

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

Tuesday, April 2, 2019

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, April 2, 2019. It was noted that the meeting had been announced and a notice  
3 posted at City Hall.

4

5 Roll call was taken with the following members present: Mayor Joe Chilsen, Ald. Ron Gjertsen,  
6 Ald. Kim Smith, Financial Services Director/Treasurer Fred Buehler, City Engineer Jarrod  
7 Holter

8

9 Also Present: City Administrator Eric Rindfleisch, Ald. Jim Binash, Ald. Diane Wulf

10

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

12

13 Motion by Ald. Smith, second by Ald. Gjertsen, 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 Mayor Chilsen called for anyone wishing to provide public input.

21

22 **Gordon Zielke**  
23 **812 2<sup>nd</sup> Avenue North**  
24 **Onalaska**

25

26 “We’ve lived [at 812 2<sup>nd</sup> Avenue North] for 45 years. Our concern is on the proposal for the  
27 West Avenue no parking area. According to the map we received, the no parking zone that is  
28 being proposed stops on the south edge of our property. I would like to see it extended to the  
29 north end of our property, at a minimum. I don’t know what the reason is for this proposal, but  
30 I’ve noticed since the popularity of the restaurant, Blue Moon, that there’s two-sided parking  
31 going on weekends and during the week, which impedes flow of traffic in both directions. In  
32 other words, in my opinion you cannot safely traverse West Avenue in both directions [with] two  
33 cars – one in one direction, one in the other – at the same time when there is parking on both  
34 sides. When there are cars parked on both sides, it’s really dangerous – if not impossible,  
35 depending on the size of your vehicle – to pass each other when there’s parking on both sides. If  
36 the reason for this proposal is for that safety concern, I would think that it could be extended for  
37 the entire block, if not to the area where parking for the restaurant usually ends. Parking for the  
38 restaurant usually does not go through the entire block, but it goes through a large part of it. I  
39 don’t think that would bother any of the property owners there. We all have garages, we all have  
40 driveways, and we all park in the driveways and garages. For safety’s sake, I would like to see  
41 that. Plus, there are plowing issues. I don’t know if that’s a concern as well, but West Avenue is

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42 so narrow that when they're parked on our side of West Avenue and they plow our side first, the  
43 plow actually has to swing over to the other side of the avenue, and it pushes snow from the  
44 other side of the avenue into my driveway. I end up blowing the snow out of there twice – once  
45 after the first run through, then after the second run through. I don't know if that's a concern of  
46 yours or not. Plus, we get parking in front of our mailbox quite often. We have people who  
47 leave their vehicles there because they don't want to drive after celebrating, and it gets parked  
48 up."

49

50 **Charles Hiner**  
51 **962 Streblov Street**  
52 **Onalaska**

53

54 Charles told board members he is speaking on behalf of his girlfriend, who also resides at 962  
55 Streblov Street, and a neighbor who resides at 960 Streblov Street. Charles said, "We both have  
56 a concern with the stormwater temporary storage easement that was developed during the  
57 building of the area, which [includes] the block that we're on, which is dated the 25<sup>th</sup> of July,  
58 1997. Since we had a lot of snow this past winter, the ground froze and then we had water that  
59 came up, we have about four homes where the water was within inches of hitting our basements  
60 because we had this easement for temporary storage of water. But our neighbor directly to the  
61 north of us, who lives on the township [Town of Onalaska] side, it would flood his backyard, and  
62 he was using pumps to keep water out of his yard. There's no way where our water can drain  
63 off. If we could take and review this easement language that was written in 1997."

64

65 Mayor Chilsen called three times for anyone else wishing to provide public input and closed that  
66 portion of the meeting.

67

68 Jarrod noted the board may not take any action this evening on the item Charles had discussed as  
69 it is not on this meeting's agenda. Therefore, it will have to come back before the board at a later  
70 date.

71

72

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

73

74 **Item 4 – Review and consideration, including public input of parking restrictions for the**  
75 **following locations:**

76

77 A. West Avenue from Royal Street to 170 feet North for no parking, stopping or standing

78

79 Jarrod said the Public Works Department staff had brought forward this request, noting that the  
80 difficulties with plowing snow in this area was one of the primary reasons this request had been  
81 made. Jarrod noted there is parking for local businesses in this area and said staff had brought  
82 forward this proposal so that the public could provide input on restricting parking on one side of

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83 the street. Jarrod described the street as being substandard, noting it is 31 feet wide (a typical  
84 city street is 37 feet wide) and referring to an aerial photograph of the area included in board  
85 members' packets.

86

87 Mayor Chilsen welcomed public input on the proposal.

88

89 **Scott Nimitz**

90 **716 2<sup>nd</sup> Avenue North (Blue Moon Restaurant)**

91 **Onalaska**

92

93 "We've been at the Blue Moon for a little over a decade, about 12 years. I understand the  
94 concern for the road; it is narrow. And we do understand taking down parking on one side. Our  
95 concern is we're already struggling with parking as it is, so losing more parking is definitely a  
96 fear for us. We lost about four parking spots on the road a couple years ago on the corner of  
97 Park Avenue and Royal Street. It just makes us nervous. You're probably looking at a good  
98 eight to 10 parking spots along that side of West Avenue. We just wanted to voice our opinion  
99 on that, and also to bring up an idea – I don't know if it's something that anybody has thought of  
100 or proposed before – of turning Park Avenue and West Avenue into one-way streets. Park  
101 Avenue would go northbound; West Avenue [would go] southbound. That would allow for  
102 diagonal parking toward the park. I did draw up some pictures; I have a couple of here that I can  
103 pass out. It would allow for a standard actual driving width along there instead of a narrow  
104 driving width. It would be a lot safer for people pulling in and backing out. We just feel like it  
105 would be a good option for everybody involved, but I don't know how things work from [the  
106 city's] side. That's just my opinion on the matter."

