



Special Common Council Agenda

Tuesday, February 28, 2023 @ 6:30 PM

415 Main Street, Onalaska WI 54650

Meeting in Person in Common Council Chambers & remotely on Zoom

Members of the public wishing to attend remotely and provide public input:

Meeting Link: <https://us06web.zoom.us/j/82115446828?pwd=bGlneFJlUkd3SUJ3UWVrQW5aVmhoUT09>

Phone Number: 1-312-626-6799 Meeting ID: 821 1544 6828 Password: 279328

1. Call to Order and roll call.
2. Approval of minutes from the previous meeting.
3. Public Input (limited to 3 minutes per individual).
4. **BOARD OF PUBLIC WORKS & UTILITIES:**
 - A. Approval of cost increase for East Avenue Roundabout Project.
5. Adjournment.

Notice is hereby given that members of and possibly a quorum of members of other governmental bodies may attend this meeting to gather information about a subject over which they have decision making responsibility. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Notices also provided to: Common Council (Ald. Leanne Stokes, Ald. Tom Smith, Ald. Dan Stevens, Ald. Diane Wulf, Ald. Steven Nott, Ald. Larry Jiracek), Mayor Kim Smith, Interim City Administrator Amanda Jackson, Department Heads, Media

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

Statutory Notice Mailed and Posted: 2/24/2023

**Special Common Council
of the City of Onalaska**

Tuesday, February 28, 2023

1

1 The Special Meeting of the Common Council was called to order at 6:30 p.m. on Tuesday,
2 February 28, 2023. It was noted that the meeting had been announced and a notice posted at City
3 Hall.

4
5 Roll call was taken, with the following members present: Mayor Kim Smith, Ald. Leanne
6 Stokes, Ald. Dan Stevens, Ald. Diane Wulf, Ald. Steven Nott, Ald. Larry Jiracek.

7
8 Also Present: Interim City Administrator/City Attorney Amanda Jackson, Deputy City Clerk
9 Stacy Wilk, Director of Public Works Jarrod Holter, Financial Services Director/Treasurer
10 Sabrina Steger, Planning Manager Katie Aspenson, City Engineer Kevin Schubert.

11
12 Excused Absence: Ald. Tom Smith.

13
14 A quorum of the Administrative & Judiciary Committee, Board of Public Works & Utilities and
15 Finance & Personnel Committee were present at this meeting.

16
17 **Item 2 – Approval of minutes from the previous meeting**

18
19 Motion by Ald. Nott, second by Ald. Jiracek, to approve the minutes from the previous meeting
20 (February 14, 2023) as printed and on file in the City Clerk’s Office.

21
22 On voice vote, motion carried.

23
24 **Item 3 – Public Input: (limited to 3 minutes/individual)**

25
26 Mayor K. Smith called three times for anyone wishing to provide public input and closed that
27 portion of the meeting.

28
29 **Consideration and possible action on the following items:**

30
31 **Item 4 – BOARD OF PUBLIC WORKS & UTILITIES:**

32
33 A. Approval of cost increase for East Avenue Roundabout Project

34
35 Jarrod told Councilmembers this item is in reference to the East Avenue Roundabout Project, or
36 State of Wisconsin ID No. 5991-02-62, and he read into the record the following: *“The City of
37 Onalaska entered into a State Municipal Agreement for the reconstruction of the East
38 Avenue/Riders Club Road intersection improvements utilizing Federal Highway Safety
39 Improvement Program (FHSIP) funds. This program is funded at 90 percent federal/10 percent
40 local split based upon the estimated costs at the time of the State Municipal Agreement. The
41 initial project scoping in May of 2021 based the project at a construction cost of \$276,895, and
42 this amount was increased in a second revised agreement in October of 2022 to \$327,094. Just
Reviewed 3/1/2023 by Amanda Jackson & Jarrod Holter*

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43 *before the PSE date, the Engineer's Estimate for the project prior to bidding was \$347,440.*
44 *That estimate was performed in July of 2022. They had not received any 2023 bid costs yet; that*
45 *is your six months in advance of when the project is actually bid.*

46
47 *With the apparent low bid of \$458,466, the state did have four bidders on the project. The*
48 *second bidder was at \$10,000 over the first bidder. The third bidder was \$23,000, and the fourth*
49 *bidder was \$25,000, so we did see multiple bidders, and the bids were within a fairly close*
50 *amount. Our apparent low bid, less the water items, is \$458,466. Our federal funding, which is*
51 *a capped amount for construction, is \$294,384. This leaves a balance of \$164,082 which, by the*
52 *State Municipal Agreement, the city must cover that cost. We did email the state on getting an*
53 *increase, but once it's into the bidding process and let for bid, that process is not available*
54 *anymore. City funding included in the 2023 Capital Projects was \$54,000. This leaves a*
55 *funding gap of \$110,082."*

