

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

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

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

8
9 Also Present: City Administrator Eric Rindfleisch, Assistant City Engineer Kevin Schubert,
10 Parks and Recreation Director Dan Wick, Police Chief Charles Ashbeck, Fire Chief Billy Hayes

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

13
14 Motion by Ald. Wulf, second by Fred, to approve the minutes from the previous meeting as
15 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.

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

25
26 **Item 4 – 2020 Capital Improvements Budget**

27
28 A. **Public Hearing – Approximately 6:30 p.m. (or immediately following public input) –**
29 regarding 2020 Capital Improvements Projects

30
31 Ald. K. Smith called three times for anyone wishing to provide input regarding the 2020 Capital
32 Improvements Projects and closed the public hearing.

33
34 B. Consideration, possible recommendation and possible action in regards to the 2020
35 Capital Improvements Projects

36
37 Fred said Quarles & Brady had reviewed the projects since the board’s last meeting November 5
38 and he told board members the following projects would need to be funded via the State Trust
39 Fund Loan because they do not meet the criteria for bonding:

40
41 **Police Department**

Reviewed 12/5/19 by Jarrod Holter

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42

43

- **Project No. 38:** Squad cars (two) – \$117,250

44

- **Project No. 39:** Unmarked squad car – \$55,000

45

- **Project No. 40:** Portable radio replacement – \$24,000

46

City Hall

47

48

- **Project No. 54:** Roof replacement over entire building – \$255,750

49

- **Project No. 55:** City Hall maintenance upgrades – \$15,000 for HVAC work, and \$15,000 for construction

50

51

- **Project No. 56:** HVAC controls – \$3,000

52

53

54

City Attorney

55

56

- **Project No. 68:** Municipal Code/Ordinance recodification – \$22,000

57

58

City Administration

59

60

- **Project No. 69:** Compensation study – \$35,000

61

62

Fred noted the aforementioned items total \$542,000 and told board members if the list is approved, the board will be approving both proceeding in the bond market for the balance, and also to begin the application process for a State Trust Fund Loan in the amount of \$542,000.

63

64

65

66

Motion by Fred, second by Mayor Chilsen, to approve the 2020 Capital Improvements Projects list as published and forward it to the Common Council for consideration at its December 10 meeting.

67

68

69

70

On voice vote, motion carried.

71

72

Item 5 – Review and consideration of placing parking restrictions along Putter Court, including public comment

73

74

75

Jarrold told board members staff had had both face-to-face and written contact with individuals who reside on Putter Court. The residents had raised concerns regarding parking along Putter Court, and Jarrold said board members' packets include a proposal that would prohibit parking on the north side of Putter Court, 225 feet west of Green Coulee Road. The no-parking zone would end at the driveway of the residence located at 1817 Putter Court. Jarrold noted board members' packets include a copy of the letter staff had sent to the residents in that area, and he noted he also had distributed two photographs – one of two automobiles parked along Putter Court, one of one automobile parked along Putter Court – that were taken approximately one month ago.

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78

79

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81

82

Reviewed 12/5/19 by Jarrod Holter

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3

83 Jarrod said the street in this area had been repaved this past summer to its previous width. The
84 city also added an asphalt curb to the side. This means automobiles sometimes park slightly
85 narrower than the previous street. The street measures 27 feet wide, which is considered
86 substandard to a standard city street, and Jarrod noted the street measured 27 feet wide prior to
87 the city annexing this area in the early 1990s.

88

89 Ald. K. Smith asked the citizens who reside on Putter Court and are attending this evening's
90 meeting if they wish to address the board.

91

92 Jarrod suggested to Ald. K. Smith that perhaps the citizens in attendance could express their
93 support for the no-parking proposal with a show of hands.

94

95 Ald. K. Smith asked the citizens in attendance if they support the city installing the no-parking
96 zone as it has been described.

97

98 The citizens in attendance raised their hands in support.

99

100 Ald. K. Smith also asked those in attendance if anyone opposes the proposal as it has been
101 described.

102

103 Jarrod told board members a citizen who could not attend this evening's meeting had informed
104 him via email he/she does not support the parking restrictions along Putter Court.

