CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, JANUARY 13, 2014 – 5:30 PM

The Board of Public Works met in City Hall on Monday, January 13, 2014 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer and Finance Manager Lynne Bauer. Absent were Alderperson George Adrian and Darrin Senn. Also, present at the meeting: Assistant City Engineer Matt Decur, Andrew Bauer and Utilities Office Manager Connie Freagon.

1. **Motion** by Bauer, seconded by Hoffman to approve the minutes of the December 23, 2013 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board considered the request of Crossroads Church to place a directional sign at the corner of South Avenue and Park Avenue onto an existing Our Hope Lutheran Church sign and pole. The Board looked at some existing directional sign examples, (attached). Crossroads Church also requested a sign at the corner of Woodward Avenue and South Avenue but did not specify where.
   Motion by Rubenzer, seconded by Hoffman to recommend the Common Council allow Crossroads Church to obtain and provide a directional sign with maximum 12" x 18" dimensions for the City to mount onto the existing Our Hope Lutheran Church sign and pole located on the Northeast corner of South Avenue and Park Avenue. **All present voting aye. MOTION CARRIED.**

3. **Motion** by Bauer, seconded by Hoffman to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:36 P.M.

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

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

CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, DECEMBER 23, 2013 – 5:30 PM

The Board of Public Works met in City Hall on Monday, December 23, 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: Assistant City Engineer Matt Decur and Alderperson Jane Lardahl.

1. **Motion** by Bauer, seconded by Adrian to approve the minutes of the November 11, 2013 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board of Public Works considered the attached revised Highway Safety Improvement Program (HSIP) Agreement for Bridge Street from Court Street, (Duncan Creek), to River Street. Rubenzer explained that the existing approved HSIP agreement, (executed January of 2013), only included median construction turn lanes and other safety items but did not include replacing existing deficient surfaces. The correction of safety deficiencies, (HSIP), is a 90/10 split between WisDOT and the City while the City is 100% responsible for the surface deficiencies. WisDOT has indicated that they would be willing to do a mill and overlay project on the deficient surface in 2017 when the segment of STH#124 south of Court Street is scheduled for completion. An estimate for this is around $110,000. The Board considered doing only part of the surface work in 2014 with the HSIP project and then doing the mill and overlay project in 2017. Rubenzer indicated that a follow-up email will be sent to WisDOT to inquire if the City can construction stake and inspect the HSIP project in 2014. Rubenzer also stated that TIF funds were intended to be used for the City's share and that once the project agreement was executed the City was committed to funding its share. Finance Manager Bauer was concerned about the financing and that City bonding wasn't scheduled until January/February of 2014. Rubenzer replied that the project agreement needed to be executed in order for the plans and specs to be completed by February 1, 2014 for a May 30, 2014 bid letting date. After some additional discussion, **motion** by Hoffman, seconded by Adrian to recommend the Common Council approve the revised Highway Safety Improvement Program agreement for Bridge Street between Court Street (Duncan Creek) and River Street and refer financing the project to Committee #1 for funding. **All present voting aye except Bauer who voted no. MOTION CARRIED.**

3. The Board considered the attached proposal from HydroDesigns for continued implementation of a cross connection program for the City of Chippewa Falls water utility. Two proposals were solicited but the City only received the attached proposal. WDNR has mandated that a more thorough cross connection inspection and follow-up program be implemented by the City water utility in 2014. The attached proposal from HydroDesigns would include training water utility staff in residential inspections and follow-up and HydroDesigns doing the notice and inspections for approximately 751 commercial and industrial users over a two year period. Both residential and

commercial/industrial inspections would require inspecting inside houses and buildings. The proposal also includes notices and follow-up. The most common cross connection violations and solutions are on page #7 of the proposal. Funding for the program will be included in the rate study being done for 2014. The Board discussed the proposal in greater detail and decided to invite HydroDesigns to attend the January 7, 2014 Common Council meeting to support the proposal and answer any questions that the Council may have.
Motion by Hoffman, seconded by Adrian to recommend the Common Council approve the November 4, 2013 proposal of HydroDesigns for a Comprehensive Cross Connection Control Program for the City of Chippewa Falls. In addition, that Mayor Hoffman and/or Utility Manager Rubenzer be authorized to execute any necessary documents. The funding for the proposal to be direct billed to the commercial and industrial users where possible and to be included in the 2014 rate study. **All present voting aye. MOTION CARRIED.**

