

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Board of Public Works
DATE OF MEETING: November 6, 2018 (Tuesday)
PLACE OF MEETING: City Hall – 415 Main Street (Common Council Chambers)
TIME OF MEETING: 6:30 P.M.

PURPOSE OF MEETING

1. Call to Order and roll call
2. Approval of minutes from the previous meeting
3. Public input: (limited to 3 minutes/individual)

Consideration and possible action on the following items:

4. Review and consideration of Supervisory Control and Data Acquisition (SCADA) software upgrade
5. Review and consideration of 2018 - 2020 Capital Improvements Budget
 - A. Review and consideration of projects to be included or deleted from proposed 2018 – 2020 Capital Improvement Budget
 - B. Set date/time of public hearing on Capital Improvements Budget
6. Review and consideration of professional services for Irvin Street design
7. Review and consideration of snow and ice control policy
8. Review and consideration of removal of trees in right of way at 733 Stonebridge Avenue
9. Review and consideration of 2018 Final Special Assessment Costs
10. Pay Estimates: Strand Associates, Short Elliot Hendrickson Inc., Mathy Construction, Gerke Excavating, Steiger Construction, State of Wisconsin Department of Transportation, Davy Engineering, LW Allen, MSA Professional services, Les Manske and Sons, Ferguson Waterworks, Poellinger Electric, St. Joseph Construction, Hydro Klean and any other contractor/developer
11. Adjournment

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the Board may attend this meeting to gather information about a subject over which they have decision making responsibility.

Therefore, further notice is hereby given that the above meeting may constitute a meeting of the Common Council and is hereby noticed as such, even though it is not contemplated that the Common Council will take any formal action at this meeting.

Notices Mailed To:

<hr/> * Mayor Joe Chilsen	<hr/> *Jarrod Holter, City Engineer
<hr/> **Ald. Jim Binash	<hr/> *Fred Buehler, Financial Services Director/Treasurer
<hr/> Ald. Jim Olson	<hr/>
<hr/> Ald. Jerry Every	<hr/>
<hr/> Ald. Diane Wulf	<hr/>
<hr/> *Ald. Ron Gjertsen	<hr/>
<hr/> *Ald. Kim Smith	<hr/>
<hr/> City Attorney City Administrator	<hr/>
<hr/> La Crosse Tribune Dept Heads.	<hr/>
<hr/> Coulee Courier	<hr/>
<hr/> WPTY WLXR WLAX	<hr/> Onalaska Omni Center
<hr/> WKBT WXOW FOX	<hr/> Onalaska Public Library

*Board Members ** Alternate Member

Date Notices Mailed and Posted: 10-31-18

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

Buehler, Fred

From: George Tabbert <GeoTabbert@hotmail.com>
Sent: Tuesday, November 06, 2018 4:09 PM
To: Burmaster, Cari
Cc: Holter, Jarrod; Buehler, Fred
Subject: Public Works meeting

Cari, If you get this email in time, I would like it read at the Public works meeting tonight:

I support the movement to install a new fence along 13th Avenue South, which is the eastern edge of Onalaska Cemetery. I encourage Public Works to include that project in the 2019 budget.

It has been many years since new fencing was installed along that edge of the cemetery. The old chain-link fencing currently there has been damaged and looks unsightly. The new fencing should be the same coated aluminum fencing type found on Main and 12th Avenue South. That type of fencing is easier to maintain , especially if a section should ever become damaged.

Each edge of the cemetery has its own issues and history, all contributing to a sense of place for visitors. Some would say that the 13th Avenue border of the cemetery is the most significant edge of the entire property. Civil War veteran graves are found near the existing wall, as are graves of two members of the Ho-Chunk Nation. Several Mayflower descendant graves are found adjacent to the existing fence – and further up the hill, there is the grave of a young man, a trumpet player who used to practice around different areas of the cemetery – just to make sure the sound came out perfect when he was playing taps at veterans’ graveside services.

George Tabbert, 1st district resident

Sent from [Mail](#) for Windows 10

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

November 6, 2018

Agenda Item:

#4

Project/Item Name:

2019 SCADA computer upgrades

Location:

Citywide

Requested Action:

Approval of software purchase

Staff Report/
Description:

As part of the SCADA computer upgrades the operating software for the control and automation software of the system must be upgraded. Wonderware is the current software which staff is confident in the operating and has had no issues. This item would be funded from the 2018 Water Utility operating budget.

Attachments:

Software quote



Quote

GS Systems, Inc. and Affiliates
 Wonderware Midwest is a GS Affiliate
 175 North Patrick Blvd., Suite 110
 Brookfield, WI 53045
 866.826.9725
 orders@wonderwaremidwest.com
 wonderwaremidwest.com
 Owned and operated by GS Systems, an independent Wonderware software distribution partner

Quote Q14149
 Revision # 2
 Date 10/17/2018
 Terms Net 10
 Page 1

Bill To: Strand Associates Inc.
 910 West Wingra Drive
 Madison WI 53715-1943

Ship To: Strand Associates Inc.
 910 West Wingra Drive
 Madison WI 53715-1943

Project		Contact	Account Executive	Customer Service Administrator		
Onalaska Water		David Gohdes	Joe Finn	Leah Muenchow		
Line Item	Item Number	Description	Qty	UOM	Unit Price	Extended Price
1	INTCH-06-U-17	Upg InTouch 2017 Runtime 60K Tag with I/O SN: 948767, 948768	2	Each	\$3,140.00	\$6,280.00

Comments:
 Software licensing is registered to:
 SiteID: 113075
 Onalaska Water Utility, 415 Main St, Onalaska WI
 54650

Subtotal	\$6,280.00
Misc	\$0.00
Freight	\$0.00
Estimated Tax	\$345.40
Total	\$6,625.40

This quote is an estimate of suggested products to be purchased and should not be viewed as fully satisfying the needs of a particular design or functional objective. It is limited to the products, quantities and prices shown.

Wonderware software products and prices included in this quote are made available for resale with the understanding that the required implementation services at the ultimate end-user customer are being provided by a recognized Wonderware System Integrator partner with the appropriate certification credentials.

Terms and Conditions Highlights: All orders are subject to and limited by Wonderware Midwest Terms and Conditions of Sale which can be found at www.wonderwaremidwest.com. Notice of objection and rejection of any additional or different terms in any form delivered by the customer is hereby given. Any performance on the part of the buyer against this sale will be considered willful acknowledgement and acceptance of these terms.

- Quoted pricing is valid for 30 days from quotation date unless stated otherwise
- Payment is due at invoice date, Net 10 days to approved credit
- Delivery: Software orders normally ship within 5 business days; Hardware orders are usually longer, often several weeks. Please confirm delivery prior to ordering
- Products are shipped FOB supplier shipping point, freight prepaid. Prices shown do not include shipping/handling charges
- Prices shown do not include any taxes which may be applicable
- UPS ground is standard shipping method
- Replacement cost of lost or stolen software license can be 80% of acquisition cost
- Wonderware software is intended for installation on MS retail Windows OS Systems; not intended for OEM Windows versions*
- All sales are deemed final at time of shipment

*Per Wonderware End User License Agreement (EULA)

We can accept your order via email: orders@wonderwaremidwest.com



Quote

GS Systems, Inc. and Affiliates
Wonderware Midwest is a GS Affiliate
175 North Patrick Blvd., Suite 110
Brookfield, WI 53045
866.826.9725
orders@wonderwaremidwest.com
wonderwaremidwest.com
Owned and operated by GS Systems, an independent Wonderware software distribution partner

Quote Q14149
Revision # 2
Date 10/17/2018
Terms Net 10
Page 2

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

November 6, 2018

Agenda Item:

#5

Project/Item Name: 2018 – 2020 Capital Improvements Budget

Location: Citywide

Requested Action: Discussion on budget and financing plan

Staff Report/
Description: 2018 – 2020 Capital Improvements Budgets are included in the packet for your review. It should be noted that the 2018, 2019 and 2020 Capital Improvement budgets all include water, sanitary sewer and storm water projects that are proposed to be funded as part of the 2019 financing package. 2019 General Fund projects have been included for possible financing in the 2019 financing plan.

The proposed budget will need to be finalized at the November Board of Public Works meeting with reductions made to meet anticipated budget constraints. A public hearing will be scheduled for the December Board of Public Works meeting regarding a final proposed 2019 Capital Improvements budget

Attachments: 2018 - 2020 proposed Capital Improvements budgets

Handwritten signature and date: 10-3-18

CITY OF ONALASKA 2019 Capital Improvement Projects - Proposed

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Tourism</u>	<u>General</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed by Borrowing</u>
<u>I. Public Works Department</u>									
1. Sidewalk program (NEW)									
a. Sidewalk replacement program (1/7 City)	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 75,000
b. Miscellaneous repairs throughout City	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000
2. Pavement maintenance program w/ La Crosse County Hwy Dept (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ 300,000
3. Green Coulee intersection improvements at East Main St (2015 #16, 2016 #7, 2017 #6, 2018 #6)									
a. Design									<i>2018 CIP #6</i>
1) Schematic Design	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -
2) Preliminary Design	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 100,000
4. Street paving - Irvin St from 2nd Ave S to 3rd Ave S including streetscaping (PASER 2.0) (2018 #26)	\$ -	\$ -	\$ -	\$ -	\$ 186,000	\$ 186,000	\$ 62,000	\$ -	\$ 124,000
									<i>2018 CIP #26</i>
5. Sand Lake Rd reconstruction - Redwood St to Riders Club Rd (2016 #14, 2017 #7, 2018 #7)									
a. Design (2019)	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000
b. Construction (2021)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
c. USH 53 - Access rights along Sand Lake Rd - Future intersection	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ 85,000	\$ -	\$ -	\$ 85,000
6. Stormwater Management pond capacity enhancements @ USH 53 & Sand Lake Rd (2018 CIP #8)	\$ -	\$ -	\$ 137,000	\$ -	\$ -	\$ 137,000	\$ -	\$ -	\$ 137,000
7. Railroad quiet zone study 2nd Ave SW & Irvin St									
a. Design Study (2013 CIP #24, 2017 CIP #3)	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -
b. Construction (2017 CIP #3)	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ -
8. Street paving - Pinecrest Ln, Valley Ct, Fairfield Pl, 13th Ave S (2017 #22, 2018 #10) (PASER 2.5)	\$ -	\$ -	\$ -	\$ -	\$ 145,000	\$ 145,000	\$ -	\$ -	\$ 145,000

