

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

Tuesday, June 2, 2020

1

1 The Meeting of the Board of Public Works of the City of Onalaska was called to order at 6:31
2 p.m. on Tuesday, June 2, 2020. 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 Kim Smith, Ald. Diane Wulf,
6 Ald. Steven Nott, City Engineer Jarrod Holter, Financial Services Director/Treasurer Fred
7 Buehler

8

9 Also Present: City Administrator Eric Rindfleisch, Planning Manager Katie Aspenson, City
10 Attorney Amanda Jackson, Assistant City Engineer Kevin Schubert, Ald. Dan Stevens, Ald.
11 Tom Smith

12

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

14

15 Motion by Fred, second by Mayor K. Smith, to approve the minutes from the previous meeting
16 as printed and on file in the City Clerk’s Office.

17

18 On voice vote, motion carried.

19

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

21

22 Ald. Wulf called for anyone wishing to provide public input.

23

24 **Dan Stevens, Second District Alderperson**

25 **1708 Jennifer Court**

26 **Onalaska**

27

28 “I had asked, and was fortunate to have Item No. 11 added to the agenda, which was ‘Review
29 and consideration of City pick up of residential yard waste containers used prior to the automated
30 cart yard waste collection system.’ I had been approached by three separate constituents who
31 were ... some were inquisitive, and some were maybe a little agitated that the yard waste system
32 was foisted upon them, and what will they do with their old yard waste containers? I had spoken
33 with staff, and the possible solution was having a drop-off spot. Later, in speaking with Eric, we
34 discussed the feasibility of having an additional pickup from Harter’s to remove the yard waste
35 containers, the idea being that, how does one dispose of a disposable container? It’s kind of
36 large and bulky to simply throw away. My view is, if this was important enough for some
37 people to reach out, there may be more support for it in the community. I would encourage other
38 alders to maybe poll some of their constituents to see if this has value. It seems like it is a
39 relatively nominal cost. I understand that it comes at a really challenging time when we’re
40 looking at budgets, but at the very least I would encourage consideration and discussion on the
41 merit of having pickup of the yard waste containers. Thank you.”

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2

42

43 **Steven Markos**

44 **906 Westview Circle Drive**

45 **Onalaska**

46

47 “I’d like to thank the Board of Public Works for allowing me to speak tonight. My purpose of
48 my input to the meeting is to ask for your consideration regarding the tree removal on the city
49 right-of-way at my home address. While my wife and I grew up in Onalaska – we graduated in
50 1991 and 1993, respectively – we only recently returned to Onalaska to raise our family. We
51 purchased the house at 906 Westview Circle Drive in 2013 after living in Austin, Texas for 15
52 years. At that time, we had no knowledge of the urban forestry division. The tree that was cut
53 down in late January of 2018, we did not know that was part of the right-of-way owned by the
54 City of Onalaska. We purchased the home, and the tree that was cut never appeared to be
55 healthy. It was awkwardly placed, and it seemed to be fighting to grow against another tree that
56 was closer to the center of the yard. My parents, Jim and Mary Markos, have lived 100 Park
57 Ridge Drive in Onalaska since 1979, they indicated to me that the tree was dying and I should
58 have it removed. Comically, I would like to blame my mother for making me cut the tree down.
59 But that being said, I do wish to take responsibility for my actions and replace the tree that was
60 removed. I would not have cut the tree down had I known it was owned by the city and
61 governed by those bylaws that I read just recently on your webpage. I apologize for my actions,
62 and I hope that the committee would approve my proposal. Thank you very much for your
63 consideration.”

64

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

67

68 Ald. Wulf noted Terry Weiland has called in, and she said to him she assumes he is present to
69 discuss Item No. 16.

70

71 Terry told Ald. Wulf she is correct.

72

73 Ald. Wulf asked to move up Item No. 16 after Item No. 5 so that Terry does not have to wait so
74 long for that item to be addressed.

75

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

77

78 **Item 4 – Review and consideration of tree removal on City right of way at 906 Westview**
79 **Circle Drive**

80

81 Jarrod told board members Public Works staff noticed the tree located at 906 Westview Circle
82 Drive had been cut down when the stump was being removed. Jarrod noted staff had contacted

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83 Steven Markos, and Jarrod referred to a copy of an email from Steven found in board members'
84 packets that explains his actions. Jarrod noted the tree had been removed in 2018, which was
85 prior to much of the work city staff has done educating the public regarding city boulevard trees.
86 Jarrod noted the board had discussed this topic at past meetings, and he said he believes the tree
87 had been removed prior to those discussions. Jarrod said, "From a staff level, I would be OK
88 with the replacement of the tree either by the homeowner, or we could charge him for one tree
89 through our Urban Forestry Program and replant it in 2021."

90

91 Mayor K. Smith suggested that the city follow its past practice, which is installing the tree and
92 having the homeowner pay the value of the tree.

93

94 Jarrod noted the 2020 bid price for city-installed trees was approximately \$450, adding that the
95 price was \$400 to \$450, depending on the tree.

96

97 Ald. Wulf asked if the city must pay a fee to receive a report from the arborist.

98

99 Jarrod told Ald. Wulf there was an insurance claim and the removed tree at the same time, and he
100 said the cost to have the report done for both trees was \$100.

101

102 Ald. Wulf asked if there is a charge the city bears for the report.

103

104 Jarrod said yes.

105

106 Ald. Wulf noted she had received an email from someone in the First District, and she said this
107 individual had stated he/she did not think Steven had had any ill intent on his part when the tree
108 was removed. Ald. Wulf quoted the following from the email: "*My assumption is that they*
109 *thought they were exercising their civic duty by removing a tree they thought was unhealthy.*"

110

111 Ald. Wulf asked if the homeowner has a right to perhaps choose from half a dozen trees that
112 could be planted on the right-of-way, noting the list of trees that are disease-free and may be
113 planted in this area keeps changing.

113

114 Jarrod said there is a list of eight different trees chosen for their species' diversity, and he told
115 Ald. Wulf staff attempts to randomly spread them out as there tends to be several trees that are of
116 the same species in several locations.

117

118 Katie said that as part of the city's citizen request program, citizens are asked to provide a list of
119 their two or top three trees. Katie said staff members attempts to randomly distribute the trees,
120 but they also work with what citizens want.

121

122 Ald. Wulf noted the city has performed its due diligence regarding its tree removal by placing
123 information on the city website and including it in water bills, and she said she believes going

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124 forward the city must adhere to its policy if infractions occur. Ald. Wulf noted the tree in
125 question had been removed in 2018, and she said she believes the city needs to follow whatever
126 it was doing at that time, meaning the city installs the tree and sends an invoice to the
127 homeowner.

128

129 Ald. Nott noted Steven had removed both the tree and the stump at his expense, and he said the
130 assumption is the tree was diseased and ultimately removed. Ald. Nott said he does not know
131 why someone would remove a tree unless he or she believed it was dying, and he asked if they
132 city would have removed the tree at its own expense if staff had identified it as being diseased
133 and dying. Ald. Nott reiterated it is his understanding that Steven had removed the tree at his
134 expense, and he said he tends to believe Steven that he was doing what he believed was right.
135 Ald. Nott said had Steven known the tree was located on city right-of-way, he could have
136 reported it to the city, which then would have had to remove the tree at its expense.

137

138 Jarrod told Ald. Nott the city would have to pay staff to remove a tree located on city right-of-
139 way. Jarrod noted the city had performed a tree inventory in 2017, and he said the forester did
140 not have the tree in question on the removal list at that time. Jarrod said that does not mean the
141 tree's condition did not worsen over the course of a year, and he told Ald. Nott he does not
142 disagree that the tree might have been in fair condition. However, Jarrod also said the tree was
143 not yet labeled for removal. Jarrod said citizens make requests to remove boulevard trees and
144 staff declines such requests unless the forester states there is a danger to the tree or the tree is in
145 poor condition.

