

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, August 21, 2017 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.

1. Approve the minutes of the July 24, 2017 Board of Public Works meeting. (*Attachment*)
2. Consider recommendations of the July 13, 2017 Groundwater Technical Committee meeting. (*Attachment*)
3. Consider recommendations of the August 17, 2017 Groundwater Technical Committee meeting. (*Handout*)
4. Adjournment

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 Tuesday, August 15, 2017 at 11:30 AM by Mary Bowe.

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, August 7, 2017 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, AUGUST 7, 2017

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 Tuesday, August 1, 2017 at 11:00 AM by Mary Bowe.

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, JULY 24, 2017 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, July 24, 2017 at 5:30 PM. Present were Mayor Greg Hoffman, Finance Manager Lynne Bauer, Alderperson Paul Olson and Darrin Senn. Absent was Director of Public Works Rick Rubenzer. Also present at the meeting were Ian Kopp of Citizen's State Bank and Chris Elstran of Chippewa County.

1. **Motion** by Olson, seconded by Hoffman to approve the minutes of the July 10, 2017 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. Ian Kopp of Citizen's State Bank appeared to request a non-exclusive easement for ingress and egress over and across Outlot #1 of Certified Survey Map #1813 in Government Lot #2 of Section #33, T29N, R8W, City of Chippewa Falls, Chippewa County, Wisconsin. This parcel is owned by the City of Chippewa Falls and shown as Lot #1 on the attached map. At the July 10th meeting, it was explained that access to the existing laundry building on Lot #3 of the attached map normally is along 156th Street but that 156th Street is actually a private street and access across Lot #2, (shown on the attached map and owned by Dennis Heyde), would also be necessary in order to get to Lot #1. At that time, the Board was concerned about granting an easement across a City parcel which would allow access to a township lot, (Lot #3), without annexation. Mr. Kopp indicated they are willing to annex their parcel in to the City of Chippewa Falls and stated they are attempting to acquire a city parcel to the South of their parcel that is currently owned by Dennis Heyde. Discussion included whether the City should allow annexation of the Citizen's State Bank property as it would create an island for the parcel to the east owned by Joe Kelly and located in the Town of Eagle Point. Although absent, the recommendation of City Engineer/Public Works Director/Utility Manager Rick Rubenzer was to not grant the easement without securing the annexation of the Citizen's State Bank parcel as well as the Kelly parcel. Mayor Hoffman stated there are other islands in the City and didn't think it would be an issue.

Motion by Senn to grant an easement to Citizen's State Bank along Lakeland Drive contingent on annexation of the property to the City and granting a permanent easement to the Kelly property by Citizen's State Bank. **This motion died for lack of a second.**

Motion by Hoffman to grant the easement contingent on annexation of the Citizen's State Bank property to the City. **This motion died for lack of a second.**

Motion by Olson/Hoffman to grant an easement to Citizen's State Bank contingent upon annexation of their property to the City. **All present voting aye except Bauer who voted nay. MOTION CARRIED.**

3. Chris Elstran from Chippewa County asked the Board to consider their request to replace concrete driveways on Grand Avenue and Central Street with hotmix. He indicated the concrete is failing due to heavy truck traffic and would prefer to replace with hotmix.

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

Motion by Olson/Hoffman to allow Chippewa County to replace the driveway entrance on Central Street with asphalt but require them to replace the driveway entrances on Grand Avenue with concrete. **All present voting aye. MOTION CARRIED.**

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

Lynne Bauer
Board of Public Works

City of Chippewa Falls
MINUTES OF THE GROUNDWATER TECHNICAL REVIEW COMMITTEE
Thursday, July 13, 2017, 9:30 AM
Council Chambers, Chippewa Falls City Hall

The Groundwater Technical Review Committee met in the Council Chambers of City Hall on July 13, 2017 at 9:30 AM. Present: Rick Rubenzer, Paul Lasiewicz, Matt Boos, Jayson Smith (voting members); Lori Rosemore (advisory member). Also attending: Sheryl Claflin, Brian Seubert, and Joe Clendenen.

1. Motion by Lasiewicz, seconded by Rubenzer to approve the minutes of the February 24, 2017 Groundwater Technical Review Committee. **All present voting aye. Motion carried.**

2. Jayson Smith stated that the Committee had requested that the Operation Plan for Ryan Companies be updated to strengthen the regulated materials spill handling procedures. Jayson noted that the attached plan update included the enhanced procedures. The Committee reviewed the spill handling procedures and requested that they include notifying the City's Director of Public Works and the Water Supervisor in the event of a spill that exceeds five gallons. Jayson also noted that an Environmental Risk Assessment was required and that Ryan Companies has requested that they be allowed to submit that after the facility is operational as that is when they will have a better understanding of the complete inventory of regulated substances. Lasiewicz suggested the Committee establish a time frame for submission. The Committee agreed to delaying submission to 60 days following the facility being operational.

Motion by Smith, seconded by Rubenzer to recommend to the Board of Public Works that the updated spill handling procedures in the provisional use permit application be approved contingent on including notification of the Director of Public Works and the Water Supervisor in the event of a spill exceeding five gallons and receipt, review, and approval by the Groundwater Technical Review Committee of an environmental risk assessment report as provided for in Chapter 29.12 3. (c), within 60 days following the distribution center beginning operations. **All present voting aye. Motion carried.**

3. The Committee reviewed the Huffcutt Concrete provisional use permit application. Joe Clendenen and Brian Seubert described the new manufacturing plant operations and reviewed for the Committee the operations plans of the plant including both exterior and interior operations. The focus of the review was on the delivery and storage/containment of regulated materials. Clendenen explained how products would be delivered and stored and the spill prevention and containment procedures. Following the review, the Committee directed the following changes be included in the Operations Plan and/or plant design:

- Fuel Tank: Provide information on how often fuel is delivered. Also, submit a design for the concrete slab for secondary containment in the event of spills during delivery or fueling of forklifts. Also refer to Dan Masterpoles' comments regarding the fuel tank.
- Operational Plan: Delivery page 1, bullet 2 – add specific wording to acknowledge that local regulations are recognized including the Chippewa Falls Wellhead Protection Ordinance. Page 2 under secondary containment change to daily inspection. Page 3 Spill Response Plan – expand and better define “immediately review”.

- At the loading dock point of delivery of regulated substances, enhance plan for potential spills, or more specifically, to prevent spills (i.e. locking mechanism between the truck and loading dock).
- Environmental Risk Assessment: focus is on operational procedures and all transfer points of regulated substances. Also, include inspection of containment tank daily.
- Truck delivery of materials to the silos via hose connections. Address additional hardscaping design for spill prevention and containment.
- Waste materials disposal (cakes). Explain disposition of the waste materials.

The Committee will meet again during the first week of August to review the updated wellhead plans. No action taken.

4. Motion by Lasiewicz, seconded by Boos to adjourn. The meeting adjourned at 10:45 AM.

Submitted by:

Jayson Smith, Committee Chairperson