

**MINUTES OF THE BOARD OF PUBLIC WORKS MEETING  
MONDAY, JANUARY 24, 2011 – 5:30 P.M.**

The Board of Public Works met in City Hall on Monday, January 24, 2011 at 5:30 P.M. Present were Mayor Greg Hoffman, Finance Manager Lynne Bauer and Director of Public Works Richard Rubenzer. Absent were Darrin Senn and Council President King. Also attending were Assistant City Engineer Rob Krejci, Karen Moe resident of First Avenue, Alderperson George Adrian, Alderperson Jane Lardahl, Rod Stetzer of the Chippewa Herald and Scott Tambornino.

1. **Motion** by Bauer, seconded by Rubenzer, to approve the minutes of the December 13, 2010 Board of Public Works meeting. All present voting aye. Motion carried.

2. The Board considered the attached proposed special assessment rates for 2011. Rubenzer stated that the rates are reviewed annually and are based on previous year's bids and anticipated fuel and energy rates. Proposed rates are typically estimated a bit on the high side so that only one special assessment public hearing will be required. Construction bids are typically received at a lower rate than the special assessment and then the savings are passed on to the property owners after construction has been completed and special assessments bills are sent out. **Motion** by Hoffman, seconded by Rubenzer, to recommend that the Common Council approve the attached proposed special assessment rates for 2011 shown on the corresponding resolution. All present voting aye. Motion carried.

3. The Board considered the attached draft snow removal policy for the City of Chippewa Falls. Rubenzer reviewed what prompted the draft policy: 1) The policy is not meant to CHANGE the existing and longstanding snow removal policy but to put it into a form that can be officially adopted by the Common Council, 2) With the 2010 retirement of Street Manager Zwiefelhofer and the change of the on call structure, it seemed to be a good time to examine all details of the existing policy for efficiency, sustainability and cost effectiveness, 3) Rubenzer recommended that the Common Council take whatever time was necessary (weeks or a month) to review and receive comments about the existing policy which is also the proposed policy, 4) He continued that due to comments received thus far, the changes to the draft policy attached were proposed.

Karen Moe stated that in 32 years of employment at the Northern Center, she did not miss work due to any winter storms. Alderperson Adrian commentated that Street Department Staff had a "high" amount of pride in their snow removal efforts and that the City's snow removing process had an excellent reputation both in the locality and State-wide. Mayor Hoffman stated that he had complaints regarding only plowing after a snow accumulation of at least three inches (3") and also about removing plowed snow in the downtown area. Assistant City Engineer Krejci had addressed the complaint and Rubenzer added that it was about 30%-40% more efficient to begin plowing operations in the downtown area around 2 or 3 A.M. to avoid traffic conflicts and congestion. After some additional discussion, there was a **motion** by Mayor Hoffman and a second by

Bauer to forward the attached draft snow removal policy (with changes recommended at the January 24, 2011 Board of Public Works meeting) to the Common Council and the public for review and comment. After review and comment, the policy would be placed on the February 21, 2011 Board of Public Works agenda for recommendation of Common Council approval. All present voting aye. Motion carried.

4. **Motion** by Bauer, seconded by Rubenzer, to adjourn. All present voting aye. Motion carried. The Board of Public Works adjourned at 6:04 P.M.

Richard J. Rubenzer, P.E. Secretary  
Board of Public Works