

**BOARD OF PUBLIC WORKS MEETING
TUESDAY, MAY 26, 2009 – 5:30 P.M.**

The Board of Public Works met in City Hall on Tuesday, May 26, 2009 at 5:30 P.M. Present were Mayor Greg Hoffman, Darrin Senn, Council President Susan Zukowski and Director of Public Works Rick Rubenzer. Absent were Finance Manager Lynne Bauer, Street Manager Glen Zwiefelhofer and City Attorney Bob Ferg. Also attending were David Carson and Jerry Doriott of S.E.H.

The Board of Public Works meeting was called to order by Mayor Hoffman at 5:30 P.M.

1. **Motion** by Zukowski, seconded by Rubenzer, to approve the minutes of the April 27, 2009 Board of Public Works meeting. All present voting aye. Motion carried. **Motion** by Rubenzer, seconded by Zukowski, to approve the minutes of the Special Board of Public Works meeting of May 1, 2009. All present voting aye. Motion carried.

2. **Motion** by Senn, seconded by Zukowski, to nominate Mayor Hoffman for Board of Public Works President. All present voting aye. Motion carried. **Motion** by Rubenzer, seconded by Senn, to close nominations and cast a unanimous vote for Mayor Greg Hoffman for Board of Public Works President. All present voting aye. Motion carried.

3. Director Rick Rubenzer gave information to the Board of Public Works concerning application to the Clean Water Fund Program for the River Street project. The City has already retained S.E.H. to apply for a Department of Commerce Grant for the project. The River Street project includes upgrading pumps and appurtenances at the Bay Street Lift Station, upgrading and reconstructing the force main and interceptor from the Lift Station to the Waste Water Treatment Plant. In addition, demolition and removal of the combined sanitary/storm sewer overflow pond and street reconstruction is included. Assistant City Engineer Rob Krejci has done an engineering study/report for this project. The entire River Street project is necessary for the Downtown Entrance & Enhancement project to proceed and much of the River Street project was scheduled for 2010. S.E.H. was chosen as the consultant for the project using a Qualification Based Selection Process in 2008. The City sent an Intent to Apply (ITA) and Priority Evaluation and Ranking Form (PERF) to the Clean Water Fund Program (CWFP) to determine where the project ranked. The priority score returned was 74.79 ranking the City 90th among about 400 applicants using an April 2009 CWF listing. The City would receive grant money if projects with higher priority rankings were capped. If not, the Waste Water Utility, would probably “not” receive grants but would receive very low interest loans. The Board then discussed S.E.H.’s engineering agreement (attached) and role in the project. Since the application to the CWFP is due June 30th, 2009, time is of the essence and there was a **motion** by Hoffman and a second by Zukowski, to apply to the Clean Water Fund Program for a grant and low interest loan by June 30, 2009 for the River Street Lift Station, Force Main, Interceptor, Combined Sanitary/Storm Pond Elimination and Street Improvement Project. In addition to approve the attached

Engineering Agreement (S.E.H. No. P-CFCIT 108531) with S.E.H. for Bay Street Lift Station Improvements in an amount not to exceed \$39,600 and to authorize Mayor Hoffman and Clerk Bauer to execute the said contract. All present voting aye. Motion carried.

4. The Board considered the attached supplement to the Master Agreement for Professional Services between the City of Chippewa Falls and S.E.H. to prepare a final application and submit it to the Clean Water Fund Program by the June 30, 2009 program application deadline. Grant writer David Carlson of S.E.H. reiterated that even if a grant were not obtained, funds could be borrowed through the program at the lowest rate around. After discussion, there was a **motion** by Senn and a second by Rubenzer, to recommend the Common Council approve the attached supplement to the Master Agreement for Professional Services between the City of Chippewa Falls and S.E.H. for preparation and submittal of a final application to the Clean Water Fund Program for the River Street Project. Said application to be prepared for a cost not to exceed \$8,000. In addition, that Mayor Hoffman and Clerk Bauer be authorized to sign said agreement. All present voting aye. Motion carried.

5. The Board considered Public Works Contract Claims. **Motion** by Hoffman, seconded by Senn to approve the following Public Works Contract Claims:

<u>Claims</u>	<u>Contract</u>	<u>Invoice</u>	
<u>%Complete</u>	<u>Amount</u>	<u>Amount</u>	
a) S.E.H., Inv #217282, Water System Operation & Mtce Training	\$ 26,000	\$ 506.55	39%
b) S.E.H., Inv #217281, W Water Treatment Plant	\$539,700	\$61,388.10	17%

All present voting aye. Motion carried.

6. **Motion** by Rubenzer, seconded by Zukowski, to adjourn. All present voting aye. Motion carried. The Board adjourned at 5:54 P.M.

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