

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

Tuesday, June 4, 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, June 4, 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. Diane Wulf,
6 Ald. Kim Smith, Financial Services Director/Treasurer Fred Buehler, City Engineer Jarrod
7 Holter

8
9 Also Present: City Administrator Eric Rindfleisch, Assistant City Engineer Kevin Schubert, Ald.
10 Boondi Iyer

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

13
14 Motion by Ald. Wulf, second by Mayor Chilsen, to approve the minutes from the previous
15 meeting as printed and on file in the City Clerk’s Office.

16
17 On voice vote, motion carried.

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

20
21 Ald. K. Smith called three times for anyone wishing to provide public input and closed that
22 portion of the meeting. Ald. K. Smith said Item 15 will be addressed first.

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

25
26 **Item 15 – Review and consideration Third Amendment to Refuse Agreement**

27
28 Jarrod said this is the agreement the board had discussed at the May 7 Board of Public Works
29 meeting, and a copy of the amendment drafted by city legal counsel has been included in board
30 members’ packets. Jarrod noted the following:

- 31
- 32 • He had spoken with Gary Harter, who had examined the amendment and had not seen
33 anything that concerned him.
 - 34 • This agreement would continue the existing refuse and recycling service, as well as the
35 other services outlined in the Refuse Agreement, for another seven-year contract, which
36 would expire December 31, 2027. It would be at the existing rates, including the current
37 contract language of the CPI (Consumer Price Index).
 - 38 • One change from the current contract is Paragraph 13 is deleted in its entirety and
39 replaced with information pertaining to automated carts for pickup of yard waste and
40 grass clippings. Harter’s shall supply standard 95-gallon automated carts for yard
41 waste/grass clippings starting in 2020, unless a 65-gallon automated cart is requested by

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42 the property owner. Harter's shall pick up paper yard waste bags during the month of
43 April, and from the beginning of the bulk leaf pickup until the end of the season.
44 Harter's may distribute a second cart to property owners on a subscription basis after the
45 first cart has been issued and a yearly sticker has been purchased. Jarrod said he has
46 noticed there are areas in the city in which citizens have been putting out more than 95
47 gallons of yard waste. Jarrod said, "Harter's did originally come back and wanted to
48 have the tote all year round, and that would be the only pickup. But staff really felt that
49 spring and fall needed to have the option of the yard waste bag pickup also, and Harter's
50 did agree to that after discussions."

51

52 City Administrator Rindfleisch told board members he had noticed both clerical and
53 typographical errors in the amendment before them this evening, and he said there is no need to
54 amend a motion to approve the amendment due to those errors. City Administrator Rindfleisch
55 said he will have those errors corrected prior to the amendment being submitted to the full
56 Common Council for its June 11 meeting.

57

58 Ald. Wulf inquired about how the subscription basis will function.

59

60 Jarrod said he believes there is a drop-off site in the City of La Crosse, and the only way to
61 receive curbside pickup is to subscribe with Harter's Quick Clean-Up at a cost of approximately
62 \$130 per year.

63

64 **Matt Harter, Harter's Quick Clean-Up**

65 **2850 Larson Street**

66 **La Crosse**

67

68 Matt told board members that while he had not discussed a subscription with his father, Gary,
69 and said Jarrod is correct that pickup service is available in the City of La Crosse. Matt said he
70 does not believe there is anyone in the City of La Crosse who owns more than one yard waste
71 cart as a 95-gallon cart generally is sufficient. Matt said Jarrod is correct that there are drop-off
72 sites for yard waste both for City of La Crosse and Town of Campbell citizens. Matt said, "But I
73 suppose being negotiable, whatever you think is a fair price. To me, I didn't think this was much
74 of a sticking point as far as multiple carts out there because I don't think there are going to be
75 that many of them. I think what we were trying to get away from is people saying, 'Give me six
76 of them' because there's no additional cost to them. To me, it's more of a token thing that if they
77 truly need it, it's going to be a very reasonable rate." Matt asked if board members wanted both
78 him and his father to discuss a rate with Jarrod or name a rate.

79

80 Jarrod said staff could do research prior to the Common Council meeting and present a
81 recommendation to staff.

82

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83 Matt said he likes Jarrod's suggestion as it will give him time to speak with his father about a
84 price and share a proposal with staff. Matt said he does not consider this a "make or break" for
85 Harter's.

86

87 Jarrod noted the City of Onalaska's contract with Harter's states that Harter's is compensated for
88 every residential unit being serviced for yard waste whether or not a property owner puts out
89 yard waste. Jarrod said he hopes that will lead to a price that is quantifiable, "but at the same
90 time, as Matt states, we don't want somebody calling to get five carts because they're five dollars
91 apiece." Jarrod noted that under the current contract, the city only services four-unit buildings
92 and less. Buildings with more than four units must secure refuse and recycling services by a
93 subscription to whichever hauler they so choose.

94

95 City Administrator Rindfleisch suggested deleting the following sentence from the amendment:
96 "*Harter's may distribute a second cart to property owners on a subscription basis after the first*
97 *cart has been issued and yearly sticker has been purchased.*" City Administrator Rindfleisch
98 said, "I think much like the language that we have for standard garbage pickup, the agreement
99 provides a basic level of service to the homeowner for garbage and recycling. This would be the
100 same for the yard waste pickup. If I have excessive amounts of garbage or large items, I would
101 call [Harter's] separately [because] it's not part of our standard base. I think even without that
102 sentence we're agreeing in the paragraph to provide that cart for the 95-gallon cart, or the 65-
103 gallon cart if they request it. Anything exceeding that would follow the standard procedure that
104 if someone has excessive amounts someone would contact [Harter's] and it would be on a
105 private relationship. I don't think it really needs to be in our document between the city and
106 Harter's. I think it's more between the homeowner and Harter's at that point in time."