107

108 Mayor Chilsen asked Scott if he has a schematic drawing of his proposal.

109

110 Scott said he does.

111

112 Mayor Chilsen asked Scott to give a copy of the schematic drawing to Jarrod.

113

114 Ald. Smith asked Jarrod to provide feedback regarding Scott Nimitz's proposal.

115

116 Motion by Jarrod, second by Ald. Smith, to discuss Scott Nimitz's proposal to install one-way  
117 parking along both Park Avenue and West Avenue into one-way streets.

118

119 Ald. Gjertsen said it is his understanding that snow removal is an issue along West Avenue, and  
120 that will not change if there is diagonal parking on one side of the street.

121

122 Jarrod told Ald. Gjertsen he is correct and said he believes it would be difficult to create parallel  
123 parking without taking parkland. Jarrod told board members the streets are slated for

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124 reconstruction – specifically, new sewer and water, curb and gutter – via the Capital  
125 Improvements Budget, with the goal of reconstruction occurring in the summer of 2020. Jarrod  
126 noted the City of Onalaska owns the park and said staff had discussed installing a standard 37-  
127 foot wide city street, thereby adding 6 feet of roadway width on the current city-owned parkland.

128

129 Mayor Chilsen asked Jarrod if that project would occur in the summer of 2020.

130

131 Jarrod said yes, noting that widening West Avenue would allow parking to occur on both sides  
132 of the street. Jarrod said, “With the amount of parking that is in that area, it wouldn’t be roomy  
133 by any means. But the current problem with 31 feet right now – as stated by the resident that  
134 lives in that area – is if you get two cars parked there and you want to try to get the snowplow  
135 through, we’d have a very difficult time with the snowplow. You’d never get two cars passing.  
136 One would have to wait for the other. I do understand with a local business in that area that  
137 parking is tight. The neighborhood is parked up. They are correct that at the corner of Park  
138 Avenue and Royal Street, due to the vision corner and a little bit of a jog in the street ... About  
139 five years ago we took off the parking 75 feet back from the radius point, so [Scott] is correct  
140 that there probably were four or five stalls that were lost there at that time. It’s just a tough area.  
141 The street width is not wide enough to necessitate two-sided street parking. We did look at this  
142 one to have it in the winter only because of the snowplowing difficulties. But once we looked at  
143 the street width, it is difficult to get by.

144

145 The one-way idea is a different idea. We did not have that internally as staff, so we could look at  
146 that. But with the traffic in the area, any time you have a one-way street it gets confusing. The  
147 good thing is there is good street circulation because Park Avenue is in close proximity to West  
148 Avenue, [which] only has 50 feet of street right-of-way, so it has substandard street right-of-way.  
149 Typically we would require a minimum of 60 feet – if not 66 feet – of right-of-way. If we start  
150 putting in a wider street in that area, it is going to encroach into the road right-of-way that’s very  
151 substandard. I don’t have a good answer on this that’s going to satisfy all people who are in the  
152 area.”

153

154 Motion by Ald. Gjertsen to place on the May 7 Board of Public Works meeting agenda parking  
155 options for West Avenue, including diagonal parking along West Avenue and making both West  
156 Avenue and Park Avenue into one-way streets.

157

158 Fred told board members they should first address the motion on the floor.

159

160 Mayor Chilsen noted the motion on the floor is a motion to discuss and said the board already is  
161 discussing this item.

162

163 Motion and second withdrawn.

164

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165 Motion by Ald. Gjertsen, second by Jarrod, to refer to the May 7 Board of Public Works meeting  
166 agenda parking options for West Avenue, including diagonal parking along West Avenue and  
167 converting both West Avenue and Park Avenue into one-way streets.

168

169 Ald. Smith said that while she does not disagree with referring this item to the May 7 Board of  
170 Public Works meeting, it might be better to install no parking along West Avenue, as proposed.  
171 Ald. Smith noted she had parked in this exact location in the past, and she said, "I think we need  
172 to explore those other options and maybe integrate them into the street reconstruction. It would  
173 be difficult to implement any of those other things in a very fast manner. At least this way we  
174 would have some safety and relief while we were looking for a more long-term solution. That's  
175 the reason why I didn't second [the motion]."

176

177 On voice vote, motion carried, 3-2 (Ald. Smith, Fred).

178

179 B. 6<sup>th</sup> Avenue North from King Street to Main Street for no parking, stopping or standing

180

181 Jarrod referred to a map of the proposed no parking, stopping or standing between King Street  
182 and Main Street along 6<sup>th</sup> Avenue. Jarrod noted the street had been reconstructed, and also that  
183 for several years there was no signage present even though there had been yellow paint along the  
184 curb. Jarrod said that after examining the ordinances regarding the installation of signage he  
185 discovered there are no parking restrictions along 6<sup>th</sup> Avenue. Jarrod also noted this area is  
186 substandard as the street is 28 feet wide by Main Street before widening slightly by King Street.  
187 In addition, a crossing guard is present as children cross Main Street at 6<sup>th</sup> Avenue to reach  
188 Irving Pertsch Elementary School, and a sidewalk is against the curb and gutter in this area.  
189 Jarrod said staff had brought forward this proposal, noting he has seen a few vehicles park along  
190 this area.

191

192 Mayor Chilsen welcomed public input regarding the proposal.

193

194 There was no public input.

195

196 Motion by Ald. Smith, second by Fred, to approve no parking, stopping or standing along 6<sup>th</sup>  
197 Avenue North from King Street to Main Street.