56
57 Jarrod noted he had listed in the memo he had distributed to Councilmembers a variety of items
58 that were overbudgeted, and he said, "Some of the higher bid costs of these items can be
59 attributed to no large quantities of any particular bid item, thereby driving up the cost of all bid
60 items. We didn't have any one contractor that could bid the project and have a majority of the
61 items, so that drove up the cost by our general contractors. I would close with the city is
62 invested in this project by funding the design in the right-of-way acquisition prior to the bidding
63 of the project. Utilizing the current bid costs, a 64-percent federal and 36-percent city cost share
64 would still be achieved. I would recommend the city move forward with the project as bid by
65 the Wisconsin DOT as rebidding the project or withdrawing from the federally funded project
66 will not lower the city's costs for construction of the project."

67
68 Sabrina told Councilmembers that after discussing the matter with both Amanda and Jarrod, "I
69 believe our best way in regards to funding this would be to use funds out of our Equipment
70 Replacement Fund." Sabrina noted she had transferred \$500,000 into the Equipment
71 Replacement Fund at the end of 2022, and she said, "Depending on how other projects shake out
72 in the 2023 Capital Improvements Budget as a whole, I would recommend that if we do need
73 [additional funding] for that, that we would use funds from the Equipment Replacement Fund."

74
75 Mayor K. Smith said, "We could wait until the end of the year to do that."

76
77 Sabrina said that is correct.

78
79 Motion by Ald. Nott, second by Ald. Stokes, to utilize \$110,082 from the Equipment
80 Replacement Fund to address the funding gap for the East Avenue Roundabout Project.

81
82 Ald. Stevens said, "There is a pretty big discrepancy for us to cover the gap. Are a lot of these
83 increase in cost, was this just a product of the bid at the time – they were bidding lower than they
84 ought to have? Or is this inflation where materials are costing more? Or is it a combination of
Reviewed 3/1/2023 by Amanda Jackson & Jarrod Holter

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3

85 both?”

86

87 Jarrod responded, “Part of it is because the estimated cost was before the 2023 bid costs had
88 started, and as we all know it’s inflation and everything has gone up drastically. In the bid, the
89 asphalt price went up 35 percent alone. I would say it’s partially inflation, and partially the items
90 that run the project. It’s not like a street project where we’re paving for a long distance. It’s not
91 like there’s a lot of concrete work; [rather], it’s all small items. We’re getting charged a higher
92 premium due to the fact that there are a lot of smaller quantities in this project [and] not one
93 controlling quantity.”

94

95 Ald. Stevens said, “I believe that when we approved this, a lot of the appeal was that it was a
96 90/10 split with federal funds, and that if you can take care of infrastructure projects and only
97 have to pay 10 percent of the amount, that’s good business for City of Onalaska taxpayers. If
98 we’re going from 90/10 to 64/36, it seems like that’s a little different. If we were to do nothing
99 and just start to rebid, could we potentially get back to a 90/10?”

100

101 Jarrod responded, “I do not believe that the contracted prices would change if we rebid the
102 project. If we declined to participate and the state rebid the project, we would end up with the
103 same costs – they would possibly even go up. If we withdrew from the federal funding and we
104 used our design and tried to bid it as a city project, we’re still going to pay much more than the
105 \$164,082 for the project.”

106

107 Ald. Stevens said, “I’m not sure how I feel about ... We probably should go forward with this,
108 but as kind of a cautionary tale we keep dipping into ARPA funds. That’s not going to be there
109 forever.”

110

111 Ald. Jiracek asked if state and federal are the same funds, or if they are two different funds.

112

113 Jarrod said, “It is federal funds administered by the Wisconsin Department of Transportation.
114 The Wisconsin DOT bid the project designed to their standards, but they’re utilizing federal
115 funds because the safety money is a federal component.”

116

117 For clarification, Ald. Jiracek asked if all the funding is federal.

118

119 Jarrod told Ald. Jiracek that is correct.

120

121 Ald. Wulf asked Jarrod if the \$54,000 budgeted in the 2023 CIB was initially believed to be the
122 city’s 10-percent share.

