steeper if this action had not been taken.

347
348 Jarrod noted that the blocks had been upgraded to Department of Transportation standards;
349 specifically, they are more salt-resistant. Jarrod said, “We’re trying to buy a life with what we’re
350 putting in.”

351
352 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve a net increase of \$11,258.21 for
353 change order three for 2016 Onalaska Cemetery Main Street Improvement Project.

354
355 Ald. Bialecki said he believes the improvements were needed at the cemetery for more than a
356 decade, and he also stated, “Had the group working on this not fundraised in excess of \$100,000
357 we would be on the hook for that.”

358
359 Jarrod noted that the group had raised \$165,000 and described as “an admirable task.”

360
361 On voice vote, motion carried.

362
363 **Item 10 – Review and consideration of charges for changing automated cart size**

364
365 Jarrod noted that board members’ packets include a copy of the minutes from the April 1, 2014
366 Board of Public Works and April 8, 2014 Common Council meetings, at which time the change
367 in automated cart size was discussed. Jarrod referred to the April 8, 2014 Common Council
368 minutes and the discussion of the addition of a \$50 charge for a cart exchange. Jarrod said the
369 city’s current policy is to deliver free carts to citizens who construct a new dwelling that has

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370 never been occupied. Jarrod noted that it was bid in the contract this way and said the city does
371 not have any cost from Harter's to have new carts delivered to new homes. Citizens who
372 construct a new dwelling also get to select a cart size (35, 65 or 95 gallons).

373

374 Jarrod said, "What this was about was at the time this was designated, it was negotiated with the
375 hauler that we would have a \$20 charge because we didn't have it in the contract for change-out
376 of carts. Every time the hauler would have to change out a cart for size, they get paid \$20 to take
377 that cart out to the property owner and take the cart back. At the time this was discussed, the
378 view was that we did not want to have people who missed the April deadline of putting in a
379 change coming and trying to change out the carts. We wanted to recoup some of the costs if they
380 actually decided to do that. That's how the \$30 was added. ... That \$30 plus \$20 was how the
381 \$50 charge was ascertained."

382

383 Jarrod said there are two typical scenarios when citizens request a change in cart size and are
384 charged \$50 per cart. One is a family that grows larger and needs a larger cart size because they
385 generate more refuse and recycling. Another scenario is families who wish to purchase larger
386 carts because they buy a previously occupied home in the city that has smaller carts. Jarrod
387 noted there are "a few" change-outs per month and he said Gary Harter told him that Harter's is
388 not incurring any cost because there have been enough multiple-sized change-outs. Jarrod said
389 the board needs to discuss keeping the \$50 per-cart fee, adding he believes the city must charge a
390 minimum of \$20 to break even. The city pays Harter's \$20 to change out the carts. Jarrod said
391 Ald. Binash had been contacted by citizens who had just moved to the city and were concerned
392 about having to pay \$50 apiece to change out their carts.

393

394 Motion by Fred, second by Ald. Bialecki, for the City of Onalaska to keep a \$50 per automated
395 cart change-out fee.

396

397 Fred noted the current prices were established in 2014 and said the city is fortunate that Gary
398 Harter will honor the \$20 fee through the duration of Harter's seven-year contract with the city.

399

400 Mayor Chilsen said, "I have my trepidations about doing that for people for just the situation that
401 Alderman Binash brought up: for new people who come in after somebody has lived in a house
402 for a number of years and then somebody else moves in. They're really being punished for
403 buying a new house."

404

405 Jarrod said, "For purchasing a previously occupied house."

406

407 Mayor Chilsen told Jarrod he is correct and said, "That's a crack. I'm not sure how we fill that.
408 I'm just not comfortable making them pay \$50."

409

410 Ald. Bialecki asked if the citizens to which Mayor Chilsen had referred had purchased an

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411 existing home, and he asked if the existing home included the carts. Ald. Bialecki also asked if
412 the city had charged the homebuyers \$50.

413

414 Jarrod said a home includes the carts that are existing and explained that if homebuyers wish to
415 purchase either a smaller or larger cart or carts they must pay \$50 each to have them changed
416 out.

417

418 Ald. Bialecki said there must be consistency, adding he believes similar requests within the last
419 year had been denied.

420

421 Fred said the City of Onalaska “has sufficient changeover” and asked, “How are you going start
422 justifying when you charge the prior owners \$50, and now we’re going to go down to a \$20
423 fee?”

