

**CITY OF ANTIGO  
PUBLIC WORKS COMMITTEE  
MINUTES OF MEETING HELD  
MAY 25, 2016**

Members Present: Alderpersons D. Bauknecht, Kapusta, Feller Gottard, Turney and Darling  
Members Absent: None  
Others Present: Mark Desotell, Director of Administrative Services; Charley Brinkmeier, Surveyor/Project Manager; Bob Piskula, Street Commissioner; Alderperson Reinhardt Balcerzak, Scott Martin, MSA Professional Services; Don Fischer, Nature's Heat Source; and Jaime Horswill, Utility/Clerical Assistant.

This meeting of the Public Works Committee was called to order on the above date at 6:00 p.m. in the Multi-Purpose Room, City Hall. Alderperson Darling served as Chairperson and Jaime Horswill, Utility/Clerical Assistant, recorded the minutes thereof.

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**1. Approval of Minutes from the April 27, 2016 Meeting**

Alderperson D. Bauknecht noted a change on page five, second paragraph, first line. It should read Alderperson T. Bauknecht and not D. Bauknecht.

Kapusta moved, Darling seconded, to approve the minutes from the April 27, 2016 meeting as corrected. Carried 5-0.

**APPROVED**

**2. Request for City to Pay for Parking Lot Improvements at 602/604 Fifth Avenue**

Don Fischer, Nature's Heat Source, provided a cost breakdown for parking lot improvements at 602/604 Fifth Avenue:

Concrete 61 x 14 ft, 6" deep	\$1,800
Skid loader and compactor rental	\$400
Felt	\$30
Stamps	\$300
Charcoal release	\$150
Excavating and permits	\$900
Mesh	<u>\$180</u>
TOTAL	\$3,730

Mr. Fischer noted that people walk through this area when coming to or leaving the walking trail instead of walking on the road.

Alderperson Darling noted that the concrete that was poured already was approved by the Economic Development Committee as part of the façade grant program. The area that he wishes to continue with is actually City property.

Mr. Fischer advised that the breakdown provided does not include any labor, materials only.

Alderperson Darling commented that the area that is completed already looks very appealing.

Mark Desotell, Director of Administrative Services, noted that the \$1,800 projected cost of concrete would be very close to what it would cost the City to concrete the entire area. The façade grant program was not able to look at this requested portion as it is not attached to the building.

Mr. Desotell further acknowledged that if this is approved, the funding would come from the existing sidewalk program.

Darling moved, Turney seconded, to approve funding of \$1,800 for parking lot improvements at 602/604 Fifth Avenue as presented with funding derived from the 2016 sidewalk program. Carried 5-0.

### **RESOLUTION TO COUNCIL**

#### **3. Status of Two Hour Parking Limits Along West Side of Dorr Street from Fourth Avenue South**

Aldersperson Darling advised that two years ago, Matt Zack (Zack's Computers) requested a two hour parking limit in this area because his customers could not park in front of his building because of visitor parking in the apartment buildings across the street.

Aldersperson Darling noted that he has driven by this location several times and notices at least four vehicles that park on the south side of Fourth Avenue.

Mr. Desotell indicated that Aldersperson Kassis requested this for the owner of 628 Dorr Street.

Mr. Desotell agreed that it could become an issue if the two hour parking limit was lifted for any customers at that location.

Darling moved, Turney seconded, to deny lifting the two hour parking limit along the west side of Dorr Street from Fourth Avenue south. Carried 5-0.

### **DENIED**

#### **4. Status of Roadway Construction Projects Including Sunset Drive and Clermont Street (TEA Project) in Regards to Funding and Priority for 2016 Including any Necessary Revisions to the Five Year Roadway Improvement Plan**

Mr. Desotell provided a memo advising that the selection and planning for roadway improvement projects typically begins well in advance of the actual construction. In fact, as a Public Work's Committee and as required by certain funding programs, the City's 5-Year Roadway Improvement Plan is updated annually based on staff input. This process identifies priorities for staff allowing them to coordinate with the Wisconsin Department of Transportation, regulatory agencies, consultants, and grants specialists to help assure the project's delivery.