198

199 On voice vote, motion carried, 4-1 (Ald. Gjertsen).

200

201 C. 13<sup>th</sup> Avenue North at Hilltopper Heights Park for no parking November 15<sup>th</sup> to April 1<sup>st</sup>

202

203 Jarrod referred to an aerial photograph included in board members' packets of 13<sup>th</sup> Avenue  
204 North, including the cul-de-sac and "T" turnaround located with the area of Hilltopper Heights  
205 Park. Jarrod said staff experiences difficulty with navigating and turning around a full-sized

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206 dump truck on this street. Jarrod said there have been instances where vehicles have parked in  
207 the turnaround area and snowplows needed to back out of 13<sup>th</sup> Avenue North.

208

209 Ald. Gjertsen asked if instituting no parking in this area during the winter months will address  
210 the problem.

211

212 Jarrod said snowplows would be able to execute a “T” turnaround in the intersection.

213

214 Mayor Chilsen welcomed public input on the proposal.

215

216 **Mark Joswick**

217 **527 13<sup>th</sup> Avenue North**

218 **Onalaska**

219

220 “I actually butt up against the knock-out. I guess my concern is, I’ve been there 10-plus years.  
221 It’s never been an issue before, so I guess I’m curious on, why now? And if we go no parking  
222 November 15 through April 1, where are the parkers going to go? If they park in front of my  
223 house, now we have the same issue with the snow removal. Where are we going to put those  
224 kids and families coming to the park to play? And as far as turning those trucks around, they  
225 never have been able to turn those trucks around in the years that I’ve been there. They come  
226 through, clean it out, and back out, just like the dump trucks do. I believe something has  
227 changed in the last two years with the snowplow, whoever it is, because the job has gotten pretty  
228 poor this year, last year. They don’t cut to the curb. They don’t push it up on the bank like they  
229 used to. It plugs our street drains, and I get a puddle, a lake, probably close to 8 feet from the  
230 street up into my driveway. I don’t necessarily think putting no parking there is going to change  
231 anything. I just don’t see it. It’s never been an issue. That’s why I’m here: Why go no parking,  
232 and what is the true issue? Is it the inexperienced snowplow driver that we have? I don’t think  
233 there is enough room to turn a full-size plow around there in the summer or the winter.”

234

235 **Joel Miller**

236 **533 13<sup>th</sup> Avenue North**

237 **Onalaska**

238

239 “I’ve also lived in the same location for 10 years. I just want to make a general comment that in  
240 general, the services are good. I would second that within the last couple years maybe it hasn’t  
241 been pushed up onto the curbs in the “T” turnaround area as much. I don’t know what the reason  
242 for that is. There has been substantial buildup on the street side of the curb for snow. I  
243 personally haven’t experienced problems with the snowplowing in relation to parking there. I  
244 haven’t seen it. I’m not saying it doesn’t happen. I just don’t know that; that’s been my  
245 experience. Second to whatever the board moves to do, I would most importantly like to maybe  
246 see the parking that is desired be memorialized with signage and paint to make it clear for

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247 parkgoers and for people visiting the area how the city would like them to park. As a parent, it  
248 would help me to be able to coach my kids on what the pattern is to adequately teach them how  
249 to worry about cars and what they're going to be doing. Right now it's kind of a hodgepodge;  
250 you can get anything. However you can imagine a car being parked in that area, it happens,  
251 which is fine because there is no designation. That would be my one consideration: For sure  
252 memorialize it clearly how you want parking to be there. As far as parking there in the off-  
253 winter hours, officially I guess I would say I'd be against a restriction. Thank you for hearing  
254 us."

255

256 Ald. Gjertsen asked to revisit snowplowing in the "T" intersection.

257

258 Jarrod said a motion must first be put on the floor.

259

260 Motion by Ald. Smith, second by Ald. Gjertsen, to approve no parking November 15<sup>th</sup> to April  
261 1<sup>st</sup> on 13<sup>th</sup> Avenue North at Hilltopper Heights Park.

262

263 Ald. Gjertsen said he is unfamiliar with the "T" intersection and stated, "As I'm looking at it and  
264 I'm listening to the neighbors, it doesn't sound like it's big enough to do what we're trying to  
265 accomplish there anyway."

266

267 Jarrod said, "One of the options here, if we wouldn't put in the parking, would be to do a Capital  
268 Improvements Project to put a full-size cul-de-sac bulb in because we own the land. It's  
269 parkland, [so] we'd have to run it through the Park[s] [and Recreation] Board. The only reason  
270 I'm hesitant on that is there are probably four pretty big, mature evergreen trees that would have  
271 to be removed to do it, which I hate to do at the park. The best solution is to put an 80-foot  
272 diameter cul-de-sac bulb in. Then the garbage truck and the plow can turn around properly.  
273 That would probably be the best solution."

274

275 Ald. Gjertsen noted the city invests in replanting trees.

276

277 Jarrod told Ald. Gjertsen he is correct.

278

279 Ald. Gjertsen said he does not object to cutting down trees if it will resolve the issue.

280

281 Ald. Smith asked Jarrod when 13<sup>th</sup> Avenue North is scheduled for maintenance beyond  
282 resurfacing.

283

284 Jarrod said the streets were repaved, and he noted the sewer and water is approximately 45 years  
285 to 50 years old. Jarrod told Ald. Smith there are no plans to perform significant maintenance in  
286 this area.

287

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288 Ald. Smith asked Jarrod what the estimated cost would be to construct a cul-de-sac bulb.

289

290 Jarrod told Ald. Smith it would cost an estimated \$10,000 to \$15,000 if city staff removed the  
291 curb and gutter and put in base rock, and a contractor installed the curb and gutter and performed  
292 the paving.