146

147 Ald. Nott noted he has seen healthy trees on his property deteriorate to the point of falling down
148 in a 12- to 18-month span, and he said, "It absolutely can happen." Ald. Nott also said based
149 upon what he has heard this evening that Steven and his wife had acted in good faith, and
150 perhaps in the long run also had saved the city money. Ald. Nott said, "I'm not real open to
151 charging them more at this time. ... Admittedly it was wrong. They should have called the city
152 and come out and have [staff] assess the tree because it was in the city right-of-way."

153

154 Ald. Wulf told Steven Markos it is her understanding Xcel Energy had removed the tree.

155

156 Steven told Ald. Wulf he had received notice that Xcel Energy was coming through his
157 neighborhood to trim trees. Steven said he had asked Xcel Energy about the condition of the
158 tree, noting that branches were falling onto the street even though the tree still had leaves.
159 Steven said an Xcel Energy employee had told him he/she believed the tree should be cut down.
160 Steven told board members that while he has nothing in writing, "[Xcel Energy] was very quick
161 to cut it down for me and take it away."

162

163 Katie said she recommends having city staff and not Steven plant a tree as staff can ensure the
164 tree meets all of the city's specifications. Further, city staff will know the tree's location, and the

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165 tree will be in the city's inventory. Katie added the city will be able to obtain a one-year
166 warranty for the tree.

167

168 Fred told Steven it is his assumption Xcel Energy had not charged him for cutting down and
169 removing the tree.

170

171 Steven said no.

172

173 Ald. Nott told board members that changes what his understanding had been.

174

175 Steven told board members he had spoken to an Xcel Energy employee who was trimming the
176 trees, and the Xcel employee told Steven he had a side business and stated he believed the tree
177 should be removed. Steven said the Xcel employee returned and cut down the tree the next day.
178 Steven said Xcel had not charged him to remove the tree, noting he had paid the Xcel employee,
179 who has a business called "Tree Warrior," to cut down the tree.

180

181 Ald. Wulf asked if the city had sent notices to tree contractors earlier this year.

182

183 Jarrod said the city had done so.

184

185 Ald. Nott noted Steven had had an expense related to removing a tree he believed was diseased,
186 and Ald. Nott said he has no reason to believe Steven is deceiving the board. Ald. Nott said
187 Steven's actions had saved the city money.

188

189 Motion by Ald. Nott to have the City of Onalaska replace the tree that was removed from City
190 right-of-way at 906 Westview Circle Drive at its own expense.

191

192 Motion dies for lack of a second.

193

194 Motion by Jarrod, second by Fred, to have Steven Markos replace the tree located in the City
195 right-of-way at 906 Westview Circle Drive at a cost not to exceed \$450.

196

197 Jarrod told board members he believes they need to look at this as a precedent, stating he
198 believes what Steven has told the board this evening probably is true. Jarrod noted this situation
199 has occurred in the past, and he said, "If we allow the homeowner to cut down the tree even
200 though it saved us money ... I deal with a couple of homeowners a year who want to have trees
201 cut down. If they just go out and cut them down, I think we're going to lose control of what's
202 our urban forest on the right-of-way. I hate trying to be punitive to the homeowner, but I think
203 we must be consistent in what we do."

204

205 Mayor K. Smith told board members she agrees with Ald. Nott's heartfelt compassion for Steven

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206 Markos. However, Mayor K. Smith also said, “It’s just due to having so many of these situations
207 with the trees in the boulevard. I think we have to be consistent.” Mayor K. Smith said the
208 motion on the floor is consistent with what has been done the previous two instances, and she
209 stated, “We’re behaving in a consistent manner, which I think helps send a good, reassuring
210 message to the community.” Mayor K. Smith asked that city staff work with Steven and allow
211 him to have input regarding what type of tree he would like to see planted, and she said she
212 appreciates all the candid information the Markos family brought forward in helping the board
213 arrive at this decision.

214
215 Ald. Nott noted Steven Markos had stated Xcel Energy also supported removing the diseased
216 tree, and he said, “I admit that Xcel Energy is not on the call here right now, but it would be
217 pretty bold of the Markos [family] to claim that if it wasn’t true. Even if we delayed this for a
218 month maybe to hear from Xcel Energy and if they believed that tree was also diseased, I think
219 maybe that would allow us to make a more informed decision. From what I’m reading in front
220 of me, I don’t believe this is somebody who just went out and cut down a tree because they
221 didn’t want the tree on their property. I do believe the Markoses, at their own expense, removed
222 a tree that probably should have been on our expense in the first place.”

223
224 Jarrod reiterated that while he does not doubt what Steven Markos has told the board, “it puts
225 staff in a very difficult position trying to be consistent with all the citizens. It’s hard to
226 differentiate someone’s intention or not. I just think we’d be in a difficult position moving
227 forward.”

228
229 City Administrator Rindfleisch noted that Xcel Energy does not have expertise regarding trees,
230 and also that Xcel had contracted out tree removal service. City Administrator Rindfleisch told
231 board members the person who had cut down the tree would be giving his opinion, which likely
232 would be that he believed the tree was diseased. City Administrator Rindfleisch said the Xcel
233 Energy employee should have contacted the city and told staff he believed the tree was diseased
234 and city should do something about it. City Administrator Rindfleisch noted this individual had
235 removed the tree on the side and then sent an invoice to the Markos family. City Administrator
236 Rindfleisch said he believes that without a replacement cost being shared, “we’re going to have
237 the same problem [and] everyone is going to do the same thing.”

238
239 Ald. Nott said in this instance there is a second party who agreed with Steven Markos that the
240 tree was diseased. Ald. Nott said that while he does not believe anyone participating in the
241 meeting is an arborist, he does not believe one needs to be an arborist to know when there is a
242 diseased tree on a property. Ald. Nott said that in this case, he has heard several people who
243 have claimed they believe Steven Markos is being truthful, yet they still are willing to charge
244 him an additional cost when he had saved the city money in the long run by removing the tree.
245 Ald. Nott said, “That to me is just not something that sits right on my side. I’ll be voting ‘no’
246 against this motion.”

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247
248 Ald. Wulf told board members she had stopped at the Markos residence Monday and talked with
249 Steven, and she also had contacted him by telephone earlier Tuesday. Ald. Wulf stated she does
250 not question Steven Markos' integrity nor his honesty, and she said she had strongly encouraged
251 him to call in to this evening's meeting so that he could be part of the process as one of her
252 Second District constituents. Ald. Wulf said she will be supporting the motion on the table, and
253 she stated she agrees with Mayor K. Smith that the Markos family should have some input
254 regarding what type of tree they would like to see planted. Ald. Wulf said, "Lastly, it's about
255 past practice and what we have done for years and years and years. ... This is just past protocol,
256 and to break it, I just can't support that."

257
258 Motion restated:

259
260 To have the City of Onalaska plant a tree on City right-of-way at 906 Westview Circle Drive at a
261 cost to Steven Markos not to exceed \$450. City staff will work with Steven Markos regarding
262 which type of tree to plant.

263
264 On voice vote, motion carried, 4-1 (Ald. Nott).

265
266 **Item 5 – Review and consideration of allowing parking to encroach on City right of way**
267 **along 1st Avenue between Hickory and Green Street for Great River Residences project at**
268 **300 Court Street South**

269
270 Jarrod noted board members' packets include a map and said the developer has requested to
271 install some parking that would encroach on the city right-of-way (1st Avenue South). Jarrod
272 noted the existing right-of-way line is shown in red, and the proposed retaining wall also is
273 shown. The black line represents an area where the right-of-way jogs at an odd angle due to the
274 railroad tracks that used to run through this area. Jarrod noted the area includes a gravel dirt path
275 and said the maximum use would be approximately 7 feet. Jarrod said he has brought this
276 forward to see if the board will honor the request, adding, "It's not the norm, but we have done
277 things like this in the past."

