

Meeting minutes of the Board of Public Works held on October 8, 2018 @ 5:30 p.m.

“Unapproved”

- 1.) Meeting called to order by Chairperson Anderson @ 5:35 p.m.
- 2.) Roll Call: Members Present: Darrell Anderson, Roger Reed, Howard Schaden, Dean Reed, Ron Daul. Others present: Jeremy Wusterbarth – Superintendent of Public Works & Utility & Julie Galik as recording secretary.
- 3.) Approval of Agenda:
Motion by R. Reed seconded by Dual to approve of agenda as presented.

5 ayes M/C
- 4.) Approval of the September 10, 2018 meeting minutes:
Motion by Daul seconded Schaden to approve of the September 10, 2018 meeting minutes as presented.

5 ayes M/C
- 5.) Public Input: None.
- 6.) Correspondence:
 - a.) Update on Construction Projects: Lindsey/Washburn all complete, blacktop done 2 weeks ago, just have landscaping to do & with the rain may have to hold off till next year. Will send out a letter to the home owners letting them know about the delay if need be. There is a punch list of items need to be done. The catch basins have mudding that still has to be done on the inside and the back side that to be completed by the contractor. Manhole cleaning will do ourselves & bill the contractor, they hit a couple castings either when blacktopping or filling in. Mailboxes are on VanDyke Street yet, will have to put them back on Lindsey as soon as can. Notice that there is as big huge puddle at the end of Lindsey & VanDyke, do have a storm lateral going in there, so what will do is: run off that lateral, run a “y” in there because that lateral was 6”, lateral go off that put a yard drain in there and that will take care of all that water. Always held water there but not this much and then when drained into the road did damage to the road. Take a couple of my guys to go in there and will take a couple of hours, will add pvc pipe in there and put a yard drain in there take care of all that water. Chairperson Anderson asked if the elevation of the road was off? There was always a gully there, did hold water there. The yard comes way down there, always pooling in there, cannot really drop the road that low without causing an elevation issue at VanDyke Street. The yard drain will take care of the issue.

Doran Avenue: In the planning stage for 2019. When get the plans completed with Robert E. Lee will bring them in to share with everyone. Working on the contracts with the three property owners on getting that 8.25 feet of land, from the school districts parking lots to Scherer Ave so we can straighten out that right of way. Will start clear cutting trees this fall. Sidewalk will go from Collins Ave to Elm. There will be lights on Scherer pretty dark over there. Once the project is started will take a look at it, looking at 3 if not 4 street lights between Scherer & Elm. One at the corner of Elm, Scherer and still look at putting 3 in between there.

b.) 5 Year Capital Improvement Plan: Jeremy went over the 5 Year Capital Improvement Plan, update every year. 2019- Harbor Rd from County Y to the overflow parking; Vanhecke Ave from Charles St to North Katch; Doran St from Pine Ave to Scherer Ave. Jeremy will have to check into the how much right of way there is on Harbor Road, and it sits 6 inches below both terrace areas, so water sits on the road, causes a lot of damage. Do a full milling of that road, would add an additional foot of base into there to raise that road up to run a 3% of grade on it. Take that dive down out on County Y and Harbor Road make it more gradual. County's cost is projected at \$95,000. The city would be setting the grade for the county. Committee member Daul asked if there is any way to make Harbor Road any wider for parking on both sides for the overflowing parking that we need? Jeremy explained that with Harbor road there is not a whole lot of right away there, can do that maybe wider on the North side can get a white line to show where the shoulder would be. Jeremy will check into how much right of way there is if can get that expanded over there. Won't be able to do the whole road. The post office requested mail boxes to where they are now and would have to see if they would be willing to have them moved. Jeremy does have a good working relationship with the post master there so if tell her the reasoning of why would want to move the mailboxes she might ok it.

7.) Discussion/recommendation/action on the following;

a.) Approve invoice from Triumph Tires Inc. in the amount of \$3,856.00 for new loader tire: For the 644. Pumps Tire was \$5,500, \$500 for them to put the tire on.

Motion by Daul seconded by Schaden to recommend to Council to approve of paying invoice from Triumph Tires Inc. in the amount of \$3,856.00 for new loader tire.

5 ayes M/C

b.) Approve invoice from YakFab Metals Inc. in the amount of \$4,527.00 for manhole lids on Washburn Avenue: Jeremy did forward a copy of this invoice to Robert E. Lee & Associates, feels like we should get the difference out of the cost of what they are charging us, the surveyors mistake not ours.

Motion by D. Reed seconded by Schaden to recommend to Council to approve paying invoice from YakFab Metals Inc. in the amount of \$4,527.00 for manhole lids on Washburn Avenue.

5 ayes M/C

c.) Approve Pay Request #3 from Peters Concrete Inc. for Lindsey/Washburn [will hand out @ meeting]: Current payment due is \$194,394.43. Jeremy went over the pay request with the committee members, no questions.

Motioned by Daul seconded D. Reed to recommend to Council to approve paying Pay Request #3 from Peters Concrete Inc. for Lindsey/Washburn Avenue.

5 ayes M/C

d.) Changes to ordinance on ATV & UTV's: ATV/UTV's are the ones driving on the road with studded tires. Will be an addition to the ordinance.

Motioned by Daul seconded by D. Reed to add no ATV/UTVS's to have studded tires on any City streets and no studs with chains.

5 ayes M/C

e.) Committee may vote to convene into Closed Session at approximately 6:00 p.m., pursuant to notice duly given and as allowed by Wis. Stats.19.85(1) (c) for discussion on personal matters.

1. Hire new Public Works employee

Motioned by R. Reed seconded by Daul to enter into closed session at 5:56 p.m. Roll Call: Darrell Anderson, Howard Schaden, Roger Reed, Dean Reed, Ron Daul. Jeremy Wusterbarth Superintendent of Public Works & Utilities & Julie Galik Deputy Clerk/Treasurer are present for the closed session. **5 ayes M/C**

f.) Motion by R. Reed seconded by Daul to return to open session at 6:07 p.m. 5 ayes M/C

g.) Action/Discussion on Matters from Closed Session:

Motion by R. Reed seconded by D. Reed to approve Jeremy to hire the chosen candidate for the Public Works. 5 ayes M/C

8.) Review of accounts payable reports for September 2018 in the amount of \$29,448.81: Jeremy informed the committee members that will not be using Cintas's services any longer. Bought a commercial washer & dryer; getting tired of getting charged for things that do not get or use and for clothing that is already damaged. Save approximately \$2,500 to \$3,500 a year. Jeremy will check the invoices to make sure not getting charged for anything.

Motion by D. Reed seconded by Schaden to approve of the accounts payable for September 2018 in the amount of \$29,448.81. 5 ayes M/C

9.) Revenue & Expenditure Guidelines thru 10/2/2018: Committee Members reviewed. No questions.

10.) Report/approval of Attendance to Seminars/Meetings/Conferences: None.

11.) Next Meeting Date & Time: November 12 @ 5:30 p.m.

12.) Adjournment: **Motion by Schaden seconded by D. Reed to adjourn @ 6:15 p.m. 5 ayes M/C**

Meeting minutes submitted by,
Julie Galik
Deputy Clerk/Treasurer