293

294 Jarrod next addressed the comments made during public input, noting the snowplow driver who  
295 asked for what is being proposed has been a City of Onalaska employee for 21 years. Jarrod said  
296 one reason the service has been substandard is the city has not plowed this area as frequently,  
297 noting city staff has attempted to either utilize a pickup truck or an end-loader for plowing  
298 operations. Jarrod said, "That's part of the reason we've been getting complaints from other  
299 residents along that section of street that the plowing has been poor in that area. We can turn  
300 around the full-size, tandem-axle dump truck that does go in there if we have the turnaround.  
301 I'm not the person who drives the truck, but once again, my senior driver that runs our operations  
302 has said we could. That is part of the reason that when they're going in there ... A lot of times  
303 we're trying to get into neighborhoods sooner, depending on what's happening. We've really  
304 tried to make an effort this year doing alternate side parking plowing. We've really put forth a  
305 concerted effort, so if we're in there before 7 a.m. they've been seeing vehicles parked in there  
306 and it's been hard for them to navigate. Like the resident said, the "T" turnaround has been like  
307 that for as long as I can remember. It's been 35 years since the street went in. It isn't anything  
308 new. We're just trying to maximize operations and trying to make it safer so we don't back into  
309 anything. We really don't want to back out of the cul-de-sac or have to do two operations to  
310 back in and out. That's our reasoning."

311

312 Ald. Gjertsen asked if Hilltopper Heights Park is utilized frequently.

313

314 Jarrod said he would have to speak with Parks and Recreation Director Dan Wick, but he also  
315 said Hilltopper Heights Park is utilized frequently during the summer. Jarrod told board  
316 members the parking likely is "helter skelter" during the summer months because there is no  
317 striping.

318

319 **Joel Miller**

320 **533 13<sup>th</sup> Avenue North**

321 **Onalaska**

322

323 "The park is very busy. A lot of foot traffic comes from the neighborhoods into the park.  
324 However, we do get a lot of vehicle traffic that parks with the helter skelter parking. You'll  
325 notice if you drive by there are dozens of people playing volleyball almost every night in the  
326 park throughout the nice summer season. [There are] families throughout the day every day,  
327 weekends and weekdays, and it's very busy. I will commend the garbage cans [for getting]  
328 changed regularly. They don't seem to overflow, but they are very full, so that tells me that it

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329 gets used quite a bit.”

330

331 Ald. Smith asked Joel how much the park is utilized during the winter.

332

333 Joel told Ald. Smith there is less use during the winter months.

334

335 Ald. Smith noted the board is not proposing to change parking in the summer months – only  
336 during the winter. Ald. Smith said, “I’m kind of torn because I know in these older  
337 neighborhoods this has been this way as long as I can remember. I’m very familiar with this  
338 area. It’s hard to disturb these old neighborhoods when it’s been this way for so long, and  
339 especially if thinking about putting in an actual cul-de-sac, because that will actually increase  
340 people coming there to park because they’ll now know they have a decent place to park rather  
341 than a helter skelter place. I’ve actually been on this road multiple times. Even in the  
342 summertime with a car you can’t just turn right around there. Sometimes it’s easier if there are  
343 cars in that area to use somebody’s driveway to turn around if you’re in that particular road. I’m  
344 really torn on this one.”

345

346 Fred said he likes Ald. Smith’s idea, stating he would vote in favor of the motion on the floor  
347 and create a cul-de-sac bulb in 2020.

348

349 On voice vote, motion carried.

350

351 **Item 5 – Review and consideration of 2019 Utility Project bid**

352

353 Jarrod told board members bids were opened March 26 for the 2019 Utility Project bid. There  
354 were three responsive bidders: Haas Sons, Inc.; Gerke Excavating; and A-1 Excavating. Gerke  
355 Excavating was the apparent low bidder, submitting a base bid of \$1,182,829, \$43,427.25 for Bid  
356 Alternate No. 1 (minus Bid Item No. 71—paving), and \$73,544.50 for Bid Alternate No. 2, for a  
357 total of \$1,287,302. Jarrod noted this was within the \$1,401,000 budgeted for this project in the  
358 2019 Capital Improvements Budget.

359

360 Motion by Ald. Smith, second by Ald. Gjertsen, to approve Gerke Excavating for the 2019  
361 Utility Project bid at a cost of \$1,287,302.

362

363 On voice vote, motion carried.

364

365 **Item 6 – Review and consideration of 2019 Pavement Project bid**

366

367 Jarrod told board members bids were opened earlier Tuesday for the 2019 Pavement Project bid.  
368 Mathy Construction was the lone bidder. Jarrod said staff recommends the base bid  
369 (\$970,246.25), Bid Alternate No. 1 (\$56,804.30), Bid Alternate No. 2 (\$13,400.30), and Bid

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370 Alternate No. 3 (\$42,369.60) for a total cost of \$1,082,820.45. Jarrod noted the cost falls within  
371 the \$1,152,000 budgeted in the 2019 CIB.

372

373 Motion by Ald. Gjertsen, second by Ald. Smith, to approve Mathy Construction for the 2019  
374 Pavement Project bid at a cost of \$1,082,820.45.

375

376 On voice vote, motion carried.

377

378 **Item 7 – Review and consideration of Irvin Street Streetscaping and Paseo Project bid**

379

380 The bid tabulation for the Irvin Street Streetscaping and Paseo Project (between Irvin Street and  
381 Main Street) was included in board members' packets. There were two bidders for the project:  
382 Fowler & Hammer, Inc., and Pember Companies. Jarrod said staff recommends Fowler &  
383 Hammer, Inc. for a total bid of \$225,854. Jarrod noted \$216,000 was budgeted for this project in  
384 both the 2018 and 2019 CIBs and said the project was less than the engineer's estimate of  
385 \$275,000. Jarrod told board members funds saved from other projects bid at this time will be  
386 utilized to cover the amount through the 2019 CIB.

387

388 Motion by Ald. Smith, second by Ald. Gjertsen, to approve Fowler & Hammer, Inc. for the Irvin  
389 Street Streetscaping and Paseo Project in the amount of \$225,854.