278
279 Fred inquired about the distance in feet at the front of the point on the red line shown on the map.

280
281 Jarrod said it is approximately 7 feet at the widest point.

282
283 Mayor K. Smith noted Jarrod had said there are no current plans to upgrade the right-of-way
284 area, and she asked how the city would be limited for what it might wish to do in the future.
285 Mayor K. Smith said that while she believes it is better to have more parking places, she also
286 asked what the tradeoff would be.

287

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288 Jarrod described the area in question as being “very unimproved,” noting it borders the railroad
289 tracks. Jarrod told Mayor K. Smith he does not envision a city street going along there as there
290 is a large slope along this area. Jarrod estimated there is an approximately 20-foot path present,
291 and he said the retaining wall would not encroach on the existing pathway. Jarrod said if this
292 were to go forward, he believes it would be necessary to have an agreement stating it could be
293 removed if the city needed to in the future.

294

295 Kevin referred to the lines labeled “OE” on the map and noted it represents Xcel Energy’s
296 overhead transmission lines that feeds French Island. Kevin said the developer is requesting that
297 parking spots be created underneath the transmission lines, adding, “In terms of usable space
298 down there, it probably gets even less because for the city to develop anything we’d have to
299 work with Xcel and what they would allow us to develop under their overhead transmission lines
300 that feed French Island from the substation.”

301

302 Jarrod said the 69-kilovolt transmission line would hinder both development and road widening
303 in that area.

304

305 Katie noted there is a development agreement on file, also noting TIF funding was utilized for
306 this project. Katie asked Jarrod if the city has ever charged anyone for the private use of city
307 right-of-way.

308

309 Jarrod said there is a lease agreement with the Timbers property for the retaining wall and
310 parking area. The property owners are charged yearly.

311

312 Katie noted the site plan also would have to be amended if this item were to move forward.

313

314 Ald. Nott said it is his understanding there are extremely limited development opportunities on
315 this small piece of property, and also that this likely is the only thing that could occur there.

316

317 Motion by Ald. Nott, second by Mayor K. Smith, to approve allowing parking (8 to 10 spots) to
318 encroach on City right of way along 1st Avenue between Hickory and Green Street for Great
319 River Residences project at 300 Court Street South.

320

321 Fred noted there had been a railroad located on the next street up, and he told board members the
322 assessor had placed a valuation on the right-of-way. This then was added to the parcel, as well
323 as the individual paying the valuation multiplied by the mill rate up front.

324

325 Jarrod asked Fred if it was yearly.

326

327 Fred said the valuation was placed on the assessment roll, and the funds it equated to was paid up
328 front the first year. Fred said it had been for all the property located on the other side of State

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329 Trunk Highway 35 down to Kwik Trip.

330

331 Jarrod said this would be similar to the staircase and retaining wall located on the right-of-way at
332 South Court Street, and he noted the Timbers' owners pay a yearly lease of approximately \$100.

333 Jarrod noted it is the value of the land multiplied by the mill rate.

334

335 Mayor K. Smith said that while she believes she favors approving this item, she also believes
336 there should be an agreement that is consistent with past practice. Mayor K. Smith also said she
337 believes staff should be given time to determine what the agreement is, and she asked if there
338 was a timeliness to this request. Mayor K. Smith also asked that the developer cover the staff
339 time involved with amending the original agreement and putting the new agreement in place to
340 allow the developer to utilize the right-of-way.

341

342 Jarrod told Mayor K. Smith the developer is attempting to complete the project so that the
343 apartments may be opened for occupancy.

344

345 Katie said it is her understanding the developer is looking to be "100 percent complete" in
346 August and begin attempting to occupy all the structures.

347

348 City Administrator Rindfleisch said if the board wants to approve it in concept subject to the
349 successful reaching of an agreement, with the boundaries at the mill rate for empty land and
350 square footage of the encroachment, city staff could handle negotiations of that up until that
351 point in time.

352

353 Mayor K. Smith said the approval is in concept, and the details will need to be determined.

354

355 City Administrator Rindfleisch noted that while the Common Council will have to approve the
356 agreement, staff could negotiate it so that the process may keep moving forward.

357

358 Ald. Wulf noted the board is approving the concept at this point, and staff will work out the
359 details with the developer.

360

361 Ald. Nott said he believes it would be appropriate if there is a practice for levying a small fee.

362 Ald. Nott also said he believes something must be done that allows the developer to proceed.

363

364 On voice vote, motion carried.

365

366 **Item 16 – Review and consideration of paving boulevard, including temporary parking on**
367 **boulevard, for 841 2nd Avenue Southwest**

368

369 Jarrod told board members Terry Weiland is requesting to install storage units along 841 2nd

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370 Avenue Southwest, adding this item also will be brought forward for a zoning variance. The
371 building would be one foot off the right-of-way, and the doors would be facing the street. The
372 area between the curb and the storage units would be paved, thus providing access to the units.
373 Jarrod noted there is a steep bank, with a Dairy Queen restaurant sitting 25 to 30 feet higher and
374 he said, “The issue in front of us tonight is whether we would like to allow the paving of the
375 right-of-way. It’s typically in new developments we have not been allowing this when the new
376 developments are coming through for site plan approval.” Jarrod referred to board members’
377 packets and said it is shown with three driveway openings. Jarrod said he believes it likely
378 would be easier to have one large driveway opening. Jarrod noted there is no sidewalk in the
379 area, but there is one on the other side of the street. Jarrod said, “This is not the norm for what
380 we have been trying to facilitate with new development within the city.”

381

382 Katie told board members a Board of Zoning Appeals meeting is scheduled for June 15, and that
383 Terry Weiland is requesting four variances, including the following two:

384

- 385 • There is a request for the garage doors to face the street (garage doors are supposed to
386 face interior).
- 387 • There is a minimum parking allotment of one stall per 1,000 square feet of main storage
388 warehousing. Terry is proposing four, and it appears that eight would be required. The
389 intent is for the boulevard area to be paved so that area may be utilized for part of the
390 parking instead of providing off-street parking, as required by ordinance. Katie said this
391 is primarily an access issue. Also, the boulevard area is where the city typically requires
392 new tree plantings. That would not be able to occur if that area is paved.

393

394 City Administrator Rindfleisch asked Jarrod where snow would be placed if there is no
395 boulevard area present.

396

397 Jarrod said snow would go into the paved area, and Terry would need to find a place to put it.
398 Jarrod said it would be equivalent to the downtown district, where the city has a continual
399 challenge of where to put the snow that is plowed.

400

401 Fred asked Jarrod, “Would it be correct to say that if the Board of Public Works went on record
402 to allow the encroachment on the city right-of-way, we’d be pretty much telling the [Board of
403 Zoning Appeals] a decision that has not been made yet of our thought. I’m not comfortable that
404 we would do that. I think it’s the committee that is either going to authorize or not authorize
405 before the city should take a position of [Terry Weiland] using right-of-way.”

406

407 Jarrod told Fred he had talked to Katie regarding whether the variance should come first or if the
408 Board of Public Works should discuss allowing the driveway openings. Jarrod said an argument
409 could be made for both ways, and he told board members he does not disagree with what Fred
410 said regarding the board waiting to see the results of the June 15 Board of Zoning Appeals

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411 meeting before making a recommendation. Jarrod said this item had come before the Board of
412 Public Works first because its meeting was first.

