

**MINUTES OF THE BOARD OF PUBLIC WORKS MEETING
MONDAY, DECEMBER 7, 2009 – 5:30 P.M.**

The Board of Public Works met in City Hall on Monday, December 7, 2009 at 5:30 P.M. Present were Mayor Greg Hoffman, Darrin Senn and Rick Rubenzer. Absent were Council President Susan Zukowski and Finance Manager Lynne Bauer. Also attending were Waste Water Supervisor George Hobbs, Assistant City Engineer Rob Krejci, Alderperson Jane Lardahl, City Planner Jayson Smith and Karen Moe of 247 First Avenue.

1. **Motion** by Rubenzer, seconded by Hoffman, to approve the minutes of the November 23, 2009 Board of Public Works meeting. All present voting aye. Motion carried.

2. Assistant City Engineer Rob Krejci appeared to propose changes to the City's Storm Water Utility Credit Policy (See attachment). He proposed changing B (2) "Examples of BMP's" to reflect credit percentages from 25%, 50%, 75% and 100% for draining a parcel into a Best Management Practice for the 100 year 24 hour storm event. **Motion** by Senn, seconded by Hoffman to recommend that the Common Council revise the City Storm Water Utility Credit Policy (As shown on the attachment) so that credit is given according to the breakdown percentages shown for routing the 100 year, 24 hour storm event into an approved Best Management Practice. All present voting aye. Motion carried.

3. Utility Manager Rubenzer proposed the attached Sanitary Sewer Maintenance and Cleaning Policy. He stated that the existing policy was to "wordy", nebulous and listed goals that weren't easily attainable. He continued that changes recommended by City Attorney Bob Ferg had been incorporated into the attached draft policy. Following discussion about the lawsuit that was settled on November 27, 2009 concerning the sanitary sewer back-up on Kennedy Road that occurred on April 28, 2007, there was a **motion** by Hoffman and a seconded by Senn, to recommend that the Common Council repeal the existing Sanitary Sewer Cleaning and Maintenance Policy (attached) and recreate it with the attached draft policy. Said recreation to be completed by January 5, 2010 after review, comments and concerns from the Common Council are given to utility Manager Rubenzer. All present voting aye. Motion carried.

4. The Board discussed prohibiting truck traffic in City alleys. Mayor Hoffman has received concerns from a couple City residents that garbage trucks were breaking up and destroying alley surfaces. Darrin Senn stated that he was pleased with alley garbage pickup as it exists and asked what would happen in the Central Business District for business deliveries and garbage pickup if alley truck traffic were prohibited. He added that City trucks access alleys to provide snow plowing services. Rubenzer pointed out that one alley serves garbage pickup for "two" street frontages. He added that every garbage truck stop in the street is extra traffic congestion on the street. Enforcement of which trucks and where is also an issue. No action taken.

5. City Planner Jayson Smith presented the attached agreement for Professional Services with S.E.H. for administering a grant for the 2010 River Street Project. S.E.H. achieved the top rank among four finalists (See attachment) in a February 2009 qualifications based selection process. Planner Jayson Smith stated that \$10,000 of the \$12,000 agreement expense would be grant eligible for reimbursement. **Motion** by Hoffman, seconded by Rubenzer, to recommend that the Common Council approve the Professional Services Agreement with S.E.H. for grant administration on the River Street Project in an amount not to exceed \$12,000. All present voting aye. Motion carried.

6. Utility Manager Rick Rubenzer updated the Board on the Water Treatment Plant project. Project work had been halted from October 28th until November 22nd while WisDNR Endangered Species, Wisconsin Public Service Commission and Wisconsin Historical Society completed review processes. Parts of upcoming Treatment Plant work may be done in the Spring depending on how winter weather proceeds. No action taken.

7. The Board discussed Change Orders #1 and #2 from Ghidorzi Construction for the Water Treatment Plant Project. Change Order #1 for \$9,500 was included in the original bid. (See attachment) Change Order #1 includes allowances for electrical and furnishings. Change Order #2 was issued due to piping changes required by WisDNR between the Preliminary and Final approval stage. This change in piping to the backwash tank is to allow future expansion at the Water Plant and is in the amount of \$24,009.61. **Motion** by Senn, seconded by Rubenzer, to recommend that the Common Council approve Change Orders #1 and #2 with Ghidorzi Construction for the West Well Field Water Treatment Plant project. All present voting aye. Motion carried.

8. **Motion** by Rubenzer, seconded by Hoffman, to adjourn. All present voting aye. Motion carried. The Board adjourned at 6:05 P.M.

Richard J. Rubenzer, P.E., Secretary
Plan Commission