CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, JUNE 10, 2013 – 5:30 PM

The Board of Public Works met in City Hall on Monday, June 10, 2013 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer, Alderperson George Adrian and Darrin Senn. Also, present at the meeting: Alderperson Jane Lardahl, Assistant City Engineer Matt Decur and Mike Swoboda P.E. of S.E.H.

1. **Motion** by Bauer, seconded by Adrian to approve the minutes of the May 13, 2013 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board considered the attached bids for the Downtown Roundabout Project. Four competitive bids were received with the lowest three bids within a two percent range of each other. Rubenzer noted that the roundabout construction and design and construction engineering were about thirty thousand over the budgeted amount of 1.3 million dollars. A start date of July 8th, 2013 is anticipated.
   Motion by Senn, seconded by Adrian to recommend the Common Council accept the low bid of $1,119,509.67 and award the downtown River/Bridge Street roundabout construction project to low bidder Haas Sons Inc. In addition, that Mayor Hoffman and any other appropriate City staff be authorized to execute the project agreement upon review and approval of project documents by City Attorney Ferg. **All present voting aye. MOTION CARRIED.**

3. The Board considered the Compliance Maintenance Annual Report (CMAR), for the Chippewa Falls Wastewater Treatment Plant, (summary attached), for the calendar year of 2012. Rubenzer noted that the plant received a perfect score and was operating at an all time best for phosphorus removal. He also noted that biosolids have become very difficult to dewater and that we are investigating causes and solutions through a solids handling study.
   Motion by Adrian, seconded by Bauer to recommend the Common Council accept the 2012 Compliance Maintenance Annual Report (CMAR), and approve the corresponding resolution. **All present voting aye. MOTION CARRIED.**

4. Mike Swododa P.E., of S.E.H. appeared to present the attached Street Use Permit request for the construction of the new downtown S.E.H. building. Mr. Swoboda requested to use the south parking lane of Spring Street during the project time period of June 24, 2013 to May 2014. He noted that perimeter fencing was moveable and would be installed in phases as shown on the attached plan. He also indicated that Bridge Street would be closed between River and Spring Street during the July – October 2013 period for reconstruction into a two-way street. Senn inquired about a temporary crosswalk at the west side of the project site. Rubenzer will pursue the crossing idea with Street Manager Ruf and Mr. Swoboda.
   Motion by Senn, seconded by Rubenzer to recommend the Common Council approve the

Street Use Permit request of S.E.H. for use of Spring Street, Bridge Street and the alley between Spring Street and River Street during construction of the new downtown S.E.H. building. The time period is June 24, 2013 to May 2014 and details are shown on the attached permit drawing. **All present voting aye. MOTION CARRIED.**

5. **Motion** by Adrian, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:50 P.M.

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

CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, MAY 13, 2013 – 5:30 PM

The Board of Public Works met in City Hall on Monday, May 13, 2013 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer, Alderperson George Adrian and Darrin Senn. Also, present at the meeting: Alderperson Jane Lardahl, Bill Albright of Heartland Contractors Inc. and Dean Roth and Jay Plummer representing the Chippewa Off Road Bicycle Association, (CORBA).

1. **Motion** by Bauer, seconded by Adrian to approve the minutes of the April 22, 2013 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board considered the attached resolution to accept the public utilities serving lot #62 of Phase II of the Willow Creek subdivision. Director of Public Works Rubenzer noted that the water mains had been tested and were safe for bacteria and met pressure minimum standards. The sanitary sewer was pressure tested safe and a mandrel had been run through the main. The utilities are located in private streets, Benjamin Place and Nicholas Lane but have appropriate public easements with them. Both mains and appurtenances were constructed in accordance with City of Chippewa Falls standards and specifications and were construction inspected by the City of Chippewa Falls.
Motion by Rubenzer, seconded by Hoffman to recommend the Common Council approve the resolution accepting the public sanitary and water mains and appurtenances constructed in private streets Benjamin Place and Nicholas Lane for Phase II of the Willow Creek subdivision. **All present voting aye. MOTION CARRIED.**
Bill Albright left the meeting at this point.