107

108 Ald. K. Smith explained to Matt that by removing the sentence to which City Administrator
109 Rindfleisch had just referred, the city would be removed from negotiation or the implementation
110 process of citizens obtaining a second cart.

111

112 City Administrator Rindfleisch said that is the intention of his suggestion.

113

114 Fred referred to the city's initial contract with Harter's and said it is a property owner's
115 responsibility to contact Harter's about picking up white goods at no cost to the city.

116

117 Ald. Wulf told Jarrod she wants to ensure that staff will have a plan in place to properly notify
118 homeowners that there will be automated cart service for yard waste and grass clippings
119 beginning in 2020.

120

121 Jarrod told Ald. Wulf citizens will be informed via the recycling brochure that is mailed in
122 December. Jarrod said one of the positive aspects of this service is citizens must purchase yard
123 waste stickers from the city, and an information sheet will accompany the sticker. Jarrod said

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124 staff will do its best to examine all avenues needed for the handout.

125

126 Ald. Wulf noted there was an added cost for imprinted lids for the refuse and recycling carts, and
127 she asked if the yard waste carts will be plain.

128

129 Matt told Ald. Wulf he believes the carts will either say “yard waste” or “lawn waste” on top,
130 and they will have a brown lid.

131

132 Jarrod said Harter’s and not the city will own the yard waste carts.

133

134 Matt said the carts will be “Pepsi Blue,” with a brown lid. “Lawn waste” will be in white letters
135 on the lid.

136

137 Motion by Ald. Wulf, second by Fred, to approve the Third Amendment to Refuse Agreement
138 with Harter’s Quick Clean-Up, with the deletion of the last sentence of Amendment Item No. 2.

139

140 On voice vote, motion carried.

141

142 **Item 4 – Review and consideration of sidewalk replacement at 1100 block of Aspen Valley**
143 **Drive**

144

145 Jarrod said Kevin had marked a variety of sidewalks in the area of the 1100 block of Aspen
146 Valley Drive last autumn during the city’s annual sidewalk inspections. Jarrod told board
147 members Scott Arenz, who resides at 1134 Aspen Valley Drive, had emailed staff asking that his
148 sidewalk be taken under consideration for replacement. Jarrod said the city had marked up
149 Scott’s sidewalk in 2012, at which time he had replaced his entire sidewalk. Jarrod said Scott
150 had emailed staff in late April and stated he did not believe it was fair that the city should replace
151 his sidewalk again. City staff met with Scott at his residence, and Jarrod said he will show board
152 members photographs as well as videos Kevin had recorded last autumn during a rainstorm.

153 Jarrod noted the following:

154

- 155 • A photograph of the driveway at 1134 Aspen Valley Drive. Jarrod pointed out an area in
156 which the displacement is more than one inch in depth, as well as built-up sand that is
157 washed out from around the sidewalk. Jarrod told board members that per city code, a
158 sidewalk is marked for removal if there is ¾-inch or more of displacement. Jarrod noted
159 conditions deteriorated over the spring.
- 160 • A photograph in front of 1134 Aspen Valley Drive showed a displaced, sunken section of
161 the sidewalk Kevin had marked.
- 162 • A photograph of the driveway facing north showed further displacement.
- 163 • A photograph of the driveway, a large section of which had been replaced in the summer
164 of 2018, showed a drainage pipe running from the rear yard to the front yard in an

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165 attempt to remove the water that flows down the driveway.

- 166 • Jarrod referred to a map and said the water coming from 1164 Aspen Valley Drive, the
167 last house on the cul-de-sac, to 1110 Aspen Valley Drive, comes down via a hillside,
168 proceeds out between the houses, and drains across the sidewalk. The sidewalk in this
169 area is about 10-percent grade, approximately the same as the street.
170 • A photograph showed an area exceeding one inch of displacement, thus making it a
171 tripping hazard.
172 • A video showed a significant amount of water coming out from underneath the sidewalk.
173 • Jarrod said before Scott repaired his driveway, the water was coming down the driveway
174 from backyards at a higher terrain and proceeding down the sidewalk. Water also was
175 coming downslope from upstream.

176

177 Fred inquired about a six-inch pipe that had been installed.

178

179 Jarrod pointed out the pipe on the video.

180

- 181 • Jarrod pointed out Scott's garage and driveway on a photograph and noted there is a
182 significant amount of water coming out of a specific sidewalk joint.
183 • Jarrod noted that one of Scott's neighbors had water coming out of his retaining wall.

184

185 Jarrod told board members the soils are heavy in this area, and he reiterated Scott had replaced
186 his sidewalk a few years ago.

187

188 Mayor Chilsen asked, "This is our problem how?"

189

190 Jarrod told Mayor Chilsen that per city ordinance, if any sidewalk is in need of replacement, the
191 property owner must maintain that sidewalk.

192

193 Mayor Chilsen said he believes this is a developer problem and stated, "If they didn't take care
194 of the water issues there, that shouldn't be on our dime. That should be on their dime."

195

196 Jarrod told Mayor Chilsen the subdivision is 18 years old and said the developer is "long gone."
197 Jarrod said, "When we reviewed the plans, we didn't take into account the upstream drainage.
198 Some of it comes down to we do not set building elevations. We do not set drainage around
199 individual homes. It would be a very hard task to do that because everyone has a different
200 outlook on what their home should look like, elevations, and things like that. Sometimes things
201 happen like this where we get drainage coming down. It could be a couple downspouts; we
202 don't know that without starting to dig something up." Jarrod noted his memo laid out the
203 following four broad-based solutions:

204

- 205 • Replace the existing sidewalk that does not meet city standards and leave the drainage as

Reviewed 6/6/19 by Jarrod Holter

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6

- 206 it exists today. By city ordinance, the sidewalk replacement would be at the property
207 owner's cost.
- 208 • Remove the sidewalk along the northerly 500 feet of Aspen Valley Drive. This is the
209 area the street transitions from 10-percent grade to 3½-percent grade. This would allow
210 the storm water drainage to continue across the grass to the street and not hit the
211 impervious area of the sidewalk. The city has no policy on sidewalk removal costs. It
212 would also require landscaping of all yards in the location of the previous sidewalk. The
213 approximate cost would be \$11,750.
 - 214 • Remove approximately 500 feet of sidewalk, install storm sewer that would be connected
215 to the current city system in the street with a drainage system under the sidewalk, and
216 reinstall the sidewalk. The approximate cost would be \$49,274.
 - 217 • Install approximately eight trench drains across the sidewalk and drain to the curb line at
218 various locations. Run all downspout drains to the curb line in the 1100 block of Aspen
219 Valley Drive. The approximate cost would be \$26,100.