Additionally, selected projects are subject to surveys, soil investigation, pavement geometry review, cross section selection and preliminary estimates of cost. Adding to the cost consideration is a condition evaluation of water mains, storm and sanitary sewers. Managing all aspects of a project requires as much consistency towards achieving the original project scope as is possible.

At times, based on unforeseen need or the availability of specialized funding the City may be required to deviate from the 5-Year plan. As a project's design advances, the costs can be significantly impacted based on the more detailed surveys and site investigations that are conducted subsequent to a decision to place the project on the 5-Year Plan. Any determination to deviate from an overall plan needs to be considered based on many factors. Such is the case with Sunset Drive (Fifth Avenue to Eighth Avenue in 2016 and Eighth Avenue to Tenth Avenue in 2017) along with Clermont Street from Bridge Street to the north City limits.

The Clermont Street project is partially funded with a \$100,000 Transportation Economic Assistance (TEA) grant (must be expended by June 30, 2017). Site conditions have resulted in a project now anticipated to be \$300,000 rather than the \$200,000 initially projected. The majority of the added costs come from a \$40,000 storm sewer improvement north of Amron Avenue and for the consideration of complete curb and gutter replacement from

Bridge Street to Amron Avenue rather than the initial scope of spot repairs. The Wisconsin DOT is currently reviewing the design set of plans in advance of the bidding process.

The Sunset Drive projects were one of those instances where, based on input, the Public Works Committee added this to the 5-Year Plan when an opening allowed the transfer of Local Roadway Improvement Program (LRIP) funds (WisDOT Program) from Edison Street. Due to a lack of required funding in the water, sanitary and storm sewer entitlements to address the complete reconstruction of the identified portions of Edison Street it was recommended to adjust the 5-Year Plan. Staff had received input regarding resident's concerns of safely walking in the roadway of Sunset Drive (particularly during the winter months) so when the City applied to WISDOT to transfer the funds from Edison to Sunset staff did so indicating the desire to address the lack of sidewalk on the corridor. The actual pavement condition on Sunset Drive was not considered as one of our worst streets but the project fit nicely with the City's priority sidewalk program.

Subsequently, the Committee has determined, based on residential input, that sidewalk will not be a component of the Sunset Drive project bringing into discussion the overall need of advancing the Sunset Drive project at this time. Two allotments of WisDOT LRIP funds were transferred to the Sunset Drive corridor amounting to +/- \$24,000 (expires June 30, 2017) with an additional +/- \$24,000 (expires June 30, 2019). The LRIP program only allows a one-time substitution of projects and the City has already done this by transferring funds originally committed for Edison Street.

As a result, the \$48,000 must either be spent on the Sunset Drive as originally intended for the resurfacing projects (storm sewer only was requested and denied due to project guidelines) or be offered for use to other eligible municipalities within Langlade County (White Lake). If White Lake does not have a project or the required 50% matching funds the \$48,000 would become eligible to the Langlade County Highway Department. They could utilize the funds for their own projects or for that of a Town within Langlade County. If the funds end up transferring to the County Highway Department, staff would advocate that the money be utilized in support of repaving the extension of Fifth Avenue from Western Avenue to Highway 64 in the Town of Ackley; this would serve the City residents as well.

The following summarizes what decisions need to be discussed at the Public Works meeting:

1. The need to address an additional \$50,000 for the Clermont Street project
  - a. Current opinion of cost = \$300,000
  - b. 2016 budget included \$100,000 TEA Funds + \$150,000 Local = \$250,000
    - i. \$100,000 expires on 6/30/17 if not completed
  - c. Likely source of funds would come from the elimination of the Sunset Drive project
2. Consideration of the need to advance the Sunset Drive paving project (no sidewalk)
  - a. Failure to advance Sunset Drive requires that the City notify WisDOT of cancellation
    - i. Allows \$48,00 in LRIP fund consideration by others in Langlade County
3. Adjustment of the current 5-Year Plan for 2016 according to final decision

Upon inquiry by Alderperson Turney, Mr. Desotell explained that the \$48,000 from LRIP can only be utilized on Sunset Drive or it will revert back to the State. The funds were originally applied for under Edison Street but were moved to Sunset Drive as people had to walk in the road. Edison Street required a lot of infrastructure work, which funds were not budgeted for. Therefore, the one substitution that was allowed was made from Edison Street to Sunset Drive.

