

Minutes of the Board of Public Works Committee
Held on Monday, September 26, 2016 Pursuant to Notice Duly Given.

1. Meeting called to order by Chairperson Roger Reed at 5:30 p.m.
2. Roll Call: Roger Reed, Howard Schaden, Nathan Stamsta
Excused: Darrell Anderson, Dean Reed, Mayor Heier
Also Present: Superintendent of Public Works Jeremy Wusterbarth
3. Approval of Agenda
Moved by Stamsta, seconded by Schaden to approve the agenda as presented
Motion carried upon verbal voice vote. 3 ayes
4. Approval of Minutes from the 8/15/16 Meeting
Moved by Stamsta, seconded by R. Reed to approve the Minutes from the 8/15/16 Meeting
Motion carried upon verbal voice vote. 3 ayes
5. Public Input
Wusterbarth stated that the recycling grant and paperwork has been approved by the DNR. Exact grant amount will not be known until approximately June of 2017. The contract to dump recycling will be signed with Tri-County Recycling to reduce fees. The next recycling pickup will be ran as if running the comingling program just to see if the route needs to be altered and to check timing.
6. Correspondence
 - a. Update on Washington Street project
Wusterbarth notified the Board that the underground work and street reconstruction is complete. They are now awaiting curb and gutter to come in; streamliners will be coming this week. Foster will be pouring following that. Curb and gutter should take approximately 6 hours; they will then go to McDonald Street and doing about 170 feet there that was lost during the water main project. Utility will be covering the cost of McDonald Street. Residents will not be able to access their driveways on Washington Street for approximately two weeks due to cure times on the concrete. Once that is complete, which will be approximately the second week of October, Washington Street will be asphalted. The county will be completing McDonald Street and miscellaneous other areas at the end of this week and early next week.
 - b. Update on other Public Works activities
Wusterbarth stated that this a very busy time of year as they lost their seasonal workers. They are currently cutting grass and will be starting fall leaf pickup in October.
R. Reed commented on how nice the roundabout on Highway 22 looks.
 - c. 5 year Capital Improvement Plan
Wusterbarth updated numbers for a few of the projects as he is beginning to work with engineers at this time. He is looking into a joint coop grant with Town of Oconto for Doran Avenue. Project will hopefully be 50% funded after grant. Town of Oconto will be responsible for their portion of the road.
7. **DISCUSSION/RECOMMENDATION ON THE FOLLOWING:**
 - a. Approve Invoice to Green Bay Highway Products in the Amount of \$5,020.50 for Culvert Piping and End Walls

Wusterbarth informed the Board that two large culverts on VanHecke Avenue between Evergreen and South Katch deteriorated and were replaced. Foster came in to assist in the placement of culverts.

Moved by Stamsta, seconded by Schaden to approve payment in the amount of \$5,020.50 to Green Bay Highway Products

Motion carried upon verbal voice vote.

3 ayes

- b. Approve Invoice to Vermeer in the Amount of \$7,000.00 for Rental of Trommel Screen at Composting Site

Wusterbarth explained that every 2 years, a trommel screen is rented and taken to compost site to run compost through to obtain a grade A compost, which is required by the DNR. The machine was rented for a full week, but was experiencing computer issues and had to be picked up. We will be getting it back for 2 days and the payment will be held until that time. The DNR recently came in for an inspection of the compost site and they were impressed.

Moved by Schaden, seconded by Stamsta to approve payment in the amount of \$7,000 to Vermeer for rental of trammel screen

Motion carried upon verbal voice vote.

3 ayes

- c. Approve Pay Request #1 to Jackie Foster Inc. for the Washington Street Project (to be handed out at meeting)

Wusterbarth explained that this is pay request #1. The original contract sum is for \$111,341.75. The completed and stored to date is \$42,724.40 with a retainage of 5%, which leaves a payment due of \$41,656.29. Saw cutting was taken out of the contract because the city will be handling that themselves for a savings of \$1,400-\$1,500.

Moved by Stamsta, seconded by Schaden to approve Pay Request #1 in the amount of \$41,656.29 to Jackie Foster Inc.

Motion carried upon verbal voice vote.

3 ayes

- d. Approve Purchase of Pick-Up Truck with Plow in an Amount not to Exceed \$37,000.00

Wusterbarth advised that the current truck used to assist in snow removal is 16 years old and needs replacing. Money for the truck will come from the equipment repair fund. The old plow will not match with a new truck, so a plow is also necessary. Wusterbarth plans to sell the 1980 pickup truck and possibly the blue truck.

Moved by R. Reed, seconded by Stamsta to approve purchase of a pick-up truck with plow in an amount not to exceed \$37,000.00

Motion carried upon verbal voice vote.

3 ayes

- e. Approve 2017 Budget

Wusterbarth went over the line items for the 2017 budget and explained the reasoning behind each amount. In regards to the recycling program grant, he explained that the true number won't be known until June 2017 when the state budget comes out. He also explained a new item that was added to the Recycling Fund to pay Great American Disposal to pick up our dumpsters once a week, as we will now be doing our own recycling.

He also explained the importance of focusing on road maintenance and the expense associated with it.

Moved by Schaden, seconded by Stamsta to accept the 2017 Public Works budget as presented

Motion carried upon verbal voice vote.

3 ayes

8. Review accounts payable reports from August

Moved by R. Reed, seconded by Stamsta to accept the accounts payable reports from August

Motion carried upon verbal voice vote.

3 ayes

9. Report/approval of attendance of seminars/meetings/conferences
Wusterbarth informed the Board of the upcoming October TAPCO/DOT traffic meeting in Milwaukee that he will be attending with Rick Schultz. This meeting will focus on the new DOT standards.
They will also be traveling to Janesville in November for the APWA three day conference to earn credits.
10. Next meeting date and time - October 24, 2016 at 5:30 p.m.
11. Adjournment
Moved by Schaden, seconded by Stamsta to adjourn.
Motion carried upon verbal voice vote.
Meeting adjourned at 6:39 p.m.

3 ayes

Minutes submitted by:
Lauren Resch
Deputy Clerk/Treasurer

