

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Vice-Chair Coenen on Monday, February 5, 2024 at 6:00 P.M.

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

Absent & Excused: Thiele

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, HR Dir. Swaney, Street Sup. Van Gompel, Com. Erich. & Rec. Dir. Vosters and interested citizens.

Motion by Moore, seconded by Kilgas to excuse the absent member.

All Ald. present voted aye.

Motion carried.

1. Correspondence – none.

2. Discussion Topics.

a. Recommendation for award of Project 4-24: Asphalt Paving.

The Engineering Department has compared the two received bids against the Engineer's Estimate. The bids themselves are within \$58,605.44 of each other which is a good indication that they are competitive. The lower bid (Northeast) is under the Engineer's Estimate by \$59,394.50 which is another indication that the received bids are reasonable and competitive. There is the Alternate A section of this project, which is the relay of storm sewer in the Downtown Second Street Alley. This work would be done in early Spring, so the storm sewer relay does not interfere with other utility work in the Alley.

Motion by Schell, seconded by DeCoster to award Project 4-24: Asphalt Paving Units A and B to Northeast Asphalt, Greenville, WI for a total bid price of \$318,455.85 and award Project 4-24 Asphalt Paving Alternate A to Northeast Asphalt Paving for a total bid price of \$129,845.35. All Ald. present voted aye. Motion carried.

b. Recommendation for award of Project 5-24: Kenneth Avenue Utility Relay.

The Engineering Department has compared the eight received bids against the Engineer's Estimate. The bids themselves are within \$28,822.00 from the three lowest bids, which is a good indication that they are competitive. The lowest bid (Feaker) is under the Engineer's Estimate by \$60,186.50 which is another indication that the received bids are reasonable and competitive. The bids for the Alternate Arthur Street are within \$22,316.14 from the three lowest bids, which is competitive. The lowest bid (Feaker) is under the Engineer's Estimate by \$33,059.95, which indicates the bids we received are reasonable and competitive. Kaukauna Utilities Board will review the bids and recommend the project on February 21st.

Motion by Moore, seconded by Kilgas to Award Project 5-24 Kenneth Avenue Utility Relay to Feaker & Sons, De Pere, WI including the base bid price of \$1,318,816.00 and Alternate Bid for Arthur Street for bid price of \$658,752.50, total contract award of \$1,945,634.36. All Ald. present voted aye. Motion carried.

c. Authorization to seek bids for Project 6-24: 1000 Islands Boardwalk.

The Engineering Department is completing plans to reconstruct a series of trails through the 1000 Islands Conservancy Area. This project will include removal of the old boardwalks, installation of steel footings, construction of new boardwalks with safety edges and railings in select locations, and appropriate restoration of the affected areas. This boardwalk reconstruction is planned to be completed over 2 phases. Phase 1 will be the main focus for this project, with phase 2 being bid as an alternate. If prices are good, both phases may be awarded on this project.

Motion by Moore, seconded by Eggleston to authorize the Engineering Department to seek bids for Project #6-24, 1000 Islands Boardwalk Reconstruction.

All Ald. present voted aye.

Motion carried.

d. Project Support and Authorization to submit applications for 2024 Grants – 1000 Islands Boardwalk.

The Greenway Fund is an Outagamie County program that offers grants to assist local units of government, within Outagamie County, develop greenway networks that are regional in nature. A greenway, defined here, is a trail or collection of open space, usually continuous and linear in fashion, found in urban and rural settings, serving various purposes. Greenway Fund grants are awarded annually, following a competitive application process. Funding requests are limited to 25% of the total project cost. Funds are provided to grant recipients on a reimbursement basis only. Local units of government in Outagamie County are encouraged to apply. In this funding cycle, up to \$30,000 will be available.

Motion by Eggleston, seconded by Kilgas for the Board of Public Works to support the 1000 Islands Boardwalk replacement project and to authorize the Director of Public Works/City Engineer to apply for and administer 2024 Greenway Fund Grant and a Nelson Fund Grant on behalf of the City.

All Ald. present voted aye.

Motion carried.

e. Office Update for Code Enforcement Officer.

With Code Enforcement proposed to align under the Police Department, staff believe keeping the Code Enforcement office in the same department for communications, supervision, record keeping, and daily operations/collaborations is important. We have identified a storage area that could be converted to additional office space, and the location is ideal for communication and access to the department and to meet with any residents, complainants, or violators looking to have in-person conversations with Code Enforcement Officer. City staff has worked with several contractors to price out the project and would like to have the support of the Board to proceed. The anticipated project cost is \$4,400 plus any furnishings not already available. Funding will be discussed in a Finance and Personnel meeting later tonight. This project will also free up more office space in the MSB.

Motion by Antoine, seconded by Moore for the Board of Public Works to support the Code Enforcement Officer office project contingent upon budget amendment approval for Code Enforcement Budget Item Reallocation.

All Ald. present voted aye.

Motion carried.

f. **2024 Sidewalk Builders License to IEI General Contractors, Inc.**

Motion by Moore, seconded by Eggleston to approve the 2024 Sidewalk Builders License to IEI General Contractors, Inc.

All Ald. present voted aye.

Motion carried.

g. **Public Works Update.**

DPW/Eng. Neumeier provided an update on current projects. The structure at Jonen Park is going up and will be ready for the roof soon. Trusses for the Pool building are being erected. A Public Information Meeting regarding the Utility Relay Project will be held on March 4 at 5:00 pm. The main pressurized hydraulic line on garbage truck 225 leaked on December 28. The hydraulic fluid spill was cleaned up with no downstream or ditch exposure. The truck unloaded 50 to 75 gallons of hydraulic fluid. Sewer crew started vacuuming at all 6 inlets to the sewer main. It cost \$575 to dispose of oil water. Oil booms were purchased and installed. No visible residue is being seen. Total clean-up costs were just under \$1,000. The Street Department is looking at purchasing a few oil spill kits to be present on each of the garage trucks. Discussion held and questions answered.

3. Closed Session.

a. **Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Municipal Pool Contract.**

Motion by Moore, seconded by Antoine to adjourn to closed session.

All Ald. present voted aye.

Motion carried.

Meeting adjourned to closed session at 6:23 p.m.

b. **Return to open session for possible action.**

Motion by Moore, seconded by Eggleston to return to open session.

All Ald. present voted aye.

Motion carried.

Returned to open session at 6:37 p.m.

4. Adjourn.

Motion made by Moore, seconded by Schell to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 6:38 pm.

Sally Kenney
Clerk