

CITY OF ANTIGO
PUBLIC WORKS COMMITTEE
MINUTES OF MEETING HELD
NOVEMBER 28, 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	Present	
Scott Henricks	Ward 9	Present	

Others in attendance: Jon Wald, Windy View Heights; Tommy Horswill, Infrastructure Alternatives; Mark Desotell, Director of Administrative Services; Scott Martin, MSA Professional Services; Kirk Packard, Street Commissioner; Charley Brinkmeier, Surveyor/Project Manager; Alderperson Reinhardt Balcerzak; 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 September 26, 2018 Meeting

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

2. Request by Jon Wald for City Participation in the Completion of Thomas Street to Laurisa Lane Allowing for Further Development of Home Construction in the Next Phase of the Windy View Heights Development

Mark Desotell, Director of Administrative Services, provided a memo advising that on April 14, 2004 an Agreement for Subdivision Improvements on Phase II of the Windy View Heights Subdivision was entered into between Jon Wald and the City of Antigo. This agreement detailed the specific responsibilities of each party and established water and sanitary sewer connections through an undeveloped portion between Thomas Street and Laurisa Lane. Some +/- 500 feet of unfinished roadway remains to connect the two roadways. Completion of the roadway is now being requested by Mr. Wald as no more additional undeveloped lots remain in the Phase II section of the subdivision. In fact the last home being built in the Phase II section by a local contractor (already responsible for the completion of 4 other homes in this area) is scheduled for completion near the end of 2018 and has already been sold. The builder is posed to buy two additional lots in this Phase II section with one home being scheduled to start construction by January of 2019.

Mr. Desotell's memo continued by adding the completion of +/- 500 feet of remaining roadway to connect the two subdivisions will provide for up to six lots for new home construction. A \$10,000 lien for the existing water utility is due the City from Mr. Wald upon initiation of Phase III. Mr. Wald is requesting that the remaining criteria of responsibility for the construction of the +/- 500 foot section be under the same conditions of the Phase II Developer's Agreement.

Mr. Desotell's memo concluded by requesting extension of the terms of the existing Phase II Developer's Agreement for the completion of the connection of Thomas Street to Laurisa Lane for this +/- 500 foot section. He is also recommending that any future development criteria be negotiated at the time of Development and to no longer be "tied" to any of these initial

Agreements. Additionally, this Phase III Agreement will need to address the specific responsibilities between the parties relative to storm water control.

Mr. Desotell noted that the City is looking at a 2019 completion. The next home will be started in December 2018.

Mr. Desotell went over the previous agreement and each parties responsibilities. The parties will need to discuss a place for storm water detention.

Mr. Desotell advised that the gravel road bed is already in place and provides access to the new homes. The road was not considered in the 2019 budget.

Charley Brinkmeier, Surveyor/Project Manager, advised that the costs associated with the construction of the road will need to come from the 2019 Street CIP. Those funds have already been allocated for the Eighth Avenue bridge. As long as that project comes under budget, this could be accomplished. The cost estimate for the road way is approximately \$70,000. The Street Department is looking at doing the majority of this in-house.

Mr. Desotell further noted that there is a \$10,000 payment due to the City once the lots are developed.

Mr. Desotell commented that it makes sense to pursue this roadway from a maintenance stand point for the City crews.

Mr. Brinkmeier commented on some of the concerns that were raised during the construction of the road for Whispering Pines. After the initial construction, the concerns seemed to disappear. He further advised that the Street crews would be in favor of the connection of the roadways.

Motion to prioritize the completion of Thomas Street to Laurisa Lane under the 2004 Developer's Agreement allowing for further development of home construction in the next phase of the Windy View Heights Development as presented. Any future development of the subdivision will need to proceed under a new agreement.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 12/12/2018 6:00 PM
MOVER:	Rick LeBrun, Ward 6
SECONDER:	Scott Henricks, Ward 9
AYES:	Bauknecht, LeBrun, Rebstock, Fischer, Henricks

3. Requested Municipal Parking Stall Revisions by Randy Reese of Over Dere, LLC (Former Edison Club) & by Jason Hilger of Latta Apartments

Mr. Desotell provided a memo advising that the new owner of the former Edison Club, Randy Reese, has requested changes to the current location of permitted parking stalls within the Municipal lot along with consideration of prioritizing the three stalls immediately adjacent to the east wall of their new building for the use of their employees. Concurrent with this request, Mr. Desotell was also contacted by Jason Hilger, owner of Latta Apartments, located at the intersection of Fourth Avenue and Clermont Street with an inquiry to relocate the permitted stalls allowing for closer parking of their tenants to their building. However, the request was for the northernmost stalls in this lot to be dedicated for such use. That request was reviewed with the Street Commissioner and was determined to not be in the City's best interest relative to snow removal.

Mr. Desotell's memo further noted that as a result of reviewing each of these requests, the following is being recommended for the Committee's consideration:

Elimination/relocation of the eight "winter" parking permit stalls previously located immediately south of the Filbrandt Plumbing Building.