220

221 Jarrod said a few sections of sidewalk could be removed so staff could have a better
222 understanding of what is happening, and a few underdrains could be installed. Jarrod said a
223 concern he has about starting small is the project ultimately could become a significant one.
224 Jarrod noted Scott already had replaced his sidewalk in 2012 and said, "It's a very difficult
225 solution. There's not a good solution, and there's not a good answer for it."

226

227 Kevin told board members Scott had contacted staff in late summer 2018 regarding what Kevin
228 described as "a neighbor dispute." To be specific, Scott's downhill neighbor had expressed
229 frustration with him as he believed water from Scott's property was damaging his sidewalk. In
230 turn, Scott stated the source of the water was his uphill neighbors. Kevin said that is why he had
231 visited Scott's property in October 2018, taken photographs of the driveway, and attempted to
232 pinpoint where the water was bubbling up. Kevin's photographs include a location where water
233 physically bubbled up from underneath the sidewalk; water coming down Scott's driveway from
234 his property and continuing on the sidewalk; and the water coming uphill leaves the sidewalk
235 through Scott's driveway apron and goes back into the street, where it is collected by the storm
236 sewer system. Kevin said, "We were trying to show out there that the water uphill directly from
237 the sidewalk from his uphill neighbor didn't run down his sidewalk." Kevin noted he had
238 recorded a video of water bubbling out of the neighbor's sidewalk and a location against the
239 retaining wall where Scott's downhill neighbor had said water was coming from Scott's
240 property, showing that water also was coming out of the downhill neighbor's property.

241

242 Kevin noted Scott's neighborhood was on the Sidewalk Management Program in 2018 and said
243 Scott had been in contact with the city in 2018. Kevin said a reason he had recorded the videos
244 was to prove that water from the city right-of-way was not affecting the sidewalk. Kevin told
245 board members the overall grade of the subdivision was presenting challenges, as was private
246 property drainage and downspouts that go under the ground and do not have a noticeable

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247 discharge point. Kevin referred to the first video and noted the property owner has something
248 that is “halfway discharged.” Thus, the other half of the water has found its way under the
249 sidewalk. Kevin said, “There are a multitude of drainage issues going on there. I’ve been out
250 there twice now in rain events, and it appears most of the water coming is from various private
251 properties out there and affecting the city sidewalk.”

252

253 Ald. K. Smith asked Jarrod if something like this has occurred in the past.

254

255 Jarrod said staff had worked on a similar situation in 2018 in Aspen Valley; however, the water
256 was originating from the city right-of-way through a driveway and the curb line. Thus, the city
257 addressed this issue as it was city water. Jarrod said, “We haven’t really had one that’s been this
258 bad in the 20 years we’ve been doing it.”

259

260 Ald. K. Smith said she remembers an instance in the past where runoff was coming between the
261 houses through backyards in Aspen Valley, and different neighbors were doing different things
262 to divert it. This led to a neighborhood dispute, and Ald. K. Smith she does not believe the city
263 had taken any action.

264

265 Jarrod noted this is a city-maintained drainage easement and told Ald. K. Smith it was an
266 easement the city had to maintain. The city removed silt, and Jarrod noted all the storm sewer in
267 the neighborhood dumps into the drainage swale.

268

269 Mayor Chilsen noted the Plan Commission had discussed this topic at its May 28 meeting and
270 said neighbors were concerned about water flowing from the Dahl property into their yards.
271 Mayor Chilsen said these individuals had been told not to be concerned as such an action is
272 illegal and cannot happen. Mayor Chilsen asked, “Now all of a sudden we’re going to let this
273 go? Where does it stop? Why should we be on the hook for something that a developer
274 obviously didn’t do right?”

275

276 City Administrator Rindfleisch noted the city does not do individual building envelopes or
277 elevations as the developers are responsible for doing so. City Administrator Rindfleisch said
278 the overall storm water plan would have been approved at the time the subdivision was
279 approved, “and the other issue would be the approval of entire development, which is the one
280 development itself. The developer is responsible for the overall development of the entire
281 project, but not the individual homeowners. At the time the homeowners purchase from the
282 developer, that’s when you’re expected to have that. It’s now a homeowner versus homeowner
283 situation. The city did its due diligence at the time that the overall subdivision was approved.”

284

285 Mayor Chilsen reiterated he does not believe the city bears any financial responsibility for this.

286

287 City Administrator Rindfleisch said the point he was attempting to make was “under normal

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288 circumstances where there is sidewalk, we would be doing our normal process. The reason why
289 this comes [before us] today is the homeowner paid for sidewalk five or six years ago, according
290 to the email. So there is an underlying problem there, but I think my point is more to what the
291 Mayor is saying here is the underlying problem is not a city problem. If the water was coming
292 off the street up the driveway skirt or somewhere and causing that problem, I think that's a
293 different case, in particular because there are those downspouts that are coming from private
294 property underground somewhere to a drain tile. Assuming they thought it was sand down there
295 to absorb it, clearly they were mistaken with those different soils there causing these
296 underground streams. I've seen it elsewhere where the lawn starts bubbling up with water
297 underneath there. ... My concern is actually establishing precedence here, that if we do start
298 spending money to fix what would be private property owner issues ... The homeowners have
299 drainage problems there, and we have a history of spending money on a community-based storm
300 water plan, but not on individual homeowner storm water issues. My concern here is if we're
301 spending money to effectively fix a storm water issue, that's a path I don't want to go down. But
302 I do think it's worth noting that the homeowner did what they were supposed to do last time
303 around and fixed the sidewalk, which has failed. I think that's kind of the issue: Are we doing a
304 stormwater issue? Or are we fixing a neighborhood issue for someone who has already done
305 what he was supposed to do once before?"