123

124 Jarrod said yes.

125

126 Ald. Wulf asked, “Where is the figure on the page that that ties to?”

Reviewed 3/1/2023 by Amanda Jackson & Jarrod Holter

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127

128 Jarrod told Ald. Wulf it is Item No. 4 in the 2023 CIB and noted \$74,000 had been budgeted.

129 Jarrod noted \$15,000 of that amount is for water, thus leaving \$59,000, and he said, “We need to
130 have \$5,000 for our 10 percent of the construction engineering, so we have \$54,000 for
131 construction.”

132

133 Ald. Stevens asked if this is for the roundabout.

134

135 Jarrod is for a compact roundabout at the intersection of East Avenue and Riders Club Road.

136

137 For clarification, Mayor K. Smith asked, “It doesn’t have anything to do with ARPA funds,
138 correct?”

139

140 Sabrina said that is correct, noting that funds from the Equipment Replacement Fund will be
141 utilized.

142

143 Amanda told Councilmembers, “This is utilizing Federal Highway Safety Improvement Program
144 funds. As [Jarrod] indicated, the reason we’re receiving those highway federal funds is because
145 this had been identified as an unsafe intersection.”

146

147 Ald. Wulf said, “As disappointed as I am that it has gone up to a 64/36 split, I know we talked
148 about it at a city level for quite a long time now, and we talked about [the fact that] there is
149 alleged speeding along East Avenue, and there are problems with stop signs. We kept putting up
150 bigger and bigger and bigger stop signs, and we painted ‘Stop Ahead,’ and it seems like no
151 matter what we’ve done over the years ... It’s helped some, but not all. There does seem to be a
152 number of accidents up there. ... We’ve had discussions in years past that because it’s such a
153 wide road, the wider it is, people feel that they can go faster. Jarrod, we never did paint that, did
154 we? That was one thing we were talking about a few years ago: painting it and striping the lanes
155 so then people would feel like it was narrower and maybe that would help reduce the speed.”

156

157 Jarrod told Ald. Wulf the city had never put in an edgeline to give the appearance of a narrower
158 street.

159

160 Ald. Wulf said that while she is disappointed about the increase in the split, she also said, “I
161 think it is time to move on and push through this. I think it will just be safer for the entire City of
162 Onalaska with all the heavy traffic that is up there.”

163

164 Mayor K. Smith said she can recall a past City Engineer talking about installing a 4-foot stop
165 sign at the intersection.

166

167 Jarrod said the first time he remembers this topic coming up for discussion was in 1999 at the
168 Board of Public Works level.

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169

170 Ald. Jiracek asked if the city will face a similar situation when the roundabout is constructed at
171 Theater Road and PH.

172

173 Jarrod said, "I think you're going to look forward to this in all your infrastructure projects."

174

175 On voice vote, motion carried, 4-1 (Ald. Stevens).

176

177 **Adjournment**

178

179 Motion by Ald. Wulf, second by Ald. Nott, to adjourn at 6:45 p.m.

180

181 On voice vote, motion carried.

182

183

184 Recorded by:

185

186 Kirk Bey



MEMORANDUM

PUBLIC WORKS DEPARTMENT

TO: Mayor, Common Council

FROM: Jarrod Holter, Director of Public Works *JH*

DATE: February 28, 2023

CC:

RE: East Avenue Roundabout Project, ID 5991-02-62

The City of Onalaska entered into a State/Municipal agreement for the reconstruction of the East Avenue/Riders Club Road intersection improvements utilizing Federal Highway Safety Improvement Program (HSIP) funds. This program is funded at a 90% Federal and 10% Local split based upon the estimated cost at the time of State/Municipal Agreement. The initial project scoping in May of 2021 based the project at a construction cost of \$276,895, this amount was increased in second revised agreement in October 2022 to \$327,094. The engineer estimate for the project prior to bidding was \$347,440. With the final apparent low bid of \$458,466.

Apparent low bid (less water items)	\$458,466
Federal funding (capped amount)	<u>\$294,384</u>
	\$164,082
City funding included in 2023 C/P	<u>\$54,000</u>
Funding gap	\$110,082

Some of the major items that came in above estimated costs are: concrete curb & gutter (+\$21,249), concrete sidewalk (+\$17,075), mobilization (+\$17,304), construction staking (+\$9,038), concrete truck apron (+\$20,460) and asphalt paving (+\$15,722). Some of the higher bid cost on these items can be attributed to no large quantities of any particular bid item, thereby driving up the cost of all bid items.

The City has invested in this project by funding the design and the right of way acquisition prior to the bidding of the project, utilizing the current bid costs a 64% Federal and 36% City cost share would still be achieved. I would recommend the City move forward with the project as bid by the Wis. DOT, as rebidding the project or withdrawing from the Federally funded project will not lower the City cost for construction of the project.