

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, JUNE 11, 2018 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, June 11, 2018 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer and Finance Manager Lynne Bauer. Absent were Alderperson Paul Olson and Darrin Senn. Park and Recreation Director Dick Hebert, Wastewater Supervisor George Hobbs, City Planner Brad Hentschel, Assistant City Engineer Bill McElroy, PE, Craig Wurzer of C & E Lighthouse Properties LLC and Main Street Executive Director Teri Ouimette were also present at the meeting.

1. **Motion** by Bauer, seconded by Hoffman to approve the minutes of the May 7, 2018 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board of Public Works considered nominations for Board of Public Works Vice-President. Finance Manager Bauer nominated Darrin Senn. There were no other nominations.
Motion by Bauer, seconded by Rubenzer to close nominations and cast a unanimous vote for Darrin Senn for Board of Public Works Vice-President. **All present voting aye. MOTION CARRIED.**

3. The Board considered the request of Ben Ford to discontinue the unopened right-of-way of Regent Street between Ludgate Street and the Wisconsin Central LTD Railroad yard. Director of Public Works Rubenzer noted that the east thirty-three feet of the right-of-way would go to the east side adjacent property owner and the west thirty-three feet would go to the west adjacent property owner, Ben Ford as real property. Director of Public Works Rubenzer also stated that this petition would go before the Common Council in resolution form and a public hearing would be conducted according to State of Wisconsin Statutes. Director of Public Works Rubenzer stated that Regent Street was a possible additional alternative access to the west hill (other than Wagner Street), but that there were no utilities in the section. Director of Public Works Rubenzer stated that a rail crossing at Regent Street at this location was requested and denied by the Railroad Commissioner about forty years ago. He also stated that a crossing at Regent or Fleet Streets had also been proposed about fifteen years ago and the Melville Addition neighborhood had opposed this crossing in force. Mayor Hoffman added that the railroad had also again stated there was “no way” that a crossing would be approved at the location at that time.
Motion by Rubenzer, seconded by Hoffman that the Common Council find it in the public interest and use the appropriate Wisconsin Statute to conduct a public hearing and consider a resolution to discontinue Regent Street between Ludgate Street and the Wisconsin Central LTD Railroad right-of-way. **All present voting aye. MOTION CARRIED.**

4. The Board of Public Works considered the attached request of Craig Wurzer to discontinue the unopened Marris Street right-of-way between Unity Road and Dutchman

Please note, these are draft minutes and may be amended until approved by the Common Council.

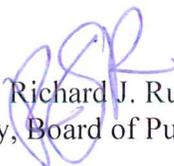
Drive. Director of Public Works Rubenzer noted there weren't any utilities in the said section and that Lots #1-3 of Bailey's Addition which was recently dedicated as a City park fronted the west side of the proposed discontinuance section. Parks and Recreation Director Hebert added that Lots #1-3 would need to remain as Park but that the west thirty-three feet of the proposed discontinuance could either be sold as real property or become part of the new park. Mr. Wurzer appeared and indicated that as recent purchaser of Lots #1, #15, #16 and #17 along the east side of the proposed discontinuance section they would be interested in obtaining the east thirty-three feet. **Motion** by Hoffman, seconded by Rubenzer that the Common Council find it in the public interest and use the appropriate Wisconsin Statute to conduct a public hearing and consider in resolution to discontinue Marrs Street between Unity Road and Dutchman Drive. **All present voting aye. MOTION CARRIED.**

5. Wastewater Supervisor George Hobbs presented the attached Compliance Maintenance Annual Report (CMAR), summary and explained that the "F" grade in the Influent Loading was due to exceeding 100% of the Wastewater Treatment Plants organic loading for nine months and the "C" grade in Phosphorus was due to effluent violation in February and November of 2017. He noted that overall effluent discharges were very good and Strand Associates, Inc. were working on a rerating of the plant to address the Influent violations. Director of Public Works Rubenzer added that full copies of the CMAR were available upon request.