306

307 Mayor Chilsen said, "I would be OK if this was one property, but you showed leakages on
308 numerous properties. I'm no hydrologist, but I do know when I'm not at fault. And I don't think
309 we're the ones who are at fault here."

310

311 Fred inquired about one of the videos Jarrod had shown, and he also asked Jarrod if the city
312 inspects sidewalk replacement.

313

314 Jarrod told Fred sidewalk inspections "typically happen after the fact."

315

316 Fred said it is possible Scott had replaced the sidewalk and the city was unaware he had done so.

317

318 Jarrod said staff does not have the time to inspect every sidewalk.

319

320 Fred said it is possible the sidewalk might not have been completed to city specifications.

321

322 Jarrod told Fred he had looked at the sidewalk and deduced it likely had been done to
323 specifications.

324

325 Fred asked Kevin how many sections of sidewalk he had planned to replace at that location.

326

327 Kevin said perhaps three sections total had been marked for the Sidewalk Management Program
328 at 1134 Aspen Valley Drive. Kevin also said Jarrod likely had been correct earlier in that the

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329 inspection was completed in the fall of 2018. Letters are mailed during the winter so that
330 residents may repair sidewalks in the spring. Kevin said staff plans to begin working on the
331 Sidewalk Management Program either in late June or early July, and he told Fred there likely
332 were additional sidewalks that shifted – perhaps either due to water, regular runoff, or a harsher
333 than normal winter. Kevin said there are a number Sidewalk Management Program locations in
334 Green Coulee due to the soils and steepness of the valley. Kevin noted the soils in Green Coulee
335 are subpar, and this leads to additional frost heave. By comparison, the soils are sandier in the
336 downtown area and the Mississippi Valley corridor. Kevin estimated there are 160 different
337 sidewalk repairs throughout one-seventh of the city scheduled this year as part of the Sidewalk
338 Management Program, and he noted a majority are in the Green Coulee area.

339

340 Ald. K. Smith asked if perhaps there have been any engineering advances that could help move
341 the water across the sidewalk and into the road.

342

343 Jarrod said one of the options is to install a trench drain. However, Jarrod also said it would not
344 be a cure-all as there are instances in the winter where the water would go the curb, but the curb
345 still might be frozen. Jarrod noted the most expensive option would be to run a pipe under the
346 sidewalk and install drains everywhere.

347

348 Ald. K. Smith said it appears the standard response would be to replace the existing sidewalk that
349 does not meet city standards and leave the drainage as it is. In addition, sidewalk replacement
350 would be at the property owner's expense, per city ordinance.

351

352 Jarrod told Ald. K. Smith that is how the city would proceed without direction from the board.

353

354 Fred stated he agrees with Mayor Chilsen and said there have been sidewalk issues throughout
355 the city, especially in Aspen Valley. Fred also said, "If that's our policy, I feel we need to stick
356 to our policy."

357

358 Ald. Wulf said she believes this is a civil issue and not a municipality issue. Ald. Wulf also said
359 that while she understands the homeowner's concerns, she also believes the homeowner possibly
360 should seek civil recourse and the city needs to abide by its standards.

361

362 Jarrod said staff is requesting direction as to how to proceed regarding sidewalk replacement.

363

364 Motion by Ald. Wulf, second by Jarrod, to direct city staff to follow the protocol for sidewalk
365 replacement at 1100 block of Aspen Valley Drive.

366

367 On voice vote, motion carried.

368

369

370 **Item 5 – Review and consideration of Sanitary Sewer System Compliance Maintenance**

371

372 A. Annual Report

373

374 Jarrod noted a copy of the annual report has been included in board members' packets. The city
375 is required by Department of Natural Resources code to submit this report yearly. Jarrod told
376 board members one-third of the city's sewers are cleaned yearly; sewers are televised in an
377 attempt to locate defects or problems; and sewers are replaced via the Capital Improvements
378 Program. Jarrod complimented Fred for ensuring that the fund balance totals \$400,000, the
379 amount the city needs for the financial points. Jarrod told board members the city had received
380 overall grade of "A."

381

382 B. **Resolution 31-2019** – City of Onalaska, Wisconsin Department of Natural Resources NR
383 208 – compliance resolution 2018 Onalaska, Wisconsin

384

385 Motion by Ald. Wulf, second by Mayor Chilsen, to approve Resolution 31-2019 – City of
386 Onalaska, Wisconsin Department of Natural Resources NR 208 – compliance resolution 2018
387 Onalaska, Wisconsin.

388

389 On voice vote, motion carried.

390

391 **Item 6 – Review and consideration of Consumer Confidence Report for Onalaska**
392 **Waterworks**

393

394 Jarrod told board members the annual report will be sent out with the July utility bills and said
395 there is nothing in the report that is out of the ordinary from previous years. This is a Wisconsin
396 DNR-mandated item that must be distributed yearly. Jarrod said city staff is examining possibly
397 placing this report on the internet in 2020 rather than mailing it in the utility bills due to changes
398 in the Public Service Commission DNR rulings. Jarrod said the city's mailings costs are low
399 because the report is included with utility bills.

400

401 Fred asked Jarrod if a violation had occurred when UPS lost a sample.

402

403 Jarrod said he believes the incident Fred mentioned occurred in 2017, and he explained that such
404 violations would be mentioned in this report.

