CITY OF MARSHFIELD

MEETING NOTICE

AGENDA
BOARD OF PUBLIC WORKS
CITY OF MARSHFIELD, WISCONSIN
MONDAY, July 2, 2012 at 5:30 PM
COUNCIL CHAMBERS, CITY HALL PLAZA

1. Call meeting to order – Chairman Feirer
2. Approval of minutes of June 18, 2012 Board of Public Works meeting
3. Citizen Comments
4. Construction Updates – Presented by Tom Turchi, City Engineer & Brian Panzer, Street Superintendent
5. Award bid for sale of logs and firewood – Presented by Brian Panzer, Street Superintendent
6. Review of parking restrictions on the east side of Cedar Avenue south of 8th Street – Presented by Tom Turchi, City Engineer
7. Review of parking restrictions on Central Avenue from 7th Street to 9th Street – Presented by Tom Turchi, City Engineer
8. Closed Session: Pursuant to Wisconsin Statute Chapter 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
   - City Hall Plaza Cell Antenna Lease
9. Reconvene in Open Session
10. Action on matter discussed in closed session, if appropriate
11. Recommended items for future agendas
12. Adjournment

Posted this 29th day of June, 2012 at 4:00 PM by Daniel G. Knoeck, Director of Public Works

NOTE

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It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; 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.

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Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Mary Anderson, Public Works Department at 630 South Central Avenue or by calling (715) 387-8424)

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BOARD OF PUBLIC WORKS BACKGROUND
07/02/12

1. Call meeting to order – Chairman Feirer

2. Approval of minutes of June 18, 2012 Board of Public Works meeting

3. Citizen Comments

4. Construction Updates – Presented by Tom Turchi, City Engineer & Brian Panzer, Street Superintendent

5. Award bid for sale of logs and firewood – Presented by Brian Panzer, Street Superintendent
   See attached bid summary. **Recommend approval.**

6. Review of parking restrictions on the east side of Cedar Avenue south of 8th Street – Presented by Tom Turchi, City Engineer
   See attached memo.

7. Review of parking restrictions on Central Avenue from 7th Street to 9th Street – Presented by Tom Turchi, City Engineer
   See attached memo. No action is necessary.

8. Closed Session: Pursuant to Wisconsin Statute Chapter 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
   - City Hall Plaza Cell Antenna Lease

9. Reconvene in Open Session

10. Action on matter discussed in closed session, if appropriate

11. Recommended items for future agendas

12. Adjournment

BOARD OF PUBLIC WORKS MINUTES
OF JUNE 18, 2012

Meeting called to order by Vice-Chairman Cummings at 5:30 PM in the Council Chambers of City Hall Plaza.

PRESENT: Tom Buttke, Gary Cummings, Robert Workinger and Ed Wagner
EXCUSED: Mike Feirer
ALSO PRESENT: Alderman Earll; City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; Street Superintendent Panzer; Wastewater Superintendent Warp; Ron Dickrell; the media; and others.

PW12-60 Motion by Buttke, second by Wagner to recommend approval of the minutes of the June 12, 2012 Board of Public Works meeting.
All 'Ayes' Motion Carried

Citizen Comments - None

City Engineer Turchi presented an Engineering Division construction update. Street Superintendent Panzer presented a Street Division construction update.

PW12-61 Motion by Buttke, second by Cummings to recommend approval of Amendment #2 to the Strand Associates, Inc. design engineering services contract for Wildwood/McMillan Connector Trail at an increased cost of $39,843.69 and authorize execution of the amendment.
All 'Ayes' Motion Carried

Wastewater Treatment Plant Superintendent Warp presented the Wastewater Treatment Plant Compliance Maintenance Annual Report.