This improves Over Dere customer parking and will move permit parking closer to the Latta Apartments.

It also improves the ability of street crews to remove snow from the lot.

Establishment of new permit parking stalls along the west side of the lot immediately adjacent to the Filbrandt Plumbing building starting at the southern limits.

Establish six stalls initially and add stalls as needed/requested by permit.

This places stalls in the least impacted location for snow removal operations.

Establish the three stalls immediately adjacent to Over Dere, LLC building for employee parking only and either waive any permit fees, discount the permit fees or to provide a priority application to Over Dere each year according to current permit fees.

It should be noted that based on the property lines, some 1/3 of each stall already rests on the former Edison Club parcel

Another option for the three stalls would be to revise the property description of the sale to include these stalls so that they were the exclusive use of the owner. Some difficulty arises in that Filbrandt Plumbing also utilizes the corridor for ingress/egress to their property requiring the development of an easement under this scenario.

Mr. Desotell provided a new proposed map as a few things have changed since the agenda was published.

Mr. Hilger was requesting more "winter" parking permit stalls closer to the Latta Apartment complex. When discussing this with the Street Commissioner, it was determined that this would not be a good compromise because of snow storage/removal. Having vehicles parked in that location would be detrimental to snow removal operations. Mr. Desotell would recommend increased permit parking down further along the Filbrandt Plumbing building. Mr. Desotell also has two stalls that could be used for permit parking if needed. He does not want to go any further north as Filbrandt Plumbing does not want anyone parked in front of their building all the time.

Mr. Desotell further acknowledged that Randy Reese requested the three stalls behind his building (the former Edison Club) to be utilized for employee parking. Mr. Desotell has been reluctant to do this as the same request could come from every business along Fifth Avenue. He does not recommend doing anything with the stalls, they would remain first come first serve. Once the business is up and running if it becomes an issue, the request could be revisited. If the property line were to be extended and sold to Mr. Reese, Mr. Filbrandt may have problems unloading equipment as he utilizes the corridor for access to overhead doors into his building.

Upon inquiry by Alderperson Fischer, the stalls shown in yellow (use to be permit stalls) would no longer be permit stalls and would be open to public parking on a first come first serve basis.

Mr. Desotell advised that he further received a request from Mr. Hilger to reduce the rate of permit parking from \$35 per month to \$20 per month. Mr. Desotell does not support his idea at this time and is not being considered at this time as a letter of request was not provided as instructed.

Motion to approve the requested municipal parking stall revisions as shown on the map distributed at tonight's meeting.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 12/12/2018 6:00 PM
MOVER:	Scott Henricks, Ward 9
SECONDER:	Sandra Fischer, Ward 2
AYES:	Bauknecht, LeBrun, Rebstock, Fischer, Henricks

4. Replacement of Booster Pump for Water Treatment Plant and Waiver of Bidding Policy

Tommy Horswill, Infrastructure Alternatives, provided a memo indicating that in the 2018 Capital Improvement Budget under WTI-31, there is currently \$6,500 available for the rebuilding of one of the booster pumps at the water treatment plant. The boosters are the pumps that transfer water from the storage tank at the water plant to both elevated water towers. He would like to use the available funds to replace one of the existing motors with a new one as the motors are aging. The current booster pump motors are Marathon 100HP and he will be replacing one of the them with a Baldor 100 HP motor of similar design. He has received two quotes for the replacement and installation of the new motor.

Mr. Horswill's memo continued by adding that Crane Engineering submitted a quote for \$6,128 including the purchase and installation of the new motor. L&S Electric submitted a quote for \$6,269 including the purchase and installation of the new motor. Both companies are selecting the same model of Baldor motors.

Mr. Horswill is further asking the committee to waive the normal bidding process used for purchasing and accept the quotes provided. He is further recommending the quote from Crane Engineering for \$6,128.

Mr. Horswill advised that the pumps have been rebuilt in the past and he believes it is better to put in a new motor than to rebuild.

Mr. Desotell advised that the normal bidding process requires any purchase over \$6,000 to go through the bidding process. This amount is very close to the threshold.

Upon inquiry by Alderperson LeBrun, Mr. Desotell advised that the Capital Improvement funds are specifically earmarked for certain purchases such as a pump. The amounts are approved in the budget.

Motion to approve the replacement of a booster pump from Crane Engineering for \$6,128 with funding derived from the CIP fund for the water treatment plant and approve waiving the bidding policy for this purchase.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 12/12/2018 6:00 PM
MOVER:	Rick LeBrun, Ward 6
SECONDER:	Barb Rebstock, Ward 1
AYES:	Bauknecht, LeBrun, Rebstock, Fischer, Henricks

5. Approve Ordinance Amendment to Include Stop Signs at the Intersections of Gruber Street at South Virginia Street and Gruber Street at South Park Street

Eric Roller, Police Chief/Public Safety Director, provided a memo recommending to amend the ordinance to place stop signs on Gruber Street at South Virginia Street and on Gruber Street on South Park Street. He has received a complaint regarding the intersection of Gruber Street and South Virginia Street from a local driving instructor and the potential hazard this intersection has. Gruber Street at South Park Street has the similar situation with an uncontrolled four way intersection. These are two of the last four way uncontrolled intersections within the city and the intersections warrant the placement of stop signs on Gruber Street with South Virginia Street

being the throughway, and on Gruber Street with South Park Street being the throughway.