405

406 Motion by Ald. Wulf, second by Jarrod, to accept and place on file the Consumer Confidence
407 Report for Onalaska Waterworks.

408

409 On voice vote, motion carried.

410

411

412 **Item 7 – Review and consideration of televising sanitary sewers for 2019 Sanitary Sewer**
413 **Slipline Project**

414
415 Jarrod said the approved 2019 Capital Improvements Budget included the Sanitary Sewer
416 Sliplining Project. These are areas within the city where the sewer may be sliplined – typically
417 for issues with roots or broken joints. Jarrod said staff wishes to televise the sewers before the
418 project begins in an attempt to give the contractors current conditions and help the city obtain the
419 best possible bid prices. Jarrod said the contractor would not need to televise if this occurs
420 within six months of the bid as the contractor could utilize these as a baseline. Jarrod noted
421 Flow-Rite Pipe and Sewer Services currently is performing a three-year contract for televising of
422 sanitary sewers within the city for 50 cents a foot. Therefore, the total cost is \$18,500.

423
424 Motion by Ald. Wulf, second by Mayor Chilsen, to approve Flow-Rite Pipe and Sewer Services,
425 LLC for televising sanitary sewers for 2019 Sanitary Sewer Slipline Project at a cost not to
426 exceed \$18,500.

427
428 On voice vote, motion carried.

429
430 **Item 8 – Review and consideration of purchase/sale agreement for land purchase of storm**
431 **water ponding area along USH 53 and Sand Lake Road**

432
433 Jarrod told board members this is the final closing statement with the Wisconsin Department of
434 Transportation to purchase 6.03 acres at the intersection of U.S. Highway 53 and Sand Lake
435 Road. There is an existing drainage area located next to Menards called the Menards storm
436 water pond. Jarrod said the area includes a small berm, and there is another 6.03 acres located to
437 the south of the ponding area that the city would buy through this purchase agreement. When
438 future development occurs on the east side of Sand Lake Road, the water from that area would
439 drain into the ponding area on the west side of the road. The soil would be removed from the
440 ponding area to enlarge the pond at the time of development in that area, and the city would in
441 effect be able to have more developable land on the east side and drain to the west side.

442
443 Motion by Ald. Wulf, second by Jarrod, to approve in the amount of \$137,000 the purchase/sale
444 agreement for land purchase of storm water ponding area along USH 53 and Sand Lake Road.

445
446 Ald. K. Smith noted this is included in the 2019 CIB.

447
448 On voice vote, motion carried.

449
450 **Item 9 – Review and consideration of bids received for Court Street Lift Station Project**

451
452 Jarrod noted he had received the bid tabulation summary earlier this evening. The following

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453 three contractors bid on the project: Pember Companies submitted a bid of \$504,850; A-1
454 Excavating submitted a bid of \$435,435; and Gerke Excavating submitted a bid of \$394,000.
455 Jarrod said staff is recommending awarding the bid to Gerke Excavating in the amount of
456 \$394,000. Jarrod noted this is the lift station that is being rebuilt as part of the Great River
457 Residences Project (the old City Shop site redevelopment). The 2019 CIB includes \$300,000
458 allocated for this project, and Jarrod said no prework or scoping had been done on the project at
459 that time.

460
461 Jarrod told board members staff attempted to utilize a financial figure it had from a previous
462 project and said, “When we went to do this project, the bids came in higher than we anticipated.
463 At the project bid time, we estimated the project would be \$350,000, and it still came in a little
464 above that. When we bid out the project May 30, it’s not a great bidding environment right now
465 [because] there are a lot of projects out there [and] a lot of work getting done. With the timeline
466 with the development, we needed to have the lift station put in this fall, with completion by
467 December. We will be bypass pumping during part of the project to keep the seven residential
468 homes down there now in service.” Jarrod noted Gerke’s actual bid is \$394,000 and said the
469 developer will reimburse the city \$158,000. The city’s portion will be \$236,000, of which
470 \$150,000 was budgeted in the 2019 CIB. Jarrod said he is proposing to scale back the Sanitary
471 Sewer Sliplining Project to cover the other \$86,000 so that there is sufficient funding for this
472 project. Jarrod said, “Looking at the sliplining project and the televising you just approved, we
473 feel we can scale that project back [because] there aren’t as many sewers that need to be sliplined
474 as we thought. I think we can make this all work within the budget we have.”

475
476 Motion by Jarrod, second by Ald. Wulf, to approve Gerke Excavating for the Court Street Lift
477 Station Project in the amount of \$394,000.

478
479 On voice vote, motion carried.

480
481 **Item 10 – Review and consideration of bids received for Public Works Facility Addition**
482 **Project**

483
484 Jarrod noted he had distributed the bid tabulation earlier this evening (the bid date was May 30).
485 Seven contractors bid on the project: Market & Johnson, Wieser Brothers General Contractor,
486 Olympic Builders, Fowler & Hammer, Americon, R.J. Jurowski Construction, and Brickl
487 Brothers. Jarrod noted a metal building is being constructed and told board members there was
488 an escalation in the project cost due to tariffs and project costs. Jarrod noted \$1,054,000 was
489 budgeted for the project in the 2019 CIB, and he also noted Americon had submitted the
490 apparent low bid (\$1,090,000). Jarrod directed board members’ attention to the bid alternates
491 and said if the city proceeds with the project, staff believes Alternate No. 3 (\$42,820 for exterior
492 paving) should be added to the project. Jarrod told board members there would be no cost
493 savings associated with waiting until spring 2020 to perform exterior paving and said staff wants

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13

494 to complete it with the project.