CITY OF ONALASKA 2019 Capital Improvement Projects - Proposed

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Tourism</u>	<u>General</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed by Borrowing</u>
<u>I. Public Works Department (cont'd)</u>									
9. Street reconstruction - 2nd Ave SW - STH 35 to railroad tracks & Oak Forest Dr - 2nd Ave SW to STH 35 (2017 #23, 2018 #11) (PASER 2.0)	\$ 10,000	\$ 257,000	\$ 78,000	\$ -	\$ 233,000	\$ 578,000	\$ -	\$ -	\$ 578,000
10. Abbey Rd reconstruction, City limits to Commerce Rd (2017 #26, 2018 #13)								(Wtr & Swr Expense)	
a. Design	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ 90,000	\$ -	\$ 90,000	\$ -
b. Construction	\$ 445,000	\$ 487,000	\$ 187,000	\$ -	\$ 402,000	\$ 1,521,000	\$ -	\$ -	\$ 1,521,000
11. Commerce Road reconstruction (NEW) - Abbey Rd to Abbey Rd	\$ 133,000	\$ 184,000	\$ 86,000	\$ -	\$ 196,000	\$ 599,000	\$ -	\$ -	\$ 599,000
12. Green Coulee water high service zone improvements Reservoir Design (2016 #9, 2017 #17, 2018 #10)								2016 CIP #11 (\$50,000) 2017 CIP #17 (\$20,000) 2018 CIP #16 (\$80,000)	
a. Design	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -
b. Construction (2020) Est. \$1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13. Street paving - Oak Ave N from Vilas St to Westwood Dr, Parkridge Dr, Sunset Pl, Terrace Dr & Sunrise Ct - (2018 #20) (PASER 2.1)	\$ -	\$ -	\$ -	\$ -	\$ 357,000	\$ 357,000	\$ -	\$ -	\$ 357,000
14. Street paving - Wilson St from 13th Ave S to Oak Forest Dr (2018 #21) (PASER 2.0)	\$ -	\$ -	\$ -	\$ -	\$ 188,000	\$ 188,000	\$ -	LRIP \$ 54,940	\$ 133,060
15. Sanitary sewer slip lining (2018 #23)	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ 400,000
16. Street paving - Pierce St from Oak to 8th, 7th Ave N from Madison to Well St (2018 #27) (PASER 2.3)	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 100,000
17. 6th Ave lift station - reconstruction (2017 #30, 2018 #28)								2017 CIP	
a. Preliminary Design (2017)	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -
b. Final Design & Bidding (2018)	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000	\$ -	\$ -
c. Construction (2019)	\$ 740,000	\$ -	\$ -	\$ -	\$ -	\$ 740,000	\$ -	\$ -	\$ 740,000
18. Traffic signal replacement/renovation (2018 #29)									
a. Theater Rd & East Main St	\$ -	\$ -	\$ -	\$ -	\$ 170,000	\$ 170,000	\$ -	\$ -	\$ 170,000
19. John St storm sewer lining & rehabilitation (2018 #32)	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000

CITY OF ONALASKA 2019 Capital Improvement Projects - Proposed

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<u>I. Public Works Department (cont'd)</u>									
20. Sand Lake Rd street lighting - Rolling Oaks to CTH SN (2018 #33)	\$	\$	\$	\$	\$ 113,000	\$ 113,000	\$	\$	\$ 113,000
21. Street reconstruction - Troy St -Hwy 35 to 6th Ave N (PASER 1.9) (2018 #64)	\$ 222,000	\$ 251,000	\$ 699,000	\$ -	\$ 235,000	\$ 1,407,000	\$ -	\$ -	\$ 1,407,000
22. Street paving - Monica Ct, Monica Ln & Hope Ct (PASER 2.0) (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 139,000	\$ 139,000	\$ -	\$ -	\$ 139,000
23. Court St lift station - replacement (NEW)	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 150,000 <i>TIF</i>	\$ 150,000
24. CTH SN - La Crosse County - Onalaska's share for intersection improvements at CTH SN & CTH OT (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ 45,000
25. Election equipment - electronic poll books (NEW)	\$	\$	\$	\$	\$ 50,000	\$ 50,000	\$	\$	\$ 50,000
26. Cemetery fencing (NEW)	\$	\$	\$	\$	\$ 60,000	\$ 60,000	\$	\$	\$ 60,000
27. One-ton truck w/plow, box & anti-icing system (NEW)(No trade in)	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ 80,000 \$ -	\$ -	\$ -	\$ 80,000
28. Alley Paving - 2nd - 3rd/Main - King (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000
29. Public Works Facility - heated storage addn to west end of bldg (60' X 156') (NEW) (Design/Construction)	\$ 263,500	\$ 263,500	\$ 263,500	\$ -	\$ 263,500	\$ 1,054,000	\$ -	\$ -	\$ 1,054,000
30. French Rd/Crestwood Ln areas - (Proposed 2011)									
a. Project Design	\$ 14,700	\$ 84,700	\$ -	\$ -	\$ 19,600	\$ 119,000	\$ 119,000	\$ -	\$ -
b. Booster Station	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ 800,000	\$ -	\$ -	\$ 800,000
c. Crestwood Ln - street improvements	\$ 106,000	\$ 285,000	\$ -	\$ -	\$ 170,000	\$ 561,000	\$ -	\$ -	\$ 561,000
d. Reservoir (2022) Est \$1,200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31. Cemetery Master Plan (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 20,000

2015 CIP (\$60,700)

2018 CIP (\$58,300)

CITY OF ONALASKA 2019 Capital Improvement Projects - Proposed

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Tourism</u>	<u>General</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed by Borrowing</u>
<u>I. Public Works Department (cont'd)</u>									
32. Street paving - 10th Ave S from Schafer to Green, 11th Ave S from Green to Hickory, Hickory St from 10th Ave S to 12th Ave S, Green St from 10th Ave S to 11th Ave S, Placid Ct, La Crosse St from 9th Ave S to 11th Ave S, Fairfield St & Michael Ct (PASER 2.5) (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 420,000	\$ 420,000	\$ -	\$ -	\$ 420,000
33. Wellhouse improvements - chemical rooms (NEW)								<i>Water Reserve</i>	
a. Design (3 well houses)	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ -
b. Construction (2020) Est. \$250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
34. Update existing HVAC controls @ Public Works facility (NEW)	\$ 5,800	\$ 5,800	\$ 5,800	\$ -	\$ 5,800	\$ 23,200	\$ -	\$ -	\$ 23,200
35. Fiber computer cable from City Hall to Public Works Facility & Library (NEW)								<i>2018 CIP #24 (\$33,000)</i>	
a. Design (2018)	\$ 10,000	\$ 10,000	\$ 3,000	\$ -	\$ 10,000	\$ 33,000	\$ 33,000	\$ -	\$ -
b. Construction (2019)	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 200,000	\$ 300,000	\$ -	\$ -	\$ 300,000
<u>II. Planning Department</u>									
36. Urban Forestry - General (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000
37.. Urban Forestry - Tree Planting (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000
38. Old City Shop site - building removal and site restoration work (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	<i>TIF</i> \$ 250,000	\$ -
39. Bluffland Coalition (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000
40. Impact/Park Fee Study (New)	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000

CITY OF ONALASKA 2019 Capital Improvement Projects - Proposed

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<u>III. Fire Department</u>									
41 Land & Facilities (Proposed 2008) a. Purchase land (1.5 acres @\$6.00/sq ft) Fire Station #2 - STH 16 & I-90 vicinity	\$	\$	\$	\$	\$ 396,000	\$ 396,000	\$	\$	\$ 396,000
42 Exhaust system for appartus bay/living quarters (NEW)(90/10)	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 80,000	\$ -	Grant \$ 72,000	\$ 8,000
43 Rapid Deployment Craft (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ 8,000
<u>IV. Parks & Recreation Department</u>									
44 Rowe Park a. Parking lot for Shelter #1 (2018 #47)	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ 60,000
45 Miscellaneous concrete - accessibility for parks, approx. 400 linear ft (NEW) (ADA Transition Plan)	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ 12,000
46 Open air shelters a. Meier Farm	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	Park Fund \$ 15,000	\$ 15,000
b. Hilltopper Heights	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	Park Fund \$ 15,000	\$ 15,000
47 Rowe Park a. Playground replacement (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 150,000
b. Window replacement at shop (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ 4,000
48 Oak Park playground replacement (NEW)	\$	\$	\$	\$	\$ 50,000	\$ 50,000	\$	\$	\$ 50,000
49 Public art (Proposed 2018 #34)	\$	\$	\$	\$	\$ 90,000	\$ 90,000	\$	\$	\$ 90,000
<u>V. Police</u>									
50 Squad car - unmarked (2018 #48)	\$ -	\$ -	\$ -	\$ -	\$ 48,000	\$ 48,000	\$ -	\$ -	\$ 48,000
51 Squad cars (2) (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 121,000	\$ 121,000	\$ -	\$ -	\$ 121,000