Motion by Rubenzer, seconded by Hoffman to recommend the Common Council accept the 2017 Compliance Maintenance Annual Report for the Chippewa Falls Wastewater Treatment Plant and approve the corresponding resolution. **All present voting aye. MOTION CARRIED.**

6. The Board of Public Works considered the attached Street Use Permit application from Chippewa Falls Main Street for the Pure Water Days Car Show. Director of Public Works Rubenzer noted the estimated \$168 City cost for Street Department personnel. **Motion** by Hoffman, seconded by Bauer to recommend the Common Council approve the attached Street Use Permit application from Chippewa Falls Main Street for the Pure Water Days Car Show and to not charge Main Street for City costs associated with the event. **All present voting aye. MOTION CARRIED.**

7. **Motion** by Rubenzer, seconded by Hoffman to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 6:00 P.M.


Richard J. Rubenzer, PE
Secretary, Board of Public Works

NOTICE OF PUBLIC MEETING

CITY OF CHIPPEWA FALLS, WISCONSIN

IN ACCORDANCE with the provisions of Chapter 19, Subchapter IV of the Statutes of the State of Wisconsin, notice is hereby given that a public meeting of the:

Board of Public Works: XXX

Reasonable accommodations for participation by individuals with disabilities will be made upon request. Please call 715-726-2736.

Will be held on **Monday, May 21, 2018 at 5:30 P.M. in the City Hall Council Chambers**, Chippewa Falls, Wisconsin. Items of business to be discussed or acted upon at this meeting are shown on the attached Agenda or listed below:

NOTE: If you are a board member and unable to attend this meeting, please contact the Engineering Dept at 726-2736.

NOTE:

THE BOARD OF PUBLIC WORKS MEETING

FOR

MONDAY, MAY 21, 2018

IS

CANCELLED

DUE TO A LACK OF AGENDA ITEMS.

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY.

Please note that attachments to this agenda may not be final and are subject to change.
This agenda may be amended as it is reviewed.

CERTIFICATION

I hereby certify that a copy of this Notice was placed in the Chippewa Herald mailbox, 1st floor, City Hall and posted on the City Hall Bulletin Board on Wednesday, May 16, 2018 at 10:00 AM by Mary Bowe.

CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, MAY 7, 2018 – 5:30 PM

The Board of Public Works met in City Hall on Monday, May 7, 2018 at 5:30 PM. Present were Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer, Alderperson Paul Olson and Darrin Senn. Mayor Greg Hoffman was absent. Also attending were Ayres Associates, Inc. representative Dave Pantzlaff, Bill Sparkes representing The Oz Run and Assistant City Engineer Bill McElroy, P.E.

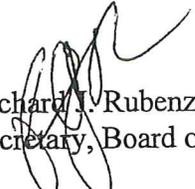
1. **Motion** by Olson, seconded by Bauer to approve the minutes of the April 9, 2018 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. Dave Pantzlaff appeared and presented the City with a 2018 Engineering Excellence State Finalist Award for the Spring Street Bridge Rehabilitation. The award was given by the American Council of Engineering Companies of Wisconsin and was a finalist among a variety of projects ranging from a Madison Utility Duel Zone Water Tower Reservoir to Madison Stormwater operations to an Appleton ERB Park and Outdoor Aquatics Center. The Spring Street Marsh Arch Rainbow Bridge is one of the only remaining Marsh Arch type bridges in the Midwest. **No action taken.**

3. Director of Public Works Rubenzer presented the attached bid summaries for the Wallerville project. He noted that both bids received were very competitive and under the engineer estimate for the project.
Motion by Olson, seconded by Bauer to recommend the Common Council approve the low bid of \$705,072.53 and award the contract for the Wallerville project to Haas Sons, Inc. Said award contingent on review and approval of the bid documents and bid security by Attorney Ferg. **All present voting aye except Senn who recused himself and abstained from the vote. MOTION CARRIED ON A 3-0 VOTE WITH ONE ABSTENTION.**

4. Bill Sparkes appeared to support the attached Street Use Permit for the Oz Run. Bill stated that in previous years, between four hundred and five hundred people participated in the event with a majority participating in the 5K run. Director of Public Works Rubenzer noted that Police Chief Kelm had estimated two officers for five hours on overtime for an estimated total of \$500 for the event. Mr. Sparkes noted that the charge had not been that high in the previous years.
Motion by Rubenzer, seconded by Senn to recommend the Common Council approve the attached Street Use Permit for the Oz Run and to charge the event organizers for Chippewa Falls Police Department services. **All present voting aye. MOTION CARRIED.**

5. **Motion** by Olson, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:48 P.M.


