

**CITY OF NEW LONDON
MINUTES OF BOARD OF PUBLIC WORKS MEETING
TUESDAY, OCTOBER 7, 2008**

Members Present: Chairman Arien Herminath, Mike Barrington, Bill Kopitzke, Dave Morack and Tom O'Connell

Others Present: Dean Steingraber, Waupaca County Highway Commissioner
Dennis Herter, 5th District Alderperson
John Romberg, 1st District Alderperson
Mary Tate, 2nd District Alderperson
Kelly Wolf, Earth Tech Engineers
Steve Thompson, Utilities Manager
Utility Commission: Duane Brown, Russ Gerhardt, Diane Rudie,
John Shaw and Roger Steingraber
Kent Hager, City Administrator
Jeff Bodoh, Public Works Engineer
Carol Radtke, Director of Public Works
Louie Dresen, W.W.T.P. Supt.
Lee Rousseau
Press Star

1. The meeting was called to order by Chairman Herminath at 4:30 P.M. with a quorum present. Motion by Morack / Barrington to approve the agenda and change the order to accommodate the schedules of Dean Steingraber and the Utility Commission. All voting aye. Motion carried.

2. Update on 2008 Construction Projects: Wyman Street Reconstruction and Wolf River Ave. / Shawano Street Intersection. Dean Steingraber, Waupaca Co. Hwy. Commissioner provided the most up-to-date details related to the completion of these two projects. He indicated that the target date is still set for opening up the road for both projects by the end of October, weather permitting. The phase they are currently working on consists of placing an asphalt binder at the Wolf River Ave. intersection, paving driveways along Wyman Street, completing the landscaping, sign placement and adjusting manholes, installing catchbasins, etc. The last stage will be to place the final layers of asphalt in the Wolf River Ave. intersection, then along Wolf River Ave. and finish up on Wyman Street to the south end. This will be followed by the remaining signing and striping bringing the two projects to completion.

3. Utilities Proposal for Jennings Street Mini-Substation. Steve Thompson provided a site plan and ditch grading for the Jennings Street mini-substation scheduled to be constructed in 2009. The land is at the far west end of W. Jennings Street where there have been some drainage issues in the past. The plan shows a fenced area, with a 20 ft. gate and a 150 ft. section along the south side of the road to be graded for proper drainage. This will greatly improve the current situation.

Motion by Morack / Kopitzke to approve the drainage plans for the Utilities new mini-substation on W. Jennings St. All voting aye. Motion carried.

4. Joint Utilities / Public Works Reconstruction Project on Beacon Avenue.

Steve Thompson, Utility Manager and the Utility Commission members were in attendance to review the proposed joint Utilities and Public Works reconstruction of Beacon Avenue scheduled for 2009. Steve gave a summary of the entire scope of the project noting that the Oshkosh St. to Pearl St. segment was proposed for 2009. Current cost estimates from Earth Tech engineers were provided along with an outline of the construction items to be split between the two departments. The Board and Commission were asked to provide some direction related to incurring additional costs for extending the sewer and water service laterals (to the right-of-way or to the house), sidewalk replacement and terrace tree issues. Meetings will be held to make the final decision on whether or not we have the finances to include these items. Both committees were asked to approve the first segment of this project.

Motion by Kopitzke / Morack to recommend the Council approve the Joint Utilities / Public Works Beacon Avenue Reconstruction Project between Oshkosh and Pearl Streets for 2009. 4 voting aye. O'Connell voting nay. Motion carried.

5. Update on the Wastewater "Headworks" Project. Wastewater Supt., Louie Dresen reported that the "Headwork's Project has been completed. On October 6th this new component was officially tied in to the plant operations. It is performing very well. The engineers will be back to compile their "punch list" of any items that need to be touched up and our operators will get some additional training on the new controls, pumps, etc. Louie also reviewed his monthly report with the Board and updated them on the status of the Saputo flow meter concerns.