CITY OF ONALASKA 2019 Capital Improvement Projects - Proposed

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Tourism</u>	<u>General</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed by Borrowing</u>
							<i>Spec Proj Reserve \$193,660 (Proj # 52-58)</i>		
<u>VI. Omni Center</u>									
52 Close in shelter area west of Arena #1 (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 52,420	\$ 52,420	\$ -	\$ 52,420	\$ -
53 Cabinets & counter in Concession #1 (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 18,500	\$ 18,500	\$ -	\$ 18,500	\$ -
54 Replace main power panels in Building #1 (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 25,490	\$ 25,490	\$ -	\$ 25,490	\$ -
55 Electric ice edger (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 6,750	\$ 6,750	\$ -	\$ 6,750	\$ -
56 Locker room showers & flooring (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 5,500	\$ 5,500	\$ -	\$ 5,500	\$ -
57 Used ice resurfacers (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ 75,000	\$ -
							<i>Trade \$2000 Sp Prj Res \$73,000</i>		
58 Carpet Arena #2 entry (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ -	\$ 12,000	\$ -
<u>VII. Library</u>									
59 New chairs & foot stools in general areas (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 22,755	\$ 22,755	\$ -	\$ -	\$ 22,755
60 LED lights (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000
61 Ceiling fans (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 5,290	\$ 5,290	\$ -	\$ -	\$ 5,290
62 Repaint under walkway (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ 2,000
<u>VIII. City Hall</u>									
63 Add dedicated water line to Fire Dept from water main (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 9,500	\$ 9,500	\$ -	\$ -	\$ 9,500
64 Roof replacement over original bldg - Council Chambers & PD and Fire areas (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 44,250	\$ 44,250	\$ -	\$ -	\$ 44,250
65 New kitchen & living area in Fire Dept living area (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 75,000
66 Parking lot maintenance (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ 15,000

CITY OF ONALASKA 2019 Capital Improvement Projects - Proposed

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Tourism</u>	<u>General</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed by Borrowing</u>
<u>VIII. City Hall (cont)</u>									
67 Cement & brick work around City Hall & Main St pillars (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000
68 Carpet replacement - Police Dept & Fire Dept living quarters (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000
69 Paint stairwells (4) & lower level hallways (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ -	\$ -	\$ 4,500
<u>IX. Information Technology Dept</u>									
70 Microsoft Windows upgrade & Microsoft Suite update for all computers	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000
71 Phone system update, includes phones & installation/setup	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ 175,000	\$ -	\$ -	\$ 175,000
72 Transfer of new hire info from NeoGov to Tyler Technologies	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000
73 Emergency Operations Center updating technology in the room (wiring, etc.)	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000
74 Downton Parking Study	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -
TOTALS:	\$ 2,726,200	\$ 2,743,200	\$ 1,537,500	\$ -	\$ 5,165,055	\$ 12,171,955	\$ 609,000	\$ 892,600	\$ 10,670,355

	<u>Projected Costs</u>	<u>Less Already Bonded</u>	<u>Less Other Sources</u>	<u>Net Project Cost</u>	<u>Issuance Costs</u>	<u>Projected Bond Issue</u>
Sewer Projects	\$ 2,726,200	\$ 124,700	\$ 195,000	\$ 2,406,500	\$ -	\$ 2,406,500
Water Projects	\$ 2,743,200	\$ 244,700	\$ 85,000	\$ 2,413,500	\$ -	\$ 2,413,500
Storm Water Projects	\$ 1,537,500	\$ 3,000		\$ 1,534,500	\$ -	\$ 1,534,500
Tourism	\$ -	\$ -		\$ -	\$ -	\$ -
General Projects	\$ 5,165,055	\$ 236,600	\$ 612,600	\$ 4,315,855	\$ -	\$ 4,315,855
Grand Totals	\$ 12,171,955	\$ 609,000	\$ 892,600	\$ 10,670,355	\$ -	\$ 10,670,355

CITY OF ONALASKA
2018 Capital Improvement Projects - ADOPTED / TO BE REFINANCED

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed to be Refinanced</u>
<u>I. Public Works Department</u>							
4. Water Main Replacement & Street Reconstruction (incl. curb & gutter) - Holiday Heights (2015 Proposed #10, 2016 Proposed #4 & 2017 Proposed #4), East Young Dr, West Young Dr, Medary Ln, & Hoffman Pl - (PASER 2.4)	\$ 76,000	\$ 585,000	\$ 200,000	\$ 861,000	\$ -	\$ -	\$ 861,000
9. Street reconstruction - King St, 5th Ave N to 6th Ave N & 6th Ave N reconstruction - Main St to Monroe St (2015 Proposed #25, 2016 Proposed #15, 2017 Proposed #8) (PASER 2.5)	\$ 9,000	\$ 51,000	\$ 21,000	\$ 81,000	\$ -	\$ -	\$ 81,000
14. Riders Club Rd street renovation (2014 CIP #21, 2015 CIP #7, 2016 CIP #33 & 2017 CIP #15) - STH 35 to Sand Lake Rd (PASER 2.6)							
a. Design (100%)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
b. Right of way acquisition (100%)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
c. Construction (80% STP-U Funding) (20% - City Funding)	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -		\$ 20,000
15. Braund St/PH Design - Braund St to Theater Rd PH to Hwy 16 - street reconstruction (2014 CIP #22, 2015 CIP #8, 2016 CIP #34, & 2017 CIP #16)							
a. Design - PASER 2.0 (100%)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
b. Right of way acquisition local (100%)	\$ -	\$ -	\$ -	\$ -			\$ -
c. Construction (80% STP-U) (20% City)	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ -		\$ 6,000

CITY OF ONALASKA
2018 Capital Improvement Projects - ADOPTED / TO BE REFINANCED

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed to be Refinanced</u>
24. Fiber computer cable from City Hall to Public Works Facility & Library (NEW)							
a. Design (2018)	\$ 10,000	\$ 10,000	\$ 3,000	\$ 23,000	\$ -	\$ -	\$ 23,000
b. Construction (2019) - \$165,000	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
25. SCADA System upgrades (NEW)	\$ 44,000	\$ 76,000	\$ -	\$ 120,000	\$ -	\$ -	\$ 120,000
28. 6th Ave lift station - reconstruction (2017 #30)							
a. Preliminary Design (2017)		\$ -	\$ -			\$ -	\$ -
b. Final Design & Bidding (2018)	\$ 40,000	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
b. Construction (2019) \$600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS:	\$ 205,000	\$ 722,000	\$ 224,000	\$ 1,151,000	\$ -	\$ -	\$ 1,151,000

	<u>Projected Costs</u>	<u>Less Already Bonded</u>	<u>Less Other Sources</u>	<u>Issuance Costs</u>	<u>Projected Bond Issue</u>
Sewer Projects	\$ 205,000	\$ -	\$ -	\$ -	\$ 205,000
Water Projects	\$ 722,000		\$ -	\$ -	\$ 722,000
Storm Water Projects	\$ 224,000	\$ -		\$ -	\$ 224,000
Grand Totals	\$ 1,151,000	\$ -	\$ -	\$ -	\$ 1,151,000

**CITY OF ONALASKA
2020 Capital Improvement Projects - Proposed**

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed by Borrowing</u>
<u>I. Public Works Department</u>							
1 Green Coulee water high service zone reservoir	\$ -	\$ 1,100,000	\$ -	\$ 1,100,000	\$ -	\$ -	\$ 1,100,000
2 11th Ave N - forcemain replacement/street reconstruction - Main St to Well St , Monroe St 11th to East, Pierce St 11th to 12th	\$ 204,000	\$ 189,000	\$ 14,000	\$ 407,000	\$ -	\$ -	\$ 407,000
3 SCADA System upgrades	\$ 44,000	\$ 76,000	\$ -	\$ 120,000	\$ -	\$ -	\$ 120,000
4 Vacuum Street Sweeper	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ 250,000
5 Wellhouse improvements - chemical rooms	\$ -	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
6 Street reconstruction - Sunset Vista Subdivision (2018 #62)							
a. West Ave - Troy St to Royal	\$ 95,000	\$ 165,000	\$ 23,000	\$ 283,000	\$ -	\$ -	\$ 283,000
b. Park Ave W - Troy St to Park	\$ -	\$ -	\$ 39,000	\$ 39,000	\$ -	\$ -	\$ 39,000
c. Park Ave - Troy St to Royal St	\$ 129,000	\$ 153,000	\$ 25,000	\$ 307,000	\$ -	\$ -	\$ 307,000
d. 4th Ave N - Troy St to Quincy St	\$ 161,000	\$ 197,000	\$ 19,000	\$ 377,000	\$ -	\$ -	\$ 377,000
e. Royal St - STH 35 to East Ave	\$ 69,000	\$ 111,000	\$ -	\$ 180,000	\$ -	\$ -	\$ 180,000
TOTALS:	\$ 702,000	\$ 2,241,000	\$ 370,000	\$ 3,313,000	\$ -	\$ -	\$ 3,313,000

	<u>Projected Costs</u>	<u>Less Already Bonded</u>	<u>Less Other Sources</u>	<u>Issuance Costs</u>	<u>Projected Bond Issue</u>
Sewer Projects	\$ 702,000	\$ -	\$ -	\$ -	\$ 702,000
Water Projects	\$ 2,241,000		\$ -	\$ -	\$ 2,241,000
Storm Water Projects	\$ 370,000	\$ -		\$ -	\$ 370,000
Grand Totals	\$ 3,313,000	\$ -	\$ -	\$ -	\$ 3,313,000

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

November 6, 2018

Agenda Item:

#6

Project/Item Name:

Irvin Street reconstruction project

Location:

Irvin Street

Requested Action:

Approval of services

Staff Report/
Description:

Staff is requesting assistance in the streetscaping portion of the Irvin Street project. The work would be performed by HKGi, currently working on updating the downtown master plan. This would include for such amenities as street lights, paving, furnishings, etc. This work would be funded from the 2018 Capital Improvements budget.