4. The Board considered the attached City of Chippewa Falls Sanitary Sewer Maintenance Policy revised on January 1, 2013. Rubenzer explained that the policy would be brought before the Board of Public Works and Council from time to time with updated sanitary main, manhole and lift station amounts. The original policy was implemented on January 14, 2010. The highlighted items represent what was revised from the original policy. **Motion** by Senn, seconded by Rubenzer to recommend the Common Council review, comment and then approve the attached revised City of Chippewa Falls Sanitary Sewer Maintenance Policy if no new revisions are required. **All present voting aye. MOTION CARRIED.**

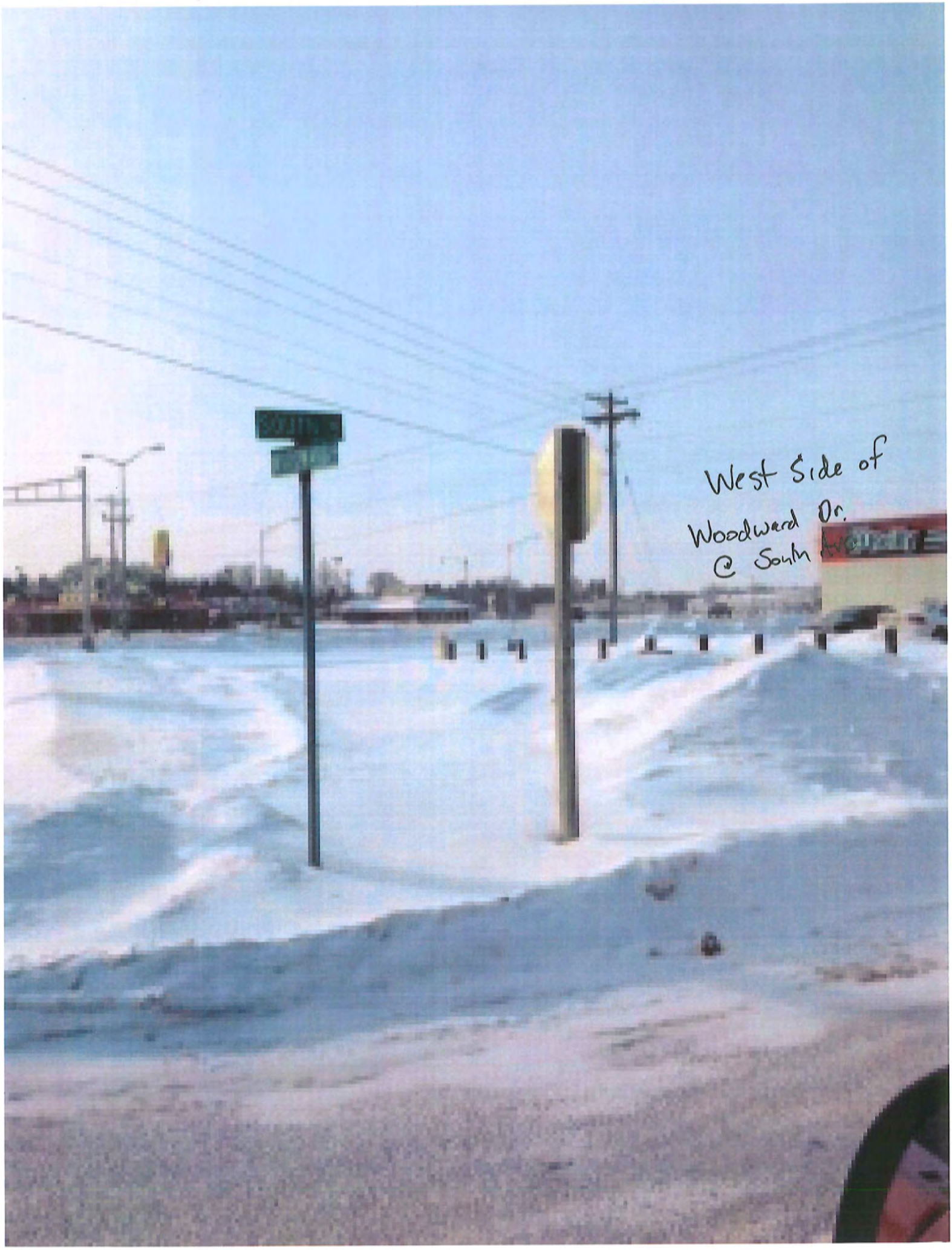
5. **Motion** by Adrian, seconded by Senn to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 6:25 P.M.