Richard J. Rubenzer, PE
Secretary, Board of Public Works

Rick Rubenzer

From: fordb@uic.com
Sent: Thursday, May 10, 2018 6:34 PM
To: Rick Rubenzer
Subject: Regent St.

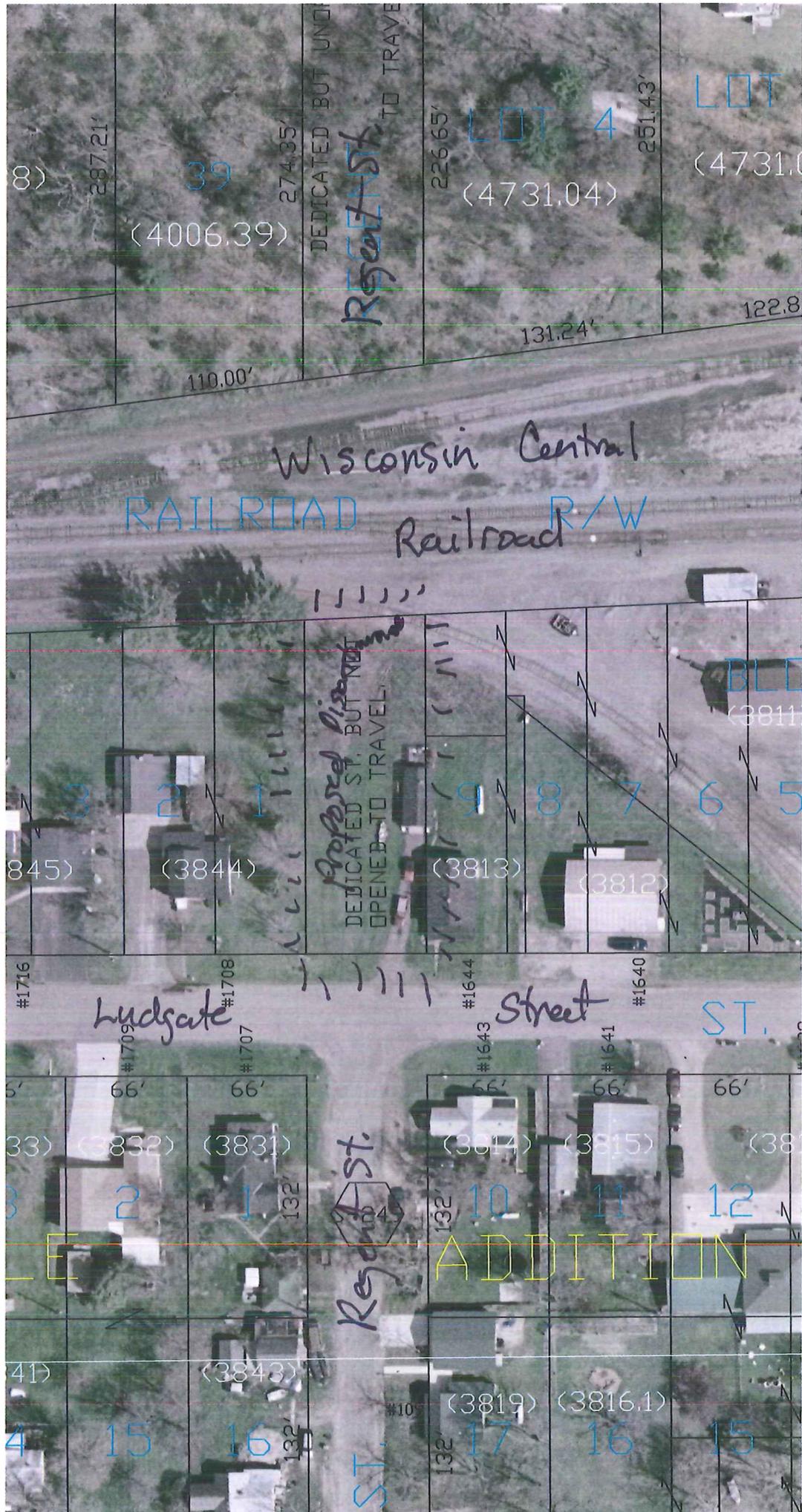
Hello Rick

As we discussed I would like to move forward with discontinuing the Right of Way of Regent St. north of Ludgate St.

