

CITY OF ANTIGO
PUBLIC WORKS COMMITTEE
MINUTES OF MEETING HELD
SEPTEMBER 26, 2018

Public Works Committee of the City of Antigo met in Regular Meeting on the above date at 5:30 PM in the Multi-Purpose Room, City Hall, Ward 4 Tom Bauknecht presiding.

Attendee Name	Title	Status	Arrived
Tom Bauknecht	Ward 4	Present	
Rick LeBrun	Ward 6	Present	
Barb Rebstock	Ward 1	Present	
Sandra Fischer	Ward 2	Absent	
Scott Henricks	Ward 9	Present	

Others in attendance: Mark Desotell, Director of Administrative Services; Kirk Packard, Street Commissioner; Charley Brinkmeier, Surveyor/Project Manager; Tommy Horswill, Infrastructure Alternatives; Scott Martin, MSA Professional Services; and Jaime Horswill, Clerical/Utility Assistant.

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Approval of the Minutes from the August 22, 2018 Meeting

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Scott Henricks, Ward 9
SECONDER:	Rick LeBrun, Ward 6
AYES:	Tom Bauknecht, Rick LeBrun, Barb Rebstock, Scott Henricks
ABSENT:	Sandra Fischer

2. Request to Waive Special Assessment at 404 S Clermont Street

Donna Karcz provided a letter requesting to be on the Public Works Agenda in protest of a Special Assessment Invoice for \$158.25 for lawn/weed cutting July 23, 2018. She does not believe the lawn was over the six inch requirement. There were people being paid to maintain the lawn at 404 S. Clermont Street.

Kirk Packard, Street Commissioner, advised that he does have video if the committee would like to see it.

Alderperson LeBrun noted that no one is here to contest the Special Assessment.

Mr. Packard recommended denying the request to waive the Special Assessment for 404 S. Clermont Street.

Motion to keep the Special Assessment as invoiced for \$158.25 for lawn/weed cutting from July 23, 2018 for 404 S. Clermont Street.

RESULT:	DENIED [UNANIMOUS]
MOVER:	Rick LeBrun, Ward 6
SECONDER:	Barb Rebstock, Ward 1
AYES:	Tom Bauknecht, Rick LeBrun, Barb Rebstock, Scott Henricks
ABSENT:	Sandra Fischer

3. Approval of Bid for New Siding on Well House 15 Deemed Most Advantageous to the City of Antigo and Waiver of the Bidding Policy

Tommy Horswill, Infrastructure Alternatives, provided a memo advising that the wood siding on

Well House 13 is starting to warp and deteriorate and is in need of replacing. There is currently \$7,500 budgeted under capital improvements WTI-37 for this project. He has reached out to numerous local contractors and received responses from three. However, only two of the three have provided a quote, Dun Rite Exteriors of Schofield and Below Building of Antigo. Dun Rite Exterior's quote was \$7,295 for standard color vinyl siding from Quest that carries a lifetime warranty. This quote also includes new flashing, fascia and soffit. Dun Rite Exteriors will also remove and dispose of all debris.

Mr. Horswill's memo continued by adding that Below Building's quote was \$6,400 for standard color vinyl siding from Timbercrest, that carries a lifetime warranty. This quote includes new flashing, fascia and soffit. Below Builders will dispose of all waste debris. Mr. Horswill is also requesting waiver of the bidding process normally used for purchasing and accept the quotes he provided. He is recommending accepting the bid from Below Building.

Upon inquiry by Alderperson Rebstock, Mark Desotell, Director of Administrative Services, explained that quotes are different than bids as bids are received sealed and are noticed. The price that is quoted cannot be changed. It is a firm price similar to a bid.

Motion to accept the bid from Below Building for \$6,400 for standard color vinyl siding including new flashing, fascia and soffit for Well House 13 as presented as well as waiving the City's bidding policy.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 10/10/2018 6:00 PM
MOVER:	Scott Henricks, Ward 9
SECONDER:	Barb Rebstock, Ward 1
AYES:	Tom Bauknecht, Rick LeBrun, Barb Rebstock, Scott Henricks
ABSENT:	Sandra Fischer

4. Approval of 1/2 Ton 4x4 Truck Bid Deemed Most Advantageous to the City of Antigo

Mr. Packard provided a memo requesting approval to purchase a pickup truck from Brickner's of Antigo. Bids were opened on September 12, 2018 as follows:

Ewald Chevy Jeep Dodge	2019 Ram 1500 Tradesman	\$23,673
Ewald Hartford Ford	2019 Ford F150 Reg Cab XL	\$25,639
Currie Motors Chevrolet	2019 Ford F150	\$26,809
Brickner's of Antigo	2019 Ram 1500 Tradesman	\$24,437

Mr. Packard is recommending the purchase from Brickner's as the lead time is ten weeks compared to 150 days. Brickner's is also a local business.