495
496 Jarrod referred to Alternate No. 2 (\$22,363 for ceiling and wall installation) and said the bid calls
497 out insulation along the cold storage wall that attaches to the addition of the Public Works
498 Facility. The ceiling and the outer walls of the cold storage would be insulated. Jarrod said it
499 would not be heated storage, but it would be kept from being really cold in that area. Jarrod told
500 board members, “We feel that if we did this at a later date and not performed that work with the
501 addition, if we ever wanted to do this it would come in at a substantially higher cost. If we are
502 ever going to insulate that cold storage area, this is the time to do it because the contractor is
503 already mobilized and the price was, in terms of relative to the rest of the costs within that bid
504 item, it was a good price. If we did award the base bid with Items 2 and 3, it would be a
505 \$1,155,183 project. I would also state we should have at least a 3-percent contingency, which
506 would be \$35,000. There will be something that will come up along the way that we’ll have to
507 change or modify. I think it’s a relatively stable project. There aren’t a lot of things that can go
508 wrong, but there will be something that will come forward during the project.”

509
510 Jarrod noted 25 percent of this project was funded out of the General Fund in the 2019 CIB, and
511 also one-quarter out of all the various utilities (Storm Water, Sanitary Sewer, Water). Jarrod
512 said, “Looking at what we saved on the 2019 Troy Street project – there was a large storm sewer
513 on that project – we could take part of that money to pay for the 25 percent Storm Sewer. The
514 2016 Capital Project Fund Balances could pay for the Water and Sewer in the general portions of
515 the overages. It would be split 25 percent apiece.”

516
517 Ald. K. Smith asked Jarrod to repeat the totals for the base bid, Alternate No. 2, Alternate No. 3
518 and the contingency.

519
520 Jarrod told Ald. K. Smith the total would be \$1,190,183 with the contingency. Jarrod said the
521 contingency would not be rewarded as the actual awarded bid would be \$1,155,183.

522
523 Fred reminded Jarrod there were going to be higher storm water costs along Abbey Road and
524 noted some of the funding Jarrod planned to utilize would be utilized in the same project.

525
526 Jarrod told Fred the plan for the Abbey Road Project is to utilize part of Capital Projects Fund
527 Balance. Jarrod also told Fred he believes the storm sewer portion of the Troy Street project had
528 come in at \$535,000, while \$699,000 was budgeted. Jarrod said the overage for the storm sewer
529 bid alternate that is part of the Abbey Road Project totals approximately \$102,000. Jarrod said,
530 “I think with what we have for projects that we’ve bid out, if we had to fund the entire amount
531 out of Storm Sewer I’d probably be a little more apprehensive. But because we already split the
532 project 25 percent apiece, I think those projects can withhold that amount.” Jarrod said if board
533 members so choose, they may proceed with recommending approval of the bid, leave it on the
534 Consent Agenda for the Common Council meeting, and he will be able to confirm the financial

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14

535 figures with Fred prior to June 11.

536

537 Ald. K. Smith told Jarrod that is how she would like to proceed.

538

539 Fred told board members that if both Water and Sewer will be charged one-third more apiece
540 based on the overrun, “as we slide forward into this water rate review that we don’t overlook
541 this.”

542

543 Jarrod said, “I think part of what looking forward with the monies that were bonded as part of the
544 Mortgage Revenue Bonding, we have multiple projects over a multiple two-year timeline. There
545 will probably be, depending upon how the rest of the projects bid out such as the reservoir and
546 some of the projects like that, we might have to look at a project in the entirety of the list and say
547 we won’t be able to do that project to stay within what we had budgeted. I think once we get
548 more projects ... We have the rest of the neighborhood to do in the Spruce Street/Troy Street
549 area, and also the reservoir to bid out yet, [as well as] 11th Avenue South. There are multiple
550 large projects to bid out yet that we’ll have to see how the projects bid out, but it may come
551 down to that at the end of the day there might be a project that has to be sacrificed because when
552 we were performing this work back in June a year ago estimating these projects, steel prices have
553 really thrown us for a loop. ... The amount of work in the economy right now has really pushed
554 prices up. Contractors are busy. There is not the hunger for bids right now. ... We’re really
555 fortunate that we bid out a couple projects in February, especially the Abbey Road Project and
556 the Crestwood Lane Utility Project. We really got [the Abbey Road Project] out the door early,
557 and I think those bid prices have reflected it because we’ve really seen everything go up from
558 there.”

559

560 Fred told Jarrod he does not recall discussing Alternate No. 1 (\$22,715 for under floor
561 insulation).

562

563 Jarrod said staff does not recommend approval of Alternate No. 1, nor does staff recommend
564 approval of Alternate No. 4 (-\$1,500 for an extension of the substantial completion date). Jarrod
565 said staff hoped by giving Americon a completion date instead of January 2020 – instead
566 extending it to the end of June 2020 – the city would receive a more favorable bid. Jarrod noted
567 Americon gave the city a \$1,500 deduction and said, “In the grand scheme of the cost of the
568 project, I would just as soon get it done versus the \$1,500 you see here tonight.”

569

570 Ald. Wulf asked Jarrod if the city has done business in the past with Americon.

571

572 Jarrod told Ald. Wulf that Americon has not been awarded a city project. However, Jarrod also
573 noted the city had gone through the bidder’s qualification process, which involved Kevin and
574 himself examining Americon’s bidder qualification. Jarrod said Americon has performed other
575 government-type work, including schools and public buildings on its bidder’s qualification.

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15

576 Jarrod told Ald. Wulf he and Kevin had examined Americon's financial status and said they
577 believe Americon "would have the wherewithal to do the project." Jarrod said Americon likely
578 had given the city a favorable bid because it currently is constructing the Abbey Road apartment
579 complex, and he estimated Americon has work there for approximately the next three years.
580 Jarrod said Americon literally is working three blocks away and told Ald. Wulf that Americon
581 was able to lower its mobilization costs, and will be able to work this project into its schedule.