105

106 Ald. K. Smith noted all the Putter Court residents attending this evening's meeting had raised
107 their hands in support of the proposal, and no one had raised his/her hand in opposition.

108

109 Ald. Wulf asked Jarrod if the citizen who had voiced opposition to the parking restrictions is a
110 Putter Court resident.

111

112 Jarrod said yes.

113

114 Fred noted seven individuals in attendance this evening had raised their hands in support of the
115 no-parking zone along Putter Court.

116

117 Motion by Fred, second by Mayor Chilsen, to place parking restrictions along the north side of
118 Putter Court, 225 feet west of Green Coulee Road, and forward this item to the Administrative
119 and Judiciary Committee.

120

121 Jarrod said he believes the updated parking rules would go before the Common Council for final
122 approval as parking rules no longer go before the Administrative and Judiciary Committee for
123 ordinance approval.

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124
125 Motion and second withdrawn.

126
127 Motion by Jarrod, second by Mayor Chilsen, to approve parking restrictions along the north side
128 of Putter Court, 225 feet west of Green Coulee Road.

129
130 On voice vote, motion carried.

131
132 An audience member's question was inaudible on the recording.

133
134 Jarrod said this item will appear on the December 10 Common Council meeting agenda and told
135 the individual the city will schedule a time to install no-parking signs if the Council approves this
136 item. Jarrod also told the individual citizens will be given the opportunity to provide public
137 input at the beginning of the meeting.

138
139 **Item 6 – Review and consideration of soil borings for Green Coulee Intersection Project**

140
141 Jarrod told board members staff still is waiting for quotes.

142
143 Motion by Jarrod, second by Mayor Chilsen, to refer to the January 7, 2020 Board of Public
144 Works meeting review and consideration of soil borings for Green Coulee Intersection Project.

145
146 On voice vote, motion carried.

147
148 **Item 7 – Review and consideration of professional engineering services for design of Green**
149 **Coulee Intersection Project**

150
151 Jarrod noted a copy of an agreement with MSA Professional Services to create the final design of
152 the Green Coulee/East Main Street roundabout has been included in their packets. The cost,
153 which include the design (\$180,615) and real estate services (\$25,800), is \$206,415. Jarrod said
154 that while the cost is higher than what he originally hoped it would be, it will be necessary to
155 work with the box culvert located under East Main Street and construct a wall between the two
156 box culverts. Jarrod said the Wisconsin Department of Transportation is requiring additional
157 hydraulic analysis and told board members the cost is close to what staff originally had
158 envisioned. Jarrod also noted this project was included in the 2018, 2019, and 2020 Capital
159 Improvements Budgets and assured board members there is sufficient funding to cover the
160 design. Jarrod said the goal is to begin creating the design after January 1, proceed with the
161 design in the spring of 2020, and bid out the project in the fall or early winter of 2020. The goal
162 is to begin construction in early 2021.

163
164 Motion by Jarrod, second by Mayor Chilsen, to approve MSA Professional Services for the final

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165 design of the Green Coulee Intersection Project at a cost of \$206,415.

166

167 Fred asked Jarrod if City Attorney Amanda Jackson has had an opportunity to review the
168 agreement.

169

170 Jarrod said Amanda will review the agreement prior to the December 10 Common Council
171 meeting to ensure that all the guidelines are met.

172

173 Ald. Wulf asked Jarrod if this item had been bid out.

174

175 Jarrod told Ald. Wulf he believes four firms had submitted bids for the conceptual design and
176 said this is the continuation from a conceptual design to a preliminary design, which was making
177 a decision between a traffic signal and a roundabout. Jarrod said this is for the final design,
178 noting it includes bidding document specifications to bid out for the project. The city also would
179 coordinate with WisDOT on the project.

180

181 On voice vote, motion carried.

182

183 **Item 8 – Review and consideration of Winn LLC fiber installation along 12th Avenue South**
184 **and County Road SS**

185

186 Jarrod said Winn LLC currently has fiber located within city right-of-way and told board
187 members this is an extension of Winn’s primary trunkline that runs along Interstate 90 and down
188 12th Avenue South to County Road SS and the city’s westerly limit line.