413

414 Katie said that if the Board of Public Works acknowledges this, it likely will factor into the
415 decision in terms of at least one of the variance requests because it addresses the parking and
416 where the garage doors will face. Katie said there also would be a contingency that it is
417 contingent upon the Board of Public Works' approval of this. Katie also told board members the
418 variance must meet its own standards. If those standards are not met, it is possible it could fail
419 on that regard, disapproval could be in place. Thus, the development may not be able to occur.
420 Katie said, "It's the quickest amount of time to give Mr. Weiland an answer. We felt that it was
421 most prudent, especially in these next two weeks, he would have the opportunity to get for the
422 Board of Public Works, the Common Council, and the Board of Zoning Appeals so he would
423 know if he could proceed or not in the fastest amount of time."

424

425 Ald. Wulf noted Terry had paid his \$300 application fee for the Board of Zoning Appeals, and
426 she asked Katie if Terry is appearing before the Board of Zoning Appeals regardless of which
427 action the Board of Public Works takes this evening.

428

429 Katie told Ald. Wulf she is correct.

430

431 Mayor K. Smith said, "I was trying to envision what development would be better there, but I
432 don't really come up with anything a lot better. I'm a little concerned, because with the Great
433 River Residences we're adding a lot of people to this general vicinity, which is going to mean a
434 lot more people walking and riding their bikes. Having this kind of situation, I'm kind of
435 concerned about pedestrian traffic by vehicle traffic. I know the sidewalk is only on the other
436 side, but are there any plans ... will this have any effect on multimodal transportation in the
437 area?"

438

439 Jarrod told board members the street is slated for reconstruction in the near future via the city's
440 Capital Improvements Program, and he said staff will evaluate that at that time. Jarrod said there
441 are existing buildings located the next block up that are built right to the right-of-way, and he
442 told board members that while a sidewalk could be installed there, it would be difficult to do so.
443 Jarrod said the current design does not include adding a sidewalk in front of this area; however,
444 he added it does not mean it would not happen in the future. Jarrod said he believes the road
445 already is wide enough to have striping for a bicycle lane.

446

447 Mayor K. Smith asked, "As far as other uses that this is slated for, this falls within the range of
448 the plan for the area?"

449

450 Katie noted the property is zoned Light Industrial, and she told Mayor K. Smith there is little
451 industrial land remaining in the city. Katie said there are additional uses in addition to mini

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452 storage that could be done, adding there are numerous challenges associated with this particular
453 one. Katie said the option Terry is presenting is one option, and there additional options that
454 could occur.

455

456 Terry Weiland admitted that this particular site is “very difficult,” noting there is very little room
457 to work. Terry said that with the right-of-way being paved, he is not asking to have parking
458 spots designated in that right-of-way. Terry said that by paving the entire right-of-way, people
459 would be able to exit the street and walk the entire lot on a paved surface. Terry told board
460 members he is willing to install a sidewalk, which would be part of the pavement. Terry also
461 told board members he had pointed out other developments to Jarrod that already have this
462 situation, including the recently constructed Abbey Road. Terry noted Valley Cartage and other
463 businesses along Abbey Road are paved right to the street, and he said he does not know if the
464 city has an ordinance regarding whether or not to pave. Terry said he believes what to do with
465 the boulevard in a Light Industrial area “is kind of left in the open.” Terry added, “I don’t know
466 of any ordinances that it has to be one or the other.”

467

468 Ald. Nott asked Terry if he sees having to remove the snow that is plowed onto his property as
469 an issue.

470

471 Terry told Ald. Nott the right-of-way measures 14½ feet, and he said he believes he would need
472 approximately 10 feet. Terry said he still would have 4 feet between the curb and the minimum
473 of what he would need, and there would be another foot due to the 1-foot setback. Terry pointed
474 out he would have 11 feet there, and he noted there would be 4 feet for snow storage. Terry
475 admitted he might have to haul away the snow as there would be no other place to put it on the
476 lot “because it will be all building and upslope to the Dairy Queen and the other buildings up
477 there.”

478

479 Ald. Nott asked Terry if he would have an issue with having to remove a significant amount of
480 snow if there is above-average snowfall during a particular winter.

481

482 Terry said no, noting he has other storage units and has done it in the past following snowstorms.
483 Terry said snow seems to drift between his other buildings, and he told Ald. Nott he brings in
484 loaders and hauls out the snow with trucks.

485

486 Ald. Wulf noted she receives telephone calls every year regarding snow removal along 2nd
487 Avenue North, and she also pointed out there is nowhere for the snow to go. Ald. Wulf said, “I
488 know it’s an issue, and I’m hesitant to create a situation.”

489

490 Terry noted there is 14½ feet from the curb to the lot line, plus an additional foot to his building.
491 Terry noted he will have 15½ feet from building to curb, and he said, “It’s not a tight area for a
492 lot of snow to pile up. I think it can be managed very easily.”

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13

493
494 Fred asked Jarrod if the encroachment is around 10 feet.
495
496 Jarrod said he believes the owner would need a minimum of 10 feet, which would be the
497 minimum to get a vehicle in front of the storage units.
498
499 Fred inquired about the length.
500
501 Jarrod told Fred the dimensions are not in front of him, and he asked if the length would be
502 approximately 250 feet.
503
504 Terry said it would be approximately 200 feet.
505
506 Fred said, “We’re back to the discussion we had before. Ten feet ... Again, having the assessor
507 put a value on this and having some kind of funds collected of encroaching on the right-of-way.”
508
509 Terry told Fred he is not asking for any encroachment on the right-of-way.
510
511 Fred told Terry he is asking for 10 feet.
512
513 Terry told Fred he is asking for pavement.
514
515 Katie said one of the questions pertains to whether this is private use of public right-of-way,
516 noting it currently is grass and no one is allowed to drive on it. Katie said the grass serves a
517 stormwater purpose to a degree, and she noted vehicles would stop on it if it is fully paved.
518 Katie also said she believes any dirt debris or oil would be washed into the street, adding that
519 while it is not a true encroachment, it is privatizing the use of the boulevard.
520
521 Fred noted the ERU is not being recouped.
522
523 Katie said the city would not collect an ERU as it would be in the boulevard.
524
525 Mayor K. Smith said that if the boulevard were green, it would help aid in the stormwater
526 situation. Mayor K. Smith noted there would be 200 feet of consistent frontage on the road as
527 well as a steep drop off behind the buildings, and she asked how the stormwater runoff is being
528 managed on the site.
529
530 Jarrod said the site currently is all impervious with pavement or gravel, with the exception being
531 the right-of-way. Jarrod said that when redevelopment such as this occurs, staff looks at utilizing
532 a rain garden or another method. Jarrod said, “If the storm sewer system can handle what is
533 coming off there today, we don’t require a full-out storm sewer plan. This would be less than an

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14

534 acre of disturbance, so it's kind of a retrofit in the existing conditions.”

535

536 Mayor K. Smith asked if the water theoretically run from behind the buildings down up against
537 the storage units.

538

539 Jarrod said staff would have to review that after receiving the site plan.

540

541 Mayor K. Smith said water would have to run 200 feet to reach the storm sewer.

542

543 Terry said he will need to construct either a 2- or a 4-foot knee wall of concrete in the back.

544 Terry also said he plans on perhaps running drain tiles possibly underneath the building, if not
545 around it, to alleviate any water pressure from behind. Terry admitted there are several
546 challenges on the property.

547

548 Ald. Nott said he is less concerned about the fee for the use of the right-of-way, stating it does
549 not sound like something that would be prohibitive. Ald. Nott said snow removal is his primary
550 concern, stating there is a significant difference between snow plowing and snow removal. Ald.
551 Nott said it is only a matter of time before the city receives an unusually heavy amount of snow,
552 and he noted the city is required to plow the snow. Ald. Nott told Terry he would be responsible
553 for removing the snow, and he said he wants to be very clear that Terry not only would he have
554 to remove the snow, he also would have to move it somewhere. Ald. Nott asked Terry if he is
555 willing to do that.