582
583 Ald. K. Smith asked Jarrod if he is satisfied with the work Americon has been performing on the
584 Abbey Road apartment complex.

585
586 Jarrod told Ald. K. Smith he believes Americon will be able to complete the project based on the
587 other project he has seen, the qualifications it has submitted, and also speaking with Americon
588 both before and after the bid.

589
590 Motion by Ald. Wulf, second by Jarrod, to award Americon the bid for the Public Works Facility
591 Addition Project at a cost of \$1,155,183, which would encompass the base bid (\$1,090,000),
592 Alternate No. 2 (\$22,363), and Alternate No. 3 (\$42,820).

593
594 Jarrod said this would be contingent upon Finance Department approval that ensures financing
595 will be available for the project.

596
597 On voice vote, motion carried.

598
599 **Item 11 – Review and consideration of parking restrictions along West Avenue and Park**
600 **Avenue, including parking on City right-of-way**

601
602 Jarrod told board members this is an ongoing project and noted he had attended the May 20
603 Parks and Recreation Board meeting, at which time both he and Parks and Recreation Director
604 Dan Wick had discussed this item with the Parks and Recreation Board. The Parks and
605 Recreation Board recommended holding a neighborhood meeting to discuss the status of the park
606 and possible parking in this area, both on the right-of-way and the park property. Jarrod said
607 staff seeks a recommendation from the Board of Public Works to set up a public meeting with
608 the neighborhood to discuss options in this area and bring those options back to the Board of
609 Public Works for possible action.

610
611 For clarification, Ald. K. Smith asked Jarrod if he and Dan will be setting up the meeting with
612 the residents at the location.

613
614 Jarrod said the location is to be determined, telling Ald. K. Smith the meeting might occur at
615 City Hall or the park. Jarrod said everyone in the neighborhood would receive a letter informing
616 them of the meeting, which would be a joint Board of Public Works and Parks and Recreation

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16

617 Board meeting to discuss both the parking and the status of the park.

618

619 Motion by Jarrod, second by Mayor Chilsen, to set up a neighborhood meeting with Public
620 Works and the Parks and Recreation Department to discuss parking restrictions along West
621 Avenue and Park Avenue, including parking on City right-of-way, and the future of the park.

622

623 On voice vote, motion carried.

624

625 **Item 12 – Review and consideration of water quality investigation and testing at City wells**

626

627 Jarrod reminded board members Andrew Jacque of Water Quality Investigations had spoken to
628 the Board of Public Works at its March 5 meeting as part of the water study of the lead and
629 copper in the city’s water system. Jarrod noted copies of the minutes from the March 5 Board of
630 Public Works meeting had been included in board members’ packets. Jarrod said, “We’ve been
631 ongoing with a variety of activities,” and he noted they are outlined in the attached memo.

632 Jarrod said the following has occurred:

633

- 634 • Initial report preparation, correspondence with the Wisconsin DNR, and preparation for
635 well testing (\$1,586.25)
- 636 • Corrosivity testing at lead and copper sites, and water quality assessment at Well No. 8
637 (\$8,530.05)
- 638 • Water quality assessment at Well No. 7, Well No. 9, and Well No. 10 (\$13,715.35)

639

640 Jarrod said staff is requesting the following plan for moving forward:

641

- 642 • Water Quality Investigations to perform treatment plan for wells along with submittal to
643 the Wisconsin DNR of proposed well cleaning (proposed cost of \$2,750)
- 644 • City staff to gather proposal from Municipal Well and Pump to perform well bore hole
645 and screen treatment for one well in 2019, with budgeting for three other wells to be
646 performed in 2020. Estimated cost of \$10,000 per well. Once these costs are finalized, it
647 would be brought back to the Board of Public Works for final approval prior to
648 proceeding. Jarrod said it will not be necessary to pull the well to perform the work, thus
649 saving money from a construction standpoint.

650

651 Jarrod said staff requests approval of \$26,581.65 for services provided by Water Quality
652 Investigations. Funding for water quality testing was included in the Water Department
653 operating budget under “Contractual Services.”

654

655 Motion by Jarrod, second by Mayor Chilsen, to approve \$26,581.65 for services provided by
656 Water Quality Investigations for water quality investigation and testing at City wells.

657

658 On voice vote, motion carried.

Reviewed 6/6/19 by Jarrod Holter

659

660 **Item 13 – Review and consideration of utility extensions for Great River Residences at 300**
661 **South Court Street**

662

663 Jarrod noted he had distributed to board members a handout showing the utility extensions for
664 the Great River Residences on South Court Street (the old City Shop site). As part of this
665 project, the city will be installing the lift station on the southwest corner of the site. The
666 developer will be installing, at his cost, the sanitary sewer, which proceeds up to South Court
667 Street and down to the northerly route. The developer will replace the force main into which the
668 lift station that goes to 2nd Avenue South will be pumping, and he also will install all the storm
669 sewer and the watermain. Jarrod said the new plan shows the watermain going to the west of the
670 proposed 21- and 12-unit buildings and proceeding to Court Street, which will be maintained
671 under city ownership, and the utilities running underneath will be part of the city. The developer
672 will submit an easement to the city for the storm sewer that goes around the large building on the
673 south end of the project, and also the watermain that will go through the parking area. Jarrod
674 said staff seeks approval of the utility plan, as approved by the Engineering Department.

675

676 Motion by Jarrod, second by Mayor Chilsen, to approve the utility extensions for Great River
677 Residences at 300 South Court Street.

678

679 Fred asked Jarrod if he is familiar with the ISG engineering layout.

680

681 Jarrod said yes and told Fred ISG will need to submit plans that the Wisconsin DNR approves.
682 Jarrod estimated that he had examined the plans eight times in the last six months, and he said,
683 “I’m at a good point with where they are at now with the plans.”