Upon inquiry by Alderperson Bauknecht, Mr. Packard advised that this will be a Water Department truck and will not have to be custom outfitted. Staff builds boxes and puts necessary lights on it.

Motion to accept the bid from Brickner's of Antigo for a 1/2 ton 4x4 truck for \$24,437 as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Scott Henricks, Ward 9
SECONDER:	Rick LeBrun, Ward 6
AYES:	Tom Bauknecht, Rick LeBrun, Barb Rebstock, Scott Henricks
ABSENT:	Sandra Fischer

5. Sanitary Sewer Replacement

Charley Brinkmeier, Surveyor/Project Manager, provided a memo noting that staff has discovered two different sanitary sewer pipes that are in need of replacing. One is located on Freiburger Avenue between Park Street and Berner Street, the other is at Clermont Street and Amron Avenue heading west. Staff is looking at putting both of the sewer pipes out for bid to have them replaced this year. Financing would be coming from the slip lining funds. Because of the time of year, he is requesting permission that after the bids are opened Council could review and approve the winning bid rather than waiting until the next Public Works meeting.

Mr. Brinkmeier indicated that after completing some investigations today the thought of being able to dig the Amron Avenue sewer pipe is not going to work. This pipe will need to be slip lined. There will be some grouting involved as there is no bottom to the pipe resulting in ground water coming into the pipe. After speaking with the Clerk-Treasurer/Finance Director, the funds for this will come out of the CIP account for sanitary sewer slip lining. If there are funds left over staff will determine if the one on Freiburger Avenue can be accomplished.

Mr. Brinkmeier indicated that the sewer pipe on Freiburger Avenue has to be dug. There is a dip in the pipe that is approximately three quarters of the pipe. That pipe cannot be slip lined.

Mr. Brinkmeier advised that the sewer pipe on Amron Avenue is most critical and will be sent for bids within the next week. Depending on the bids, if it is not completed this year, it will be completed in the spring. There is \$60,000 budgeted in the slip lining account. It is Mr. Brinkmeier's opinion that Armon Avenue will take most of the funds available.

Upon inquiry by Alderperson Bauknecht, Mr. Brinkmeier indicated that staff becomes aware of these types of problems through the camera system purchased a while ago. Staff continues to go through the system with the camera.

Upon inquiry by Alderperson Rebstock, Mr. Brinkmeier advised that he does not need the bids to be forwarded to Council as mentioned in his memo.

INFORMATION ONLY

RESULT:	INFORMATION ONLY
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6. Intent to Apply (ITA) & Priority Evaluation Ranking Form (PERF) for Saratoga Industrial Park Storm Sewer Expansion in Conjunction with Flood Alleviation Loan Application (Bridge Street to Remington Detention Pond)

Mr. Desotell provided a memo advising that the Intent to Apply (ITA) and Priority Evaluation Ranking Form (PERF) documents represent initial steps to establish suitability of a project's scope for an application of funds under the Clean Water Fund Program (CWFP) and/or the Safe Drinking Water Loan Program (SDWLP) prior to any construction. The City of Antigo is under no obligation to proceed with the project but will get an indication as to whether or not the proposed project meets application criteria along with an understanding as to how the project ranks among competing submittals. This project is envisioned in order to address inadequate storm sewer capacity within the industrial park in an area essentially bound by Highway 64 to the south, Saratoga Street to the west, Highway 45 to the east and the north City limits. Preliminary study efforts indicate the need for providing an improved outlet for the existing storm sewer outfall. This is likely to be accomplished by installing additional storm sewer from the

Bridge Street/Saratoga Street intersection southward to Pierce Avenue to an existing storm sewer system leading to the Remington Detention pond.

Scott Martin, MSA Professionals, advised that these documents are part of the Department of Natural Resources (DNR) funding process. The DNR provides low interest loans of approximately 1.1% for twenty years for wastewater and water mains. This step of the process does not commit the City to actually apply and there is no cost to do this. The scoring is what the City is interested in at this point. There are two components to the funding process, one is the low interest loan and the other is a principal forgiveness loan.

Mr. Martin noted that typically the City of Antigo does not score well for grants. The program is difficult and labor intensive so many of the initial applicants do not finish the steps. Sometimes there are eighteen pages of initial applicants and only a page and a half will actually apply. You never know. Do not plan on receiving a grant, however, it is possible.

