

**CITY OF NEW LONDON**  
**MINUTES OF BOARD OF PUBLIC WORKS MEETING**  
**Monday, March 4, 2013**

Members Present: Chairman Mike Barrington, Dennis Herter, Bob Besaw, Lori Dean, and Ron Steinhorst

Members Absent: None

Others Present: Jeff Bodoh, Public Works Director  
Kent Hager, City Administrator  
Gary Henke, Mayor  
John Romberg, Alderperson  
Tom O'Connell, Alderperson  
David Morack, Alderperson  
Janet Searl, Administrative Assistant  
Ben Greuel, WWTP Chief Operator  
Dan Neely, Street Superintendent  
Patricia Frank  
Earl Luaders, City Attorney

1. Chairman Barrington called the meeting to order at 4:30 p.m. with a quorum present.

Motion by Steinhorst / Dean to approve the agenda. Five voting aye.  
Motion carried.

2. Snow & Ice Issues for City Parking Lot. City Attorney Earl Luaders contacted Jeff Bodoh on February 11<sup>th</sup> regarding the icy condition of the City parking lot behind his office. City crews had spread sand and salt twice but it didn't take care of the ice that had built up over a couple days. There is also an issue with cars parking in areas where there is no overnight parking, making it difficult for the contractor hired by the City to plow the area. The City is now aware of the problem and will be more vigilant when snowstorms occur. Bodoh has also contacted Chief Schlueter to see if officers can police that area more often for parking violations. There was some discussion of writing parking tickets versus towing violators. Attorney Luaders and Bodoh will look at amending the current ordinance and bring it back to committee.

There was a discussion of snow issues in general. Dean had received some negative comments on the timeliness of snow removal. Bodoh explained that some of that comes from a change in the weather forecasts, which is what they go by to set up a schedule. Lack of manpower and equipment breakdowns also come into play with heavy snowfalls. Morack stated the sidewalk on Shawano Street in front of Little Caesar's was not being shoveled this year.

3. WWTP Update. Ben Greuel reported that Donohue & Associates is working on the treatment plant upgrade engineering work and should have initial plans by the end of March. The transfer switch changeover for the generator is complete.
4. Fuel Discount Proposal. Bodoh received proposals from Kwik Trip and Larsen Coop. The difference between the two is minimal. Bodoh recommended accepting the proposal from Kwik Trip.

Motion Steinhorst / Herter to recommend to Council to approve the Kwik Trip proposal of a \$0.07 per gallon discount for both gasoline and diesel fuel for a one-year period ending on March 31, 2014. Five voting aye. Motion carried.

5. Capital Project Item. Bodoh had a question of where certain funds were allocated after reading the minutes of the last Capital Projects Committee meeting. He had recommended that \$30,000.00 be used to start the engineering for the Division/Algoma Street project, but the notes stated that amount was set aside for crack filling.

Motion Steinhorst / Dean to clarify that \$30,000.00 under the heading of Normal Street Program in capital funds is to be directed to the engineering project for Division/Algoma Streets. Five voting aye. Motion carried.

6. Letter of Intent for City Garage Architect. Keller Structures would like a letter of intent to proceed with plans for the City garage. This letter does not bind us to a project schedule or budget, but confirms that the City intends to continue working with Keller Structures on the garage project.

Motion Besaw / Steinhorst to recommend to Council to approve the letter of intent to Keller Structures to negotiate an agreement for the design and construction of a new City garage. Five voting aye. Motion carried.

7. Monthly Report of Director. No comments on Bodoh's written report.
8. Other Matters. Outagamie County is considering repaving CT "DD" by the Northeast Industrial Park. Bodoh asked if they would be realigning the intersection to the west to assist with truck traffic. They said they could hold off the work for a year to include that intersection. They estimated the engineering cost at \$5,000 to \$10,000, of which the City would be responsible for 50% of the cost. Bodoh will put this item on the agenda for the April meeting.
5. Motion by Herter to adjourn the meeting at 5:39 p.m., second by Dean. Motion carried by all.

Jeffrey Bodoh  
Director of Public Works