Chief Roller recommends that the ordinance be amended to create a controlled intersection on Gruber Street at South Virginia Street and on Gruber Street at South Park Street with the placement of stop signs on Gruber Street at both locations.

Mr. Desotell showed the committee members on a map where the signs would be placed.

Motion to approve an ordinance amendment to include stop signs at the intersections of Gruber Street at South Virginia Street and Gruber Street at South Park Street as presented.

RESULT:	ORDINANCE TO COUNCIL [UNANIMOUS]
	Next: 12/12/2018 6:00 PM
MOVER:	Scott Henricks, Ward 9
SECONDER:	Rick LeBrun, Ward 6
AYES:	Bauknecht, LeBrun, Rebstock, Fischer, Henricks

6. Award the Bid Deemed Most Advantageous to the City of Antigo for the Amron Cured In Place Pipe Lining Bid

Mr. Brinkmeier, provided a memo with the bids that were opened November 21, 2018. He has had discussions with Lametti and Sons to assure that they completely understood the project and the pit falls that may occur. They are going to get back to Mr. Brinkmeier prior to the Public Works meeting and let him know if they want to pull their bid or if they felt they did understand the project and feel comfortable with the bid amount. The bids were as follows:

Lametti and Sons	\$31,850
Instiufom Technologies	\$50,435
Visu-Sewer	\$96,250

Mr. Brinkmeier advised that he worked on this about a year ago and received no bids. He decided to re-bid this item and received three bids. He has spoken to Lametti and Sons and they are willing to hold their bid price. He did complete some reference checks and they are experts in this type of work with ground water.

Alderpersion Bauknecht commented that as a professional courtesy if a bid is way under they are contacted and given the opportunity to pull their bid at which point the City would go to the next bid.

Motion to approve the bid from Lametti and Sons for \$31,850 for the Amron Cured in Place Pipe Lining utilizing budgeted funds.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Barb Rebstock, Ward 1
SECONDER:	Scott Henricks, Ward 9
AYES:	Bauknecht, LeBrun, Rebstock, Fischer, Henricks

Any Other Matters Authorized by Law to be Considered

Scott Martin, MSA Professional Services, provided a memo on the Gowan Road and Field Street Project. He noted that all sanitary sewer, water main, storm sewer and sewer and water services are complete and into operation for the project. Field Street road restoration is complete thru curb and gutter and the first lift of pavement. The Contractor will complete restoration, sidewalk, driveway aprons and final surface of pavement on Field Street next year. Gowan Road has the first lift of asphalt placed from the Langlade Street to the Spring Brook and in the intersection at Tenth Avenue. The road is complete thru gravel including curb and gutter

from the Langlade intersection to the south. The contractor will complete the first lift of asphalt and curb and gutter north of Langlade Street including the Tenth Avenue intersection and the sidewalk, driveway aprons and restoration on all of Gowan Road next year.

Mr. Martin's memo continued by noting that the project is currently 61 days late. Substantial completion per the contract was September 16. The project is not substantially complete but work was ended and contract time suspended on November 16 for winter. Late days will continue to accrue next year when the project is completed. The Construction Services contract amount is \$127,300. Currently the cost for service stands at \$144,124 (\$16,824 over budget) Cost will incur slowly for coordination over the winter/spring then resume with construction next year. The contract has provisions to assess liquidated damages to cover costs the City may experience as a result of construction not being completed by the agreed time. These costs can include City staff time, maintenance of incomplete streets and other facilities, inconvenience to the public as determined by the City and other considerations. Liquidated damages for substantial completion accrue at a rate of \$1,200 per day. Currently at 61 days, the total is \$73,200. That is sufficient to cover the additional engineering services and other costs of the City. He recommends that the City assess liquidated damages to recover costs associated with the construction time overrun. He does not recommend assessing the full amount available by contract but rather a conservative amount that reasonably covers all costs caused by the delay.

Mr. Martin's memo concluded by adding that the City should maintain a retainer to cover a standard 5% of construction that is sufficient to include liquidated damages and coordinate with the Contractor for completion of the project next year. When the work is substantially complete, the City should determine the cost created due to the late completion and assess liquidated damages. A change order should then be prepared that modifies the completion date and assesses liquidated damages.

Mr. Martin advised that construction is done for the year, but not completed. He estimates that there is approximately one full month of work left to be completed next year. He further explained liquidated damages.

INFORMATION ONLY

Adjournment

1. **Motion to:** Adjourn at 6:02 pm

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Scott Henricks, Ward 9
SECONDER:	Barb Rebstock, Ward 1
AYES:	Bauknecht, LeBrun, Rebstock, Fischer, Henricks

Tom Bauknecht, Chairperson

Date