556

557 Terry told Ald. Nott he has no problem with doing that, noting that his property located near
558 Commercial Court is paved up to the curb. Terry said snow occasionally builds up after
559 snowplows go through that area, and he told Ald. Nott he must utilize Bobcats to move the snow
560 off the property. Terry said this will be the same situation in the front, and snow on the property
561 will have to be removed. Terry added, “It's not going to be that big a deal. It's not going to
562 happen every snow. It's only going to be the big one because of the 15½ feet of area I have there
563 to allow a little bit of piling up. Once it gets to a point, then it has to be removed and start over.
564 If we get one large snowfall, it will probably have to be moved out after that large snowfall.”

565

566 Fred told board members he does not feel comfortable with a 250-foot easement.

567

568 Motion by Fred, second by Mayor K. Smith, to deny a request for paving the boulevard,
569 including temporary parking on boulevard, for 841 2nd Avenue Southwest.

570

571 Mayor K. Smith told Terry she acknowledges the challenges he is facing with the site, and she
572 said she always tries to support development. Mayor K. Smith suggested perhaps considering
573 less than the total length, stating she might be more open to supporting that option. Mayor K.
574 Smith said 200 feet seems to be too much in addition to the other concerns associated with

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15

575 developing the site.

576

577 Terry noted the property is zoned Light Industrial, and he said the establishments located along
578 Commercial Court such as Mathy Construction and Crescent Printing are paved to the curb.

579 Terry told board members, “This isn’t a residential area. This is a Light Industrial zoned area. I
580 don’t know what the problem with the paved boulevard would be in that area. And like I cited
581 on Abbey Road too, they have them paved right to the curbs when you get up to Valley Cartage.
582 There’s another storage shed that probably has three-quarters of their boulevard paved to access
583 their storage sheds. And there are businesses across the street that are blacktopped to the curb in
584 a Light Industrial area.”

585

586 Ald. Nott said there are very limited options for development in that area, and he told board
587 members Terry is providing an option that is what he described as being “doable.” However,
588 Ald. Nott also pointed out there would be costs to the city for paving, and he said he wonders if
589 Terry is willing over time to pay any kind of right-of-way fee the city has to help offset some of
590 the paving costs, along with improving the development of that area. Ald. Nott also asked if
591 there is a willingness to absorb the cost associated with plowing following a major snowstorm.
592 Ald. Nott said it is his understanding that Terry is willing to absorb that cost, noting that Terry
593 will be paying for labor and equipment when snow removal is necessary. Ald. Nott told board
594 members he sees no reason not to approve Terry’s request if he is willing to do that.

595

596 Terry told board members he would be willing to sign a statement that he is willing to take care
597 of snow removal, and he also said he will be responsible for the cost associated with the initial
598 paving from the back of the curb to the lot line – nothing in the street, but rather the setback area
599 in the road. Terry stressed the city will not be responsible for any of the costs associated with the
600 initial paving.

601

602 Jarrod acknowledged there were existing conditions along Abbey Road, noting very wide
603 driveway openings were installed for Valley Cartage and a tool and dye business. Jarrod noted
604 the storage sheds have multiple driveway openings, and he said, “But we’re going into an
605 existing area.” Jarrod said Terry is correct in that his storage sheds along Commercial Court all
606 are paved, and he also said the Planning Department had done extensive work with the Zoning
607 Code. Jarrod admitted the site in question is difficult to access, and he told board members that
608 while he is concerned about snow plowing, “it isn’t any different than other ones.” Jarrod added,
609 “Even though it is an industrial area, we don’t want the boulevard being used in this capacity is
610 what I think it comes down to. No matter what the Board of Zoning Appeals says we’re going to
611 decide whether we’re going to let use of the right-of-way to be used for access like this. The
612 only way I can see this is basically the Board of Public Works is going to be approving a 200-
613 foot wide driveway opening. That’s what it would be, in a new development.”

614

615 Mayor K. Smith asked if perhaps either city staff or Terry can envision some type of

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16

616 compromise situation and said, “To me, it’s kind of the extremity of it between the snow removal
617 and everything else. If we could find a compromise situation where it was a partial use of the
618 easement, I think I could find it more tolerable.”

619
620 Terry said he probably could leave 3 feet green and pave 11 feet, and he told board members he
621 will need curb cuts and access.

622
623 Katie said the city’s standard is to have boulevards that are a minimum of 5 feet wide so that
624 trees may survive.

625
626 Mayor K. Smith asked if it would be possible to install something that is intermittent and would
627 allow relief from the pavement.

628
629 Katie said her concern with doing that is based off the way the drawing is shown, the intent is
630 that a person would drive in off 2nd Avenue Southwest and turn either left or right because the
631 doors are being proposed to face the street. Katie said, “If you break it up, you would be limiting
632 access to those storage units because this is essentially being, if treated to some degree like a
633 driveway, as the temporary parking where someone could go up and park in front of a stall kind
634 of like a T-bone situation, unload and continue on. If you break it up into intermittents,
635 depending on how wide it is, that would have a different, like, 3 feet as opposed to the large
636 strip, then you would be removing the access, which was the original question to pave it, which
637 is to allow for that access to all of the units.”

638
639 Ald. Nott said he is hearing legitimate concerns from both sides, and he asked if perhaps the
640 board could delay in making a decision until Terry has the opportunity to have an in-depth
641 discussion with the Planning Department and the Engineering Department and determine if there
642 is a solution that will satisfy everyone.

643
644 Terry said he is willing to wait 30 days.

645
646 City Administrator Rindfleisch stressed that this is not a developer versus city staff issue; rather,
647 staff is implementing city policies that have been in place. City Administrator Rindfleisch said,
648 “If you do not wish staff to make recommendations about policies, then we can change those
649 policies, which is what the elected officials need to do via the committee this way. There’s no
650 personal skin off my back if the development is there or not. But it is my role to administer what
651 the Council has desired through our policies, procedures, ordinances, and resolutions. If it is the
652 desire to wait 30 days and make a different proposal that the Council then approves, that is fine.
653 But again, there is nothing that staff and Terry have against each other. We’re all trying to find
654 where in the ordinances is, this is why Mr. Weiland is applying for BOZA. He understands the
655 process, and we’re trying to follow the standards. This isn’t an ‘us versus them’ agenda item.
656 There is nothing personal that staff has against the project, except for the fact that we are trying

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17

657 to follow the standards as established by the elected officials.”

658

659 City Administrator Rindfleisch noted he frequently passes the storage units along Redwood
660 Street, and he also noted the storage units face the street and there is a paved area where vehicles
661 may pull up along the building. City Administrator Rindfleisch said there are instances where
662 vehicles park on the sidewalk, or they traverse from the storage unit to the street. There also are
663 instances where items are on the sidewalk when someone is loading or unloading a storage unit.
664 City Administrator Rindfleisch said he believes it would be similar in this case if there was no
665 break-up present. City Administrator Rindfleisch said he does not like it when storage units face
666 the street because the residents across the street have to see what is in the storage units, and he
667 expressed his desire to see the units face inside. However, City Administrator Rindfleisch also
668 said having storage units facing the streets can work if tall trees and a sidewalk are present, and
669 he told board members, “I would very much like to see, following our current standards, the
670 same thing to be upheld here. But I do understand in Mr. Weiland’s case that he won’t be able to
671 get as many units in if we have to try to condense it there. We need to try to make this as
672 developable as possible.”

673

674 Mayor K. Smith said she was attempting to find a way that the development still could proceed
675 with having a location for snow removal, some green space, and some accommodations for
676 stormwater runoff. Mayor K. Smith said she cannot find that in the current design, and she asked
677 what the ramifications to Terry would be if the motion on the floor passes.

678

679 City Administrator Rindfleisch noted the board had discussed the possibility of a 30-day wait,
680 and he told board members this item may be referred for 30 days if the intent is to attempt to
681 reach a compromise.