390

391 On voice vote, motion carried.

392

393 **Item 8 – Review and consideration of installation of an additional air conditioning unit at**  
394 **Public Works Facility**

395

396 Jarrod told board members that while the front offices, lunchroom and locker rooms at the Public  
397 Works Facility have air conditioning, the rear of the building (vehicle storage, parts storage,  
398 work rooms, including the mechanics area) does not. Jarrod said, "Within the Public Works  
399 Facility, with the addition of more computer servers, backup computer server area and computer  
400 service for the Public Works Facility where our Utility billing office is located, the rear electrical  
401 room did experience overheating problems. It necessitated the installation of a temporary  
402 portable air conditioning unit." Jarrod noted the work that is part of two quotes included in  
403 board members' packets includes the installation of a permanent split air conditioning system  
404 that would serve three spaces: the electrical room, the work room being utilized by IT, and the  
405 mechanics office. Jarrod said staff recommends hiring Bernie Buchner, Inc. at a cost of \$9,882.  
406 In addition, Hoskins Electric would perform the electrical work at a cost of \$1,072. The total  
407 cost would be \$10,954. Jarrod said \$13,000 was budgeted for the project within the approved  
408 2019 operating budget.

409

410 Motion by Ald. Gjertsen, second by Ald. Smith, to approve Bernie Buchner, Inc. for the  
411 installation of an additional air conditioning unit at the Public Works Facility in the amount of

Reviewed 4/5/19 by Jarrod Holter

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412 \$10,954.

413

414 Ald. Gjertsen asked Jarrod if overheating has occurred in both the electrical and IT areas.

415

416 Jarrod said the computers servers located in the electrical room experienced overheating.

417

418 Ald. Smith asked Jarrod if there is an additional estimated annual cost.

419

420 Jarrod told Ald. Smith that while he did not have an annual cost run, “the square footage of  
421 spaces we are air conditioning, there’s probably three rooms that are probably 150 square feet  
422 apiece. It’s not a large area. It’s a relatively small area. We won’t keep in any cooler than we  
423 normally do in the rest of the Public Works Facility.”

424

425 Ald. Gjertsen asked Jarrod about the estimated damage if the electrical and IT areas were to  
426 overheat.

427

428 Jarrod said it likely would exceed the cost of the project.

429

430 Fred stated the work Hoskins Electric will perform should be included in the motion.

431

432 Motion by Ald. Gjertsen, second by Ald. Smith, to approve Bernie Buchner, Inc. for the  
433 installation of an additional air conditioning unit at the Public Works Facility at a cost of \$9,882,  
434 and for Hoskins Electric to perform the electrical work at a cost of \$1,072, for a total amount of  
435 \$10,954.

436

437 On voice vote, motion carried.

438

439 **Item 9 – Review and consideration of 2019 pavement maintenance**

440

441 Jarrod noted the Board of Public Works had passed the 2019 chip seal, which is part of the  
442 pavement maintenance program, at its March 5 meeting.

443

444 A. Purchase of fiber patching material

445

446 Both Sherwin Industries, Inc. and MidStates Equipment & Supply had submitted quotes for the  
447 purchase of fiber-patching material. Jarrod said staff recommends Sherwin Industries, Inc. at a  
448 cost of \$23,100.

449

450 Motion by Ald. Smith, second by Ald. Gjertsen, to approve Sherwin Industries, Inc. for the  
451 purchase of fiber-patching material at a cost of \$23,100.

452

453 On voice vote, motion carried.

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of the City of Onalaska**

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12

454

455 B. Installation of fiber patching material

456

457 Jarrod noted both this item and Item 9A will be paid for out of the 2019 CIB under “Pavement  
458 Maintenance.” Jarrod said staff recommends Fahrner Asphalt Sealers, Inc. to apply  
459 approximately 60,000 pounds of fiber patching material at a cost of \$1.63 per pound for a total  
460 cost of \$97,800.

461

462 Motion by Ald. Smith, second by Ald. Gjertsen, to approve Fahrner Asphalt Sealers, Inc. to  
463 install fiber patching material at a cost of \$97,800.

464

465 On voice vote, motion carried.

466

467 C. Asphalt pavement expansion joint installation

468

469 Jarrod told board members the city has been doing this for approximately 20 years, and he said  
470 staff proposes having Fahrner Asphalt Sealers, Inc. perform the work at a total cost of \$46,550.  
471 Saw seal would be funded out of the 2019 Capital Improvements fund for each respective street  
472 project on which sealing is performed.

473

474 Motion by Ald. Gjertsen, second by Ald. Smith, to approve Fahrner Asphalt Sealers, Inc. for  
475 asphalt pavement expansion joint installation at a cost of \$46,550.

476

477 On voice vote, motion carried.

478

479 D. Centerline painting

480

481 Two quotes were received, with Twin City Striping submitting the low bid at \$12,960 for  
482 approximately 180,000 lineal feet of painting.

483

484 Motion by Ald. Smith, second by Ald. Gjertsen, to approve Twin City Striping for centerline  
485 painting at a cost of \$12,960.

486

487 On voice vote, motion carried.

488

489 E. Main Street joint sealing

490

491 Jarrod said staff is proposing that the La Crosse County Highway Department assist the Street  
492 Department with two days of crack filling work on Main Street. The anticipated cost is \$8,580.  
493 The work would include blowing out the joints, fill with cold mix material, and then overlay with  
494 crack filler a week later. Jarrod said that while this is an unbudgeted item, there are funds saved

495 in the 2018 Pavement Project, adding, “I really feel in order to save the joints on Main Street and  
496 get many more years of service, this would be a very good thing to do at this point.”

497

498 Motion by Ald. Gjertsen, second by Ald. Smith, to approve the La Crosse County Highway  
499 Department providing assistance with Main Street joint sealing at a cost of \$8,580.