PW12-62 Motion by Wagner, second by Buttke to recommend approval of the Wastewater Compliance Maintenance Annual Report and refer Resolution No. 2012-18 to the Common Council for consideration.
All 'Ayes' Motion Carried

City Engineer Turchi presented a revised policy for Disabled Child Warning Sign Installation. Buttke said he would prefer to see the policy allow playground warning signs for locations like 4th and Oak where the playground is very close to the roadway. Turchi suggested that the statement prohibiting these types of signs could be removed from the policy.

PW12-63 Motion by Buttke, second by Wagner to recommend approval of revised Policy No. 5.170 Disabled Child Warning Sign Installation as amended, removing paragraph 1 of Section 3 related to playground warning signs.
All 'Ayes' Motion Carried

PW12-64 Motion by Wagner, second by Buttke to recommend approval of 2012 special assessment project on South Anton Avenue from 5th Street to Auburn Avenue and refer Preliminary Resolution No. 2012-20 to the Common Council for consideration.
All 'Ayes' Motion Carried

PW12-65 Motion by Buttke, second by Workinger to recommend approval of plans for North Central Avenue Sewer and Water Extension as presented and authorize advertising for bids.
All 'Ayes' Motion Carried

Director of Public Works Knoeck presented information on future parking needs on North Central Avenue (Arnold Street to Harrison Street) related to a proposed WisDOT improvement project for 2017. WisDOT is considering adding left turn lanes which would impact on-street parking. Input will be gathered from the businesses along North Central. Additional information will be brought to the Board as project scoping progresses. Alderman Buttke asked that an effort be made to distinguish between parking wants and parking needs. This was a discussion item only.

Recommended items for future agendas - None

Motion by Wagner, second by Buttke that the meeting be adjourned at 6:33 PM.
All 'Ayes' Motion Carried

Daniel G. Knoeck, Secretary
BOARD OF PUBLIC WORKS

City of
Marshfield

Memorandum

TO: Board of Public Works
FROM: Tom Turchi, City Engineer
DATE: June 29, 2012
RE: Construction Update Engineering Division

Sidewalk **2012 Ordered Repairs**

Contract 2012-01

Parking Lot Construction **2nd Street & Chestnut Avenue (Next to Charles Apts)**
Street Construction / Storm Sewer with Paving **Alley - Central Ave/Maple Ave & 4th to 5th**
Street Construction **Alley - Central Ave/Chestnut Ave & 1st to 2nd**

A preconstruction Meeting was held Thursday June 14th, 2012. The current start date is late July. A second PIM was held with the property owners on Thursday June 14th, 2012.

Street Construction / Ditching East industrial park **Anton Avenue (5th Street to Auburn)**

Design is complete and ditching has begun.

Water Main Construction **STH 97 Watermain Extension**
Sanitary Sewer Construction **STH 97 Sanitary Sewer Collector**

This project is for the annexation of the McMillan Insurance property. Today we had a boring rig on this project to determine the elevation of rock in relation to the elevations of the sanitary sewer.

Sanitary Sewer Rehabilitation **Citywide Sewer Lining**
Sanitary Sewer Rehabilitation **Washington Avenue Interceptor Sewer Rehabilitation**

Michels has now finished lining the 8-inch sanitary sewer main. Bypass pumping operations for the Washington Avenue should be complete today and testing of the pumping equipment and the force main will happen this week. Lining of the large diameter sanitary sewer will begin upon satifatory test of the pumping equipment.

Asphalt Overlays ***The engineering Division held a PIM on May 23 which was a first time a formal PIM will be held for Overlay projects.***

Adams Avenue (Adler to Fairview)	Work is underway with the adjustment of manholes and castings
17th Street (Adams to Lincoln)	**Now complete**
Adams Avenue (13th to Arlington)	Work is underway with the adjustment of manholes and castings
Doege Street (Cherry to Peach)	**Now complete**
Maple Avenue (14th to 16th)	
Peach Avenue (Arnold to Becker)	This project has been delayed until the 2013 construction season.
Peach Avenue (4th to 14th)	Work is underway with the adjustment of manholes and castings
7th Street (Walnut to Pine)	**Now complete**

Mill in Place

10th Street (Vine to Peach)	Work is underway
Ash Ave (9th to 14th)	Work is underway
18th Street (Apple to Palmetto)	Design is nearing completion
19th Street (Apple to Palmetto)	Design is nearing completion
Apple Avenue (17th to 19th)	Design is nearing completion
Blodgett Street (Schmidt to Marathon)	Paving is complete and all that remains is shouldering.
Marathon Street (Ridge to State)	Paving is complete and all that remains is shouldering.

