

**Board of Public Works  
of the City of Onalaska**

Tuesday, February 4, 2020

1

1 The Meeting of the Board of Public Works of the City of Onalaska was called to order at 6:30  
2 p.m. on Tuesday, February 4, 2020. It was noted that the meeting had been announced and a  
3 notice posted at City Hall.

4  
5 Roll call was taken with the following members present: Mayor Kim Smith, Ald. Diane Wulf,  
6 Ald. Tom Smith, City Engineer Jarrod Holter, Financial Services Director/Treasurer Fred  
7 Buehler

8  
9 Also Present: Assistant City Engineer Kevin Schubert

10  
11 **Item 2 – Approval of minutes from previous meeting**

12  
13 Motion by Mayor K. Smith, second by Ald. T. Smith, to approve the minutes from the previous  
14 meeting as printed and on file in the City Clerk’s Office.

15  
16 On voice vote, motion carried.

17  
18 **Item 3 – Public Input (limited to 3 minutes/individual)**

19  
20 Ald. Wulf called three times for anyone wishing to provide public input and closed that portion  
21 of the meeting.

22  
23 **Consideration and possible action on the following items:**

24  
25 **Item 4 – Resolution 11-2020 – City of Onalaska support of State Trunk Highway 16**  
26 **multiuse connector trail project**

27  
28 Jarrod noted board members’ packets include a copy of a map showing the current State Trunk  
29 Highway 16 corridor, as well as the location of various paths located along that corridor. The La  
30 Crosse County Planning Commission is supporting La Crosse County to apply for a grant for a  
31 possible of the off-street path located along STH 16. Jarrod directed board members’ attention to  
32 the red line on the map running from South Kinney Coulee Road to Emerald Drive, and he told  
33 them the entrance to the La Crosse County Solid Waste Facility is the section for which La  
34 Crosse County would apply for the grant. A trail currently runs from the solid waste facility to  
35 the La Crosse River, and Jarrod said La Crosse County also is applying for another grant in an  
36 attempt to obtain an off-street facility over the La Crosse River so that pedestrians may access  
37 the Village of West Salem’s sidewalk and trail system. Jarrod pointed out the yellow line that  
38 represents the current City of La Crosse trail that runs along STH 16 from La Crosse Street to  
39 just past Valley View Mall, and he said the City of Onalaska would install a section of trail from  
40 Dick’s Sporting Goods to South Kinney Coulee Road as part of its Capital Improvements  
41 Projects if the trail system is installed.

Reviewed 2/6/2020 by Jarrod Holter

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2

42

43 Jarrod told board members La Crosse County is seeking a supportive resolution that states the  
44 City of Onalaska supports the project, and he noted the following:

45

- 46 • The grants typically are 80 percent state funding, and 20 percent local funding. La  
47 Crosse County has not asked for any financial contribution at this point, as it is waiting to  
48 see what transpires with the grant. Jarrod said it is his understanding at this time La  
49 Crosse County would cover the 20 percent match of the grant. However, Jarrod also said  
50 he has not confirmed this with La Crosse County representatives.
- 51 • The entire path would lie within the City of Onalaska, and the city would responsible for  
52 its maintenance, including plowing it during the winter. There would be future costs  
53 associated with that maintenance.

54

55 Jarrod said, “This is a huge corridor as far as trying to get out toward some of our residents out  
56 by the La Crosse County Landfill complex. With all the growth out in the Emerald Drive area,  
57 this would be a great connection to get along that roadway. It’s a 45 mile-an-hour going to a 55-  
58 mile-an-hour section of roadway, so it’s not conducive to any kind of bicycling or pedestrian  
59 traffic. I am supportive of this. I think it would be a good addition to the city. If [La Crosse  
60 County] did get the grant notified in 2020, it would probably be 2022, at the earliest, before it  
61 would be constructed.”

62

63 Motion by Ald. T. Smith, second by Mayor K. Smith, to approve Resolution 11-2020 – City of  
64 Onalaska support of State Trunk Highway 16 multiuse connector trail project.

65

66 Ald. Wulf noted Resolution 11-2020 states “...*the City of Onalaska does hereby support the STH*  
67 *16 Onalaska Multiuse Connector Trail project to complete a nine-mile continuous off-road trail*  
68 *within STH 16 right-of-way between Onalaska and West Salem,*” and she asked Jarrod how  
69 much of the trail the City of Onalaska would be responsible for maintaining.