Attachments:

Quote for services



October 23, 2018

C. Jarrod Holter, P.E.
City Engineer/ Director of Public Works
City of Onalaska
415 Main Street
Onalaska, WI 54650

Re: Design Concepts and Cost Estimates for Irvin Street and Paseo Alleyway

Dear Jarrod:

The following proposal outlines our approach and related design fees to provide the City of Onalaska with concept design and cost estimating services for the one-block stretch of Irvin Street between Highway 35 and Third Avenue, and the one-block stretch of the planned paseo/ alleyway between Main Street and Irvin Street. The project will help provide guidance on desired capital improvement projects target for a 2019 construction. We will utilize our knowledge gained from conversations with City staff and our current work with the Onalaska CDA Redevelopment Planning project in Downtown to create concepts for capital improvements that bridge short-term infrastructure improvement needs while still working with the proposed framework for potential redevelopment. We intend to work collaboratively with City staff to prepare a package of concept plans, diagrams and cost estimates to support a November 6, 2018 Board of Public Works Meeting to determine the targeted scope of work for the anticipated 2019 construction project. To complete this effort, we propose the following tasks:

- Develop representative AutoCAD/Illustrator concept alternative layouts for Irvin Street and the paseo. We will focus on a range of three alternatives that vary in level of finish from low to medium to high. The concept alternatives will be a combination of plans, diagrams and representative details that will:
 - Identify materials options for paving and scoring details for Irvin Street and the paseo
 - Identify locations for street lights, furnishings, regulatory signage, etc.
 - Identify locations for boulevard trees, landscape, etc.We will utilize existing GIS line work and topography for base information and generate a repeatable base to utilize for the graphic production. We assume similar details in scoring to the design of Dash Park as well as a similar family of fixtures for lighting and furnishings.
- Provide simple color illustration to concepts to provide differentiation in pavement materials and turf/ landscape areas.
- Show options for a potential surface parking lot on the Skogin property south of Irvin Street.
- Provide sq. ft., each and lump sum quantity take-offs for estimation. We will coordinate with City staff on items such as removals, stormwater treatment, electrical and other infrastructure elements to identify and cost as part of the project. With guidance from City staff we will diagram potential stormwater infrastructure such as catch basins and stormwater treatment facilities such as rain gardens. We will also work with staff to identify electrical needs and locate areas for future

Letter Proposal -- Irvin Street + Paseo Alleyway Concept Design -- Onalaska, WI
10.23.2018
HKGi

transformers with the assumption of burying overhead power lines in the future, likely at the time of redevelopment. We will rely on City staff to provide unit costs for each infrastructure element, HKGi will identify the quantities for each line item i.e., linear feet and each quantities. HKGi will develop a draft version of the line items for the cost estimate and review with City Staff prior to the October 30, 2018 deadline.

- Show ideas for potential phasing with future redevelopment (as needed).
- Provide a simple list of pros/cons list of the differing features between concepts.

Proposed Schedule

We will anticipate a draft cost estimate by Friday, October 26, 2018, a final review on Monday, ~~October 29,~~ 2018 and a final deliverable for packets on Tuesday, ~~October 30,~~ 2018.

NOV. 19TH

NOV. 27TH

Proposed Professional Fees

HKGi proposes to accomplish the above described scope of work for an hourly not to exceed fee of \$3,460. If you have other input related to the proposed process, please let me know and we can adjust accordingly to ensure that we are meeting you expectations for the project.

If this scope is acceptable as identified, please authorize the work by signature below and we will commence work within immediately and will plan to have the work completed by October 30, 2018. Feel free to contact me via email or phone with any other questions.

Sincerely,



Bryan Harjes, PLA, LEED AP
Vice President
612.252.7124
bharjes@hkgi.com

I hereby accept the terms and conditions as outlined in this letter and authorize Hoisington Koegler Group, Inc. to perform services noted herein.

Name and Title

Date

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

November 6, 2018

Agenda Item:

#7

Project/Item Name:

Snow & Ice Control Policy

Location:

Citywide

Requested Action:

Discussion on policy

Staff Report/
Description:

Snow & Ice Control policy has been updated with new snow plow route maps. Staff would like to have discussion on what level of service to offer for the upcoming winter season. Staff is also incorporating higher usage of salt brine prior to storm events.

Attachments:

Snow & Ice Control policy

CITY OF ONALASKA

SNOW & ICE CONTROL POLICY

Public Works Department

C. Jarrod Holter
Director of Public Works / City Engineer
~~November~~ ~~December~~ 20187

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8. De-Icing - Traction Control
9. Maintenance Service Schedule
10. FAQ's

1. INTRODUCTION

This Policy and Procedure Manual presents an overview of snow and ice control operations. It also contains the goals and objectives of these operations and can be reviewed by the City's elected representatives for adherence to their policy goals and objectives in the area of snow and ice removal and control.

All snow and ice control operations are considered emergency in nature because public safety is involved. Consequently, regardless of the time of day or day of the week, the work is accomplished as expeditiously as possible. In order to achieve this level of service, long-range planning and equipment readiness are undertaken by the Public Works Department. Short range operational planning is performed every time weather forecasts indicate a potential for adverse weather.

Short-term advance preparation is often difficult because of the infinite variety of conditions that can occur during the long snow and ice season (the snow and ice season in Wisconsin can begin as early as the middle of November and may last until the middle of April. While storms can occur outside of these time frames they are the exception rather than the rule). The rate and accumulation of snowfall, moisture content, temperature occurring before, during and after a storm, pavement temperature, wind direction and velocity during the storm, duration of the storm, time of day or night as well as day of the week, and intervals between storms all interact to make each storm unique in many aspects. Therefore, while a plan exists and there is a standard method of operation, there must be enough flexibility within the plan to provide for any difference or contingency as it arises.

Generally, the greater the snow accumulation, the greater the problem and the more complicated the operational response becomes to assure proper clearance of the streets and parking lots. However, -a snow plan based on snow depth alone would be much too simplistic to be effective. For example, a rapid rate of snow accumulation can close streets before plows can get to them. High winds can quickly cause drifting and block streets. Continued wind can make re-plowing of already cleared streets necessary. Heavy wet snow is harder for plows to push than light dry snow; therefore the time it takes to complete an operation is lengthened. Timing and temperature can also complicate the operation. A storm during a weekday rush hour is harder to combat than one which occurs early on a weekend day, simply because of traffic patterns and congestion. A moderate snowfall on warm pavements may melt quickly when de-icing material salt is applied. However, a comparable snowfall in inches during sub-zero weather may require plowing and several applications of de-icing material before satisfactory road conditions are achieved.

With recent environmental concerns regarding the usage of salt as a deicing material, the Public Works Department is taking steps to lower the usage of salt during winter operations. This will be incorporated over a period of time by incorporating improved equipment for salt placement, use of liquids for de-icing and anti-icing, using improvements in technology and changing levels of service.

All of these factors need to be considered when managers are formulating plans for each and every snow and ice control operation, and again when evaluating the effectiveness of a specific operation and the effect any operation may have on minimizing a storm's impact on the community.

2. GENERAL POLICY STATEMENT & OBJECTIVES

The goal of the City of Onalaska's snow and ice control operation is to maintain adequate traction for pedestrians and vehicles properly equipped for winter driving conditions. This does not mean bare, dry pavement should be expected after each snowfall or ice storm. Furthermore, this does not mean the streets will be free of ice and snow.

With all of these thoughts in mind the following are the goals and objectives of the City of Onalaska snow and ice control operations:

- To facilitate handling of emergencies by fire and police activities in winter months.
- To minimize hazards of slippery road conditions to motorists and pedestrians through tried and proven methods of snow and ice control on City streets.
- To reduce economic losses to the community and industry caused by workers and commercial enterprises not being able to get to their jobs or to make deliveries.
- To restore traveling conditions for the convenience of the general public to normal as soon as possible after each winter storm event.

3. CLASSES OF STREETS

The City of Onalaska has approximately ninety-one (91) miles of streets, which consist of approximately twenty (20) miles of collectors and arterials. The City is divided into four (4) snow plowing sections. For snow and ice control purposes, there are three (3) distinct classes of streets, which are maintained at different levels under the City's winter maintenance policy. These are listed in priority order as follows:

Main Streets(primary routes):

These include arterial and collector streets for through traffic as well as residential streets having unusual geometry, such as steep slopes. This also includes streets around schools, clinics, and fire stations. These streets will receive service prior to other levels and will have a higher level of expected service.

Residential Streets:

These include lesser traveled, local, neighborhood streets, as well as dead end streets and cul- de-sacs. Streets within the residential district are maintained only after the main streets have been treated and are in acceptable condition. These streets may not have bare pavement during the winter season.

Alleys:

Alleys are the lowest priority for snow and ice control and will receive snow and ice control only after main and residential streets have been completed.

Some parking lots are cleared at the time area streets are done. Other parking lots are done as separate operations with both main and residential streets.

4. DETERMINATION OF NEED FOR MAINTENANCE

Public Works Department staff will monitor winter weather events as they occur and make determination of need for service. Generally if icing or loss of traction occurs the primary de-icing routes will receive maintenance service and based upon the severity of the event the secondary de-icing routes will be added for maintenance service. Normally two (2) inches of snow or widespread icing of streets is required before maintenance service is performed on all residential streets. Each winter storm has unique characteristics. Climatological factors such as storm intensity and duration, wind, temperature and moisture content affect the total amount of snow and/or ice accumulation and influence the methodology used to combat the resulting snow and/or ice related conditions.

The responsibility for ordering personnel and equipment into service for winter maintenance operation shall be primarily with the Public Works Department. The Police Department shall keep watch and assist in notifications to the Public Works Department of needed services

5. CUL-DE-SAC'S

Mainline plows will clear two (2) passes in and out, in conjunction with the plowing of the streets. Clearing of the cul-de-sacs will be done utilizing two (2) wheel end loaders w/ reversible front plow and pickup trucks. Public Works staff will clear cul-de-sacs upon completion of snow fall unless the depth or duration of the storm will require action prior to snow stoppage. Due to the mainline street plow proceeding with street clearing prior to completion of cul-de-sacs, at times a snow "ridge" may develop from the main line truck passing in and out of the cul de sac. This snow "ridge" may be in place for some time prior to the wheel end loader clearing the cul-de-sac. Due to the cul-de-sacs not being plowed until the stoppage of snow fall, cul-de-sac plowing may continue after the main line streets have been plowed.

6. PARKING LOTS/ MISCELLENAOUS/ SIDEWALKS

Public Works Facility and City Hall parking lots will be plowed, if needed, prior to normal working hours. Alleys will be plowed as time permits during normal working hours. Sidewalks fronting on City property will be maintained by the Parks & Recreation Department after the completion of other higher priority winter maintenance operations. Sidewalks adjoining private property must have snow & ice removed as outlined in Section 6-2-8 of the City of Onalaska ordinances. City policies state that any property abutting a sidewalk of eight feet in width or greater will have snow & ice removal performed by City staff.