424

425 Ald. Blomquist asked Jarrod if a homeowner has the ability to exchange them themselves.

426

427 Jarrod said no, noting this was not done because Harter’s keeps the carts off-site. Jarrod added
428 he believes the \$20 charge is very fair.

429

430 On voice vote, motion carried, 4-1 (Mayor Chilsen).

431

432 **Item 11 – Review and consideration of cleaning at Wild Rose Reservoir including**
433 **installation of tank mixing system**

434

435 Jarrod referred to a copy of a quote from Water Tower Clean and Coat, Inc. included in board
436 members’ packets, noting the city has utilized this firm in the past. The Wisconsin DNR requires
437 that once every five years the city inspect the reservoirs. Jarrod told the board the inspection was
438 included in the 2016 budget. The budget also included the installation of the tank mixing
439 system, which would take the water within the tank and mix that water because the inflow of the
440 tank is located at the bottom, and the outflow is located at the bottom on the other side. Jarrod
441 said there is stratification of water temperatures within the tank, and the mixing system would
442 assist in turning it over as well as the chlorine residual.

443

444 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve Water Tower Clean and Coat,
445 Inc. for the cleaning at Wild Rose Reservoir, including the installation of a tank mixing system,
446 at a cost of \$6,400.

447

448 On voice vote, motion carried.

449

450 **Item 12 – Review and consideration of professional landscape architect services for the**
451 **siting of entrance signage within the City of Onalaska**

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452
453 Jarrod said an item for wayfinding signage had been included in the 2015 CIB. However, this
454 project was delayed due to the loss of the Land Use and Development Director position as well
455 as other staffing. Jarrod said this project was funded in the 2015 CIB utilizing Tourism funding
456 that, as of the end of 2016, no longer will be available due to changes in State of Wisconsin laws.
457 Jarrod said staff had approached SEH and asked if this is a project the firm could do. Jarrod
458 said, "We're kind of under the gun if we want to try to get this done by the end of the year, and
459 to expend the funds if we feel this is a worthy project. We have some examples of what SEH has
460 worked on in the past for some different communities that would be on the order of what we
461 would be looking at. Part of what this work would entail is actually working with the
462 Department of Transportation on siting of these. There are quite a few of these areas where they
463 would be prominently displayed. If we so choose to do this, it would be in coordination close to
464 or maybe even on Wisconsin Department of Transportation right-of-way. We would have to run
465 this by them and see how it would work. This also includes the formulation of three different
466 entrance signage possibilities, and then we would take them down to one that they would then
467 give us one final what would be recommended. This would also include budgetary numbers.
468 That way, construction could be included in future Capital Improvements Budgets so we would
469 know which ones have the blessing of the DOT to put in. Then we would know exact costs to
470 put in the Capital Improvements Budget."

471
472 Ald. Blomquist said, "It seems like a lot just to decide where signs are going. It's not even
473 buying a sign."

474
475 Jarrod told Ald. Blomquist he agrees with him and said, "In the same token, if we choose not to
476 do it it's a project that could definitely wait for future years and get funded again. Part of it is the
477 coordination with the DOT and the landscape architect work and what different options you want
478 and what materials would be used. ... As there is with the waterfront, there's actually more to
479 these signs than what you think. The sign that the city installed at the end of Exit 5 out by
480 Buffalo Wild Wings, that project was bid over 10 years ago. That included the sign base, the
481 landscaping that wrapped around the corner toward Aldi, and the fencing that's out there. That
482 project was bid at over \$200,000 when that was put in as part of the TIF project. These aren't
483 envisioned to be at that component. These would be a much less construction of a sign."

484
485 Ald. Blomquist asked, "How does this affect that sign? You're talking about a gateway sign:
486 'Welcome to Onalaska.' We already have one at the most major entrance that we spent
487 \$200,000 on. Where would the other ones [go]? Obviously you wouldn't replace that one."

488
489 Jarrod said six locations entering Onalaska had been identified, including on STH 35 North and
490 STH 35 South, entering the city at either end of STH 16, and at the end of the Sand Lake Road
491 off-ramps. Jarrod said these signs likely would not be constructed until road improvements had
492 been performed, if they were needed at that location.

493
494 Ald. Blomquist said the city possibly could spend another \$50,000 a location to construct them.
495

496 Jarrod estimated the construction costs would be approximately \$50,000 apiece if the board
497 chooses to proceed, the signs are constructed and built out of stone or concrete block, and if the
498 signs are lighted.