3. Dean Roth appeared to give the Board information about the Chippewa Off Road Bicycle Association (CORBA). He stated they were a group of four-season, twenty-four hours per day cyclists with a common interest of constructing, maintaining and using multi-use trails in Western Wisconsin. CORBA includes people from diverse professions and all walks of life. They are the Chippewa Valley Affiliate of the Bicycle Federation of Wisconsin which is the Wisconsin affiliate of the International Mountain Biking Association (IMBA). They have been a 501C3 non-profit corporation since 2005. They construct and maintain trails for snowshoeing, pedestrians, bicycling and other non-motorized uses with no cost to the property owner. They are presently seeking permission to construct trails along the North side of the Chippewa River on property owned by Chippewa County, St. Joseph's Hospital, the City of Chippewa Falls and Xcel Energy. These trails would be constructed and maintained by CORBA. The city would be held harmless and proper insurance would be provided.
Motion by Hoffman, seconded by Senn to recommend the Common Council approve the attached agreement with the Chippewa Off Road Bicycle Association for construction and maintenance of multi-use paths on City of Chippewa Falls property. Said approval

contingent upon review and approval of City Attorney Ferg. **All present voting aye.** **MOTION CARRIED.**

4. DPW Rubenzer presented the attached Pay Request #1 for the Badger Street Project and noted that the project was progressing a few weeks ahead of schedule.
   Motion by Senn, seconded by Rubenzer that the Common Council approve Pay Request #1 for the Badger Street improvement Project in the amount of $185,965.04. **All present voting aye. MOTION CARRIED.**

5. **Motion** by Senn, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:53 P.M.

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

5/16/13

BPW June 10, 2013

SEH BIDS RECEIVED

Bridge Street/River Street Roundabout
Chippewa Falls, Wisconsin
Project Manager: Greg Weyandt, PE

SEH No. CFCIT 122727

Bid Date: 9:00 a.m., Monday, June 10, 2013

	Bidder	Addendum Nos. 1 and 2 Acknowledged	10% Bid Bond	Bid Amount
X	A-1 Excavating	✓ ✓	Merchant's	$1,243,247.56
X	Chippewa Concrete Services	✓ ✓	Hanover	$1,124,814.79
X	Haas Sons, Inc.	✓ ✓	RLI	$1,119,509.67
X	McCabe Construction	✓ ✓	Merchants	$1,141,796.42
	~~Monarch Paving Company~~			
	~~Pember Companies, Inc.~~			
	~~Trierweiler Construction~~			

p:\ae\c\cfcit\122727\pse\reports and specs\bids received_6.7.13.docx

Resolution No. 2013-XX

City of Chippewa Falls, Wisconsin

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 2012 and presented it to the Board of Public Works.

WHEREAS, The Board of Public Works reviewed the eCMAR on June 10, 2012 and recommended adoption of a resolution documenting the review of the eCMAR and the 4.00 GPA score with no corrective actions required.

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 there are no corrective actions required.

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

Dated this XXth Day of June, 2013.

_____
Council President

ADOPTED:_____

APPROVED:_____
Mayor

ATTEST:_____
City Clerk

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Chippewa Falls Wwtp **Last Updated:** **Reporting Year: 2012**

WPDES No.0023604

GRADING SUMMARY				
SECTION	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent Loadings	A	4.0	3	12
Effluent Quality:BOD	A	4.0	10	40
Effluent Quality:TSS	A	4.0	5	20
Effluent Quality:P	A	4.0	3	12
Biosolids Mgt.	A	4.0	5	20
Prev.Maintenance.Staffing	A	4.0	1	4
Operator Certification	A	4.0	1	4
Financial Management	A	4.0	1	4
Collection Systems	A	4.0	3	12
TOTALS			32	128
GRADE POINT AVERAGE(GPA)=4.00		4.00		

Notes:

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

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Chippewa Falls Wwtp **Last Updated:** **Reporting Year: 2012**