7. ANTI-ICING

Anti-icing of City streets will be performed using liquid chemicals to prevent the formation of frost or bonding of snow or ice to the pavement. The City of Onalaska will typically anti-ice in advance of a storm event but may use anti-icing applications early in a storm event. The City utilizes a separate truck mounted anti-icing distribution system to perform the anti-icing operations. The City strives to apply liquid anti-icing to all Primary Routes and major intersections.

8. DE-ICING / TRACTION CONTROL

There are many factors that must be taken into consideration when determining de-icing and plowing the use of salt on roads and of streets. Therefore, it is very difficult to have a definite written guideline for this purpose.

Some of the factors that must be taken into consideration are as follows:

- A. Traffic Count
- B. Class of Street
- C. Temperature (Present and Future)
- D. Weather Conditions (Windy, Cloudy, Sunny)
- E. Time of Year
- F. Time of Day
- G. Amount of Snow
- H. Moisture Content of Snow
- I. Pavement Temperature

One or more of these above mentioned factors would determine how and when salt is

used. A good example is the relationship between traffic and temperature....salt has a much better melting action on a heavily traveled street, such as Hwy 35 at a colder temperature than it does on a lesser traveled street, such as Wilson Street at a warmer temperature. Some of the streets, which are in the Wellhead Protection Zone, will receive a sand/salt mixture. If emergency icing conditions arise, a larger proportion of salt may be used.

9. MAINTENANCE SERVICE SCHEDULE

- A) 24 Hour Service: Traffic Signals within the City and other streets having unusual geometry as needed during extreme events.

Grandview Boulevard, Wilson Street, etc.

- B) Maintenance Service: From approximately 4:00 a.m. to 8:00 p.m. and/or by Police request from 8:00 p.m. to 4:00 a.m.

Hwy "35"

Main Street/East Main Street (OS)

Sand Lake Road/12th Avenue S.

Crossing Meadows Drive

CTH "SS"

Braund Street (PH to Hwy "16")

Theater Road

Grandview Boulevard (steep hill)

S. Kinney to Gunderson Clinic

Midwest Drive/Market Place

Wilson Street – Green Street hill

Country Club Lane – East Larkspur

Green Coulee – Ironwood – Maplewood

Wild Rose Lane

Other priority routes

- C) Local Streets: Maintenance service from 6:00 a.m. to 3:00 p.m. or **by Police requestas needed in an emergency.**

- D) Cul de Sacs: Normal Snow Fall – cul de sacs are plowed with two (2) passes (in & out). This is followed by a wheel end loader with a reversible plow blade to finish clearing accumulated snow. Cul de sacs are the lowest priority of the Residential Streets class and may be delayed due to heavy snowfall or lack of staff.

- E) Day Time Snow Fall: If it continues to snow during the daytime hours the **Public Works Street** Department will concentrate on the primary streets and streets with unusual geometry (steep hills) and/or by Police request. If it stops snowing early enough in the day, the **Public Works Street** Department would start its normal snow and ice removal operation. Otherwise, the operation would be shut down and resumed at approximately 4:00 a.m. the following morning.

- F) Starting Time: Depending on when it stops snowing and the amount of snow that has fallen.

NOTE: There are exceptions to all of the above guidelines. A good example would be if

we receive a large snowstorm and the winds would create severe drifting, which could make some streets impassable to emergency vehicles. Under these conditions, the Public Works Department goal would be to have staff on duty twenty-four (24) hours as staff availability permits.

10. FAQ's

When does alternate parking take effect?

Between 1:00 a.m. and 8:00 a.m., vehicles shall be parked only on even-numbered sides of the streets on those nights with an even calendar date and on odd-numbered sides of the streets on those nights with an odd calendar date. "Nights" as used in this section means the period between 1:00 a.m. and 8:00 a.m. Alternate side parking is in affect from November the 15th until April 1st every year.

Sidewalk maintenance during the winter?

The City requires that all snow and ice be removed from public sidewalks within 24 hours of any snowfall. In an effort to keep public sidewalks safe, the City enforces this requirement by first informing property owners who have not complied by mail. If the sidewalk is not cleared after a notice has been sent, the City will hire a private contractor to remove the snow or ice and bill the property owner.

Mailbox damage?

If City equipment makes contact with a mailbox it will be replaced/repared with a standard galvanized steel mailbox and a 4 x4 treated wood post. Mailboxes damaged by snow/ice making contact with the mailbox will be replaced/repared at the City's discretion.

Can I push, shove or in any way deposit any snow or ice onto any public streets?

Ordinance: Sec. 6-2-8 (c)

No person shall push, shove or in any way deposit any snow or ice onto any public streets, alley, sidewalk or public lands dedicated to public use except for parcels or lots located where existing buildings are constructed within five (5) feet of the street right-of-way and the sidewalks exist from the City right-of-way to the curb line. In such instances, the owners, occupants and/or employees of parcels or lots shall be permitted to deposit snow and ice from their sidewalks only onto the public streets. Snow from public sidewalks shall not be stored in any manner which will obstruct or limit vehicular or pedestrian vision, movement or access. The deposit of any snow or ice upon any sidewalk, alley or street of the City, contrary to the provisions of this Section, is a nuisance; and in addition to the penalty provided for violation of this Section, the

City may summarily remove any snow or ice so deposited and cause the cost of said removal to be charged to the owner of the property from which said snow or ice had been removed.

Penalty:

General Penalty: Except where a penalty is provided elsewhere in this Code, any person Over the age of eighteen (18) years who shall violate any of the provisions of this Code shall, upon conviction of such violation, be subject to a penalty, which shall be as follows:

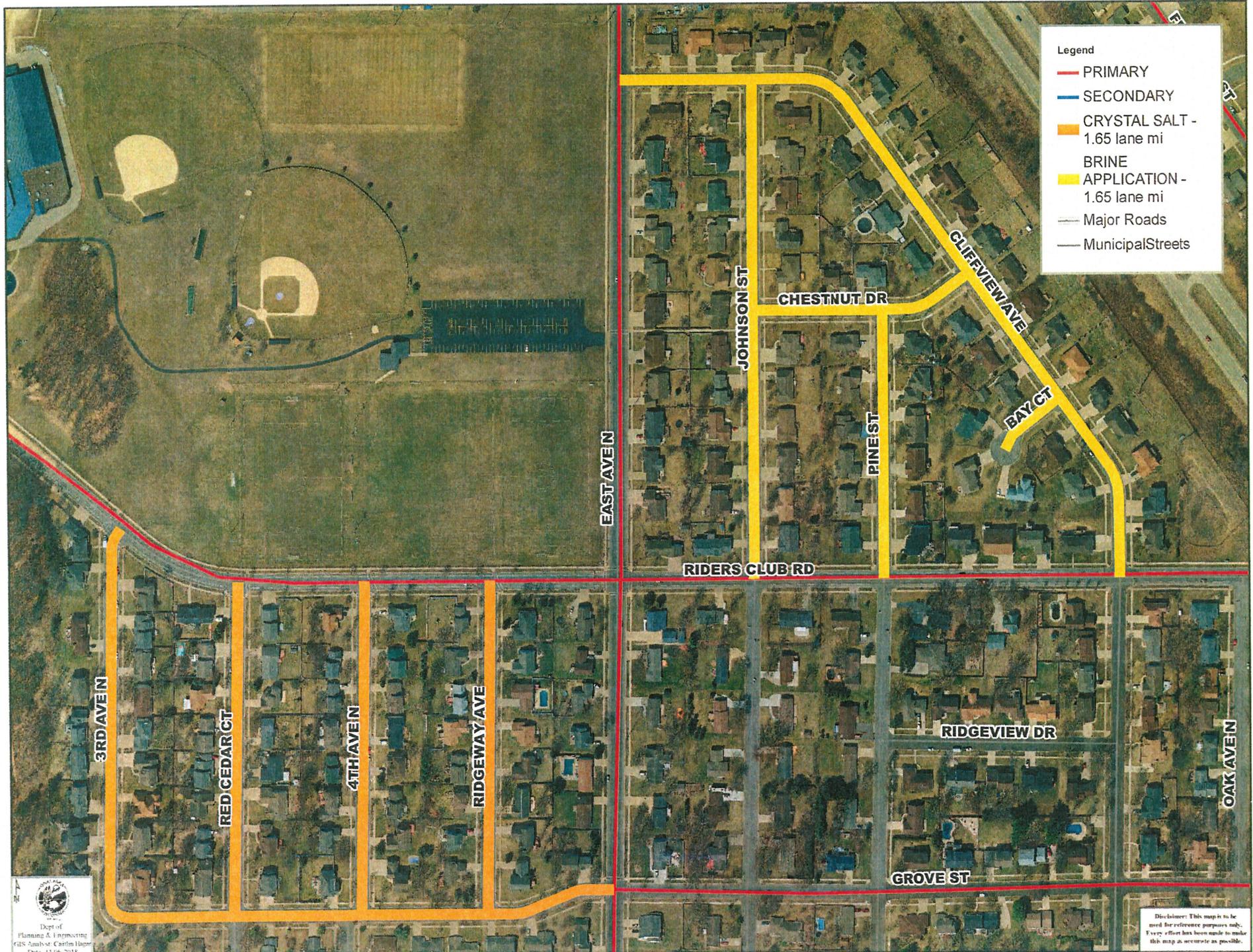
- (1) **First Offense - Penalty.** Any person over the age of eighteen (18) years who shall violate any provision of this Code shall, upon conviction thereof, forfeit not less than Ten Dollars (\$10.00) nor more than Five Hundred Dollars (\$500.00), together with all costs, surcharges, penalty assessments, and any other taxable item of cost as provided for by the laws of the State of Wisconsin as applicable to forfeiture actions that are in effect at the time of the offense, and any other taxable costs as imposed by any other provision of this code. In default of payment of such forfeiture and costs may have hi/her driving privilege suspended per Sec. 345.45(1)(b), Wis. Stats., or be imprisoned in the County Jail until such forfeiture and costs are paid or both, but not exceeding six (6) months.