500

501 On voice vote, motion carried.

502

503 **Item 10 – Review and consideration of parking restrictions along Mason Street**

504

505 Jarrod said this is the third time the board has addressed parking restrictions in front of the  
506 YMCA along Mason Street, referring to a map that was included in board members’ packets and  
507 noting that the city had stopped the no parking on the other side of the entrance to LB White.  
508 Jarrod noted there is approximately 35 feet between the end of the no parking and the fire  
509 hydrant. Jarrod pointed out on the map a vehicle parked directly across the street and said when  
510 other motorists park behind the vehicle, they are parked close to the 10-foot no parking zone for  
511 the fire hydrant. Staff is proposing to move the no parking 35 feet to the east to include the area  
512 of the fire hydrant to relieve the issue of parking in front of the fire hydrant.

513

514 Jarrod said, “With the amount of parking we see in that area, normally we don’t post no parking  
515 for a fire hydrant. But with the amount of constant parking we see in this area we thought it  
516 might be a good solution to move the no parking back behind the fire hydrant and be done with  
517 it. That way, the signage is there. ... One thing we have not done is reached out to the YMCA to  
518 see if this is amenable to them. We could set it up for receiving public comment next month or  
519 whatever we’d like to do. I could reach out to the ‘Y’, or whatever the board would like to do.”  
520 Jarrod added the city would be removing one legal parking stall.

521

522 Motion by Ald. Smith, second by Ald. Gjertsen, to invite public input and take action at the May  
523 7 Board of Public Works meeting regarding parking restrictions along Mason Street.

524

525 On voice vote, motion carried.

526

527 **Item 11 – Review and consideration of Amendment #1 for Crestwood Booster Station and**  
528 **Crestwood Lane Project design**

529

530 Jarrod noted a copy of the proposed Amendment No. 1 for engineering services by Davy  
531 Engineering for the design of the Crestwood Booster Station, along with the design of Crestwood  
532 Lane so that the utilities may reach the top of the street, has been included in board members’  
533 packets. Jarrod told board members that when the project began, city staff envisioned the street  
534 remaining in the Town of Medary, and also a rural section going back in. However, the City of  
535 Onalaska brought in the street with an annexation that is part of a proposed development above

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14

536 this area by Jacob Burch. As a result, a rural cross section was changed to an urban cross  
537 section. This action added curb and gutter, further street design, and storm sewer, which was not  
538 part of the original quote. Jarrod said the amendment for services is proposed to be \$202,500.  
539 The original fee was \$126,490. The amendment amount is \$76,010.

540

541 Jarrod highlighted the following modifications from the original work:

542

- 543 • There is a cost increase of \$5,000 (\$13,500 to \$18,500) under “Modifications to  
544 Preliminary Report Services.” This is due to exhibits required during long negotiations  
545 with the adjacent landowner. In addition, the location of the booster station was moved  
546 twice to satisfy the requirements of the landowner.
- 547 • There is a cost increase of \$45,010 (\$109,490 to \$154,500) under “Modifications to Basic  
548 Services Preliminary or Final Design Phase. The cost to switch from a rural section to an  
549 urban section road is \$11,000. The addition of curb and gutter costs \$5,000. Additional  
550 storm sewer costs \$24,000. The extension of a 12-inch watermain to State Trunk  
551 Highway 16 costs \$5,010.
- 552 • There now is a cost of \$7,500 under “Basic Services Bidding or Negotiating Phase.”  
553 Davy Engineering is proposing to assist the city with bidding phase services. These  
554 services will be utilized as needed.
- 555 • There is now a cost of \$15,000 under “Basic Services Construction Phase Services.” City  
556 staff will act as the construction engineer during the project. Jarrod said city staff likely  
557 will have questions during the construction phase. There also might be instances when  
558 Davy Engineering will be needed to perform construction observation during the  
559 construction of the project. Jarrod noted the Engineering Department has several projects  
560 being bid and constructed this summer, and thus will be shorthanded.
- 561 • There is a cost increase of \$3,500 (\$3,500 to \$7,000) under “Additional Services PSC  
562 Construction Authorization.” PSC Construction Authorization was originally submitted  
563 in October 2018. Subsequent follow-up found that PSC had not received the submittal,  
564 which required an additional submittal. The PSC has started an expedited review. Jarrod  
565 said the city is close to receiving approval, adding he does not believe the \$3,500 cost  
566 will become \$7,000.

567

568 Jarrod said the original budget was to be taken from the Water/Sewer Operating Budget, which  
569 occurred during the year. Jarrod said the \$76,010 will be taken from the 2019 CIB, as outlined  
570 in the CIB.

571

572 Motion by Ald. Smith, second by Ald. Gjertsen, to approve Amendment No. 1 for Crestwood  
573 Booster Station and Crestwood Lane Project design in the amount of \$202,500 – an increase of  
574 \$76,010.

575

576 Ald. Smith asked Jarrod to state the budgeted amount and the source of the funding.

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15

577

578 Jarrod said the original budgeted amount of \$126,490 was coming out of Water and Sewer  
579 Operating Budgets. Jarrod noted the 2019 CIB included costs for engineering design and  
580 construction services, adding, “That will come out of the 2019 Capital Projects for these  
581 projects.”

582

583 On voice vote, motion carried.

584

585 **Item 12 – Review and consideration of pump replacement at Franklin Street lift station**

586

587 Jarrod noted board members’ packets include a copy of a quote from Xylem Water Solutions,  
588 which is the supplier of Flygt pumps. Jarrod said staff is proposing to install two new Flygt  
589 pumps in the Franklin Street lift station. The current ABS pumps were installed in 2005, and  
590 Jarrod said they are nearing the end of their lifespan. There has been increased flow at this lift  
591 station due to the buildout of the Meier Farm area. Jarrod noted only the Flygt Company sells  
592 Flygt pumps through Xylem, the parent company. Therefore, the city may only obtain one quote  
593 for the pumps. Jarrod said the Flygt pumps are more durable, utilize less electricity, and they  
594 also pump 20 percent more. Jarrod said staff recommends purchasing Flygt equipment from  
595 Xylem in the amount of \$29,993.92, noting \$30,000 was budgeted for this item in the 2019  
596 Equipment Replacement Budget for this purpose.