I look forward to working with the city of Chippewa Falls in this matter.

Thank you in advance for your assistance.

Sent from IBM Notes Traveler



↑
N
No Scale

June 5, 2018

Members of the Chippewa Falls Board and City Council

30 W Central St

Chippewa Falls WI 54729

Dear Board Members & City Council:

I am requesting to discontinue the right of way described as Marrs St near the intersection of Unity Rd.

We are purchasing the eight multi-family lots on the southwestern corner of Dutchman Dr. and Terrence St of which 3 of the lots face Terrence St, 2 of the lots face Dutchman Dr. and the other 3 would have frontage on Marrs St. if it were to continue through to Dutchman. Since we will be able to access all of our buildings off of Dutchman and Terrence with driveways and utilities off of Dutchman and Terrence as well it would be in the interest of the public to discontinue Marrs St at its' current location. The western right away of Marrs is bordered by the City of Chippewa Park and Unity Rd. and Dutchman Rd. already service the park. By adding another road along that park it could pose safety hazards by having traffic surrounding all sides of the park. We also would accept the eastern 33' feet of the right away which would add more property tax to the city on the parcels we are purchasing.

We feel there is no necessary use, or anything to gain by having Marrs St. continue all the way through to Dutchman Dr. and it is our hope that you will consider and approve this petition for discontinuance.