189

190 Motion by Jarrod, second by Ald. Wulf, to approve Winn LLC fiber installation along 12th
191 Avenue South and County Road SS, with the condition that the Wisconsin Department of
192 Transportation conditions given to the project also are stipulated by the City of Onalaska.

193

194 Ald. K. Smith asked if the city will bear any costs.

195

196 Jarrod told Ald. K. Smith the city will bear no costs and said, “The permit is revocable. If
197 there’s any work in the right-of-way the city would need to do, they would need to move it at
198 their cost. It’s all part of the permit conditions.”

199

200 On voice vote, motion carried.

201

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

203

204 No report.

205

206 **Item 10 – Review and consideration of soil borings for Green Coulee Reservoir Project**

207

208 Jarrod noted Short Elliott Hendrickson is serving as the project consultant and said SEH had
209 attempted to obtain soil boring quotes from two different local soil boring firms (Braun Intertec,
210 Chosen Valley Testing). Jarrod said that while Chosen Valley Testing has served the city in the
211 past, it does not have the necessary equipment to obtain soil borings on top of the bluff. Braun
212 Intertec submitted a quote of \$16,800, and Jarrod said staff recommends proceeding with Braun
213 Intertec.

214

215 Motion by Jarrod, second by Ald. Wulf, to approve Braun Intertec for soil borings for the Green
216 Coulee Reservoir Project at a cost of \$16,800.

217

218 Jarrod told board members he will ask Amanda to review the agreement prior to the December
219 10 Common Council meeting.

220

221 On voice vote, motion carried.

222

223 **Item 11 – Review and consideration of Change Order #1 for 2019 Miscellaneous Concrete**
224 **Project**

225

226 Jarrod noted a copy of Change Order No. 1 has been included in board members' packets and
227 told board members the Troy Street project had taken longer than anticipated. Jarrod said, "We
228 were running into a point where the construction was working against the weather conditions.
229 The general contractor on that project was having difficulty getting a concrete installation crew
230 into the city to finish the concrete installation of the driveways and the sidewalk along that
231 project. City staff worked under this contract and had the sidewalk and a lot of the driveways
232 put in. Some of them were still put in by the main 2019 Utility Project general contractor's
233 subcontractor, but it was a team effort to get the work done." Jarrod noted the \$34,135.30 under
234 Item 'a' represents work that will be deleted from the 2019 Utility Project and said that even
235 though the amount appears substantial, "it's actually work that's going to come off one contract
236 and go on to another." Jarrod told board members Kevin had worked diligently to ensure all the
237 concrete was installed prior to winter and he also pointed out the following on the change order:

238

- 239 • The \$7,705.50 under Item 'b' is additional 4-inch sidewalk placement citywide.
- 240 • The \$1,311 under Item 'c' is the installation of concrete in the median islands located at
241 State Trunk Highway 35 and Main Street to improve motorist vision at the signal lights.
- 242 • Item 'd' represents an overpayment on the 2019 Irvin Street Streetscaping and Paseo
243 Project to Fowler & Hammer due to an accounting error by the City of Onalaska
244 Engineering Department (- \$4,664.73).
- 245 • The net increase in the change order is \$38,487.07.

246

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247 Motion by Ald. Wulf, second by Mayor Chilsen, to approve Change Order No. 1 for 2019
248 Miscellaneous Concrete Project to Fowler & Hammer in the amount of \$38,487.07.

249
250 Kevin addressed Item 'a' and told board members the original concrete subcontractor for the
251 project abandoned it two days prior to beginning its work. Kevin said the subcontractor admitted
252 it had forgotten it had committed to doing the project and told city staff when contacted it was
253 not able to perform the work. Kevin said the general contractor had worked "very diligently" to
254 secure a replacement contractor this fall, and he commended the replacement contractor for
255 assisting the city even though the contractor was unable to fit in the requirements of this project
256 under its existing work. Kevin explained that is why the city brought in Fowler & Hammer
257 under its Miscellaneous Concrete Project.

258
259 On voice vote, motion carried.