Second and Subsequent Offenses – Penalty: Any person over the age of eighteen (18) years who is found guilty of violating any ordinance or part of an ordinance of this Code who has previously been convicted of a violation of the same ordinance or part of an ordinance within three (3) years from the date of the last offense to the date of the current offense shall, upon conviction thereof, forfeit not less than Fifty Dollars (\$50.00) nor more than One Thousand Dollars (\$1,000.00) for each such offense, together with all costs, surcharges, penalty assessments, and any other taxable item of cost as provided for by the laws of the State of Wisconsin as applicable to forfeiture actions that are in effect at the time of the offense, and any other taxable costs as imposed by any other provision of this Code. In default of payment of such forfeiture and costs may have his/her driving privilege suspended per Sec. 345.47(1)(b), Wis. Stats., or be imprisoned in the County Jail until such forfeiture and costs are paid or both, but not exceeding six (6) months.

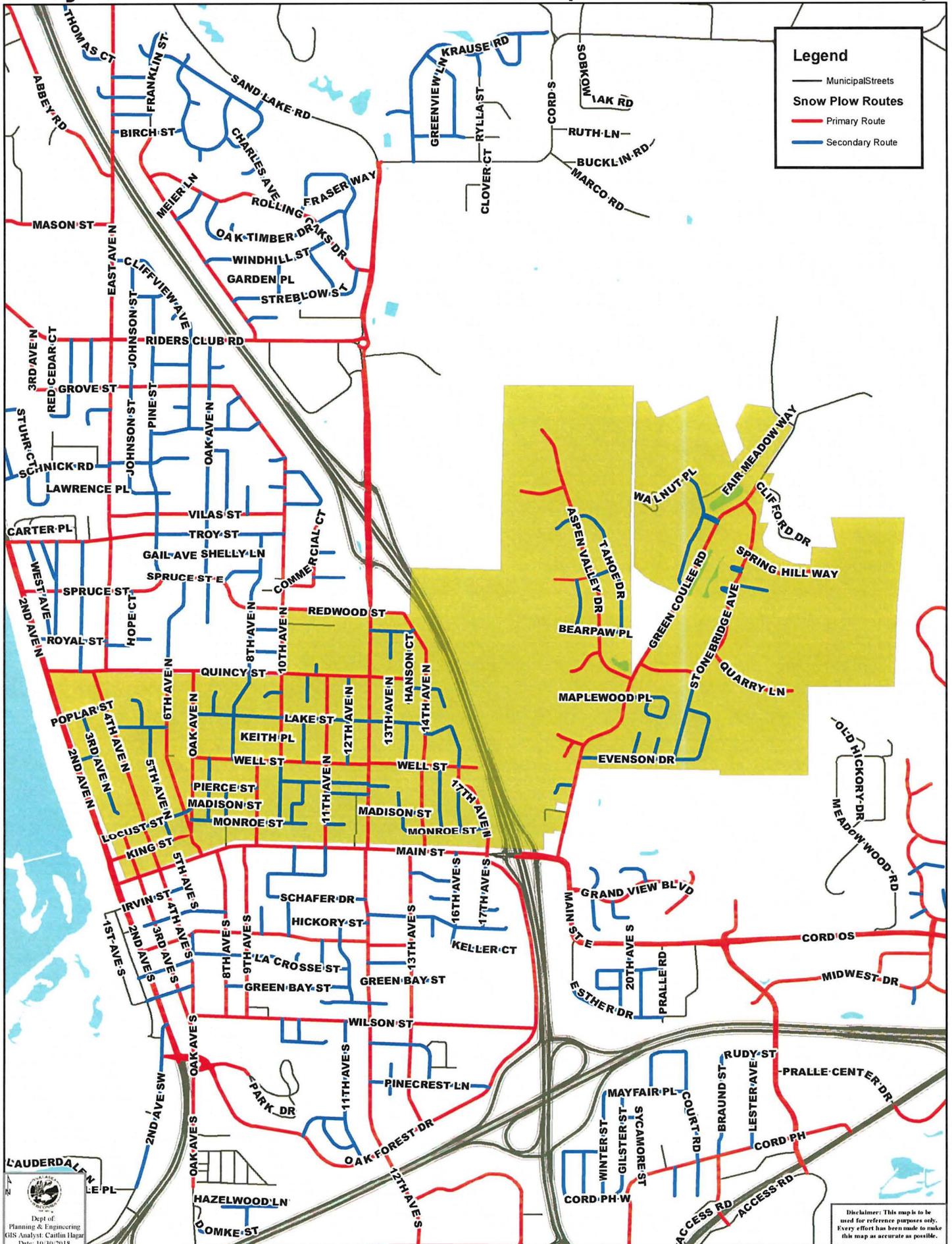
(b) **Continued Violations.** Each violation and each day a violation continues or occurs shall

- (1) Constitute a separate offense. Nothing in this Code shall preclude the City from maintaining any appropriate action to prevent or remove a violation of any provision of this Code.

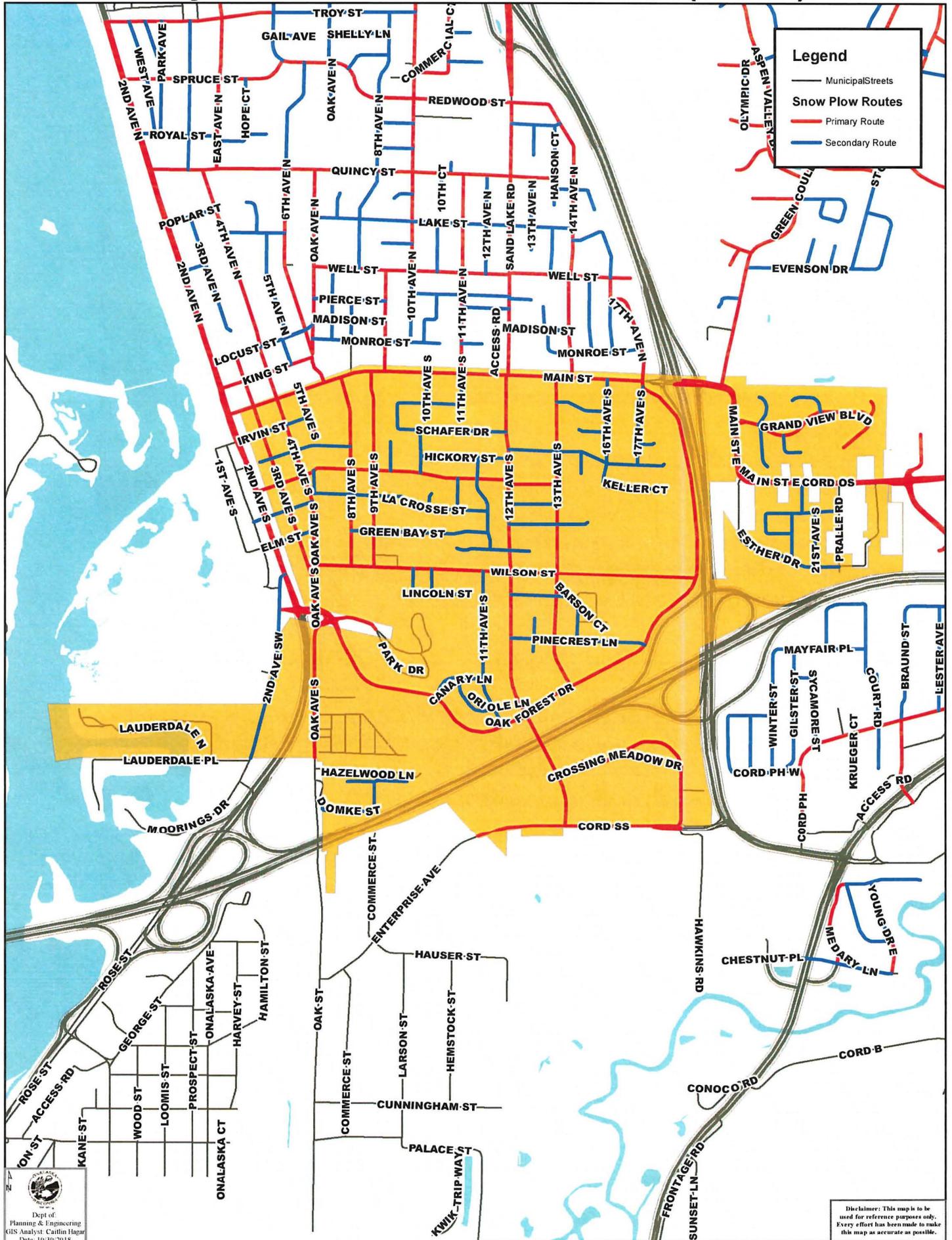
De-Icing Study: Crystal Salt vs. Brine Application