We Energies has determined that they will need to replace all of the gas mains and services in the neighborhood bounded by the following streets: South to North (State Street to Ridge Road) East to West (Marathon Street to Schmidt Avenue).

Juno Avenue (Blodgett to Doege) Work is underway
Cherry Avenue (2nd to 9th) C&G This project is still pending.

Ditching
Hume Avenue (Becker to Emerald) This project is now complete.
Emerald Street (Hume to Anton) This project is now complete.
Juniper Avenue (Emerald to Becker) This project is now complete.

Contract 2011-03
Safe Routes to School - W 14th Street The school district and St Joseph's Hospital have completed their portions of the sidewalk.
Safe Routes to School -E 17th Street Scheduled to be completed by Sept 1st.
McMillan Street (Lincoln Ave to Adams Ave) South Side Scheduled to be completed by Sept 1st.

5th Street & Chestnut Avenue (Next to Associated Bank)
This project is now complete.

South Maple Avenue Parking Lot Expansion
This project is now complete.

Quiet Zone Modifications
This Project is Complete and the 24 hour quiet zone is now in effect.

Contract 2011-01
Arnold Street (Central Avenue to St. Joseph Avenue)
This project is now complete.
Spruce Avenue (5th Street to 7th Street)
This project is now complete.

Contract 2011-02
E 29th Street - Galvin to the East
This project is now complete.

Road Closures for the week of June 18th, 2012.

- Various locations as required for sanitary sewer lining
- Peach Avenue between 4th Street and 14th Street beginning Monday June 18th and will remain closed for approximately 7 weeks.
- Washington Avenue from 4th Street to 29th Street will be closed to through traffic beginning the week of June 25th for sanitary sewer lining. Access to residents along this corridor will be maintained but will be limited to right in right out only. This corridor is closed to truck traffic.

Respectfully Submitted,

Thomas Turchi,
City Engineer

City of Marshfield
Department of Public Works
Street Division
407 West 2nd Street
Marshfield, Wisconsin 54449

MARSHFIELD
The City in the Center

Brian G. Panzer
Street Superintendent
(715) 486-2081
FAX: (715) 387-8669
brian@ci.marshfield.wi.us

To: Michael Feirer, Chairman, Board of Public Works
Members, Board of Public Works

From: Brian Panzer, Street Superintendent *Brian Panzer*

R.E.: B.O.P.W.'s Street Division Construction Update for July 2nd, 2012

Date: June 28, 2012

Asphalt Mill-In-Place

-E. 10th St. – Vine Ave. to Peach Ave.: ditching, drain tile installation, culvert resets, shoulder widening, sidewalk replacement and sub base work are complete; paving to be scheduled.
-S. Ash Ave. – 9th St. to 14th St.: ditching, drain tile installation, culvert resets, shoulder widening, sidewalk replacement and sub base work are complete; paving to be scheduled.

To be scheduled: (tentatively scheduled to begin July 16th)
-Apple Ave. – 17th St. to 19th St.
-18th St. - Apple Ave. to Palmetto Ave.
-19th St. - Apple Ave. to Palmetto Ave.

Complete:
-Juno Ave. – Blodgett St. to Doege St.
-Marathon St. – Ridge Road to State St.
-Blodgett St. – Schmidt Ave. to Marathon St.