597

598 Motion by Ald. Smith, second by Ald. Gjertsen, to approve pump replacement at Franklin Street  
599 lift station by Xylem Water Solutions at a cost of \$29,993.92.

600

601 On voice vote, motion carried.

602

603 **Item 13 – Review and consideration of water system corrosion control monitoring and**  
604 **Wisconsin Department of Natural Resources corrosion control coordination with Process**  
605 **Research Solutions**

606

607 Jarrod said staff is requesting extending the work from Process Research Solutions, referring to a  
608 copy of an email included in board members’ packets from Abigail Cantor of Process Research  
609 Solutions and noting there would be an estimated five hours per month (60 hours per year) for  
610 data management, data validation, and data analysis of the testing city staff is collecting. Jarrod  
611 said staff also is requesting 20 hours a quarter (80 hours per year) for Process Research Solutions  
612 to summarize the results every quarter and go a step further in analysis. These will be documents  
613 for communication to the Wisconsin DNR, and for feedback for the water system operations.  
614 Jarrod noted this is needed for the addition of the orthophosphates and said the city is proceeding  
615 with this plan in 2019. The \$18,900 cost (140 hours multiplied by \$135 per hour) would be  
616 taken from the Water Department Operating Budget for Contractual Services. Jarrod noted  
617 much of this was included in the 2019 budget and said, “Not specifically for this, but there are

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of the City of Onalaska**

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16

618 monies available.”

619

620 Jarrod said, “One of the things I would say is we are getting promising results from the testing.  
621 Just in the last two weeks we have done more copper testing, and our copper levels do seem to be  
622 steadying out or even going down slightly due to the addition of the orthophosphates. I’m  
623 hopeful within the next year we’ll have good results to report, but this would continue us down  
624 the path that we have been proceeding.”

625

626 Motion by Ald. Smith, second by Fred, to approve water system corrosion control monitoring  
627 and Wisconsin Department of Natural Resources corrosion control coordination with Process  
628 Research Solutions in the amount of \$18,900.

629

630 Ald. Gjertsen referred to the copper study and asked if it is too early to determine the cause of  
631 the elevated copper levels.

632

633 Jarrod said Andrew Jacque of Water Quality Investigations, LLC, had taken more samples  
634 Monday, and he told Ald. Gjertsen he believes several factors are in play. Jarrod said, “We’re  
635 trying to attack it from different angles, but I think we are making progress.”

636

637 On voice vote, motion carried.

638

639 **Item 14 – Resolution 21-2019 – Preliminary assessments for alley paving project between**  
640 **2<sup>nd</sup> Avenue North and 3<sup>rd</sup> Avenue North from Main Street to King Street**

641

642 Jarrod noted the alley is in poor condition. Per city policy, the alley paving cost would be split  
643 one-third by the city and one-third to each abutting property owner. Jarrod said this resolution  
644 would set up the public hearing for the May 7 Board of Public Works meeting, and he noted  
645 there are some adjoining properties that do not utilize the alley, which will be discussed at the  
646 public hearing.

647

648 Motion by Ald. Gjertsen, second by Ald. Smith, to move forward Resolution 21-2019 –  
649 Preliminary assessments for alley paving project between 2<sup>nd</sup> Avenue North and 3<sup>rd</sup> Avenue  
650 North from Main Street to King Street – to a public hearing at the May 7 Board of Public Works  
651 meeting.

652

653 On voice vote, motion carried.

654

655 **Item 15 – Review and consideration of 2018 Public Works Department Annual Report**

656

657 Jarrod thanked and complimented the Public Works Department staff, and he highlighted the  
658 following from the report:

659

Reviewed 4/5/19 by Jarrod Holter

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17

- 660       • The city has been investing heavily in capital projects. Jarrod said both the elected  
661       officials and the public have provided support for projects such as street paving,  
662       stormwater improvements, and utility improvements.  
663       • Page 9 highlights the city’s Geographical Information System (GIS).  
664       • Staff will be bringing forward to the Board of Public Works a report on the city’s use of  
665       liquid brine.  
666       • There has been an increase in water sampling.  
667       • The sanitary sewer system has been inspected and cleaned.  
668       • Snow and ice control is a significant component of the Public Works Department.  
669       • Staff performs tree trimming and urban forestry; maintains and repairs traffic signals and  
670       street signs; and marks pavement.  
671       • Staff maintains the entire city fleet as well as the Onalaska Cemetery.  
672       • There are photographs of the new drone being flown by Technology Coordinator Nils  
673       Housker and the holiday tree being put up in Dash-Park.

674  
675 Mayor Chilsen asked Jarrod if the drone is the one donated by a member of the community.

676  
677 Jarrod said it is.

678  
679 Motion by Ald. Smith, second by Ald. Gjertsen, to accept the 2018 Public Works Department  
680 Annual Report and place it on file.

681  
682 On voice vote, motion carried.

683  
684 **Item 16 – Review and consideration of Wisconsin Department of Natural Resources 2018**  
685 **Storm Water Permit Annual Report**

686  
687 Jarrod said Assistant City Engineer Kevin Schubert compiles data for this report and completes  
688 it. The report was submitted to the Wisconsin DNR, and Jarrod said the Wisconsin DNR  
689 representative who is based in Black River Falls and serves as the stormwater specialist inquired  
690 about some of the statistics in the report. Jarrod said this year staff will receive training  
691 regarding the city’s municipal facilities for spills or breakage as part of the Stormwater Pollution  
692 Prevention Plan. Jarrod quoted the following from the official’s email: *“Overall, this middle*  
693 *appears complete and in order, and I would like to thank you for your efforts in getting it*  
694 *submitted in a timely manner, and once again for the city’s commitment to the MS4 program.”*  
695 Jarrod added he believes staff is completing the tasks it needs to accomplish.