6. Review ThedaCare Expansion Project. Jeff Bodoh advised the Board that he was contacted by the firm overseeing the New London Family Medical Center / ThedaCare new building addition off from Evergreen Street. They want their records to show that the city approved the change to close off the old driveway so a new driveway can be relocated for the new building addition.

Motion by O'Connell / Morack to approve the relocation of the driveway on Evergreen St. for the New London Family Medical / ThedaCare new building addition. All voting aye. Motion carried.

7. Review Public Works Projects – 5 Year Plan. Jeff Bodoh presented the 5-year plan. The joint Utility / Public Works Beacon Ave. Reconstruction Project is the priority project for 2009. Once the decision has been made about the inclusion of the sidewalk, trees and sanitary laterals on the Beacon Ave. Project, we can then determine if public works can take on any of the other projects listed for 2009. Also discussed the televising schedule of sanitary and storm sewers. Bodoh noted that the televising is done at least a year prior to the construction. Based on budgetary constraints the D.P.W projects are subject to change.

Motion by Herminath / Kopitzke to recommend that the Council approve the 5-year plan as presented. All voting aye. Motion carried.

8. Mill Street Sewer System Completion. City Administrator Hager spoke with the Board about New London Building Supply's proposed addition and their request for city sewer services. Per Kent's request Bodoh reviewed plans of the existing sanitary sewer in this Mill Street area. He also provided a memo showing cost estimates and recommended that the best approach would be to extend the sewer from Beckert Road, north to Grove Street. He said this would allow the city sewer to accommodate a larger area in the future. There are funds in the W.W.T.P. account to cover the extension if New London Building Supply determines to go ahead with their project.

Motion by Kopitzke / Morack to proceed with updating the city sewer plans for the Mill Street area, verify the permits and get written confirmation of New London Building Supply's intent to build a new addition. All voting aye. Motion carried.

9. Request to Evaluate Street Division Staffing. Alderman Herter informed the Board that he had been approached by several of his former Street Division co-workers that they were not keeping up with their assigned work duties due to the shortage of manpower. Therefore, he is requesting that the Board give consideration to adding an additional employee to the Street Division. Since the 2009 budget has yet to be adopted, the Board felt this could still be discussed.

Motion by O'Connell / Morack to evaluate Street Division staffing at the November 2008 Board of Public Works meeting. All voting aye. Motion carried.

10. Discuss Proposals for New Sidewalk Program. In keeping with the Board's decision to develop a new sidewalk plan, staff presented some potential areas for consideration based on their location around schools. These suggestions will become a part of the master plan. Board members were encouraged to continue to bring additional locations for new sidewalk to upcoming meetings.

11. Soil Borings for City Property for Future Development. Bodoh reported on the 6 spots that were tested and read the preliminary report summary. That report suggests that this could be a potential building site. The final report is forthcoming.

12. Adopt Ordinance Change for Sanitary Sewer Laterals. We have been working on getting this ordinance drafted for several months now. At this meeting, Board members reviewed the final Ordinance which requires that public sewer lateral connections have to meet current standards and agreed with the wording.

Motion by Kopitzke / Morack to recommend that the Council approve the Ordinance Requiring Public Sewer Lateral Connections to Meet Current Standards. 4 voting aye. O'Connell voting nay. Motion carried.

13. Monthly Reports of the Director and Engineer. Reports were reviewed. Director commented on the new pedestrian crossing markers installed in the downtown.

14. Other Matters, if any. Board members had a few items for consideration. Asked that the manhole grades on newly paved section of Cook St. by the funeral home be checked.

Other matters, (continued). Suggested that the Director meet again with the downtown businesses to discuss snow removal on their sidewalks. Discussed Wyman St. trees. Suggested that in the future the Department of Public Works budget should be brought to a meeting for review by the Board of Public Works.

Motion by O'Connell / Herminath to adjourn the meeting at 6:25 P.M. All voting aye. Motion carried.