



CITY OF MARSHFIELD

MEETING NOTICE

AGENDA
BOARD OF PUBLIC WORKS
CITY OF MARSHFIELD, WISCONSIN
MONDAY, January 5, 2015 at 5:30 PM
COUNCIL CHAMBERS, CITY HALL PLAZA

- 1. Call meeting to order – Chairman Feirer
2. Approval of minutes of December 15, 2014 Board of Public Works meeting
3. Citizen Comments
4. Review of parking restrictions on the south side of East 21st Street, west of Peach Avenue, presented by Tom Turchi, City Engineer
5. Approval of proposal for engineering services for reconstruction of East 29th Street (Hume Avenue to Veterans Parkway) – presented by Dan Knoeck, Director of Public Works
6. Adjournment

Posted this 31st day of December, 2014 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**  
**01/05/15**

1. Call meeting to order – Chairman Feirer
  
2. Approval of minutes of December 15, 2014 Board of Public Works meeting
  
3. Citizen Comments
  
4. Review of parking restrictions on the south side of East 21<sup>st</sup> Street, west of Peach Avenue, presented by Tom Turchi, City Engineer  
See attached memo. **Recommend posting 'No Parking' on the south side of East 21<sup>st</sup> Street from Peach Avenue to 110 feet west.**
  
5. Approval of proposal for engineering services for reconstruction of East 29<sup>th</sup> Street (Hume Avenue to Veterans Parkway) – presented by Dan Knoeck, Director of Public Works  
See attached memo. **Recommend approval of the proposal of MSA Professional Services and authorize execution of an agreement.**
  
6. Adjournment

**BOARD OF PUBLIC WORKS MINUTES**  
**OF DECEMBER 15, 2014**

Meeting called to order by Chairman Feirer at 5:00 PM in the Council Chambers of City Hall Plaza.

**PRESENT:** Mike Feirer, Tom Buttke, Gary Cummings, Ed Wagner and Chris Jockheck  
(arrived at 5:17 PM)

**EXCUSED:** None

**ALSO PRESENT:** Alderman Earll; City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; Street Superintendent Winch; Wastewater Superintendent Warp; Zoning Administrator Schroeder; Assistant Street Superintendents Bornbach and Hawley; Tim Rasmussen; the media; and others.

**PW14-166** Motion by Cummings, second by Wagner to recommend approval of the minutes of the December 1, 2014 Board of Public Works meeting.

**Motion Carried**

**Citizen Comments - None**

**PW14-167** Motion by Buttke, second by Wagner to recommend approval of the alternative sign request by Stratford Sign Company, representing Mid-State Technical College to update and expand their wayfinding sign program with 11 new signs in the public right-of-way, subject to the following conditions:

1. All signage must be installed by September 1, 2015.
2. The cost of the materials and installation of the 3 new street posts will be paid for by Stratford Sign Company or Mid-State Technical College.

**Motion Carried**

**PW14-168** Motion by Cummings, second by Wagner to recommend approval of the quotation submitted by Paul Bugar Trucking, Inc. of Loyal, WI for crushing and stockpiling of salvaged asphalt and concrete material at a cost of \$2.88 per ton and authorize execution of a contract.

**Motion Carried**

**PW14-169** Motion by Buttke, second by Cummings to recommend approval of an additional incentive of \$500 payable to a property owner for complete replacement of their sanitary sewer lateral from the main (or in some cases from the edge of pavement) to and through the building foundation, with \$25,000 being set aside for this purpose in 2015.

**Motion Carried**

Street Superintendent Winch presented information on snow removal procedures and practices. This was an informational item only.

(Alderman Jockheck arrived)

City Engineer Turchi presented plans for the layout of Maple Avenue (Veterans Parkway to 6<sup>th</sup> Street and side streets to Central Avenue). The layout does provide some green space along the corridor which allows room for some tree plantings. Turchi also presented options, both internal and external, for a ramp to serve Crabby Dave's at the corner of 5<sup>th</sup> Street and Central Avenue.

**PW14-170** Motion by Buttke, second by Wagner to recommend approval of the plans for Maple Avenue (Veterans Parkway to 6<sup>th</sup> Street and side streets to Central Avenue) with no accommodation for a ramp in the public right of way for Crabby Dave's.