Asphalt Overlays

-Adams Ave. – Fairview Drive to Adler Road: the prep work is complete; paving July 10th
-Peach Ave. – 4th St. to 14th St.: prep work is ongoing; paving to be scheduled
-Adams Ave. – 13th St. to Arlington St.: prep work is ongoing; paving to be scheduled

To be scheduled:
-Maple Ave. – 14th St. to 16th St.

Complete:
-7th St. – Walnut Ave. to Spruce Ave.
-17th St. – Adams Ave. to Lincoln Ave.
-Doege St. – Cherry Ave. to Peach Ave.

New Asphalt Pavement

-S. Anton Ave. – 5th St. to Auburn Ave.; ditching and base preparation are ongoing; paving to be scheduled

Asphalt Pavement Replacement

To be scheduled:
-Cherry Ave. – 2nd St. to 9th St.

Storm Sewer Maintenance/Construction

-Storm water inlet and main repairs/replacements with associated street restoration throughout the city: ongoing
-Installation of driveway culverts with related ditching throughout the city: ongoing

Sanitary Sewer Maintenance/Reconstruction

-M.H. and main repairs/replacements as required on all mill-in-place and asphalt overlay projects: ongoing

Street Maintenance/Construction

-Specialized joint sealing on concrete streets to be scheduled.
-Slurry sealing of asphalt streets to be scheduled.
-Crack sealing of concrete and asphalt streets is complete.

City of Marshfield

Memorandum

June 28, 2012

TO: Board of Public Works

FROM: Dan Knoeck, Director of Public Works

SUBJECT: Award of bid for Sale of Logs and Firewood

BACKGROUND

Each year we advertise for bids for the sale of logs and firewood that accumulate from our forestry program over the course of the previous year. In the past, the entire pile has gone to one bidder. This year we have a higher volume of logs and firewood and have divided the pile into 5 rows to allow bidding on smaller quantities.

ANALYSIS

Attached is a summary of the bids received. Taking the highest bid for each of the rows results in a total sale of $2,490 excluding sale tax. This compares to an average of about $1,280 over the last 5 years.

RECOMMENDATION

I recommend approval of the highest bids for logs and firewood for each of the 5 rows as listed on the bid summary and authorize execution of a sales agreement.

Concurrence: Steve Barg
Steve Barg, City Administrator

2012 SALE OF LOGS AND FIREWOOD

June 27, 2012

BIDDER	ROW 'A'	ROW 'B'	ROW 'C'	ROW 'D'	ROW 'E'	SUB TOTAL	WI SALES TAX	TOTAL BID	BOND
Jerome Curtin 508 N. Maple Ave. Marshfield, WI 54449				**$300.00**		$300.00	$16.50	$316.50	Bank Check $25.00
Mark Babcock 4396 Becker Road Auburndale, WI 54412		**$825.00**	**$615.00**			$1,440.00	$79.20	$1,519.20	Cashier's Check $75.96
Dennis Willman 9816 Lincoln Avenue Marshfield, WI 54449	**$600.00**	$25.00	$25.00	$25.00	$25.00	$700.00	$38.50	$738.50	Bank Check $41.00
Michael P. Berdan 6689 Mill Creek Rd. Auburndale, WI 54412		$400.00					$22.00	$422.00	Personal Check $21.10
Susan A. Krier 1005 S. Vine Ave. Marshfield, WI 54449	$150.00				**$150.00**	$300.00	$16.50	$316.50	Money Order $40.00

City of
Marshfield

Memorandum

TO: Board of Public Works
FROM: Tom Turchi, City Engineer
DATE: June 29, 2012
RE: Request to review parking restrictions on Cedar Avenue south of 8th Street

BACKGROUND

The city received a request from residents in the 800 block of S Cedar Ave to remove the parking restrictions that were implemented in December of 2011.

