

**MINUTES OF THE BOARD OF PUBLIC WORKS MEETING
MONDAY, JANUARY 11, 2010 – 5:30 P.M.**

The Board of Public Works met in City Hall on Monday, January 11, 2010 at 5:30 P.M. Present were Mayor Greg Hoffman, Council President Susan Zukowski, Finance Manager Lynne Bauer and Director of Public Works Richard Rubenzer. Absent was Darrin Senn. Also attending were Assistant City Engineer Rob Krejci, Alderperson Jane Lardahl, Senior Engineering Technician Todd Berg, Waste Water Supervisor George Hobbs and Karen Moe of #247 First Avenue.

1. **Motion** by Bauer, seconded by Zukowski, to approve the minutes of the December 7, 2009 Board of Public Works meeting. All present voting aye. Motion carried.

2. The Board of Public Works considered the attached proposed special assessment rates for 2010. Assistant City Engineer Rob Krejci noted that some rates had went up slightly from 2009 but that most remained the same as 2009 rates. After discussion, there was a **motion** by Zukowski, and a second by Hoffman, to recommend that the Common Council accept the attached special assessment rates for 2010 and approve the associated resolution (R-10-02). All present voting aye. Motion carried.

3. The Board of Public Works considered the attached City of Chippewa Falls Sanitary Sewer Maintenance Policy. Director of Public Works Richard Rubenzer stated that changes proposed at the December 15, 2009 Common Council meeting had been incorporated into the document after Attorney Ferg’s review. Council President Zukowski suggested striking “and is available at all times” in the first paragraph of Section 2A. Sanitary Sewer Mains. Finance Manager Lynne Bauer proposed changing “pick” to “click” in the same paragraph. The Board confirmed that no additional comments had been received. **Motion** by Mayor Hoffman, seconded by Zukowski, to recommend that the Common Council approve the attached City of Chippewa Falls Sanitary Sewer Maintenance Policy after the proposed changes had been made. All present voting aye. Motion carried.

4. Assistant City Engineer Rob Krejci explained the displayed map showing existing sidewalks along River Street between Island Street and the Waste Water Treatment Plant as they relate to the 2010 project. Mr. Krejci solicited the Board’s input on replacing all or parts of the sidewalk and gave an estimated cost for each. Following discussion, there was a **motion** by Mayor Hoffman, and a second by Zukowski, to recommend reconstructing existing sidewalks along River Street and also connecting Main Street to Superior Street with sidewalk along the south side of River Street. All present voting aye. Motion carried.

5. The Board of Public Works considered the attached agreement with Strand Associates for Phase I of the Waste Water Treatment Plan bidding, funding acquisition and construction related services. Phase I improvements include primary clarifier concrete restoration, secondary clarifier rehabilitation and a disinfection system upgrade.

The estimate for Phase I improvement is \$1,522,000. The Board discussed the service elements “not included” in the agreement. The Board was concerned with a 10% mark-up of costs of travel, meals, printing, postage, long distance calls, electronic communications and computers. Director Rubenzer stated that he thought the costs were “typical” among consulting firms but that he would investigate further. Strand was selected in a request for qualifications process as the engineering firm for the project. **Motion** by Rubenzer, seconded by Mayor Hoffman, to recommend that the Common Council approve the engineering agreement with Strand Associates for Waste Water Treatment Plant Phase I bidding, funding acquisition and construction related services at an amount not to exceed \$115,000. In addition, that the 10% mark-up surcharge for travel, meals, postage, printing, long distance calls, electronic communications and computers be omitted and that Mayor Hoffman be authorized to execute the said agreement. All present voting aye. Motion carried.

6. The Board of Public Works considered Public Works Contract Claims. **Motion** by Mayor Hoffman, seconded by Bauer, to recommend payment of Public Works Contract Claims as follows:

<u>Claims</u>	<u>Contract Amount</u>	<u>Invoice Amount</u>	<u>% Complete</u>
a) Jaenke, Pay Req-Final, 2009 Concrete Patch Contract	\$ 15,813.75	\$ 395.84	75.02%
b) Harmon, Pay Req-Final, 2009 Concrete Project Contract	\$ 118,595.75	\$ 3,563.14	116.06%
c) S.E.H. Inv #225868, WTP Safe Drinking Water LoanFund Grant Administration	\$ 15,680.00	\$ 1,069.83	7%
d) S.E.H., Inv #225889, Water System Operation/Maintenance Training	\$ 26,000.00	\$ 146.45	41%
e) S.E.H, Inv #225888, Water Treatment Plant	\$ 539,700.00	\$ 21,186.44	60%
f) Ghidorzi, Pay Req #4, Water Treatment Plant	\$2,260,163.00	\$106,364.70	17%
g) Pember, Change Order #1, Water Treatment Plant Utilities	\$ 536,209.59	\$+28,912.80	
h) PSC, Water Treatment Plant, Project Investigation	\$	\$ 1,229.85	

All present voting aye. Motion carried.

7. **Motion** by Zukowski, seconded by Bauer, to adjourn. All present voting aye. Motion carried. The Board of Public Works meeting adjourned at 6:08 P.M.

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