696  
697 Motion by Ald. Gjertsen, second by Ald. Smith, to approve the Wisconsin Department of Natural  
698 Resources 2018 Storm Water Permit Annual Report.

699  
700 On voice vote, motion carried.

Reviewed 4/5/19 by Jarrod Holter

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**Item 17 – Review and consideration of Sodium Chloride (road salt) purchase for 2019 budget year**

Jarrold said the city must place its order with the Wisconsin Department of Transportation within the next 1½ weeks under the State of Wisconsin salt bid. Jarrold noted there are two salt sheds located at the Public Works Facility – one 600 tons, one 1,000 tons. The city began the year with 1,600 tons. Jarrold noted he had included two budget sheets in board members’ packets, and he said he recommends proceeding with filling both salt sheds. Jarrold said he is projecting a 5-percent price increase for salt and told board members the city would be at a deficit of \$30,664 in the Sand/Salt Budget within the General Operating Budget of the Street Department. Jarrold told board members he had received an email from WisDOT since the packet was sent out stating the city’s vendor delivery will occur, and he noted one of the budget sheets states there will be no vendor delivery January through March. The city will receive the vendor delivery it has committed to (375 tons). Jarrold said the budget impact will be the same, but the city will take delivery in April and preorder for the early fill (925 tons). Jarrold said the financial impacts will be the same if both sheds are full.

Jarrold noted the city finished the winter season with 300 tons of salt in the shed, and he pointed out some municipalities had run out of salt. Jarrold said the city is utilizing more salt brine than salt, and he noted board members’ packets include copies of the usage log, including salt and brine usage, road temperatures, air temperatures, and the amount of snow or freezing rain that fell. Jarrold noted 56.9 inches of snow fell from November 9, 2018 to March 16, 2019 and pointed out normal snowfall for the winter is 42 inches. Jarrold said he believes it is in the city’s best interest to fill both sheds, adding he believes the city has prudently utilized its resources of salt, and also that the city’s technology has assisted with the amount of salt that is put down.

Motion by Ald. Smith, second by Ald. Gjertsen, to proceed with the Sodium Chloride (road salt) purchase of 1,300 tons for 2019 budget year.

On voice vote, motion carried.

**Item 18 – Pay Estimates: Strand Associates, Short Elliott Hendrickson, Inc., State of Wisconsin Department of Transportation, Davy Engineering, HSR Associates, and any other contractor/developer**

**BOARD OF PUBLIC WORKS  
MONTHLY ESTIMATES**

**April 2, 2019**

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19

742		<b>Original</b>			
743		<b>Contract</b>	<b>Change</b>	<b>Paid to</b>	<b>Due this</b>
744	<b><u>Contractor</u></b>	<b><u>Amount</u></b>	<b><u>Orders</u></b>	<b><u>Date</u></b>	<b><u>Estimate</u></b>
745					
746	<b>1. SEH INC.</b>				
747	Abbey Road				
748	Design				
749	Estimate #7	\$ 84,500.00	\$ -	\$ 84,438.61	\$ 7,636.96
750					
751	<b>2 STRAND ASSOCIATES</b>				
752	2018 SCADA Enhancements				
753	Design				
754	Estimate #9	\$ 19,000.00	\$ -	\$ 14,881.63	\$ 1,739.11
755					
756	<b>3. SEH INC.</b>				
757	Green Coulee Reservoir				
758	Design				
759	Estimate #2	\$ 25,000.00	\$ -	\$ 314.72	\$ 6,224.65
760					
761	<b>4. HSR ASSOCIATES</b>				
762	PWF Addition				
763	Design				
764	Estimate #1	\$ 81,500.00	\$ -	\$ -	\$ 4,075.00
765					
766	<b>5. DAVY ENGINEERING</b>				
767	French Rd. Booster Station/Crestwood Ln.				
768	Design				
769	Estimate #6	\$ 126,490.00	\$ 76,010.00	\$ 112,179.53	\$ 52,255.30
770					
771	<b>6. STRAND ASSOCIATES</b>				
772	Well #7 & #8 Chemical Room				
773	Design				
774	Estimate #1	\$ 2,000.00	\$ -	\$ -	\$ 1,346.61
775					
776	<b>7. STATE OF WI DOT</b>				
777	SS (STH 157)				
778	Real Estate				
779	(Project #1070-04-25)				
780	Estimate #3	\$ 10,000.00	\$ -	\$ 5,686.99	\$ 4,013.01
781					
782					

Reviewed 4/5/19 by Jarrod Holter

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of the City of Onalaska**

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783 **8. STATE OF WI DOT**  
784 PH/Braund Street  
785 Design – State Plan Review  
786 (*Project #5991-02-53 & 54*)  
787 Estimate #14                   \$ 50,000.00                   \$ -                   \$ 26,109.37                   \$ 6,150.14  
788

789 **9. STATE OF WI DOT**  
790 PH/Braund Street  
791 Construction  
792 (*Project #5991-02-55*)  
793 Estimate #4                   \$ 233,326.00                   \$ -                   \$ 227,823.37                   \$ 9,663.18  
794

795 Motion by Fred, second by Ald. Gjertsen, to approve the nine pay estimates listed on a document  
796 dated April 2, 2019.

797  
798 On voice vote, motion carried.

799  
800 **Adjournment**

801  
802 Motion by Jarrod, second by Ald. Smith, to adjourn at 7:42 p.m.

803  
804 On voice vote, motion carried.

805  
806  
807 Recorded by:  
808  
809 Kirk Bey