499
500 Ald. Bialecki said, "I'm not sure I'm ready to move ahead with that yet, and I'm considering the
501 needs. We've just been given the \$10 million for the projects just for next year alone, and some
502 of them have been on there for quite a few years. Then I'm going to take a Tourism argument.
503 They'll tell you for regionalism when they come into this area they don't look at borders to
504 Holmen, to Onalaska or La Crosse. They look at the area as a whole." Ald. Bialecki also said
505 there are signs noting that individuals are entering the City of Onalaska and also listing the city's
506 population.

507
508 Ald. Blomquist asked if the city wants to spend \$20,000 for advice on a project and said, "You'd
509 better decide you want to build it first. And you're going to spend the \$150,000. Otherwise
510 you're wasting \$20,000."

511
512 Jarrod said he agrees with Ald. Blomquist's logic, stating, "It's one thing to put a project on the
513 shelf. We can put a lift station project or something that we know at some point is going to have
514 to get redone. In my opinion that's a little bit different because you know that it eventually has
515 to be rebuilt. But there's nothing that says you have to put in an entrance sign."

516
517 Ald. Blomquist said it sounds to him like this is "a luxury project."

518
519 Mayor Chilsen said he can think of better ways to spend \$20,000 at this time.

520
521 Ald. Bialecki asked if this item had come from former Land Use and Development Director Brea
522 Grace.

523
524 Jarrod said yes, noting that this item had been budgeted in 2015.

525
526 **Item 13 – Review and consideration of roof access hatches at 6th and Quincy and 11th &**
527 **Well Street lift stations**

528
529 Jarrod said board members' packets include two quotes for roof access hatches at the 6th and
530 Quincy and 11th and Well Street lift stations. Jarrod noted that this was not included in the 2016
531 CIB, but rather brought about as part of the 2017 CIB process, which has been submitted. Jarrod
532 said staff has reached the point where it is being tasked to examine ways to utilize the budgeting
533 process to do work better, including utilizing better equipment and being more efficient. Jarrod

534 said that in order to clean the wet wells at both lift stations it is necessary to take the hose
535 through the door and down into the wet well. This means a city employee must utilize a harness
536 and enter the wet well via a wench. If the roof hatch is installed, a Vactor unit could enter
537 through the roof and standard hard-sided piping could be utilized for cleaning through the roof
538 hatch. Jarrod said the board can wait for the 2017 CIB budget and have it reviewed with the rest
539 of the projects. This would mean the city would need to bring in an outside party and likely not
540 do the amount of cleaning that staff would like to see in the lift stations. Jarrod said he does not
541 believe city employees should be allowed to go down into the lift station for safety purposes.

542
543 Ald. Bialecki asked Jarrod if he has funds in the budget to address this item.

544
545 Jarrod said he believes there are funds available, noting there were purchases within the budget
546 that came in with favorable prices. Jarrod said he has examined the budget sheets in the Sanitary
547 Sewer Utility and discovered there are funds available. Jarrod said he believes it can be
548 consumed within the operating budget.

549
550 Fred asked Jarrod about the cost.

551
552 Jarrod said the total cost would be \$8,600.

553
554 Fred said he believes this is “a worthwhile project.”

555
556 Motion by Ald. Bialecki, second by Mayor Chilsen, to approve Interstate Roofing for the
557 installation of roof access hatches at 6th and Quincy and 11th & Well Street lift stations at a cost
558 not to exceed \$8,600.

559
560 On voice vote, motion carried.

561
562 **Item 14 – Pay Estimates: Strand Associates, Short Elliott Hendrickson Inc., Olympic**
563 **Builders, Paragon Associates, Fahrner Asphalt Sealers, Seamless Roofs LLC, State of**
564 **Wisconsin Department of Transportation, Fowler & Hammer, Ayres Associates, and any**
565 **other contractor/developer**