Sincerely,

Craig Wurzer

C&E Lighthouse Properties LLC

1750 Hallie Rd

Chippewa Falls WI 54729

Phone: 715-271-4828

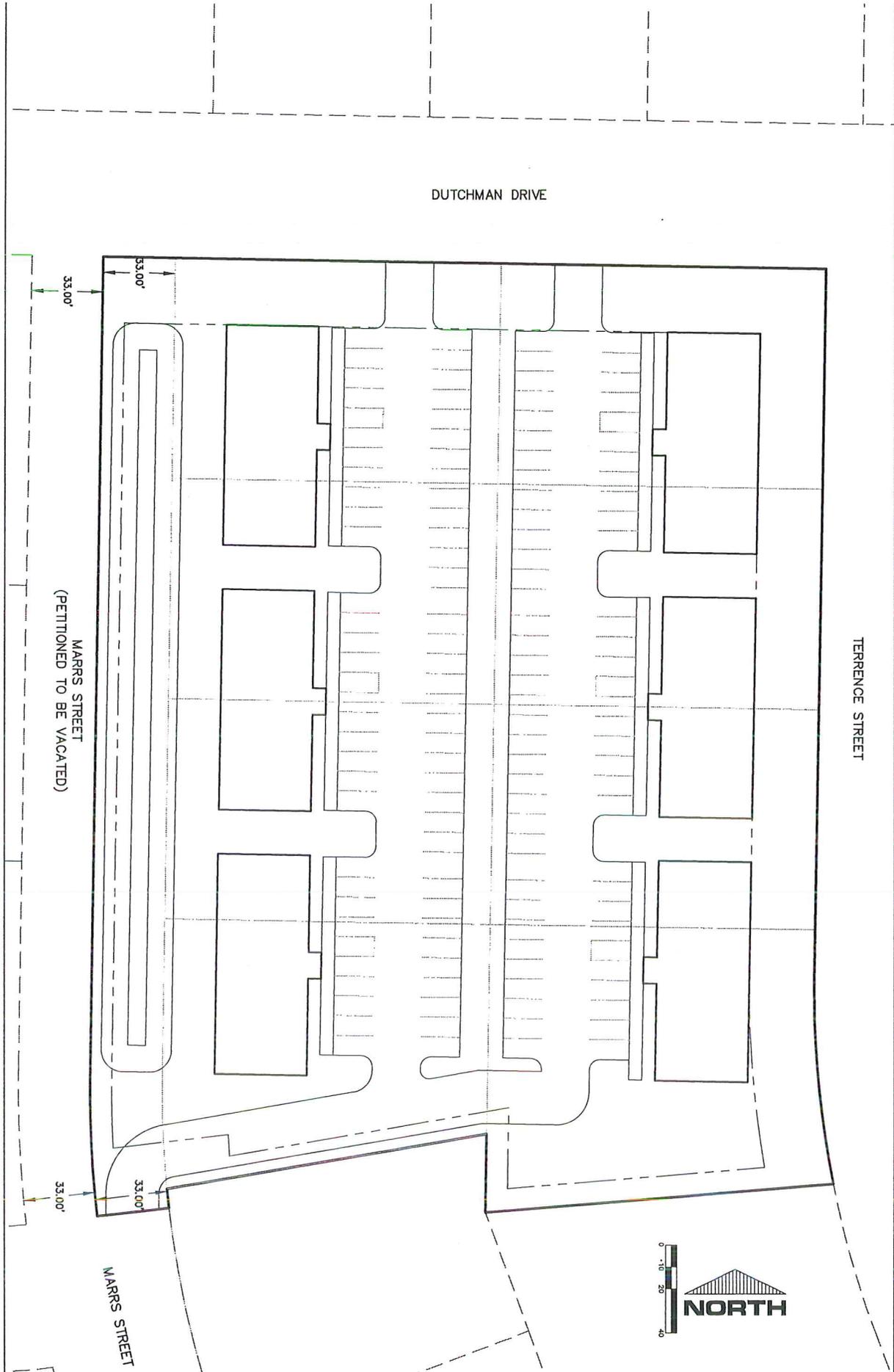
Email – Craigwurzer@gmail.com



DUTCHMAN DRIVE

TERRENCE STREET

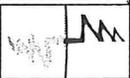
MARRS STREET
(PETITIONED TO BE VACATED)



C & E LIGHTHOUSE PROPERTIES
CONCEPTUAL SITE PLAN
CITY OF CHIPPEWA FALLS, WI

| | |
|----------------|----------------------|
| DR BY: MAE | JOB NO: 18092 |
| CHK BY: DHK | DWG NAME: CF CONCEPT |
| DATE: 06-05-18 | APPROV: --/--/-- |

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COMPLIANCE MAINTENANCE RESOLUTION

WHEREAS: Wisconsin Administrative Code NR 208 requires the Owner of a wastewater treatment facility to complete an electronic Compliance Maintenance Annual Report (eCMAR).

WHEREAS: The Manager of Public Utilities has completed the eCMAR for 2017 and presented it to the Board of Public Works.

WHEREAS: Monthly Average Influent BOD loading, lbs/day, exceeded 100% of design load nine times, and exceeded 90% of design load eleven times.

WHEREAS: Monthly Average Effluent Total Phosphorus, mg/l, exceeded Effluent Limits two times.

WHEREAS: The Board of Public Works reviewed the eCMAR on June 11, 2018 and recommended adoption of a resolution documenting the review of the eCMAR and recommending the following corrective actions required:

- As no Effluent issues were caused by the increased BOD loading, continue monitoring Influent loadings and Facility performance in treating the increased loading.
- Complete the study currently underway, with the intention of re-rating the facility organic loading capacity, and/or identify possible equipment upgrades which would help make the re-rating possible.
- Update and expand the Biological Phosphorous Removal process in-line monitoring equipment.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Chippewa Falls, Wisconsin informs the Department of Natural Resources that the electronic Compliance Maintenance Annual Report has been reviewed and corrective actions have been taken.

BE IT FURTHER RESOLVED, that the Manager of Public Utilities is directed to submit this resolution and eCMAR to the DNR.

Dated this 11th Day of June, 2017

Resolution 2018-xx

Alderman

ADOPTED _____

APPROVED _____
Mayor

ATTEST _____
City Clerk

Compliance Maintenance Annual Report

Chippewa Falls Wwtp

Last Updated: Reporting For:
6/6/2018 2017

Grading Summary

WPDES No: 0023604

| SECTIONS | LETTER GRADE | GRADE POINTS | WEIGHTING FACTORS | SECTION POINTS |
|---|--------------|--------------|-------------------|----------------|
| Influent | F | 0 | 3 | 0 |
| BOD/CBOD | A | 4 | 10 | 40 |
| TSS | A | 4 | 5 | 20 |
| Phosphorus | C | 2 | 3 | 6 |
| Biosolids | B | 3 | 5 | 15 |
| Staffing/PM | A | 4 | 1 | 4 |
| OpCert | A | 4 | 1 | 4 |
| Financial | A | 4 | 1 | 4 |
| Collection | A | 4 | 3 | 12 |
| TOTALS | | | 32 | 105 |
| GRADE POINT AVERAGE (GPA) = 3.28 | | | | |