**Motion Carried**

The Board of Public Works discussed the Central Avenue Railroad Crossing. Alderman Cummings stated that the City should contact the railroad asking them to extend the approach out further away from the tracks. Knoeck will make that contact, likely working with the DOT as Central Avenue is also STH 97 in this area. Alderman Wagner asked for an update at the next meeting.

**PW14-171** Motion by Wagner, second by Cummings to adjourn to closed session at 5:55 PM 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.

- Popple Avenue Sewer Extension Agreement
- City Hall Leases

**Roll call vote, all 'Ayes' Motion Carried**

**Present in Closed Session:** Aldermen Feirer, Wagner, Buttke, Cummings, Jockheck & Earll; City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi.

**PW14-172** Motion by Buttke, second by Jockheck to reconvene in open session at 6:12 PM.

**Roll call vote, all 'Ayes' Motion Carried**

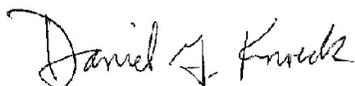
There was no action taken in open session on the closed session items.

**Recommended items for future agendas**

- Alderman Buttke requested discussion on parking signage by St. John the Baptist Parish on West Blodgett Street.

Motion by Wagner, second by Cummings that the meeting be adjourned at 6:14 PM.

**Motion Carried**



Daniel G. Knoeck, Secretary  
BOARD OF PUBLIC WORKS



City of  
Marshfield  
Memorandum

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December 26, 2014

TO: Board of Public Works

FROM: Dan Knoeck, Director of Public Works

SUBJECT: Review of Parking Restriction on East 21<sup>st</sup> Street, West of Peach Avenue

**BACKGROUND**

The Engineering Division has been asked to look into placing parking restrictions on the south side of East 21<sup>st</sup> Street west of Peach Avenue. Patrons using the dog park are parking on the south side of 21<sup>st</sup> Street which is interfering with driveway access and mail delivery for 2100 S Peach Avenue.

**ANALYSIS**

There is plenty of on-street parking available on 21<sup>st</sup> Street. Prohibiting parking on the south side of the street from the west line of Peach Avenue to 110 feet west would have minimal impact on the neighborhood.

**RECOMMENDATION**

I recommend approval of posting "No Parking" on the south side of East 21<sup>st</sup> Street from the west line of Peach Avenue to 110 feet west and that upon approval, the Administrative Code of Traffic and Parking Regulations also be updated accordingly.

Concurrence:   
Steve Barg, City Administrator



**City of  
Marshfield**

# Memorandum

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December 26, 2014

TO: Board of Public Works

FROM: Dan Knoeck, Director of Public Works

SUBJECT: Consultant Selection for East 29<sup>th</sup> Street Reconstruction (Hume to Veterans Parkway)

## **BACKGROUND**

In November of 2014, the Board of Public Works approved a request for proposals for engineering services for reconstruction of East 29<sup>th</sup> Street from Hume Avenue to Veterans Parkway. This project was selected to receive federal funding and will be designed and constructed through the WisDOT project development process. Proposals were received from the following 5 engineering firms:

Becher-Hoppe Associates	Wausau, WI
Central Wisconsin Engineers	Weston, WI
EMCS, Inc	Wausau, WI
Gremmer Associates	Plover, WI
MSA Professional Services	Marshfield, WI

## **ANALYSIS**

Each proposal was submitted in two parts, the first part being the technical proposal and the second part being the cost of services. A staff committee consisting of the Director of Public Works, City Engineer, Assistant City Engineer and the Civil Engineer II evaluated the technical proposals first and ranked the top three firms. Next, the cost of services proposals were opened and reviewed. Staff is recommending the selection of MSA, with the final ranking of the top 3 firms listed below:

MSA	\$ 91,721
Gremmer	\$ 99,730
EMCS	\$154,497

The budget for these services is \$120,000.

**RECOMMENDATION**

I recommend approval of the proposal of MSA Professional Services, of Marshfield, WI for the East 29<sup>th</sup> Street reconstruction project and authorize execution of an agreement.

Concurrence:   
Steve Barg, City Administrator