682

683 Katie noted there was no fee for this item to appear on the Board of Public Works meeting
684 agenda, and she said she hopes the Board of Zoning Appeals will take action on June 15. Katie
685 said depending on the outcome of that meeting, there is the potential for the request for the
686 storage units to face out to be denied. Katie said if that request is denied, she would ask Terry if
687 he still would proceed with the project, or if he would develop a new intent. Katie noted there
688 would be a \$300 charge if there is a new variance request.

689

690 Terry noted City Administrator Rindfleisch had compared this proposed development to his
691 Commercial Court property, and he said it really does not compare to that. Terry said 2nd
692 Avenue Southwest is located in an older section of the city that includes aged structures such as
693 the old Pickle Factory and Northwest Hardwoods. Terry said he does not believe this area has
694 the foot traffic or bicycle traffic that can be found along 10th Avenue North and Commercial
695 Court.

696

697 Jarrod said it would be prudent to withdraw the motion and second on the floor and make a new

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18

698 motion if the board wishes to refer this item.

699

700 Ald. Nott said he is not certain if he has sufficient information to make an informed decision this
701 evening.

702

703 Mayor K. Smith said she does not feel comfortable supporting the proposal that is before the
704 board this evening. Mayor K. Smith also said she believes the proposal can be adjusted and she
705 can find a way to support it. Mayor K. Smith said, "I'm not against this lot being used as a
706 storage unit, and I understand it's a unique site that we may need to make some exceptions to the
707 staff's rules that they follow. But as it stands right now, I don't support it."

708

709 Motion and second withdrawn.

710

711 Motion by Mayor K. Smith, second by Ald. Nott, to refer to the July 7 Board of Public Works
712 meeting review and consideration of paving boulevard, including temporary parking on
713 boulevard, for 841 2nd Avenue Southwest.

714

715 Mayor K. Smith thanked Terry for bringing forward this project, and she also thanked city staff.
716 Mayor K. Smith said, "I just think we need to work on this proposal a little bit more."

717

718 On voice vote, motion carried.

719

720 **Item 6 – Review and consideration of Green Coulee Reservoir Project bid**

721

722 Jarrod noted this bid will be opened June 9, which is the day the Common Council will meet, and
723 he said there currently are six or seven bidders that are interested in the project. Jarrod said he
724 will distribute the bid tabulation for the project prior to the Council meeting and also giving a
725 recommendation at that time.

726

727 **Item 7 – Review and consideration of Public Works Facility Addition budget, including**
728 **authorization for purchases related to Public Works Facility**

729

730 Jarrod noted board members' packets include a tabulation of the Public Works Facility addition
731 that was started in 2019. Jarrod said staff is seeking action on the following on the items labeled
732 "Requires approval:"

733

- 734 • Epoxy floor repairs – existing building (\$6,000)
- 735 • HVAC automation upgrades – existing building (\$7,538)
- 736 • Ceiling fans – existing cold storage (\$3,650)
- 737 • Roof vent – existing cold storage – estimated (\$2,000)

738

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19

739 Jarrod noted there originally was a \$35,000 contingency, and he told board members the cost to
740 do all items on the list, plus Change Order No. 1 and Change Order No. 2, would be \$51,261.79.
741 The project cost would be \$1,206,444.79. Jarrod referred to the funding sources and noted
742 \$10,000 was budgeted in the 2020 Capital Improvements Budget for automation control
743 upgrades at the Public Works Facility. Jarrod said the \$10,000 could be added so that the fund
744 balance used from 2019 would be \$6,262.

745

746 Motion by Mayor K. Smith, second by Jarrod, to approve Armor Tough Garage Floors, LLC for
747 the epoxy floor repairs at the Public Works Facility in the amount of \$6,000.

748

749 Ald. Wulf said she believes if the city is going to invest in buildings, equipment, or vehicles, the
750 city needs to be willing to maintain them. Ald. Wulf told board members she had had an issue
751 with the floor several years ago and stated she always will speak highly on maintaining what the
752 city has.

753

754 On voice vote, motion carried.

755

756 Motion by Jarrod, second by Mayor K. Smith, to approve Bernie Buchner for the HVAC
757 automation upgrades at the Public Works Facility in the amount of \$7,538.

758

759 On voice vote, motion carried.

760

761 Motion by Jarrod, second by Mayor K. Smith, to approve Klich Electric for the ceiling fans for
762 the existing cold storage at the Public Works Facility in the amount of \$3,650.

763

764 Ald. Nott referred to Klich Electric's proposal and noted it states there is a \$200 cost to install
765 one GFI outlet. Ald. Nott asked if the board should be approving \$3,650 or \$3,850.

766

767 Jarrod explained that the \$200 was another item that was included on the bid for a different
768 location. Jarrod said there were two different projects bid on the quote, and he told Ald. Nott
769 that work is not needed for the ceiling fan.

770

771 On voice vote, motion carried.

772

773 Motion by Jarrod, second by Fred, to proceed with the roof vent for the existing cold storage at
774 the Public Works Facility at a cost not to exceed \$2,000, with a minimum of two quotes.

775

776 On voice vote, motion carried.

777

778 **Item 8 – Review and consideration of Sanitary Sewer Compliance Maintenance**

779

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20

780 A. Annual Report

781

782 Jarrod told board members the city had received an “A” on both the financial operation of the
783 utility and the maintenance of the sanitary sewer system.

784

785 Motion by Mayor K. Smith, second by Ald. Nott, to accept the Sanitary Sewer Compliance
786 Maintenance Annual Report and place it on file.

787

788 Mayor K. Smith thanked the Public Works Department for keeping the city’s utilities in great
789 condition.

790

791 Ald. Wulf noted a significant amount of work goes into the report, and she thanked city staff.

792

793 On voice vote, motion carried.

794

795 B. **Resolution 27-2020** – City of Onalaska, Wisconsin Department of Natural Resources NR
796 208 – compliance resolution 2019 Onalaska, Wisconsin

797

798 Motion by Mayor K. Smith, second by Ald. Nott, to approve Resolution 27-2020 – City of
799 Onalaska, Wisconsin Department of Natural Resources NR 208 – compliance resolution 2019
800 Onalaska, Wisconsin.

801

802 On voice vote, motion carried.

803

804 **Item 9 – Review and consideration of purchase of Folding Vee Plow for end loader**

805

806 Jarrod noted board members’ packets include two quotes, and he said staff recommends
807 purchasing the Folding Vee Plow for the end loader from Universal Truck Equipment in the
808 amount of \$22,034. Jarrod said the funds for this item were budgeted in the 2020 CIB.

809

810 Motion by Ald. Nott, second by Mayor K. Smith, to approve the purchase of a Folding Vee Plow
811 for the end loader from Universal Truck Equipment in the amount of \$22,034.

812

813 Ald. Nott noted there is an \$843 difference between Universal Truck Equipment’s bid and the
814 bid submitted by Titan Machinery, and he said he assumes there is no substantial difference
815 between the warranty, the quality of the materials, or the functionality.

816

817 Jarrod told Ald. Nott they are very close and said the purchase was delayed from when the city
818 purchased the end loader. Jarrod said staff was having difficulties obtaining “apples to apples
819 bids,” and he told Ald. Nott staff believes both bids are “apples to apples.” Jarrod said Titan
820 Machinery’s bid is not as quite as specific in the quote as Universal Truck Equipment’s bid.