70

71 Jarrod told Ald. Wulf the City of La Crosse currently maintains the trail past Valley View Mall,  
72 noting the right-of-way goes in and out of the City of Onalaska and the City of La Crosse. Jarrod  
73 said the City of Onalaska would be responsible for trail maintenance from Dick’s Sporting  
74 Goods to the city limit line in the Nathan Hill area. Jarrod noted the Town of Hamilton is  
75 responsible for maintenance from the City of Onalaska limit line to the Village of West Salem.  
76 Jarrod also noted the Parks and Recreation Department could plow the trail with a pickup truck  
77 as long as it is a paved, off-street trail.

78

79 On voice vote, motion carried.

80

81 **Item 5 – Review and consideration of City of Onalaska Water Utility joining the Municipal**  
82 **Environmental Group Water Division**

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3

83  
84 Jarrod told board members the Municipal Environmental Group, or MEG Water, is a consortium  
85 of Wisconsin municipalities that have come together in an attempt to provide input on legislation  
86 regarding the water industry through the state. Jarrod noted the City of Onalaska has never  
87 jointed this consortium, which consists of approximately 60 municipalities, and he said Bernie  
88 Lenz, the City of La Crosse's Municipal Utility Director, had discussed the consortium with him.  
89 Jarrod told board members Bernie had attended the consortium's quarterly meeting in January,  
90 and he noted the meeting's agenda had been included in their packets.

91  
92 Jarrod said, "It was striking how many different things the City of Onalaska is involved in, and  
93 legislation that affects our water system. Going from that steering committee agenda, one of the  
94 current topics affecting the water industry within the State of Wisconsin is PFAS, which is the  
95 firefighting foam that was used over the years – and there are other uses that it is found in – that  
96 will be coming forward with new legislation very soon. But there are also things with the Lead  
97 and Copper Rule, which we work on quite a bit. The Private Lead [Service Line] Replacement,  
98 we don't have that as much in the City of Onalaska. [There are] PSC [Public Service  
99 Commission] Issues, and Drinking Water [and] Groundwater Studies – with our high-capacity  
100 wells, we do fall into that group. Looking at this, it's a group of municipalities that get together  
101 and try to have a say when it comes to legislation that comes through. Our municipality, being a  
102 population of approximately 19,500 ... They do cap it at 20,000 people.

103  
104 It would have a yearly cost of \$1,950, but then that would give us a voice within this group, and  
105 then we could have a voice in legislation that affects our water system. It would come out of our  
106 existing Water Utility budget. I look at these things, and I have discussed with other member  
107 municipalities over the years when I've been at different gatherings and water conferences. It  
108 does seem like a very worthy group to belong to. With all the recent influx of legislation and  
109 regulations, I wanted to bring it forward and I thought it would be good for us to join."

110  
111 Motion by Mayor K. Smith, second by Ald. T. Smith, to approve the City of Onalaska Water  
112 Utility joining the Municipal Environmental Group Water Division.

113  
114 Mayor K. Smith noted the cost to join the Municipal Environmental Group Water Division is  
115 \$1,950.

116  
117 Jarrod told board members that while there would not be continuous updates, he would attempt  
118 to bring forward items to the Board of Public Works pertaining to legislation "as we feel we need  
119 to."

120  
121 Ald. T. Smith asked if the \$1,950 would be an annual cost.

122  
123 Jarrod said it would be an annual cost.

124  
125 Ald. Wulf asked Jarrod if he would be invited to attend the meetings.

126  
127 Jarrod said Bernie Lenz had attended the January meeting and told Ald. Wulf that is why he had  
128 forwarded him the agenda and asked if the City of Onalaska wanted to join the consortium.  
129 Jarrod said, “We would have a seat at the table. We would be a voting member of the group.  
130 Out of the municipalities that are present, they elect a board of directors. I would not envision us  
131 going to every meeting, but I would envision that either myself or [Public Works Manager] Jim  
132 Prindle or Kevin [Schubert] or one of our staff members might try to attend the meetings as we  
133 can get there.”

134  
135 Ald. Wulf told Jarrod she appreciates the fact Bernie Lenz had reached out to him.

136  
137 Mayor K. Smith said, “I think this is a really good idea. It will help us for planning purposes to  
138 stay more in touch with legislation as it is moving through, and trying to collaborate with others  
139 to see how it might affect us.” Mayor K. Smith thanked Jarrod for bringing forward this item.

140  
141 Ald. T. Smith inquired about the number of municipalities in the consortium.

142  
143 Jarrod said there are approximately 60 members and told Ald. T. Smith the size of the member  
144 municipalities range from very small to very large.

145  
146 On voice vote, motion carried.