Resolution or Owner's Statement

NAME OF GOVERNING BODY OR OWNER	DATE OF RESOLUTION OR ACTION TAKEN
RESOLUTION NUMBER	
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=A	
Effluent Quality: BOD: Grade=A	
Effluent Quality: TSS: Grade=A	
Effluent Quality: Phosphorus: Grade=A	
Biosolids Quality and Management: Grade=A	
Staffing: Grade=A	
Operator Certification: Grade=A	
Financial Management: Grade=A	
Collection Systems: Grade=A	
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. = 4.00**	

Mail to: City Clerk
30 W. Central Street
Chippewa Falls, WI 54729

CITY OF CHIPPEWA FALLS
STREET USE PERMIT APPLICATION

RECEIVED
MAY 31 2013
CITY CLERK
CITY OF CHIPPEWA FALLS
BY

Name: SEH Design - Build

Address: 421 Frenette Drive

Telephone number: 715-720-6200

Name, address and telephone number of the headquarters of the organization and responsible head of such organization:

SEH Inc, 3535 Vadnais Center Drive, St Paul, MN
651-490-2000

Name of Event: New SEH Office Construction

Date and length of time for which the requested use of street is to occur.

June 19, 2013 to May, 2014

Accurate description of the portion of the street to be used.

See attached drawing, C100 Site Use Plan dated 5/29/13

Estimated number of persons for whom use of the street area is requested.

NA

Use, description in detail, for which the street use permit is requested.

See C100

The applicant agrees to indemnify, defend and hold the City and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the City of account of any injury to, or death of, any persons or any damage to property caused by or resulting from the activities for which the permit is granted. This street use permit for the event may be terminated by the Chippewa Falls Police Department if the health, safety, and welfare of the public appears to be endangered by activities or if the event is in violation of any of the conditions of the permit or regulations adopted by the Common Council.

Signature of Applicant: [signature] Date: 5/31/13

Approved by:

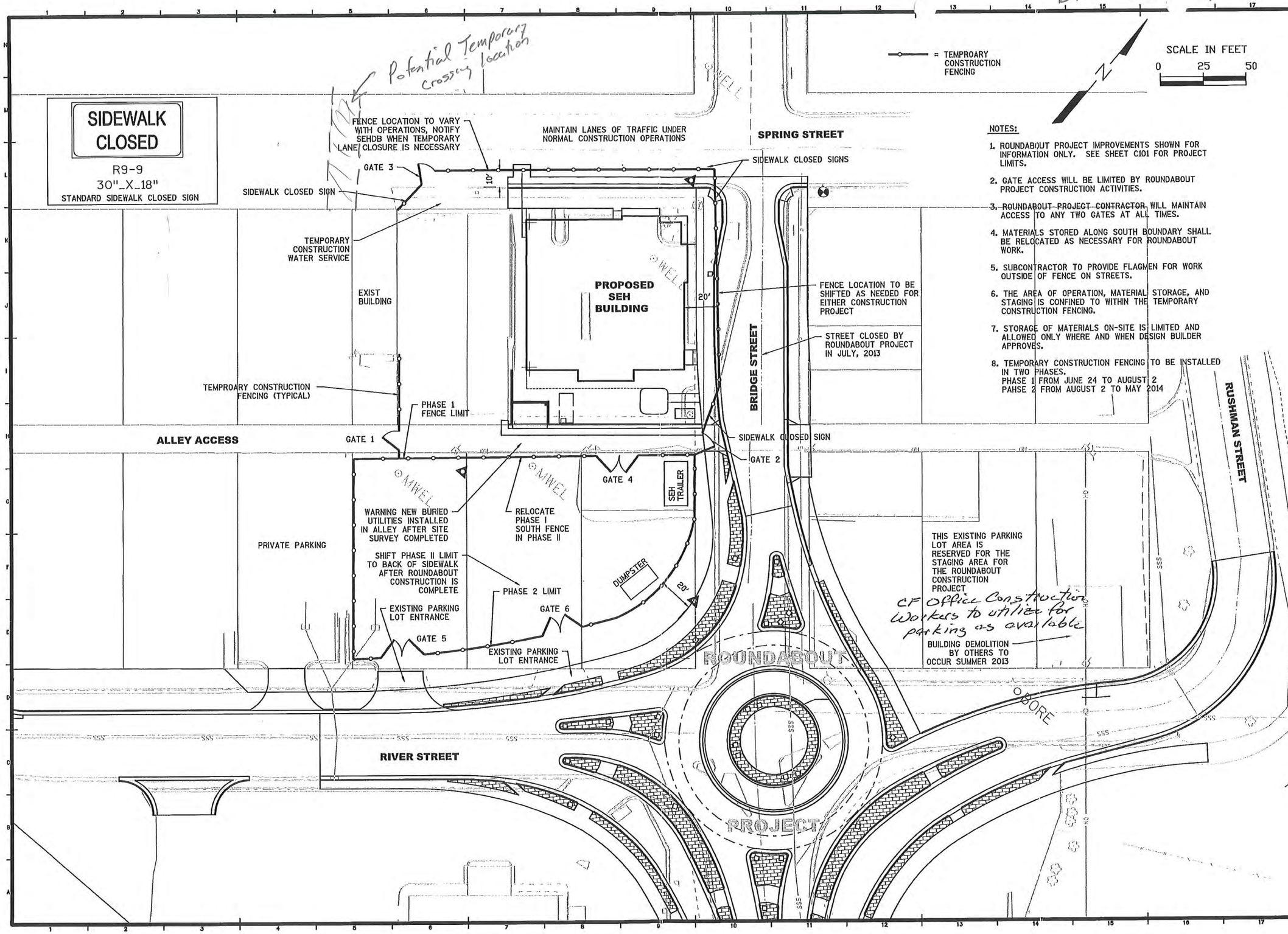
[signature]
Chief of Police

[signature]
Department of Public Works

Council Approved: _____

(01/09)

BKW June 10, 2013



NOTES:

1. ROUNDABOUT PROJECT IMPROVEMENTS SHOWN FOR INFORMATION ONLY. SEE SHEET C101 FOR PROJECT LIMITS.
2. GATE ACCESS WILL BE LIMITED BY ROUNDABOUT PROJECT CONSTRUCTION ACTIVITIES.
3. ~~ROUNDABOUT PROJECT CONTRACTOR~~ WILL MAINTAIN ACCESS TO ANY TWO GATES AT ALL TIMES.
4. MATERIALS STORED ALONG SOUTH BOUNDARY SHALL BE RELOCATED AS NECESSARY FOR ROUNDABOUT WORK.
5. SUBCONTRACTOR TO PROVIDE FLAGMEN FOR WORK OUTSIDE OF FENCE ON STREETS.
6. THE AREA OF OPERATION, MATERIAL STORAGE, AND STAGING IS CONFINED TO WITHIN THE TEMPORARY CONSTRUCTION FENCING.
7. STORAGE OF MATERIALS ON-SITE IS LIMITED AND ALLOWED ONLY WHERE AND WHEN DESIGN BUILDER APPROVES.
8. TEMPORARY CONSTRUCTION FENCING TO BE INSTALLED IN TWO PHASES.
   PHASE 1 FROM JUNE 24 TO AUGUST 2
   PAHSE 2 FROM AUGUST 2 TO MAY 2014

SEH
Short Elliott Hendrickson Inc.
425 West Water Street, Suite 300
Appleton, WI 54911-6228
920.380.2600 main | 920.380.2601 fax
www.sehinc.com

MARK	DATE	DESCRIPTION
	5/29/13	BID GROUP #1

New Office Building

Short Elliott Hendrickson Inc.
10 North Bridge Street
Chippewa Falls, WI 54729

SEH FILE NO. SHORT124358
ISSUE DATE MAY 29, 2013
DESIGNED BY MS
DRAWN BY SJL
PROJECT MGR TMM

SHEET CONTENTS
SITE USE PLAN

C100