821 However, Jarrod added, “We did talk to them multiple times to make sure it was apples to
822 apples.”

823

824 On voice vote, motion carried.

825

826 **Item 10 – Review and consideration of installation of fiber optic cable along East Main**
827 **Street by Lemonweir Valley Telephone Co-op**

828

829 Jarrod told board members their packets include a request from Lemonweir Valley Telephone
830 Co-op to install fiber optic cable from Theater Road to Green Coulee Road. This is an extension
831 of an existing cable Lemonweir had installed from State Trunk Highway 16 to Theater Road, and
832 then down Theater Road. Jarrod said the city will issue a street right-of-way permit that will
833 have conditions attached to it for indemnification, adding it will state the city has the ability to
834 tell Lemonweir to remove the cable if the city so chooses.

835

836 Motion by Jarrod, second by Ald. Nott, to approve installation of fiber optic cable along East
837 Main Street by Lemonweir Valley Telephone Co-op.

838

839 On voice vote, motion carried.

840

841 **Item 11 – Review and consideration of City pick up of residential yard waste containers**
842 **used prior to automated cart yard waste collection**

843

844 Jarrod told board members he had contacted Harter’s Quick Clean-Up, and he noted their
845 packets include a copy of an email showing the following options:

846

- 847 • Harter’s would provide the city free of charge roll off containers for garbage cans that
848 were utilized for yard waste before the conversion to carts. The containers would be
849 placed at City Hall. The only charge would be a recycling process fee of \$58 a ton, or
850 regular landfill charges if they go there.
- 851 • Harter’s would perform curbside pickup on a specified date at a cost of \$100 per hour,
852 not to exceed \$1,500.

853

854 Jarrod said illegal dumping problems had occurred over a three-week period when the city
855 converted to automated refuse and recycling carts and provided roll off containers at City Hall
856 for garbage cans and recycling bins that were utilized prior to the conversion. Jarrod said,
857 “Looking at Harter’s cost, it would probably be, counting our staff time and fuel and equipment
858 rates for our truck to drive around town, it’s not out of line for what we’re requesting.” Jarrod
859 said a third option would be for city staff to perform curbside pickup.

860

861 Ald. Wulf inquired about the third option, asking Jarrod if his staff has time to pick up the cans.

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22

862
863 Jarrod said doing so would take away from some other duty, noting that the summer months are
864 busier. Jarrod also noted capital projects still are occurring, and he told Ald. Wulf that while he
865 will not say city staff cannot do it, “something else will not get done.”

866
867 Ald. Wulf said that while \$1,500 for Harter’s to perform curbside pickup is not an excessive
868 amount, she also is thinking about staff time. Ald. Wulf also said \$1,500 for the service seems
869 like a reasonable price to her.

870
871 Ald. Nott said he agrees that \$1,500 seems to be a reasonable cost, and that he assumes it will be
872 a one-time opportunity.

873
874 Ald. Wulf inquired about citizens bringing in what they had previously utilized for recycling
875 when the city converted to automated refuse and recycling carts.

876
877 Jarrod said citizens had brought in the purple bins used for recycling and containers they had
878 utilized for garbage pickup.

879
880 Motion by Fred, second by Ald. Nott, to authorize Harter’s Quick Clean-Up to perform curbside
881 pickup of previously used yard waste containers at a cost not to exceed \$1,500.

882
883 Fred asked Jarrod how he intends to inform the public.

884
885 Jarrod said information can be posted on the city’s website and the recycling hotline. Jarrod also
886 asked Fred if information can be included in the July utility bills.

887
888 Fred said no.

889
890 Jarrod said a news release could be sent to media outlets, and he told board members he is
891 certain he could share the information on WIZM-AM 1410. Other possibilities include sharing
892 the information on the city’s Public Works Facebook page, and Jarrod said he could ask the
893 Police Department and the Parks and Recreation Department to put it on their respective
894 Facebook pages. Jarrod admitted there are citizens who likely will miss the announcement and
895 voice a concern, and he said, “We’ll do our best with what we can and go from there.”

896
897 Ald. Nott said he would require citizens who miss the opportunity to dispose of their yard waste
898 containers via the curbside pickup to take them to Harter’s Quick Clean-Up themselves. Ald.
899 Nott said it is his understanding Harter’s has a plastic recycling area that takes in plastic garbage
900 cans.

901
902 On voice vote, motion carried.

Reviewed 6/4/2020 by Jarrod Holter

903

904 **Item 12 – Review and consideration of engineering services for construction staking on**
905 **2020 Utility Project**

906

907 Jarrod said Short Elliott Hendrickson has submitted a proposal in an amount not to exceed
908 \$18,227.20 (billed hourly) to assist with staking of the curb and gutter and the aggregates on the
909 2020 Utility Project. This would occur primarily in the Sunset Vista neighborhood. Jarrod noted
910 city staff has started some of the staking, but the majority of it has not been completed. Jarrod
911 said this would allow Kevin to complete other tasks, and he told board members that when the
912 work needs to be completed, it needs to be completed immediately as the contractors reach a
913 certain stage where they need to have the work completed. Jarrod noted there are other projects
914 occurring simultaneously, and he said it is very difficult to complete the work. Jarrod said this
915 would be paid out of the project budget for the project, and it is included in the CIB.

916

917 Motion by Mayor K. Smith, second by Jarrod, to approve an agreement with Short Elliott
918 Hendrickson for engineering services for construction staking on the 2020 Utility Project in the
919 amount of \$18,227.20.

920

921 On voice vote, motion carried.

922

923 **Item 13 – Review and consideration of engineering services for construction of Green**
924 **Coulee Reservoir Project**

925

926 Jarrod said SEH has submitted a proposal for engineering services during the construction of the
927 Green Coulee Reservoir, which will be bid June 9. Jarrod said, “If we move forward with this, it
928 would be contingent upon the award of the bid for the Green Coulee Reservoir Project.” Jarrod
929 noted the services include construction staking assistance, shop drawing review, and a project
930 representative. Jarrod said Kevin will assist with the project and running the daily administration
931 of the project, but this will allow for assistance at the site when Kevin is not present. Jarrod said
932 this is assuming a 30-week project, and it would be billed hourly. Jarrod said he does not
933 envision the project lasting 30 weeks, but he added there was no specific timeline. Jarrod added
934 this would be part of the 2019 bonding for the project.

935

936 Motion by Jarrod, second by Mayor K. Smith, to authorize engineering services for construction
937 of Green Coulee Reservoir Project with Short Elliott Hendrickson in the amount of \$57,504.

938

939 Ald. Nott asked if the 2019 Capital Projects allows the funding for this.

940

941 Jarrod said, “It does at this point. We have to see how the bids come in. That’s why I wanted it
942 contingent upon awarding the bids. When we receive the bids next Tuesday we will see where
943 the bid comes in at and where we’re at funding-wise. We would have both of those in the project

944 budget.”

945

946 On voice vote, motion carried.

947

948 **Item 14 – Review and consideration of Consumer Confidence Report (CCR) City**
949 **waterworks**

950

951 Jarrod said the report will be mailed to all the water customers within the city’s water system.

952 Jarrod said the city has no violations.

953

954 Motion by Mayor K. Smith, second by Ald. Nott, to approve the Consumer Confidence Report
955 (CCR) City waterworks and place it on file.

956

957 Jarrod complimented staff for its work on the report.

958

959 Ald. Nott told board members he had been educated by the water testing, noting it is ongoing and
960 thanking city staff.

961

962 Mayor K. Smith said she appreciates the foresight city staff has to try to protect the city’s
963 groundwater and drinking water, and also for staff’s efforts to ensure that the city has a
964 sustainable drinking water source for future generations.

965

966 Ald. Wulf noted she had once accompanied Public Works Manager Jim Prindle on a ride-along
967 and said she was impressed with what he had done. Ald. Wulf also said she is much more
968 appreciative of what the Public Works staff does.

