CITY OF ANTIGO
PUBLIC WORKS COMMITTEE
MINUTES OF MEETING HELD
DECEMBER 06, 2022

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	
Barb Rebstock	Ward 1	Absent	
Sandra Fischer	Ward 2	Absent	
Scott Henricks	Ward 9	Present	
Joel Wagner	Ward 6	Present	

Others in attendance: Craig Schuh, Ayres Associates; Charley Brinkmeier, Land Surveyor/Project Manager; Mark Desotell, Director of Administrative Services; Kirk Packard, Street Commissioner; and Cheryl Barta, Administrative Assistant.

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

1. Approval of the Minutes from the October 26, 2022 Meeting

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

2. 2023 Sidewalk Replacement Program

Charley Brinkmeier, Land Surveyor/Project Manager, submitted a memo for the 2023 Sidewalk Replacement Program.

Alderperson Bauknecht pointed out the map that was included in the agenda packet which shows the sidewalks earmarked for replacement in 2023.

Upon Alderperson Bauknecht's inquiry of this matter having to be forwarded to Council, Mr. Brinkmeier explained the process of the matter would go to Council and then a public hearing would be held.

Mr. Desotell noted the program is for the replacement of sidewalks and driveway approaches.

Motion to approve the 2023 Sidewalk Replacement Program.

RESULT:	**RESOLUTION TO COUNCIL [UNANIMOUS]** **Next: 12/14/2022 6:00 PM**
MOVER:	Scott Henricks, Ward 9
SECONDER:	Joel Wagner, Ward 6
AYES:	Tom Bauknecht, Scott Henricks, Joel Wagner
ABSENT:	Barb Rebstock, Sandra Fischer

3. Addition of Two Stop Signs at Arctic Street and Badger Avenue and One Stop Sign at Arctic Street and Washington Avenue

Kirk Packard, Street Commissioner submitted a memo for the addition of two stop signs at Arctic Street and Badger Avenue and one stop sign at Arctic Street and Washington Avenue.

Street Commissioner Packard stated that it was brought to his attention by someone driving through the area that there is nothing there to control the area traffic. Mr. Packard also explained North Elementary School is right there and even though no accidents have happened there is a potential risk of one.

Motion to approve the addition of two stop signs at Arctic Street and Badger Avenue and one stop sign at Arctic Street and Washington Avenue.

RESULT:	**ORDINANCE TO COUNCIL [UNANIMOUS]** **Next: 1/11/2023 6:00 PM**
MOVER:	Scott Henricks, Ward 9
SECONDER:	Joel Wagner, Ward 6
AYES:	Tom Bauknecht, Scott Henricks, Joel Wagner
ABSENT:	Barb Rebstock, Sandra Fischer

4. Professional Services Agreement with Legacy Solar Co-op for developing a Solar Power Planning Study for Implementation at City Hall & the Wastewater Treatment Plant

Mark Desotell, Director of Administrative Services, provided a memo to approve the Professional Services Agreement with Legacy Solar Co-op for developing a solar power planning study for implementation at City Hall and the Wastewater Treatment Plant.

Mr. Desotell explained that he had been introduced to Tony Hartman from Legacy Solar Co-op when the City began to site the development for the 54- acre solar development out on Hogan Street and Highway 64. Mr. Desotell reported that Mr. Hartman was instrumental in leading that project forward. He added that they had talked about what the City could potentially do with smaller solar developments, typically rooftop mounted solar systems, but are currently waiting until the granting period is more favorable to the City.

Mr. Desotell named a few grants that would be available. He stated City Hall, the Wastewater Treatment Plant, the Water Treatment Facility and the Street Department building were looked at as possible options for solar projects. The two best options for pay-back were City Hall and the Wastewater Treatment Plant. He stated that there may be a change to the roof of the Street Department building, as well as the adding of insulation, so it was not appropriate to look any further into the solar project until those changes were made.

Mr. Desotell further explained that Legacy Solar would provide some of the original planning and scope of work to get the City to the point where they can take bids and grant applications to see where the City would be with this project.

Mr. Desotell recommended the City work with Legacy Solar to advance the projects for City Hall and the Wastewater Treatment Plant at a cost of $3,750.

Upon Alderperson Bauknecht's inquiry of the savings, Mr. Desotell reported he did not have the information with him but he believed it would be a six year pay-back.

Motion to approve the Professional Services Agreement with Legacy Solar Co-op for developing a solar power planning study for implementation at City Hall and the Wastewater Treatment Plant in the amount of $3,750.

RESULT:	**RESOLUTION TO COUNCIL [UNANIMOUS]** **Next: 12/14/2022 6:00 PM**
MOVER:	Joel Wagner, Ward 6
SECONDER:	Scott Henricks, Ward 9
AYES:	Tom Bauknecht, Scott Henricks, Joel Wagner
ABSENT:	Barb Rebstock, Sandra Fischer

5. Professional Services Agreement with Ayres Associates for Topographical Survey Work on Edison Street from 6th to 9th Avenue in Preparation for Submitting Clean Water Fund & Safe Drinking Water Loan Program Fund Applications

Mark Desotell, Director of Administrative Services, provided a memo to approve the Professional Services Agreement with Ayres Associates for topographic survey work on Edison Street from Sixth to Ninth Avenue in preparation for submitting Clean Water Fund and Safe Drinking Water Loan Program Fund applications.

Mr. Desotell explained he should have corrected his memo as it is for the Community Development Block Grant Public Facilities Program (CDBG-PF). Mr. Desotell reported the City will be applying for Clean Water and Safe Drinking Water Loan Program Fund applications at a later stage. Mr. Schuh added that would probably be in the next round. Mr. Desotell also reported that anywhere you see Clean Water and Safe Drinking Water it should read CDBG-PF.