Mr. Desotell advised that this project would be a substantial project. The majority of the work would be within City right of ways. This will alleviate localized flooding.

Mr. Martin further advised that the next two agenda items have to do with sewer and water aspect of the utility placement on Fifth Avenue. The City does not anticipate getting to this project next year but it does not hurt to submit and get a score.

Mr. Martin explained that there is no charge for MSA to complete the first step of the process. If the City would decide to continue with the process, each application may cost approximately \$10,000 as they are very labor intensive on the administrative side.

Upon inquiry by Alderperson LeBrun, Mr. Desotell indicated that the projects are big ticket items at approximately \$1,000,000 to \$5,000,000.

Motion to advance the process with the Intent to Apply and Priority Evaluation Ranking Form for Saratoga Industrial Park Storm Sewer Expansion in Conjunction with Flood Alleviation Loan Application (Bridge Street to Remington Detention Pond).

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 10/10/2018 6:00 PM
MOVER:	Tom Bauknecht, Ward 4
SECONDER:	Scott Henricks, Ward 9
AYES:	Tom Bauknecht, Rick LeBrun, Barb Rebstock, Scott Henricks
ABSENT:	Sandra Fischer

7. Intent to Apply (ITA) & Priority Evaluation Ranking Form (PERF) for 5th Ave. Water Main Replacement in Conjunction with Potential Downtown Project Loan Application (Field to Lincoln Streets)

Mr. Desotell provided a memo advising that the Intent to Apply (ITA) and Priority Evaluation Ranking Form (PERF) documents represent initial steps to establish suitability of a project's scope for an application of funds under the Clean Water Fund Program (CWFP) and/or the Safe Drinking Water Loan Program (SDWLP) prior to any construction. The City of Antigo is under no obligation to proceed with the project but will get an indication as to whether or not the proposed project meets application criteria along with an understanding as to how the project ranks amount competing submittals. This project is envisioned in order to address both water main and sanitary sewer upgrades associated with any potential future reconstruction of Fifth Avenue from Field Street to Lincoln Street. This has been a long standing priority project for the City of Antigo and previous attempts to secure specialized grant funding have been unsuccessful. Additional funding resources will be explored in conjunction with these submittals at the appropriate times as project planning advances. Other potential applications might

include Community Development Block Grant Public Facilities grant applications, Surface Transportation Program (STP)-Urban funds and the Transportation Assistance Program (TAP) grant program to name a few.

Motion to advance the process with the Intent to Apply and Priority Evaluation Ranking Form for Fifth Avenue Water Main Replacement in Conjunction with Potential Downtown Project Loan Application (Field to Lincoln Streets).

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 10/10/2018 6:00 PM
MOVER:	Scott Henricks, Ward 9
SECONDER:	Barb Rebstock, Ward 1
AYES:	Tom Bauknecht, Rick LeBrun, Barb Rebstock, Scott Henricks
ABSENT:	Sandra Fischer

8. Intent to Apply (ITA) & Priority Evaluation Ranking Form (PERF) for 5th Ave. Sanitary Sewer in Conjunction with Potential Downtown Project Loan Application (Field to Lincoln Streets)

Motion to advance the process with the Intent to Apply and Priority Evaluation Ranking Form for Fifth Avenue Sanitary Sewer in Conjunction with Potential Downtown Project Loan Application (Field to Lincoln Streets).

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 10/10/2018 6:00 PM
MOVER:	Rick LeBrun, Ward 6
SECONDER:	Scott Henricks, Ward 9
AYES:	Tom Bauknecht, Rick LeBrun, Barb Rebstock, Scott Henricks
ABSENT:	Sandra Fischer

Any Other Matters Authorized by Law to be Considered

Mr. Desotell indicated that staff is receiving numerous compliments on the parking lot projects completed.

Aldersperson LeBrun noted that the planters are a very nice touch.

INFORMATION ONLY

Mr. Brinkmeier indicated that the Field and Gowan Street projects are behind schedule.

Upon inquiry by Aldersperson Bauknecht, Mr. Brinkmeier indicated that City staff takes the steel from the job sites, but the contractors are responsible for the remaining debris.

INFORMATION ONLY

Adjournment

1. **Motion to:** Adjourn at 5:54 PM

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Scott Henricks, Ward 9
SECONDER:	Rick LeBrun, Ward 6
AYES:	Tom Bauknecht, Rick LeBrun, Barb Rebstock, Scott Henricks
ABSENT:	Sandra Fischer

Tom Bauknecht, Chairperson

Date