260

261 **Item 12 – Review and consideration of Change Order #1 for 2019 Abbey Road**
262 **Reconstruction Project**

263

264 Jarrod noted this change order includes the following:

265

- 266 • Item 'a' is \$25,838.80 for additional 8-inch concrete installed for driveway aprons and
267 sidewalk for large vehicle traffic at Kwik Trip, Valley Cartage, and Modern Crane.
- 268 • Item 'b' is \$7,500 for the installation of 300 feet of a new 6-foot high chain link fence.
269 The existing fence along Modern Crane and the U.S. Highway 53 right-of-way could not
270 be salvaged.
- 271 • Item 'c' is \$1,040 for epoxy painting the curb head along the median islands at the Town
272 of Onalaska Park.
- 273 • Item 'd' is \$1,220 to saw cut the existing curb for a new driveway to the entrance of the
274 Town of Onalaska Park.
- 275 • Item 'e' is \$5,625 to clean the sediment from two existing 30-inch storm sewer mains
276 located at Strawberry Lane and Cloverdale Road.
- 277 • Item 'f' is \$300 to install insulation over the watermain at the storm sewer crossing.
- 278 • Item 'g' is \$1,200 to relocate a water service curb stop for a better future connection.
- 279 • The total for this change order is \$42,723. Funds from the 2019 CIB would be utilized.

280

281 Motion by Ald. Wulf, second by Fred, to approve Change Order No. 1 for 2019 Abbey Road
282 Reconstruction Project to Gerke Excavating in the amount of \$42,723.

283

284 Fred asked Jarrod if any of the charges could be recouped via special assessments.

285

286 Jarrod told Fred, "Some of those were with the Kwik Trip driveway. That was the only one that
287 was assessable. The rest of them had the fee that we had where we used an average of costs

Reviewed 12/5/19 by Jarrod Holter

288 because they were in the township.”

289

290 On voice vote, motion carried.

291

292 **Item 13 – Review and consideration of Change Order #1 for Crestwood Booster Station**
293 **Project**

294

295 Jarrod said this change order is for additional plumbing and site utilities requirements per
296 Wisconsin Department of Natural Resources Plan Review. Jarrod noted the project had been bid
297 out prior to the city receiving final plan review and said alternations needed to be made once the
298 city obtained the final plan review. The total cost of this change order is \$13,087.52, and Jarrod
299 told board members the city was required to complete the changes so it could receive Wisconsin
300 DNR approval to install the booster station.

301

302 Motion by Jarrod, second by Fred, to approve Change Order No. 1 for Crestwood Booster
303 Station to Olympic Builders in the amount of \$13,087.52.

304

305 On voice vote, motion carried.

306

307 **Item 14 – Pay Estimates: Strand Associates, Short Elliott Hendrickson, Inc., Mathy**
308 **Construction, Gerke Excavating, Davy Engineering, MSA Professional Services, Olympic**
309 **Builders, Fowler and Hammer, A-1 Excavating, HSR Associates, All-American Lumber,**
310 **and any other contractor/developer**

311

312 **BOARD OF PUBLIC WORKS**
313 **MONTHLY ESTIMATES**

314

315 **December 3, 2019**

316

317	Original				
318	Contract	Change	Paid to	Due this	
319	<u>Contractor</u>	<u>Amount</u>	<u>Orders</u>	<u>Date</u>	<u>Estimate</u>
320					
321	1. SEH INC.				
322	Green Coulee Reservoir				
323	Design				
324	Estimate #10	\$ 25,000.00	\$ -	\$ 21,201.93	\$ 2,170.13
325					