969

970 On voice vote, motion carried.

971

972 **Item 15 – Review and consideration of Change Order Number #1 for 2020 Urban Forestry**
973 **Program**

974

975 Jarrod noted the following four items are included in the change order:

976

- 977 • Additional 2019 Utility Projects Tree Planting (one Honeylocust at \$411, one Swamp
978 White Oak at \$404).
- 979 • Additional Citizen Request Tree Planting (Three Black Hills Spruce for a total of \$1,041,
980 Two Swamp White Oaks for a total of \$808).
- 981 • Additional Stump Grinding (38 stumps at \$59 each for a total of \$2,242; 1,000 square
982 feet of seed, fertilizer, and mulch for a total of \$240; 25.46 cubic yards of black dirt for a
983 total of \$674.69).
- 984 • Cemetery Tree Request (five Black Hills Spruce for a total of \$1,735; one Honeylocust

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25

985 for a total of \$411; three Lilac for a total of \$1,221; one Crabapple for a total of \$377).

986

987 Motion by Mayor K. Smith, second by Ald. Nott, to approve Change Order Number 1 for 2020
988 Urban Forestry Program in the amount of \$9,564.69.

989

990 On voice vote, motion carried.

991

992 **Item 17 – Review and consideration of Sustainable La Crosse Commission report**

993

994 Mayor K. Smith said the Sustainable La Crosse Commission is undergoing changes, including
995 with its format. Mayor K. Smith said the commission has been working on a project called the
996 “Grow Solar Program,” which is an attempt to do a group purchase for solar for individuals
997 throughout La Crosse County. This is an effort to promote the use of solar, and also to reduce
998 the cost by having a co-op buying group. There is not cost to the City of Onalaska, but
999 individuals who choose to participate can see savings. Mayor K. Smith said Ald. T. Smith has
1000 taken the lead on the “Grow Solar Program,” and she also said she hopes the City of Onalaska is
1001 able to host one or more of the educational sessions that are forthcoming.

1002

1003 Ald. T. Smith told board members he has been attending the weekly meetings, and he shared the
1004 following points:

1005

1006 • The program will kick off in mid-June. Work is being done on a press release and a web
1007 seminar. Team members are supposed to receive the press release and a copy of the
1008 presentation next week.

1009 • The team is looking to promote this via media (Sierra Club, radio, newspapers, web) for
1010 Onalaska citizens.

1011 • The team is seeking two or three local “solar champions” to participate in the webinars.
1012 The Sierra Club, La Crosse County, and Western Technical College is assisting in the
1013 search. There will be 12 webinars (one per week). The first one is tentatively scheduled
1014 for June 11. Participants will be paid \$100.

1015 • The goal of the initial Request for Proposals was to have everyone sign up by August 30.
1016 The date has been pushed to September 30 due to the COVID-19 pandemic. This will
1017 give individuals more time to sign up to have solar installed in 2020 for the tax credits.

1018

1019 Ald. T. Smith said he and Mayor K. Smith wish to make this a benefit to Onalaska citizens, and
1020 he told board members perhaps information and the links to the webinars can be posted on the
1021 city’s website.

1022

1023 Mayor K. Smith said both the City of La Crosse and La Crosse County also are participating in
1024 the “Grow Solar Program.”

1025

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26

1026 **Item 18 – Pay Estimates: Strand Associates, Short Elliott Hendrickson, Inc., Visu-Sewer,**
1027 **Inc., McCabe Construction, Hoffman & McNamara Nursery, Steiger Construction,**
1028 **Tribute Design Services, Livermore Technologies, State of Wisconsin DOT, Davy**
1029 **Engineering, MSA Professional Service, Olympic Builders, HSR Associates, and any other**
1030 **contractor/developer**

1031
1032 **BOARD OF PUBLIC WORKS**
1033 **MONTHLY ESTIMATES**

1034
1035 **June 2, 2020**

1036		Original			
1037		Contract	Change	Paid to	Due this
1038		Amount	Orders	Date	Estimate
1039	<u>Contractor</u>				
1040					
1041	1. STRAND ASSOCIATES				
1042	Stormwater Quality Management Plan				
1043	Design				
1044	Estimate #4	\$ 75,000.00	\$ -	\$ 12,836.90	\$ 4,429.74
1045					
1046	2. VISU-SEWER INC.				
1047	2019 Cured in Place Pipe Project				
1048	Construction				
1049	Estimate #3	\$ 503,125.00	\$ -	\$ 520,824.19	\$ 5,000.00
1050					
1051	3. MSA PROFESSIONAL SERVICES				
1052	Green Coulee Intersection				
1053	Design – Final				
1054	Estimate #3	\$ 180,615.00	\$ -	\$ 11,170.43	\$ 14,106.60
1055					
1056	4. MCCABE CONSTRUCTION, INC.				
1057	2020 Utility Project				
1058	Construction				
1059	Estimate #2	\$ 1,634,976.70	\$ -	\$ 58,990.25	\$ 292,618.38
1060					
1061	5. STRAND ASSOCIATES				
1062	General Engineering Services				
1063	Construction				
1064	Estimate #2	\$ 8,000.00	\$ -	\$ 4,256.69	\$ 1,342.34
1065					
1066	6. DAVY ENGINEERING				

Reviewed 6/4/2020 by Jarrod Holter

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1067	French Rd. Booster Station/Crestwood Ln.				
1068	Construction				
1069	Estimate #1	\$ 5,000.00	\$ -	\$ -	\$ 1,189.96
1070					
1071	7. OLYMPIC BUILDERS GENERAL CONTRACTORS				
1072	6 th & Quincy Pumping Station				
1073	Construction				
1074	Estimate #13	\$ 989,678.00	\$ 4,447.27	\$ 907,678.65	\$ 18,240.00
1075					
1076	8. HOFFMAN & MCNAMARA NURSERY				
1077	2020 Urban Forestry Program				
1078	Construction				
1079	Estimate #1	\$ 91,933.00	\$ 9,564.69	\$ -	\$ 96,350.81
1080					
1081	9. STEIGER CONSTRUCTION				
1082	2020 Misc. Concrete Project				
1083	Construction				
1084	Estimate #1	\$ 84,612.50	\$ -	\$ -	\$ 16,676.40
1085					
1086	10. TRIBUTE DESIGN SERVICES				
1087	Cemetery Master Plan				
1088	Design				
1089	Estimate #1	\$ 13,500.00	\$ -	\$ -	\$ 6,750.00
1090					
1091	11. SEH INC.				
1092	General Eng.-S. Kinney Traffic Review				
1093	Design				
1094	Estimate #1	\$ 1,000.00	\$ -	\$ -	\$ 441.78
1095					
1096	12. STRAND ASSOCIATES				
1097	Well #9 Chlorine Addition				
1098	Design				
1099	Estimate #7	\$ 16,300.00	\$ -	\$ 12,161.94	\$ 422.17
1100					
1101	13. HSR ASSOCIATES				
1102	PWF Addition				
1103	Design				
1104	Estimate #8	\$ 81,500.00	\$ -	\$ 79,870.00	\$ 815.00
1105					
1106	14. LIVERMORE TECHNOLOGIES				
1107	Fiber Cable Project				

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1108	Design				
1109	Estimate #2	\$ 18,010.00	\$ -	\$ 825.00	\$ 2,447.50
1110					
1111	15. STATE OF WI – DOT				
1112	Riders Club Road				
1113	Construction				
1114	(Project #5591-02-57)				
1115	Estimate #6	\$ 294,911.00	\$ -	\$ 309,244.19	\$ 6,454.68
1116					

1117 Motion by Fred, second by Ald. Nott, to approve the 15 pay estimates listed on a document dated
1118 June 2, 2020.

1119

1120 On voice vote, motion carried.

1121

1122 **Adjournment**

1123

1124 Motion by Jarrod, second by Ald. Wulf, to adjourn at 8:41 p.m.

1125

1126 On voice vote, motion carried.

1127

1128

1129 Recorded by:

1130

1131 Kirk Bey