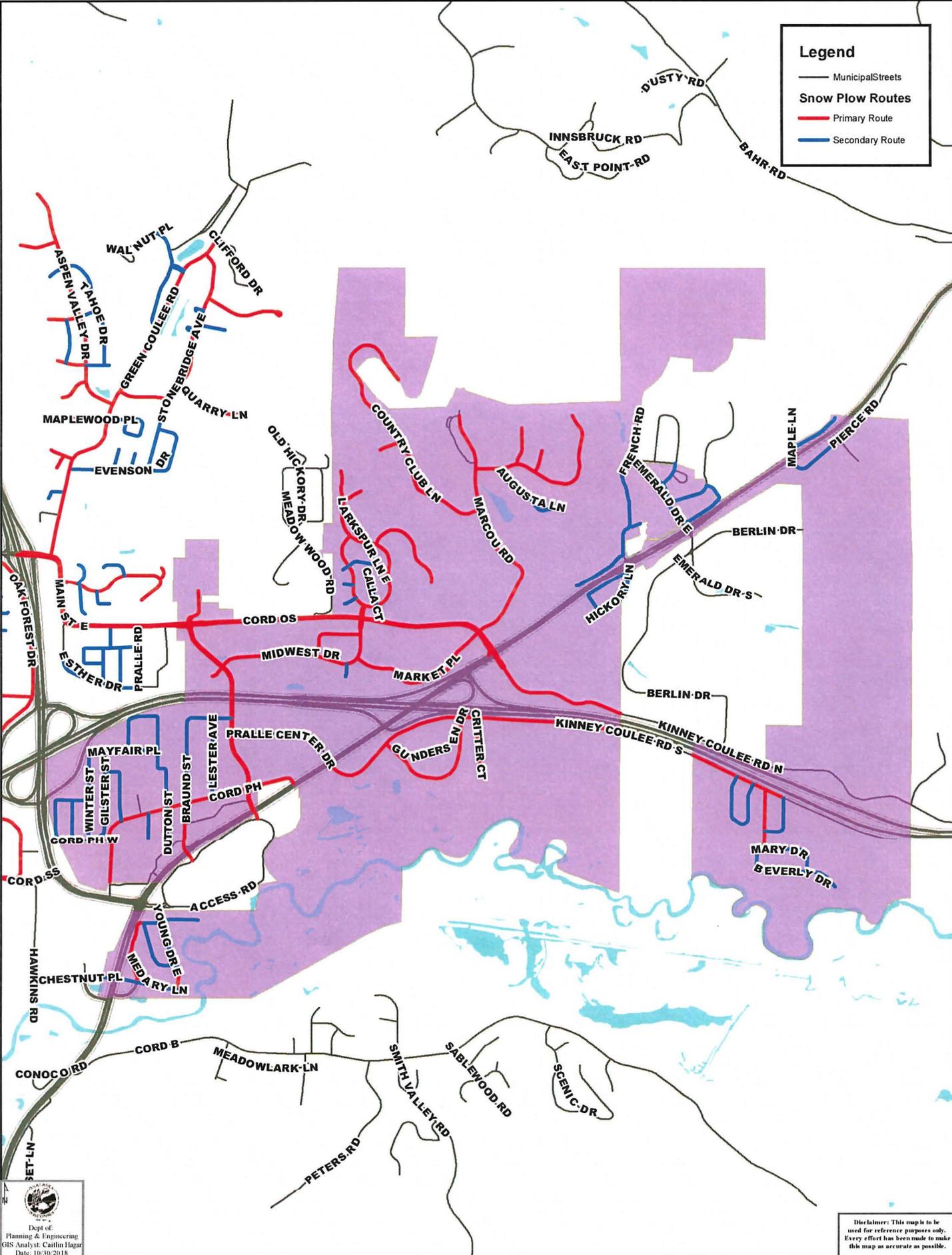
City of Onalaska - Snow Route 2 (Middle/Green Coulee)



City of Onalaska - Snow Route 3 (South)



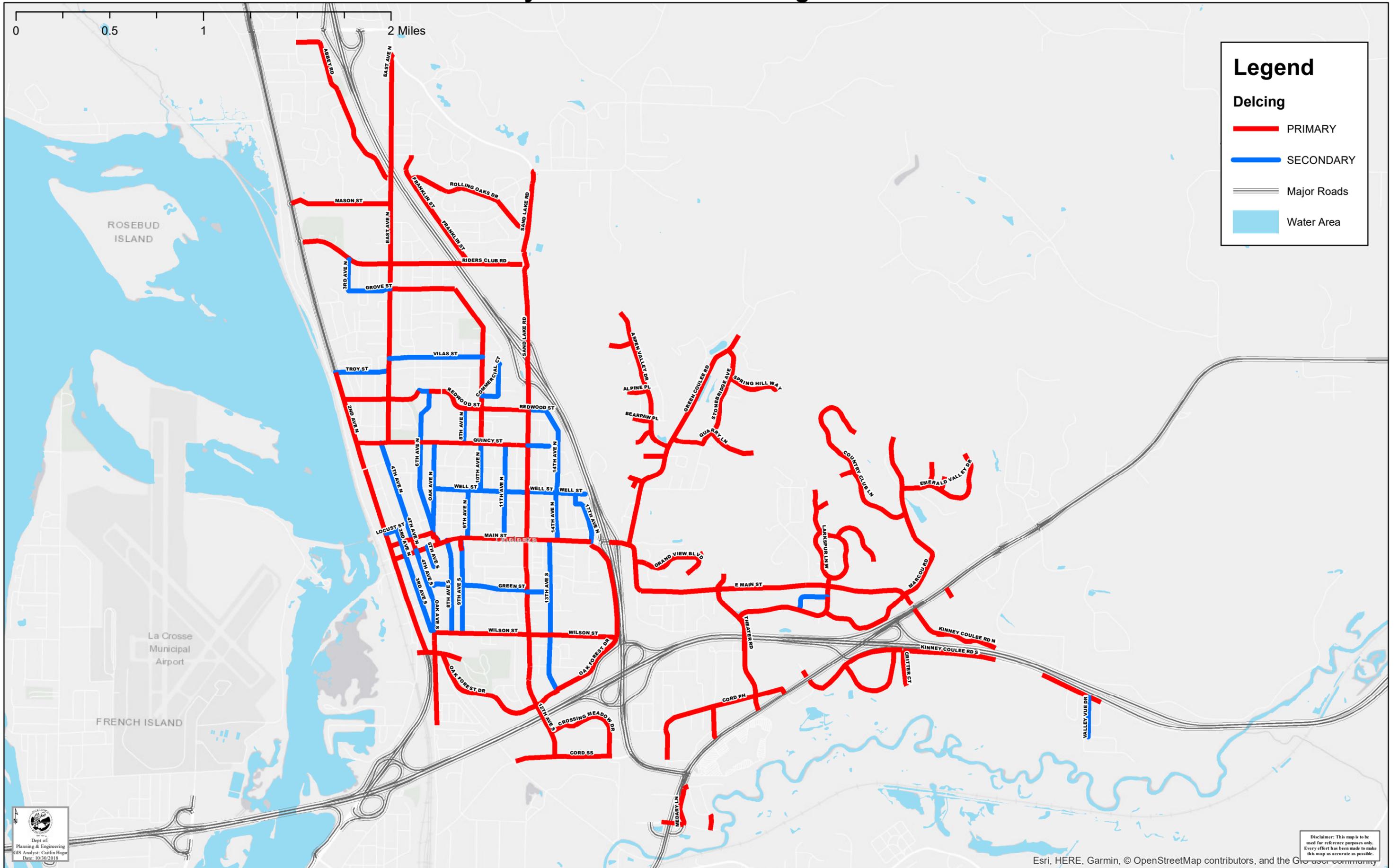
City of Onalaska - Snow Route 4 (Medary/STH 16)



Legend

- Municipal Streets
- Snow Plow Routes
- Primary Route
- Secondary Route

City of Onalaska - De-icing Routes



City of Onalaska
Dept. of
Planning & Engineering
GIS Analyst: Caitlin Hager
Date: 10/30/2018

Disclaimer: This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

Esri, HERE, Garmin, © OpenStreetMap contributors, and the GIS user community

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

November 6, 2018

Agenda Item:

#8

Project/Item Name:

Boulevard tree removal

Location:

Citywide

Requested Action:

Action on tree removal

Staff Report/
Description:

The City was alerted that a homeowner at 733 Stonebridge Avenue took down five boulevard trees. These trees were within the City right of way and owned by the City. They had been inventoried in 2017 as part of the City forestry plan. The property owner made no attempt to contact the City regarding the trees. Bluestem Forestry has assigned a value of the trees that were removed.

Attachments:

Map, memo from Bluestem Forestry, e-mail and pictures

City of Onalaska, WI

733 Stonebridge Avenue

Map Designer: Katie Aspenson, AICP
Date: 10/29/2018

733 Stonebridge Avenue

STONEBRIDGE AVE

741

733

740

725

721

732

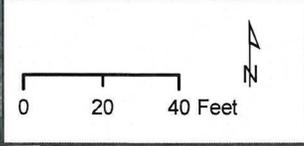
Tree #5

Tree #4

Tree #3

Tree #2

Tree #1



This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.



BLUESTEM FORESTRY CONSULTING, INC.

49910 South Loop Road • Drummond, WI 54832
(715) 739-6831

October 30, 2018

733 Stonebridge Avenue, Onalaska TREE VALUATION

DESCRIPTION AND PURPOSE: Bluestem Forestry Consulting Inc. was contacted by the City of Onalaska in late October 2018 to complete a tree valuation based upon existing inventory data for five trees on municipal property that were illegally removed by a homeowner. The trees were not available for evaluation during the valuation, but the trees had been recently inspected by Bluestem Forestry Consulting, Inc. as part of a tree inventory update on September 21, 2018. The data gathered on September 21, 2017 is the data being used to determine value.

METHODOLOGY: Field examination and data collection was conducted by Kelli Tuttle of Bluestem Forestry Consulting Inc. on September 21, 2017 as part of a tree inventory update. This tree data collection was completed from the ground using standard forestry tools such as diameter tape and GPS. Value was determined using the Trunk Formula Method (Guide for Plant Appraisal, 9th edition; Council of Tree and Landscape Appraisers & International Society of Arboriculture). The Trunk Formula Method is used to appraise the monetary value of trees considered too large to be replaced with nursery or field-grown stock. Determination of the value of a tree is based on the cost of the largest commonly available transplantable tree and its cost of installation, plus the increase in value due to the larger size of the tree being appraised. These values are adjusted according to the species of the tree, its physical condition and landscape location. Tree replacement and installation costs were estimated.

FINDINGS: Using the method listed above, the following values were determined:

Tree #1 = \$3,568.54

Tree #2 = \$1,442.83

Tree #3 = \$1,831.44

Tree #4 = \$2,265.76

Tree #5 = \$2745.80

TOTAL APPRAISED VALUE: \$11,854.37

QUALIFICATIONS: Kelli Tuttle is president of Bluestem Forestry Consulting Inc. and holds a Bachelor of Science in Urban Forestry from Purdue University. Her experience includes all aspects of municipal forestry and community involvement as well as consulting. She has been providing consulting services for communities throughout Wisconsin since 1998. Her consulting services include tree appraisals, tree inventories, construction damage mitigation, emerald ash borer planning, management plans, city ordinances revisions, public relations and staff training. Prior to founding Bluestem Forestry Consulting Inc., Kelli worked for the City of Duluth, MN as a tree inspector for nearly five years. Kelli has been an ISA Certified Arborist since 1997, is a member of the Wisconsin Arborist Association, Society of Municipal Arborists, is a former member

of the National Urban and Community Forestry Advisory Committee and was chair of the Wisconsin Urban Forestry Council from July 2010-2013.