326

327 **2. DAVY ENGINEERING**
328 French Rd. Booster Station/Crestwood Ln.
Design

329

Reviewed 12/5/19 by Jarrod Holter

329	Estimate #14	\$ 126,490.00\$	76,010.00	\$ 218,312.17	\$ 488.08
330					
331	3. GERKE EXCAVATING, INC.				
332	Abbey Road Project				
333	Construction				
334	Estimate #8	\$ 1,536,651.19\$	42,723.00\$	1,494,332.44	\$ 78,236.14
335					
336	4. OLYMPIC BUILDERS GENERAL CONTRACTORS				
337	6 th & Quincy Pumping Station				
338	Construction				
339	Estimate #8	\$ 989,678.00	\$ -	\$ 705,610.60	\$ 26,125.00
340					
341	5. STRAND ASSOCIATES INC.				
342	6 th & Quincy Lift Station				
343	Construction				
344	Estimate #7	\$ 33,000.00	\$ -	\$ 28,176.72	\$ 588.61
345					
346	6. MATHY CONSTRUCTION				
347	2019 Pavement Project				
348	Construction				
349	Estimate #6	\$ 1,082,820.45\$	86,159.30\$	1,037,782.75	\$ 13,929.16
350					
351	7. STRAND ASSOCIATES				
352	Court St. Lift Station				
353	Construction				
354	Estimate #4	\$ 24,300.00	\$ -	\$ 4,809.32	\$ 1,469.74
355					
356	8. GERKE EXCAVATING INC.				
357	2019 Utility Project				
358	Construction				
359	Estimate #5	\$ 1,287,302.00	\$ -	\$ 785,279.10	\$ 154,312.97
360					
361	9. ALL-AMERICAN LUMBER INC.				
362	Public Works Facility Addition				
363	Construction				
364	Estimate #4	\$ 1,155,183.00	\$ -	\$ 484,789.73	\$ 202,794.16
365					
366	10. OLYMPIC BUILDERS GENERAL CONTRACTORS				
367	Crestwood Booster Station				
368	Construction				
369	Estimate #3	\$ 974,846.00\$	13,087.52	\$ 145,592.25	\$ 90,060.19

370					
371	11. STRAND ASSOCIATES				
372	Well #9 Chlorine Addition				
373	Design				
374	Estimate #2	\$ 16,300.00	\$ -	\$ 1,605.07	\$ 2,083.10
375					
376	12. GERKE EXCAVATING				
377	Court St. Lift Station				
378	Construction				
379	Estimate #2	\$ 394,000.00	\$ -	\$ 79,099.28	-
380					
381	13. MSA PROFESSIONAL SERVICES				
382	Green Coulee Intersection				
383	Design				
384	Estimate #7	\$ 91,458.00	\$ -	\$ 50,204.79	\$ 3,803.01
385					
386	14. FOWLER & HAMMER INC.				
387	2019 Irvin St. Streetscaping & Paseo				
388	Construction				
389	Estimate #4	\$ 225,854.00	\$ -	\$ 218,954.32	\$ 4,664.73
390					
391	15. FOWLER & HAMMER INC.				
392	2019 Misc. Concrete				
393	Construction				
394	Estimate #6	\$ 109,838.75	\$ 38,487.07	\$ 73,530.00	\$ 71,785.27
395					
396	16. A-1 EXCAVATING				
397	Crestwood Lane Utilities				
398	Construction				
399	Estimate #5	\$ 698,189.75	\$ 58,773.14	\$ 684,390.12	\$ 6,825.00
400					

401 Jarrod referred to No. 14 and told board members the amount listed under “Due This Estimate”
402 should be -\$4,664.73.

403
404 Motion by Ald. Wulf, second by Fred, to approve the 16 pay estimates listed on a document
405 dated December 3, 2019, with “Due This Estimate” under No. 14 being changed to -\$4,664.73.

406
407 Fred asked Jarrod if any of the projects listed are finalized out.

408
409 Jarrod told Fred the miscellaneous concrete and streetscaping projects should be finalized out.

411 Jarrod and Kevin told Fred Nos. 3, 6, 14, and 15 have been finalized out.

412

413 Fred asked Jarrod if the city will be sending Fowler & Hammer an invoice for No. 14.

414

415 Jarrod told Fred city staff will subtract the amount from what it owes Fowler & Hammer for No.
416 15.

417

418 On voice vote, motion carried.

419

420 **Adjournment**

421

422 Motion by Ald. Wulf, second by Mayor Chilsen, to adjourn at 7:01 p.m.

423

424 On voice vote, motion carried.

425

426

427 Recorded by:

428

429 Kirk Bey