Mr. Desotell indicated that these funds can be applied for again at a future date.

Alderson Darling commented that the funds are budgeted for Sunset Drive and if we are not going to complete work there, the funds should be transferred to this project and get this project done right.

Mr. Desotell indicated that the reason that Sunset Drive was chosen for the sidewalk program is that a complaint was given to the Street Commissioner to provide a higher level of maintenance services on this street so that people could walk in the road.

Alderson Darling noted that if the City's budgeted funds are transferred from the Sunset Drive project to the Edison Street project, the City will lose \$48,000. However, this money will go to the County, not the State.

Mr. Desotell indicated that he or staff will need to notify the WisDOT that the City is cancelling the request for the funds. The WisDOT will then make the funds available to other municipalities (White Lake is the only other municipality eligible in Langlade County, so they will get first chance at the funds). The municipality would have to match the \$48,000 with their own funding and complete a project estimated at \$100,000. If White Lake is not able to make the request for funds, then Langlade County Highway Department would have control and decisions over the funds of which Mr. Desotell can recommend they consider the extension of Fifth Avenue. The City cannot control any of the decisions.

Upon inquiry by Alderson Feller-Gottard, Mr. Desotell indicated that this committee could still decide to pave Sunset Drive, but he does not recommend it. He is recommending transfer of the budgeted funds to Clermont Street.

Upon inquiry by Alderson Feller-Gottard, Alderson Darling indicated that the Clermont Street project will be from Bridge Street north (Plaspack). Mr. Desotell indicated it would stop short of Antigo Construction.

Feller-Gottard moved, Turney seconded, to eliminate Sunset Drive from the 5-year program in both 2016 and 2017 and utilize the 2016 budgeted funds from Sunset Drive on Clermont Street. Carried 5-0.

## **RESOLUTION TO COUNCIL**

### **5. Approval of Upper Roof Replacement Bid Deemed Most Advantageous for the Water Treatment Plant**

Charley Brinkmeier, Surveyor/Project Manager, provided a memo advising that the upper roof of the water plant has developed a leak. He has put specs out for replacing the upper roof and has received the following bids:

Kulp's of Stratford	\$15,341
Quality Roofing	\$9,532 with an extended 20 year warranty for \$950

Mr. Brinkmeier recommends Quality Roofing with the 20 year warranty extension for a total of \$10,482.

Mr. Brinkmeier indicated that after speaking with employees at the water plant, they advised that the roof has been leaking for a while. A repair was done a few years ago and it is not working. This money is budgeted.

Darling moved, D. Bauknecht seconded, to approve the upper roof replacement bid from Quality Roofing for \$9,532 with the extended 20 year warranty for \$950 for a total of \$10,482 with budgeted funds. Carried 5-0.

**APPROVED**

## 6. Approval of Slip Lining Bid for 2016 Deemed Most Advantageous

Mr. Brinkmeier provided a memo advising that this year, the department is planning on slip lining 1,500 feet of 8" sanitary sewer in various locations throughout the City. He has received the following bids:

McCann's Underground	\$70,285.00
Terra Engineering	\$50,448.00
Michael's Construction	\$56,307.00
Visu Sewer	\$39,149.75

Mr. Brinkmeier recommends approving Visu Sewer for this project. They have done multiple projects for the City over the years and have been a very good company to work with.

Upon inquiry by Alderperson Darling, Mr. Brinkmeier indicated that Visu Sewer usually does this service for the City. He further advised that he does not believe the City has used any other company for this service. They do an excellent job and always stand behind their work.