566
567 **BOARD OF PUBLIC WORKS**
568 **MONTHLY ESTIMATES**

569
570 **September 6, 2016**

571
572
573
574

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
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575						
576	1. FAHRNER ASPHALT SEALERS					
577	Omni Center/Parking Lot Repair					
578	Construction					
579	Estimate #1 – FINAL	\$ 8,078.00	\$ -	\$ -		\$ 8,077.98
580						
581	2. STRAND ASSOCIATES					
582	SCADA Evaluation					
583	Design					
584	Estimate #2	\$ 7,000.00	\$ -	\$ 5,317.17		\$ 1,682.83
585						
586	3. SEH INC.					
587	Riders Club Rd. & PH					
588	Design					
589	Estimate #14	\$ 148,348.18	\$ -	\$ 116,866.01		\$ 5,148.32
590						
591	4. SEH INC.					
592	Phase 1 – Waterfront					
593	Design					
594	Estimate #10	\$ 147,400.00	\$ 7,100 (CSM)	\$ 212,621.26		\$ 14,321.41
595			\$74,450 (Constr.)			
596	5. STRAND ASSOCIATES					
597	South Kinney Coulee Lift Station					
598	Updated Design					
599	Estimate #11	\$ 10,000.00	\$ 24,100.00	\$ 17,137.47		\$ 4,526.59
600						
601	6. FOWLER & HAMMER, INC.					
602	2016 Cemetery Main St. Project					
603	Construction					
604	Estimate #5 – FINAL	\$ 230,821.23	\$ 21,573.41	\$ 218,104.97		\$ 31,595.22
605						
606	7. MATHY CONSTRUCTION					
607	2016 Pavement Project					
608	Construction					
609	Estimate #3	\$ 1,467,229.50	\$ -	\$ 867,187.36		\$ 148,992.50
610						
611	8. SEAMLESS ROOFS LLC					
612	Omni Center Roof Waterproofing					
613	Construction					
614	Estimate #1 – FINAL	\$ 58,000.00	\$ -	\$ -		\$ 58,000.00
615						

616	9. WIESER BROTHERS GENERAL CONTRACTORS					
617	Great River Landing – Phase 1					
618	Construction					
619	Estimate #4	\$ 2,122,178.26	\$ 23,524.84	\$ 440,372.02	\$ 128,674.21	
620						
621	10. FOWLER & HAMMER INC.					
622	2016 Miscellaneous Concrete Project					
623	Construction					
624	Estimate #4	\$ 118,262.50	\$ -	\$ 84,023.61	\$ 12,405.23	
625						
626	11. SEH INC.					
627	Miscellaneous Water Modeling					
628	Design					
629	Estimate #2	\$ 750.00	\$ -	\$ 358.15	\$ 144.74	
630						
631	12. AYRES ASSOCIATES (02632)					
632	I-90 Sanitary Sewer					
633	Design					
634	Estimate #7	\$ 48,600.00	\$ -	\$ 10,828.51	\$ 2,520.23	
635						
636	13. STRAND ASSOCIATES					
637	Maintenance					
638	Estimate #1 – FINAL	\$ 750.00	\$ -	\$ -	\$ 546.30	
639						
640	14. OLYMPIC BUILDERS					
641	Well #9 Reconstruction &					
642	Filter Addition					
643	Construction					
644	Estimate #13 – FINAL	\$ 2,763,593.00	\$ 70,474.97	\$ 2,819,067.97	\$ 8,999.28	
645						
646	15. MINNESOTA ICE LLC					
647	Omni Center Arena					
648	Ice System Replacement					
649	Construction					
650	Estimate #4 – FINAL	\$ 414,914.00	\$ 8,969.90	\$ 402,689.70	\$ 21,194.20	

651
652 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve the 15 pay estimates listed on the
653 document dated September 6, 2016.

654
655 Jarrod noted this is for the revised copy he had distributed this evening. Jarrod pointed out that
656 the estimate due to Fowler & Hammer has decreased due to the fact the quantity was lowered in

657 the change order. Olympic Builders was added because the finalized amount for the contract for
658 Well #9 was received September 2, and Jarrod said he is seeking approval so staff can finalize
659 the Safe Drinking Water Loan. Also, the estimate from Minnesota Ice that final out the Omni
660 Center project was received earlier Tuesday.

661
662 On voice vote, motion carried.

663
664 **Item 15 – Closed Session**

665
666 To consider a motion to convene in Closed Session under Section 19.85(1)(e) of the Wisconsin
667 Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the
668 investing of public funds or conducting other specified public business whenever competitive or
669 bargaining reasons require a closed session:

- 670
671 • Sanitary sewer agreement

672
673 If any action is required in Open Session, as the result of the Closed Session, the Board of Public
674 Works will reconvene in Open Session to take the necessary action and/or continue on with the
675 printed agenda.

676
677 Motion by Ald. Bialecki, second by Mayor Chilsen, to convene in Closed Session.

678
679 On roll call vote: Financial Services Director/Treasurer Fred Buehler – aye, Ald. Barry
680 Blomquist – aye, Mayor Joe Chilsen – aye, City Engineer Jarrod Holter – aye, Ald. Jim Bialecki
681 – aye. In Closed Session at 7:23 p.m.

682
683
684 Recorded by:
685
686 Kirk Bey