ARBORIST DISCLOSURE STATEMENT

Arborists and foresters are tree specialists who use their education, knowledge, training and experience to examine trees, make recommendations to increase the health of trees and attempt to reduce the risk of living and recreating near trees. Arborists/foresters cannot detect every condition that could possibly lead to the structural failure of a tree and cannot guarantee that a tree will or will not fail or that a tree will be healthy and safe for a specified period of time.

I certify that all the statements of fact in this appraisal are true, complete, and correct to the best of my knowledge and belief, and that they are made in good faith.

Kelli Tuttle

10-30-2018

Kelli Tuttle
President, Bluestem Forestry Consulting Inc.

Date

Aspenson, Katie

From: Aspenson, Katie
Sent: Wednesday, October 24, 2018 12:13 PM
To: 'bluestemforest@cheqnet.net'
Cc: Rindfleisch, Eric; Holter, Jarrod
Subject: Onalaska - Tree Removal Valuation
Attachments: Tree3.JPG; Tree1.JPG; Tree 2.JPG; Tree5.JPG; Tree4.JPG

Importance: High

Hi Kelli:

Below is the data for the five (5) trees removed from the City's boulevard. No wires present or "recommended activities" for the trees which were in an approximate 6.5-7' boulevard. I included pictures of the trees from Google Earth – however, the images were taken in August 2015.

Tree #1:

- Common Name: Autumn Blaze Maple
- Condition: Fair
- Priority: 65
- DBH: 13"
- Inventoried: 9-21-2017

Tree #2:

- Common Name: Autumn Blaze Maple
- Condition: Fair
- Priority: 70
- DBH: 8"
- Inventoried: 9-21-2017

Tree #3:

- Common Name: Autumn Blaze Maple
- Condition: Fair
- Priority: 70
- DBH: 9"
- Inventoried: 9-21-2017

Tree #4:

- Common Name: Autumn Blaze Maple
- Condition: Fair
- Priority: 70
- DBH: 10"
- Inventoried: 9-21-2017

Tree #5:

- Common Name: Autumn Blaze Maple
- Condition: Fair
- Priority: 70
- DBH: 11"

-Inventoried: 9-21-2017

If you could put together a valuation for each tree on your company letterhead, I would greatly appreciate it!

Thanks Kelli!

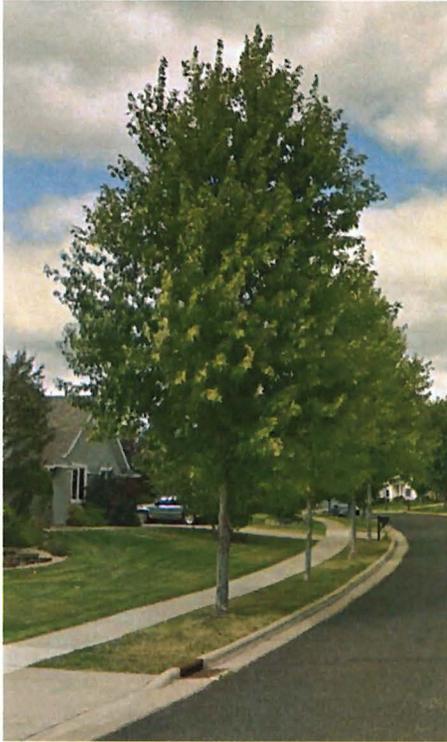
Katie

Katie Aspenson, AICP
Planner | Zoning Inspector
City of Onalaska
415 Main Street
Onalaska, WI 54650
P: 608-781-9590
F: 608-781-9506
E: kaspenson@cityofonalaska.com

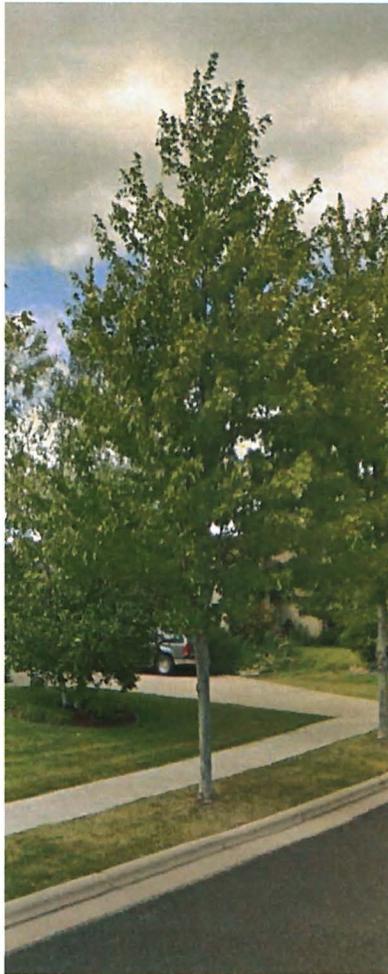
733 Stonebridge Avenue:

(Images 8-2015)

Tree #1:



Tree #3:



Tree #5:



Tree #2:



Tree #4:



STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

November 6, 2018

Agenda Item:

#9

Project/Item Name:

Final special assessments

Location:

Citywide

Requested Action:

Approval of final special assessments

Staff Report/
Description:

Final special assessment costs for final approval in the Holiday Heights portion of the 2018 Utility Project. Final costs are less than estimated costs on preliminary assessment resolution.

Attachments:

Final special assessment sheet

October 23, 2018

**FINAL SPECIAL ASSESSMENT COSTS
2018 UTILITY PROJECT
CONTRACTOR: Gerke Excavating
CITY OF ONALASKA, WISCONSIN**

- 1) 30" Type D Concrete Curb and Gutter = \$10.67/S.F.
(including 7.5% Administrative Cost)

**BOARD OF PUBLIC WORKS
MONTHLY ESTIMATES
November 6, 2018**

REV 11/5/18

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
1. HYDRO KLEAN S Kinney 60" Storm Sewer Repair Proj Construction Estimate #1	\$ 19,310.00	\$ -	\$ -	\$ 21,110.00
2. STATE OF WI - DOT Riders Club Road Construction (5991-02-57) Estimate #3	\$ 294,911.00	\$ -	\$ 300,008.23	\$ 4,467.83
3. STATE OF WI - DOT PH/Braund Street Construction (5991-02-55) Estimate #3	\$ 233,326.00	\$ -	\$ 202,153.26	\$ 25,670.11
4. LES MANSKE & SONS 2018 Aspen Valley Drainage Repairs Construction Estimate #1	\$ 3,000.00	\$ -	\$ -	\$ 2,182.50
5. L.W. ALLEN 2018 SCADA Upgrades Construction Estimate #1	\$ 104,907.00	\$ -	\$ -	\$ 104,907.00
6. STRAND ASSOCIATES 2018 SCADA Computer Install Construction Estimate #1	\$ 9,000.00	\$ -	\$ -	\$ 900.00
7. MSA PROFESSIONAL SERVICES Green Coulee Intersection Design Estimate #1	\$ 41,728.43	\$ -	\$ -	\$ 7,759.85
8. STRAND ASSOCIATES 6th & Quincy Lift Station Design Estimate #9	\$ 59,900.00	\$ 18,000.00	\$ 59,368.47	\$ 15,605.71

**BOARD OF PUBLIC WORKS
MONTHLY ESTIMATES
November 6, 2018**

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
9. MATHY CONSTRUCTION 2018 Pavement Project Construction Estimate #6	\$ 1,184,065.45	\$ -	\$1,018,694.08	\$ 32,827.17
10. GERKE EXCAVATING 2018 Utility Project Construction Estimate #6	\$ 1,708,611.00	\$ -	\$1,098,263.08	\$ 363,654.09
11. STEIGER CONSTRUCTION 2018 Misc. Concrete Project Construction Estimate #5	\$ 85,087.50	\$ -	\$ 44,198.56	\$ 2,957.50
12. SEH INC. 2018 Utility Project Construction Estimate #4	\$ 19,601.16	\$ -	\$ 22,493.03	\$ 5,108.13
13. SEH INC Green Coulee Reservoir Project Design Estimate #5	\$ 10,000.00	\$ -	\$ 7,297.48	\$ 3,200.71
14. ST JOSEPH CONSTRUCTION Pond #17 Construction Estimate #3	\$ 174,102.50	\$ -	\$ 33,131.25	\$ 80,391.19
15. SEH INC Abbey Road Design Estimate #2	\$ 84,500.00	\$ -	\$ 13,104.27	\$ 8,052.10
16. DAVY ENGINEERING French Road Booster Station Design Estimate #2	\$ 126,490.00	\$ -	\$ 12,302.35	\$ 8,837.70
17. STATE OF WI DOT SS (STH 157) Real Estate (Project #1070-04-25) Estimate #1	\$ 2,500.00	\$ -	\$ -	\$ 1,528.29

**BOARD OF PUBLIC WORKS
MONTHLY ESTIMATES
November 6, 2018**

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
18. FERGUSON WATERWORKS 2018 Hydrant/Lightpole Painting Construction Estimate #2	\$ 26,950.00	\$ -	\$ 28,350.00	\$ 3,050.00
19. POELLINGER ELECTRIC Main St & Sand Lake/12th Ave Traffic Signal Project Construction Estimate #1	\$ 112,247.88	\$ -	\$ -	\$ 52,250.00
20. MATHY CONSTRUCTION Oak Forest Drive Repair Construction Estimate #1	\$ 1,125.00	\$ -	\$ -	\$ 1,125.00
21. GERKE EXCAVATING INC. Hauser Reservoir Checkvalve Repairs Construction Estimate #1	\$ 10,000.00	\$ -	\$ -	\$ 7,301.32