

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, December 16, 2024 at 6:00 P.M.

Members present: Antoine, DeCoster, Eggleston, Kilgas, Moore, Schell and Thiele.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Street Sup. Van Gompel, Fire Chief Carrel, Com. Enrich. and Rec. Dir. Vosters (Zoom), Lib. Dir. Thiem- Menning (Zoom), and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Recommendation for Award of Project 12-24 CTH J Sewer Extension.

The Engineering Department has reviewed and analyzed the bids received on December 4th, 2024, at 4:00pm for the 12-24 CTH J Sewer Extension project. The Engineering Department received eight bids for this project and compared said bids against the Engineer's estimate that was put together prior to bid opening. The Engineer's estimate is compiled utilizing previous years' prices and adjusted for inflation and changes in work descriptions. The lowest bidder was \$15,572 lower than the Engineer estimate, and was \$22,549.22 lower than the second lowest bidder, which shows that the City is getting a great price to complete this work. All eight bidders were within \$81,000 which shows that the bids were competitive. Discussion held and questions answered.

Motion by Antoine, seconded by Kilgas to Award Project 12-24 CTH J Sewer Extension to Feaker & Sons, De Pere, WI for Unit A and B, contingent upon the developer approval, a total amount of \$129,673.00.

All Ald. voted aye.

Motion carried.

b. Recommendation for Award of New Automated Garbage Truck.

Agenda item will be discussed at a later meeting.

c. Authorization to seek proposals for Project 5-25 Strassburg Park Playground Updates.

Staff is proposing playground updates, evaluating potential layouts, and different equipment/amenities available for Strassburg Park. We are generating guidelines for the type of equipment and site amenities we would want to see installed and will work with vendors to generate proposals for staff review/recommendation. Staff is seeking authorization to seek sealed proposals for final design/layout, the furnishing and installing of park equipment, and related surfacing/path work within the playground. Discussion held and questions answered.

Motion by Schell, seconded by Eggleston to authorize staff to seek proposals for Project #5-25: Strassburg Park Playground Updates.

All Ald. voted aye.

Motion carried.

d. Sale of garbage truck #226.

Truck 226 is one of the three rear load garbage trucks within the street department fleet. Truck 226 is a 1998 Crane Carrier with a 25yd Leach Packer. This truck is no longer needed for collections after 26 years of services because of the updated waste ordinance 11.11. During its last internal annual inspection, the deteriorating frame from rust jacking takes this truck out of service. With the current age and condition of this unit, we do not expect to see a large return. City staff is determining best financial outcome based on sale price of like units, and scrap yard price. Discussion held and questions answered.

No action needed.

e. Waste Ordinance Policies.

Section 11.11 Waste Material ordinance has been updated over the past few years, and we have specifically added language about the disposal site and enforcement of this municipal code section. With continued violations of the disposal site agreement causing hazardous conditions for staff, added expense for all taxpayers, and general disorder of the disposal site, the City will be issuing fines to violators.

Section 11.11 allows for enforcement of the section by Code Enforcement Officer or other designee of the Board of Public Works. To specifically allow for Public Works to issue fines for this site, we would like the Director of Public Works and Street Superintendent to be designated by the Board of Public Works. Staff is also recommending a policy to issue a fine of \$150 for first offense and \$300 for second and any future offenses. Revocation of site access is allowed at any time at the judgement of Director/Superintendent/Code Enforcement Officer for any violations. Discussion held and questions answered.

Motion by Moore, seconded by Kilgas to designate the Director of Public Works and the Street Superintendent as additional designees to enforce section 11.11 and approve the fine policy as discussed.

All Ald. voted aye.

Motion carried.

f. Mailbox Replacement Policy.

During collection routes or winter snowplow operations residential mailboxes can become damaged because of proximity to the work area. Currently if city equipment contacts the mailbox and causes damage the city will reimburse for materials in the replacement (no maximum established). No labor costs would be reimbursed, and the city does not provide the reinstallation. Resident/installer is responsible to meet all United States Postal Services installation specifications. Without a limit on the dollar amount for reimbursement there is potential for the city to reimburse for upgraded/unauthorized materials. Discussion held and questions answered.

Motion by Moore, seconded by Eggleston to authorize the Street Superintendent to issue a reimbursement for a maximum of \$125 for mailboxes with verified damages from city equipment after material receipt has been confirmed by the Street Superintendent or their designee, and follow up with a more thorough policy.

All Ald. voted aye.

Motion carried.

g. Project 7-23 Kaukauna Municipal Pool Renovation Project Closeout.

Director of Public Works is looking to issue the final payment for the municipal pool project and

is seeking any concerns from the Board. Discussion held and questions answered.

No action needed.

3. Adjourn.

Motion made by Antoine, seconded by DeCoster to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 6:48 pm.

Kayla Nessmann

Clerk