147  
148 **Item 6 – Review and consideration of Public Works Department equipment purchases:**

149  
150 A.  $\frac{3}{4}$ -ton and  $\frac{1}{2}$ -ton pickup truck

151  
152 Jarrod said Ewald Automotive Group had submitted a bid of \$32,107 for a  $\frac{3}{4}$  -ton Chevrolet  
153 pickup truck, and a bid of \$30,871 for a  $\frac{1}{2}$  -ton Chevrolet pickup truck. Jarrod noted both prices  
154 were quoted off the Wisconsin State Bid, also noting the city has utilized the Wisconsin State  
155 Bid for several years. Jarrod told board members staff also had considered purchasing Ford  
156 models; however, the cost was higher. Jarrod also noted the Chevrolet models met the city’s  
157 needs, and that \$35,000 had been budgeted for each truck in the approved 2020 budget.

158  
159 Motion by Mayor K. Smith, second by Ald. T. Smith, to approve the purchase of a  $\frac{3}{4}$  -ton pickup  
160 truck from Ewald Automotive Group at a cost of \$32,107, and the purchase of a  $\frac{1}{2}$  -ton pickup  
161 truck from Ewald Automotive Group at a cost of \$30,871.

162  
163 Mayor K. Smith noted the purchase will be funded with the 2020 Operating Budget – Equipment  
164 Replacement Fund.

165  
166 On voice vote, motion carried.

167  
168 B. 60-inch front mount mower

169  
170 Jarrod told board members this Kubota model would replace a 2008 Kubota front mount mower  
171 that has been utilized in the City of Onalaska Cemetery. Value Implement submitted a bid of  
172 \$15,950, and Portland Implement submitted a bid of \$17,477. Jarrod noted the 60-inch front  
173 mount mower has a bagging system and said staff recommends awarding the quote to Value  
174 Implement. Jarrod also noted \$18,000 was budgeted for this item in the approved 2020 budget.

175  
176 Motion by Ald. T. Smith, second by Mayor K. Smith, to approve the purchase of a 60-inch front  
177 mount mower from Value Implement at a cost of \$15,950.

178  
179 On voice vote, motion carried.

180  
181 C. Ground cover mats

182  
183 Dica had submitted a bid of \$8,053 for 34 mats, and Northern Tool and Equipment had  
184 submitted a bid of \$8,692.86. Jarrod said the mats would be utilized for water leaks, and also in  
185 the cemetery, as needed. Jarrod noted the city had rented mats from Dairyland Power when staff  
186 cleaned a drainageway in the Aspen Valley subdivision, and he told board members the mats had  
187 been very effective. Jarrod told board members that while the cost might seem significant, the  
188 mats are effective as they preserve a homeowner's lawn while staff is working on a project.  
189 Jarrod also told board members staff might attempt to purchase more mats in the future, adding  
190 staff believes "this is a justifiable amount for what we would be using. Jarrod noted \$8,000 had  
191 been budgeted in the approved 2020 budget, and he told board members cost savings from other  
192 projects will be utilized to address the remaining \$53.

193  
194 Motion by Ald. T. Smith, second by Mayor K. Smith, to approve the purchase of 34 ground  
195 cover mats from Dica at a cost of \$8,053.

196  
197 On voice vote, motion carried.

198  
199 D. Camera installation for Public Works Facility

200  
201 Jarrod said the existing camera system has been enhanced over the past few years, and he told  
202 board members the project will include the reinstallation of the two existing cameras, which will  
203 be relocated from the outside corners of the existing structure to the outside corners of the new  
204 structure. This will allow staff to view the traffic entering and exiting, and the Public Works  
205 yard will be covered. A new camera also will be installed in the heated storage. Jarrod noted

206 1rst Business Solutions had submitted the lone bid (\$10,051.73), and he told board members the  
207 city has moved away from utilizing the previous provider as it was not receiving service and  
208 timely and adequate follow-up with what it was attempting to accomplish. Jarrod told board  
209 members the city has utilized 1rst Business Solutions in the past, and the company has provided  
210 adequate service. Jarrod said that is why there is only one quote before the board this evening,  
211 noting it includes a cabinet, storage costs, a switch, the camera, and labor costs. Jarrod noted the  
212 cost is within what was budgeted in the 2020 Equipment Budget.

213  
214 Motion by Mayor K. Smith, second by Ald. T. Smith, to approve the camera installation for the  
215 Public Works Facility from 1rst Business Solutions at a cost of \$10,051.73.

216  
217 On voice vote, motion carried.