ANALYSIS

The owner of 805 S Cedar has a wheel chair bound individual living with them who is picked up each working day by a bus and taken to ODC. Occasionally a vehicle is parked in front of their residence making it difficult for the bus to get near enough to the driveway for loading and unloading the passenger. The owner has asked for a "No Parking" zone directly in front of their property.

This request was approved by the BPW on December 17th, 2011 (see the attached memo).

The city has received a written request from 10 residents of the 800 Block of S Cedar Ave to rescind the actions of the BPW and restore parking at this location (see the request and signatures attached).

RECOMMENDATION

Discretion of the Board of Public Works.

Respectfully submitted,

Thomas R. Turchi

Thomas Turchi

Concurrence:

Steve Barg

Steve Barg, City Administrator

Daniel G. Knoeck

Daniel G. Knoeck, P.E. Director of Public Works

City of Marshfield

Memorandum

December 15, 2011

TO: Board of Public Works

FROM: Dan Knoeck, Director of Public Works

SUBJECT: No Parking Zone on Cedar Avenue south of 8th Street

BACKGROUND

The owner of 805 S Cedar has a wheel chair bound individual living with them who is picked up each working day by a bus and taken to ODC. Occasionally a vehicle is parked in front of their residence making it difficult for the bus to get near enough to the driveway for loading and unloading the passenger. The owner has asked for a "No Parking" zone directly in front of their property.

ANALYSIS

The No Parking zone would be located on the east side of Cedar Avenue from 80 feet south of the south line of 8th Street to 120 feet south of the south line of 8th Street. As the "No Parking" zone would only be in front of the requesting party's property, it should have little or no impact on the neighbors. There is an alley behind 805 S Cedar which provides additional parking opportunities.

RECOMMENDATION

I recommend approval of a "No Parking" zone on the east side of Cedar Avenue from 80 feet south of the south line of 8th Street to 120 feet south of the south line of 8th Street and that upon approval the Administrative Code of Traffic and Parking regulations be amended accordingly.

Concurrence: Steve Barg

Steve Barg, City Administrator

Please Remove Newly Placed "No Parking" Signs on 800 Block of South Cedar.

1. Lisa Baasch – 800 S. Cedar, Mfld (715) 387-6627 – Lisa Baasch
2. Kitty Bymers 806 S Cedar Marshfield WI Kitty Bymers
3. Ashley Duncan 811 S. Cedar Mfld, WI (715) 207-5119 Ashley Duncan
4. Kenneth Knight 809 S Cedar Ave Marshfield WI (715) 207-4315
5. Kelly Knight " SAME ← Kelly Knight Kenneth Knight
6. Travis Knight " same " Travis Knight
7. John Braun 808 S Cedar Ave 715-207-9870 John Braun
8. Cheryl Braun 808 S. Cedar Ave. 715-207-9398 Cheryl Braun
9. Dan Gonnebel 807 S. Cedar Ave (715) 898-1774 Dan Gonnebel
10. Rachael Sroviak 807 A S Cedar Ave (815) 355-2794 Rachael Sroviak

City of
Marshfield

Memorandum

TO: Board of Public Works
FROM: Tom Turchi, City Engineer
DATE: June 29, 2012
RE: One year review of Parking Changes on South Central Avenue

BACKGROUND

In August of 2011 the Board of Public Works approved removing the "90 - Minute Parking" restriction on both sides of South Central Avenue between 7th Street and 9th Street. A recommendation was also made to review parking conditions over the next year to see if it produced any negative impacts (see the attached memo).

ANALYSIS

I have had no contact from any concerned citizens or business owners with the removal of the 90 - minute parking restriction. I personally have not seen any issues with the recommended parking change that would warrant restoring the 90 – minute restriction.

RECOMMENDATION

I recommend no change to the previous decision of the Board of Public Works (no action required).

Respectfully submitted,

Thomas R. Turchi

Thomas Turchi

Concurrence:

Steve Barg, City Administrator

Daniel G. Knoeck, P.E. Director of Public Works