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

Compliance Maintenance Annual Report

Chippewa Falls Wwtp

Last Updated: Reporting For:
6/6/2018 2017

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = F

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = C

Biosolids Quality and Management: Grade = B

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

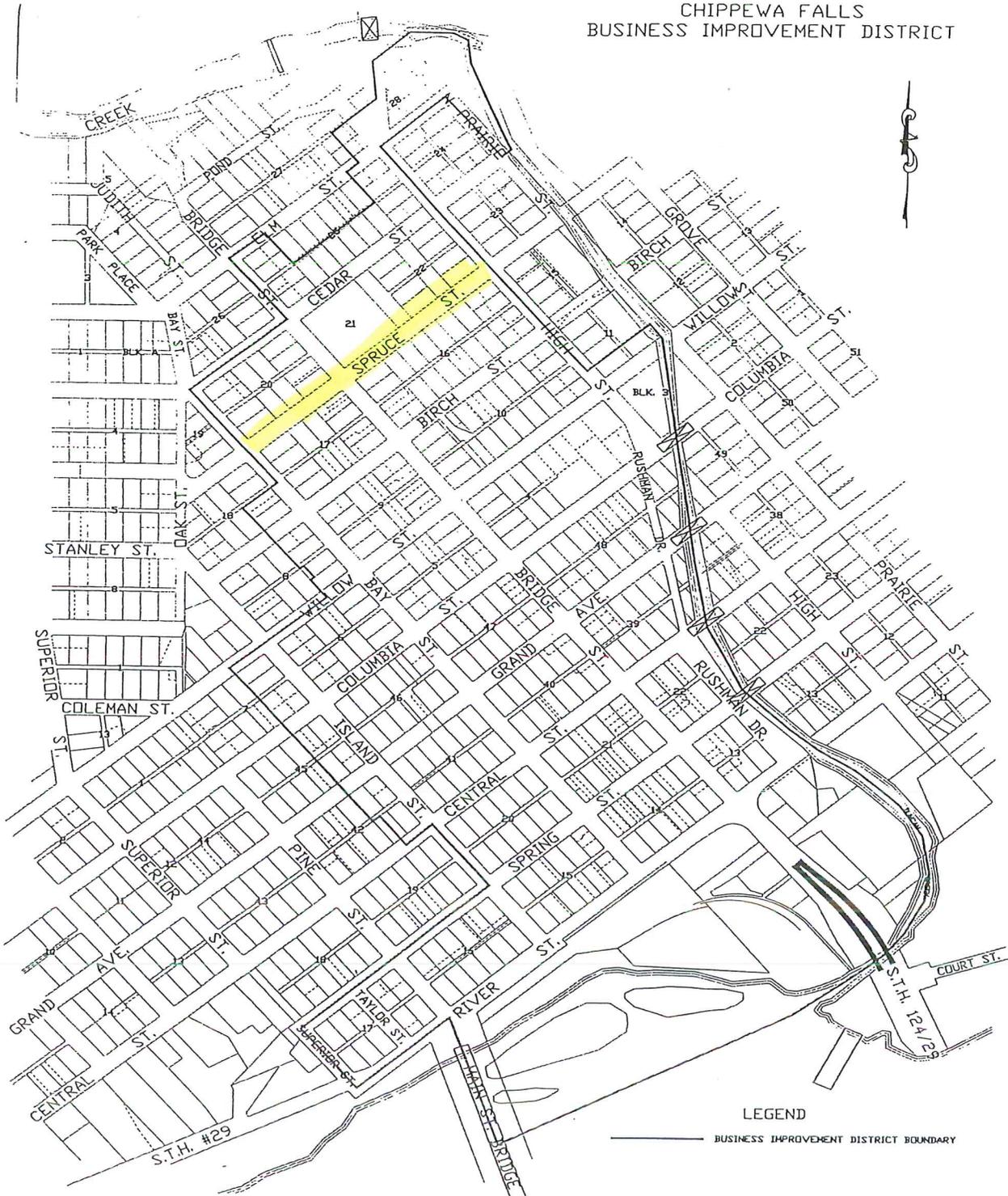
(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 3.28

CHIPPEWA FALLS
BUSINESS IMPROVEMENT DISTRICT



LEGEND

— BUSINESS IMPROVEMENT DISTRICT BOUNDARY