218  
219 **Item 7 – Review and consideration of Change Order #1 for 6<sup>th</sup> and Quincy Pump Station**  
220 **Rehabilitation Project**

221  
222 Jarrod told board members Kevin has been working with the contractor and noted Change Order  
223 No. 1 includes the following items:

- 224
- 225 a. Change generator from Cummins to Kohler to better match recently purchased generators  
226 (\$7,339.50): Jarrod said four new Kohler generators have been added in the last five  
227 years, including three this year. The generators have been installed at South Kinney  
228 Coulee Road and Well No. 9. Jarrod said staff believes a Kohler generator would better  
229 match the maintenance of the city’s other facilities.
  - 230 b. Electrical conduit credit meeting electrical code requirements (-\$5,555.60): Jarrod said  
231 the electrical code called out a certain type of electrical conduit. The city’s specifications  
232 had a sturdier conduit, and Jarrod said staff decided it would be possible to utilize the  
233 code-compliant electrical conduit.
  - 234 c. Additional wiring and contacts at electrical control panel (\$1,155): This was added  
235 during the project.
  - 236 d. Concrete sidewalk replacement on Quincy Street for replacement hydrant and project  
237 water service (\$1,105.50)
  - 238 e. New stainless steel influent baffle on 18-inch sanitary main to allow new larger pumps to  
239 fit inside wet well (\$2,752.86): This item was needed so that the pumps could function.
  - 240 f. Attic insulation credit from batt to blown (-\$350)
  - 241 g. Cement board siding credit for changing from 4-inch to 5-inch exposure (-\$2,000)
  - 242 h. Substantial completion time extension of 73 days (November 1, 2019 to January 13,  
243 2020) (no cost): Jarrod said the station is now under city maintenance.
  - 244 i. Final completion time extension of 159 days (December 31, 2019 to May 29, 2020) (no  
245 cost): Paving, flatwork, and landscaping still needs to be completed.
- 246

247 Jarrod noted the original contract price was \$989,678. The net increase is \$4,447.26. The new  
248 contract price is \$994,125.26.

249

250 Motion by Mayor K. Smith, second by Ald. T. Smith, to accept Change Order No. 1 for 6<sup>th</sup> and  
251 Quincy Pump Station Rehabilitation Project at a net increase of \$4,447.26.

252

253 Jarrod noted this is within the funds borrowed for the sanitary sewer projects through the 2019  
254 Mortgage Revenue bonding.

255

256 On voice vote, motion carried.

257

258 **Item 8 – Review and consideration of professional engineering services for final design of**  
259 **Green Coulee Reservoir Project**

260

261 Jarrod said the Green Coulee Reservoir will be located within the Green Coulee Park for the  
262 high-pressure water system in that area. The funds for the project were borrowed as part of the  
263 2019 Mortgage Revenue Capital Bonding. This includes the project's civil site design, the water  
264 process final design, the structural design of the concrete tank that will be constructed at the site,  
265 the electrical final design, and the bidding. A proposed schedule was included in board  
266 members' packets, and the final cost would be \$97,000. Jarrod noted funding for the design was  
267 included in the 2018 Capital Projects Budget. Construction funding was included within the  
268 2019 budget.

269

270 Motion by Jarrod, second by Ald. T. Smith, to approve professional engineering services by  
271 Short Elliott Hendrickson for final design of Green Coulee Reservoir Project at a cost of  
272 \$97,000.

273

274 Mayor K. Smith asked Jarrod when construction would commence.

275

276 Jarrod told Mayor K. Smith the bid would be awarded this autumn and said the contractor would  
277 immediately begin construction and continue through the winter, depending on weather  
278 conditions. Jarrod said it will be more conducive for construction to occur during the autumn as  
279 fewer individuals will utilize the park during that time. Jarrod said that while he does not believe  
280 the walkway to the park will have to close, there will be instances during the day in which the  
281 contractor will have to utilize it. Jarrod said below-normal temperatures in November might  
282 slow down the project, but he also expressed hope that the weather conditions will be favorable.

283

284 On voice vote, motion carried.

285

286 **Item 9 – Review and consideration of Sustainable La Crosse Commission report**

287

288 Mayor K. Smith said the Sustainable La Crosse Commission will hold its February meeting in a  
289 retreat format. The commission is attempting to create a plan for the future regarding how it  
290 wishes to proceed. Mayor K. Smith said there has been a “wind of change” with the commission  
291 in that it appears both La Crosse County and the City of La Crosse are reevaluating how the  
292 commission is being utilized, and how it might be better utilized in the future. Instead of  
293 members coming together and collaborating on a monthly basis, perhaps they instead should  
294 come together once or twice a year in a summit format. Mayor K. Smith said a significant  
295 amount of work has been done both in La Crosse County and the City of La Crosse on creating  
296 an indicators report that monitors the progress that has been made toward achieving  
297 sustainability.  
298