684

685 On voice vote, motion carried.

686

687 **Item 14 – Review and consideration of Storm Water Management Public Education and**
688 **Outreach Cooperative agreement**

689

690 Jarrod told board members Kevin participates in a storm water outreach group, noting there is a
691 group of local municipalities that band together to meet Wisconsin DNR requirements for public
692 education and outreach on storm water requirements. The group is split based upon the size of a
693 municipality population, and Jarrod said the City of Onalaska’s portion would be \$4,183 per
694 year. Jarrod noted this is budgeted through the Storm Water Utility Budget to satisfy the city’s
695 mandated storm water education and outreach requirements. Jarrod said the system is “very
696 good,” and that he enjoys seeing all the municipalities come together to do something worthy
697 that saves them money.

698

699 Kevin said the group has developed an online community-based award for best stormwater

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700 management, and he told board members Misty’s Dance Unlimited won the inaugural 2018
701 award. A ceremony will be held at 2 p.m. Thursday, and Kevin said a plaque describing the
702 award and what makes Misty’s Dance Unlimited’s property unique will be installed at the site.
703

704 City Administrator Rindfleisch said it is his understanding that while this is a new agreement, it
705 is a continuation of what already is in place.
706

707 Jarrod told City Administrator Rindfleisch he is correct.
708

709 Kevin noted the City of La Crescent has joined and said the annual fee for the city has decreased
710 as there is another municipality assisting with the costs.
711

712 Motion by Jarrod, second by Ald. Wulf, to approve the Storm Water Management Public
713 Education and Outreach Cooperative agreement at a cost of \$4,183.
714

715 Kevin noted there is a link to the storm water group’s webpage at cityofonalaska.com.
716

717 On voice vote, motion carried.
718

719 **Item 16 – Pay Estimates: Strand Associates, Short Elliott Hendrickson, Inc., Mathy**
720 **Construction, Gerke Excavating, Fowler & Hammer, State of Wisconsin Department of**
721 **Transportation, Davy Engineering, MSA Professional Services, Olympic Builders, Water**
722 **Quality Investigations, LLC, A-1 Excavating, and any other contractor/developer**
723

724 **BOARD OF PUBLIC WORKS**
725 **MONTHLY ESTIMATES**
726

727 **June 4, 2019**
728

729	Original				
730	Contract	Change	Paid to	Due this	
731	<u>Contractor</u>	<u>Amount</u>	<u>Orders</u>	<u>Date</u>	<u>Estimate</u>
732					
733	1. SEH INC.				
734	Green Coulee Reservoir				
735	Design				
736	Estimate #4	\$ 25,000.00	\$ -	\$ 11,514.51	\$ 904.62
737					
738	2. DAVY ENGINEERING				
739	French Rd. Booster Station/Crestwood Ln.				
740	Design				
741	Estimate #8	\$ 126,490.00	\$ 76,010.00	\$ 180,030.67	\$ 6,570.03

Reviewed 6/6/19 by Jarrod Holter

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742					
743	3. SEH INC.				
744	Abbey Road				
745	Construction				
746	Estimate #2	\$ 34,600.00	\$ -	\$ 1,146.06	\$ 3,660.58
747					
748	4. SEH INC.				
749	Railroad Quiet Zone Study				
750	Design				
751	Estimate #11	\$ 11,900.00	\$ -	\$ 9,380.73	\$ 1,510.26
752					
753	5. GERKE EXCAVATING, INC.				
754	Abbey Road Project				
755	Construction				
756	Estimate #2	\$ 1,536,651.19	\$ -	\$ 357,901.61	\$ 373,515.19
757					
758	6. OLYMPIC BUILDERS GENERAL CONTRACTORS				
759	6 th & Quincy Pumping Station				
760	Construction				
761	Estimate #2	\$ 989,678.00	\$ -	\$ 42,845.00	\$ 37,920.20
762					
763	7. SEH INC.				
764	General Engineering Services				
765	Design				
766	Estimate #2	\$ 1,000.00	\$ -	\$ 774.95	\$ 285.18
767					
768	8. FOWLER & HAMMER INC.				
769	2019 Misc. Concrete				
770	Construction				
771	Estimate #1	\$ 109,838.75	\$ -	\$ -	\$ 9,500.00
772					
773	9. STRAND ASSOCIATES INC.				
774	Court Street Lift Station				
775	Design				
776	Estimate #2	\$ 25,000.00	\$ -	\$ 6,049.48	\$ 15,682.80
777					
778	10. WATER QUALITY INVESTIGATIONS				
779	Water Quality Testing				
780	Design				
781	Estimate #1	\$ 30,000.00	\$ -	\$ 10,116.30	\$ 13,715.35
782					

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783	11. STRAND ASSOCIATES				
784	6 th & Quincy Lift Station				
785	Construction				
786	Estimate #1	\$ 33,000.00	\$ -	\$ -	\$ 8,837.94
787					
788	12. A-1 EXCAVATING				
789	Crestwood Lane Utilities				
790	Construction				
791	Estimate #1	\$ 698,189.75	\$ -	\$ -	\$ 184,299.05
792					
793	13. HOFFMAN & MCNAMARA NURSERY				
794	2019 Urban Forestry				
795	Construction				
796	Estimate #1	\$ 61,980.00	\$ -	\$ -	\$ 46,901.00
797					
798	14. STRAND ASSOCIATES				
799	2018 SCADA Enhancements				
800	Design				
801	Estimate #10	\$ 19,000.00	\$ -	\$ 16,620.74	\$ 1,005.82
802					

803 Motion by Ald. Wulf, second by Mayor Chilsen, to approve the 14 pay estimates listed on a
804 document dated June 4, 2019.

805

806 On voice vote, motion carried.

807

808 **Adjournment**

809

810 Motion by Ald. Wulf, second by Mayor Chilsen, to adjourn at 7:49 p.m.

811

812 On voice vote, motion carried.

813

814

815 Recorded by:

816

817 Kirk Bey