Mr. Desotell introduced Mr. Schuh from Ayres Associates. Mr. Desotell explained one of the changes in the CDBG-PF Program is that 30 additional points can be gained towards an application for plans thirty percent along in their development.

Mr. Schuh explained CDBG-PF Program's final directive will come out in January for their application process but their draft notes/preliminary evaluation states 40 additional points can be gained in the application process if you have biddable plans and specs. He further explained that what the Department of Administration is trying to do is to get communities to get better estimates of the costs of construction projects. Basically the further along you are in the project the more points are gained because the communities are fronting some of the money.

Mr. Desotell provided information on grants the City was awarded and some grants the City was not awarded but there are more that can be applied for but explained the competition will be very stiff.

Mr. Schuh reported that himself, Mr. Desotell and Mr. Brinkmeier have had conversations on other sources for funding this project in order to minimize the amount of bonding the City would have to do on the Edison Street project.

Upon Mr. Desotell's inquiry of the amount of points in the application, Mr. Schuh reported there are 10 points for having an environmental review and 30 points for having plans completed.

Mr. Desotell explained this could be significant and important in the application for the competition of the million dollar CDBG-PF. He further explained this is only the initial component to get enough done to be in a better position when the City makes the deadline for the application.

Mr. Schuh reported they want to do a topographic survey prior to snow so when the Department of Administration comes out with the final directive, they will be further ahead, as applications are due in May.

Mr. Schuh reported when the project reaches the next step they would be coming to the Committee again.

Upon Alderperson Henricks' inquiry of the $5,800 being budgeted, Mr. Desotell reported the funds are in the 2023 budget.

Motion to approve the Professional Services Agreement with Ayres Associates for topographical survey work on Edison Street from Sixth to Ninth Avenue in preparation for submitting CDBG-PF Program Fund applications at $5,800.

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

6. Professional Services Agreement for Welding & Paint Inspections Associated with the 200,000 Gallon Water Tower Replacement Project at the City's Water Treatment Plant

Mark Desotell, Director of Administrative Services, submitted a memo for the approval of the Professional Services Agreement for welding and paint inspections associated with the 200,000 gallon water tower replacement project at the City's Water Treatment Plant.

Mr. Desotell reported that Ruekert & Mielke had been contracted to design and construct the water tower.

He explained that typically the company that designs and constructs the tower are not qualified to do the inspection services. He explained that Ruekert & Mielke were asked to solicit proposals on the City's behalf for climbing contractors, paint inspectors and welding inspectors for that component of the work.

Mr. Desotell went over the bids received from three contractors: KLM Engineering Incorporated, LLC, James Orr Coating Inspection, LLC and Dixon Engineering & Inspection. He explained the process of how the determination of which contractor to work with is completed.

Motion to enter into the Professional Services Agreement for welding and paint inspections with James Orr Coating Inspection, LLC, associated with the 200,000 gallon water tower replacement project at the City's Water Treatment Plant in the amount of $51,800.

RESULT:	**RESOLUTION TO COUNCIL [UNANIMOUS]** **Next: 12/14/2022 6:00 PM**
MOVER:	Scott Henricks, Ward 9
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Tom Bauknecht, Scott Henricks, Joel Wagner
ABSENT:	Barb Rebstock, Sandra Fischer

7. Ayres Amendment to the Parking Lot agreement

Charley Brinkmeier, Land Surveyor/Project Manager, provided a memo to approve the Ayres & Associates amendment to the Parking Lot Agreement.

Mr. Brinkmeier reported the City has an agreement with Ayres & Associates and is already contracted to work on the City Hall parking lot, the alley behind the Elk's Club from Edison Street to Clermont Street and Superior Street parking lot.

Mr. Brinkmeier reported the concrete planters would be extended and the entrance behind the old Gruber Hardware would be closed off.

Mr. Brinkmeier explained this is a proposal for Ayres & Associates to do the bidding documents for the three projects, as well as construction staking, their time and material for construction administration and construction staking. Mr. Brinkmeier also reported depending on how much the City would require their services, the cost may decrease.

Mr. Schuh explained Ayres & Associates (Ayres) was contracted by the City back in May of 2022. Ayres completed topographic surveys for the three sites, plans were put together, worked with Mr. Brinkmeier to get final designs ready and by the time everything was completed it was August. It was not thought to be advantageous to put the plans out for bids at that time of year due to contractors being extremely busy.

Mr. Schuh went over the amendments to the document.

Mr. Desotell reported that Ayres will work hard to control the costs and reported the cost will be based on the actual time and expense as construction usually is.

Motion to approve the Ayres & Associates amendment to the Parking Lot Agreement.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Joel Wagner, Ward 6
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Tom Bauknecht, Scott Henricks, Joel Wagner
ABSENT:	Barb Rebstock, Sandra Fischer

Any Other Matters Authorized by Law to be Considered

Charley Brinkmeier, Land Surveyor /Project Manager, reported the Christmas Parade is tomorrow night.

Street Commissioner Packard reported the schedule for the blocking off of the roads and parking spaces for the Chili Cook Off.

Adjournment

1. **Motion to:** adjourn at 6:04 PM

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Tom Bauknecht, Ward 4
SECONDER:	Joel Wagner, Ward 6
AYES:	Tom Bauknecht, Scott Henricks, Joel Wagner
ABSENT:	Barb Rebstock, Sandra Fischer

Thomas Bauknecht — 12/27/22

Tom Bauknecht, Chairperson — Date