299 Mayor K. Smith said, “They feel they need to focus on some more projects that are specific to  
300 their own communities. I try to bring ideas back, but some of them don’t transfer exactly to what  
301 we do here in Onalaska. The same thing happens with the other people. While it’s a great  
302 opportunity for us to all come together and collaborate, we’re looking at changing the format for  
303 the future and just evaluating how to most efficiently bring the best value to all of our members.  
304 Everyone agrees it needs to still exist. It’s not like it’s going away; we’re just evaluating how  
305 better to do our work. One thing the commission sees needs to continue is they would like to  
306 start a solar group buy program, like a co-op. The La Crosse Sustainability Commission, which  
307 is sponsored by La Crosse County and the City of La Crosse, are putting together an RFP  
308 proposal to try to get solar vendors to come together and bring together residents to purchase the  
309 products in more of a bulk rate. That’s our big project. They’re trying to get the RFP put  
310 together within the next few weeks. I’ll bring you more information as I have it.”  
311

312 **Item 10 – Pay Estimates: Strand Associates, Short Elliott Hendrickson, Inc., Gerke**  
313 **Excavating, Davy Engineering, Olympic Builders, All-American Lumber, and any other**  
314 **contractor/developer**  
315

316 **BOARD OF PUBLIC WORKS**  
317 **MONTHLY ESTIMATES**  
318

319 **February 4, 2020**  
320

321	<b>Original</b>			
322	<b>Contract</b>	<b>Change</b>	<b>Paid to</b>	<b>Due this</b>
323	<b><u>Amount</u></b>	<b><u>Orders</u></b>	<b><u>Date</u></b>	<b><u>Estimate</u></b>
324	<b><u>Contractor</u></b>			
325	<b>1. DAVY ENGINEERING</b>			
326	French Rd. Booster Station/Crestwood Ln.			
327	Design			
328	Estimate #16	\$ 126,490.00\$	76,010.00	\$ 220,765.74 \$ 447.25

329					
330	<b>2. OLYMPIC BUILDERS GENERAL CONTRACTORS</b>				
331	6 <sup>th</sup> & Quincy Pumping Station				
332	Construction				
333	Estimate #10	\$ 989,678.00	\$ -	\$ 814,333.70	\$ 69,463.05
334					
335	<b>3. STRAND ASSOCIATES INC.</b>				
336	6 <sup>th</sup> & Quincy Lift Station				
337	Construction				
338	Estimate #9	\$ 33,000.00	\$ -	\$ 29,031.22	\$ 2,481.62
339					
340	<b>4. STRAND ASSOCIATES</b>				
341	Court St. Lift Station				
342	Construction				
343	Estimate #6	\$ 24,300.00	\$ -	\$ 6,862.00	\$ 1,737.09
344					
345	<b>5. ALL-AMERICAN LUMBER INC.</b>				
346	Public Works Facility Addition				
347	Construction				
348	Estimate #6	\$ 1,155,183.00	\$ -	\$ 743,471.44	\$ 173,357.57
349					
350	<b>6. OLYMPIC BUILDERS GENERAL CONTRACTORS</b>				
351	Crestwood Booster Station				
352	Construction				
353	Estimate #5	\$ 974,846.00	\$ 13,087.52	\$ 304,337.25	\$ 83,811.09
354					
355	<b>7. STRAND ASSOCIATES</b>				
356	Well #9 Chlorine Addition				
357	Design				
358	Estimate #4	\$ 16,300.00	\$ -	\$ 6,973.56	\$ 2,928.06
359					
360	<b>8. GERKE EXCAVATING</b>				
361	Court St. Lift Station				
362	Construction				
363	Estimate #3	\$ 394,000.00	\$ -	\$ 174,099.28	\$68,172.91
364					
365	<b>9. SEH INC.</b>				
366	Abbey Road				
367	Construction				
368	Estimate #8	\$ 34,600.00	\$ -	\$ 30,286.44	\$ 2,958.13
369					

370 **10. SEH INC.**  
371     General Engineering  
372     Design  
373     Estimate #3                     \$ 5,000.00     \$ -                     \$ 3,231.96             \$ 610.82

374  
375 Motion by Mayor K. Smith, second by Ald. T. Smith, to approve the 10 pay estimates listed on a  
376 document dated February 4, 2020.

377  
378 On voice vote, motion carried.

379  
380 **Adjournment**

381  
382 Motion by Ald. T. Smith, second by Mayor K. Smith, to adjourn at 7:01 p.m.

383  
384 On voice vote, motion carried.

385  
386  
387 Recorded by:  
388  
389 Kirk Bey