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

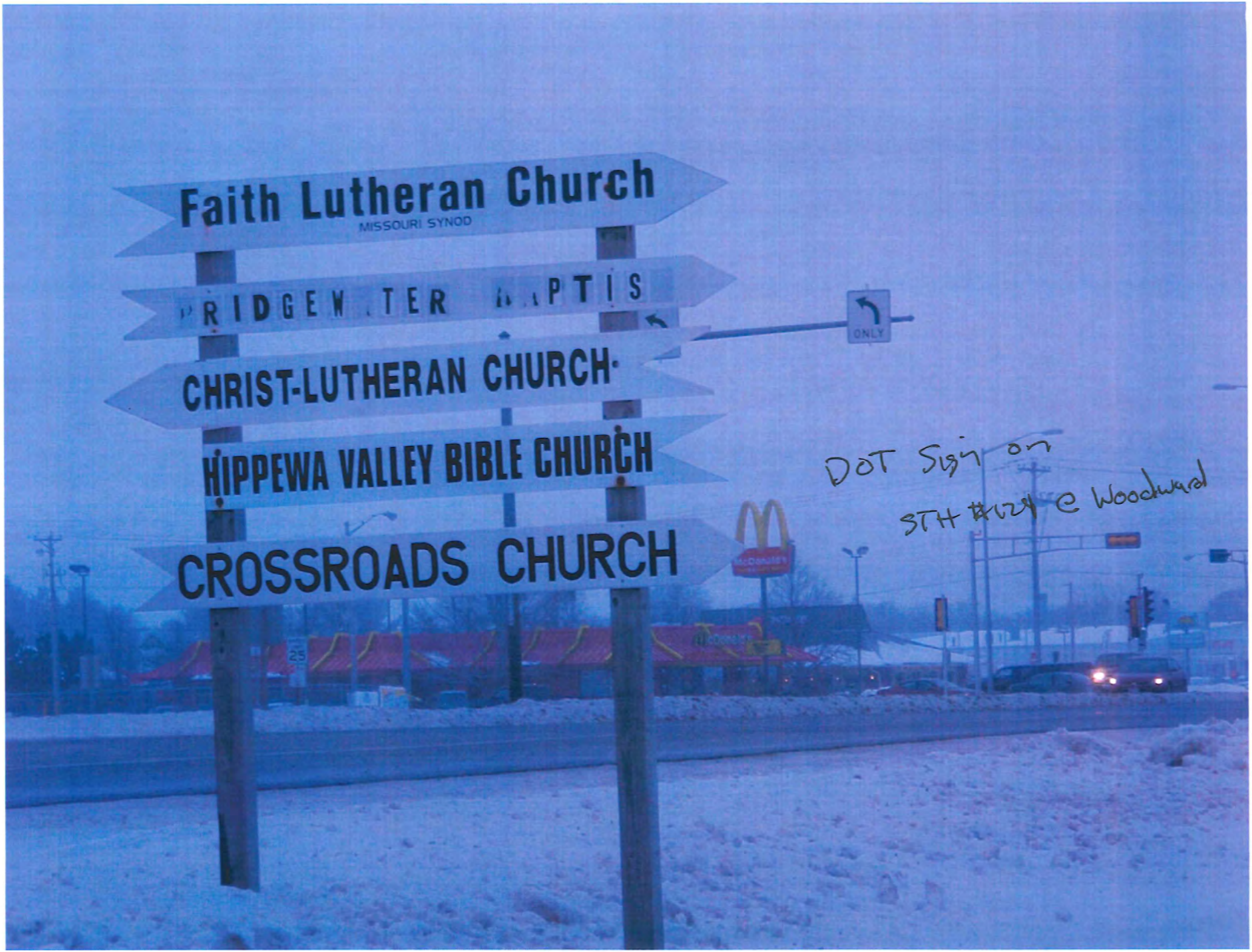
Crossroads
Church

UNREGISTERED VERSION
REGISTERED VERSION ADDS NO WATERMARK
www.print-driver.com

@ North Side of South Avenue along Park Avenue (North Bound)


West Side of
Woodward Dr.
@ South

On South Ave
@ Church


Faith Lutheran Church
MISSOURI SYNOD
CHRIST-LUTHERAN CHURCH
HIPPEWA VALLEY BIBLE CHURCH
CROSSROADS CHURCH
ONLY
DOT Sign on
STH #124 @ Woodward

On Rushman between Central + Grand

PRESBYTERIAN CHURCH
CITY POLICE
TRINITY-UNITED METHODIST CHURCH
Near Gordys
on Bay St.

on Rushman & Columbia

RAL
ST W
100
BEREAN BIBLE
CHURCH
1 BLOCK
@ Library
Central + Bay

North & South on
Terrill at Mansfield