Turney moved, Feller-Gottard seconded, to approve the 2016 slip lining bid from Visu Sewer in the amount of \$39,149.75 as presented. Carried 5-0.

### APPROVED

## 7. 2016 New Sidewalk Construction

Mr. Brinkmeier provided a memo and map showing the areas that have existing sidewalk.

His memo noted that as a municipality we have the responsibility to keep the public safe during travel; vehicle, bike and pedestrian. The sidewalk program is the City's way of improving the pedestrian part of safe public travel. This program in the past has focused on some of the most dangerous non-sidewalk areas of the City and to address these safety concerns. Two examples of this include Tenth Avenue leading to the High School where the students were required to walk in the street and Highway 45 from North Avenue to Highway 64 where pedestrians were using nothing more than a worn path in the right of way to get to the north side businesses.

Mr. Brinkmeier's memo continued to add that prior councils and committees have set by ordinance that new sidewalk (including driveway approaches) are to be installed at no cost to the property owner. After construction, residents are required to maintain the sidewalks, ie snow removal and replacement when necessary (also per ordinance). Typically, the Street Department crews have been installing these new sidewalks and driveway approaches.

It does not happen often, but Mr. Brinkmeier has received two requests for sidewalk last year. One from Highway 64 south on Highway 45 to Culvers and one on Arctic Street at the southeast corner of Arctic Street and Farwell Avenue.

Mr. Brinkmeier's memo concluded by noting that there is enough funding in the sidewalk CIP to construct about 2,500 feet of five foot wide sidewalks. When construction of sidewalks begin, they may get more footage installed for a lower cost if the work can stay in the same area rather than jumping to different parts of the City. It is Mr. Brinkmeier's hope that this helps the committee understand some of the reasoning behind the program as locations for new sidewalk construction are discussed.

Mr. Brinkmeier suggests putting sidewalk in on the south side of Tenth Avenue from Dorr Street east to Banner Bank and if time permits completing the stretch from Wilson Street to Hudson Street on the south side of Tenth Avenue. The stretch from Wilson Street to Hudson Street will require some tree removal.

Mr. Brinkmeier further advised that the parking lot on Tenth Avenue in front of JC Park (owned by Zelazoski Wood) would be paved with a blacktop strip approximately 10-13 feet wide.

Mr. Desotell indicated that he has spoken with Mr. Zelazoski and he is in favor of the blacktop for maintenance reasons.

Upon inquiry by Alderperson Darling, Mr. Brinkmeier indicated that the requested project on Arctic Street could be accomplished this year and the one by Culvers and Kwik Trip are posing problems as the sidewalk would be approximately one foot behind the curb. Mr. Brinkmeier will contact Kwik Trip and see if they are willing to put the sidewalk in at their expense. Culvers and McDonalds both put their sidewalks in at their expense.

Alderperson Turney questioned Mr. Brinkmeier about the empty lot next to AmeriGas. He noted that the sidewalk was narrow and possibly covered by sod. Mr. Brinkmeier agreed and noted that there is nothing in the ordinances about clearing sod from sidewalks. Mr. Desotell noted that he or staff could talk to the property owner.

Mr. Brinkmeier explained that process of new sidewalk construction. Before construction, the property owners are notified about the proposed sidewalk and further advised that maintenance will be the property owner's responsibility. This was done on Sunset Drive. The Mayor thought that a public hearing needed to be held, so that is what was done. Does the committee want a public hearing done on these recommended areas. Alderperson Darling does not believe this needs to be done.

Mr. Desotell advised that the City is not going to put a concrete sidewalk through the Banner Bank paved area. They will stop east of the driveway.

Darling moved, Turney seconded, to approve the 2016 new sidewalk construction plan as presented. Carried 5-0.

**APPROVED**

**8. Any Other Matters Authorized to be Discussed**

**NONE**

**9. Adjournment**

Darling moved, Turney seconded, to adjourn the meeting at 6:29 p.m. Carried 5-0.

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James Darling, Chairperson

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Date