

AGENDA
PUBLIC WORKS COMMITTEE MEETING
Thursday, May 14, 2015
7:00 A.M., Allouez Village Hall

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMITTEE MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED IN THIS AGENDA. ACTION TAKEN WOULD BE TO MAKE RECOMMENDATIONS TO VILLAGE BOARD FOR THEIR APPROVAL

1. CALL TO ORDER/ROLL CALL
2. MODIFY/ADOPT AGENDA
3. ELECTION OF PUBLIC WORKS COMMITTEE CHAIRPERSON
4. APPROVE MINUTES FROM APRIL 16, 2015

OLD BUSINESS:

NEW BUSINESS:

5. DISCUSSION/ACTION: GREEN BAY CORRECTIONAL FACILITY GUARD TOWER STAFFING (DEO Loppnow).
6. DISCUSSION/ACTION: PURCHASE OF STREET DEPT SNOW PLOW TRUCK (DPW Berndt).
7. DISCUSSION/ACTION: UPDATED WISDOT RIVERSIDE DRIVE AGREEMENT (DPW Berndt).

DISCUSSION:

8. ADJOURNMENT

NOTE: It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above noticed meeting to gather information; no action will be taken by any governmental body at the above noticed meeting other than the governmental body specifically referred to above in this notice.

MINUTES
PUBLIC WORK'S COMMITTEE MEETING
Thursday, April 16, 2015
7:00 A.M., Allouez Village Hall

Present: Randy Gast, Jim Genrich, Jim Rafter, Rick King.
Excused: Lynn Green
Also Present: Brad Lange, Craig Berndt, Becky Nyberg, Jim O'Rourke,

The meeting was called to order at 7:00 am by Chairman Gast.

1. **MODIFY/ADOPT AGENDA**
Motion to adopt the agenda with moving Item 5 to 2.a by Gast, second by Genrich. Motion carried.
2. **APPROVE MINUTES** from the March 12th Meeting.
Motion to approve the March 12, 2015 minutes by King, second by Genrich.
Motion carried.

OLD BUSINESS:

3. **DISCUSSION/ACTION: PAVEMENT MARKING CONTRACT WITH GREEN BAY (DPW Berndt).**

The pavement marking contract has been reviewed and approved by Village Counsel and the Village's insurance carrier has added Green Bay as additional insured for this work. It is recommended that the Village Board proceed with this contract for this service.

Motion by King, second by Rafter to recommend to the Village Board to approve the contract with Green Bay for paving marking services. Motion carried.

NEW BUSINESS:

4. **DISCUSSION/ACTION: RIVERSIDE DRIVE PROJECT SIDEWALK AND BIKE FACILITIES PROJECT (DPW Berndt).**

WisDOT has requested Village input on whether the Village wishes to continue to consider sidewalk and biking facilities on the Riverside Drive project. This was discussed and the recommendation to the Village Board is to reply to WisDOT with the attached letter regarding continuing to proceed with bike and pedestrian facilities subject to certain conditions.

Motion by Gast, second by Rafter to send a letter to WisDOT to express continued Village interest in pedestrian and biking facilities for the

**Riverside Drive project subject to final design/cost/and other factors.
Motion carried.**

5. DISCUSSION/ACTION: PURCHASE OF STREET DEPT SMALL HAUL TRUCK (DPW Berndt).

This is a budgeted purchase for 2015 to replace the Street Department small haul truck (leaves/brush/scrap metal/bulk waste/etc). This is a truck on the lot with rustproofing, diesel engine, box with sides, and other needed features. Diesel is recommended due to long service life and economy. Safety lights will be added by our garage at an added cost of about \$800. The budgeted cost is \$65,000 less a trade value of \$5,000.

Motion by Gast, second by Genrich to recommend to the Village Board to proceed with the purchase of a Chevrolet 3500 diesel truck at a cost of \$41,882 to replace the Street Department small haul truck. Motion carried.

DISCUSSION:

6. ADJOURNMENT

Motion to adjourn at 7:58 am by Genrich, second by King. Motion carried.

Craig Berndt

From: Russ Holterman <russholterman@hotmail.com>
Sent: Friday, April 24, 2015 6:04 PM
To: Randy Gast; Lynn Green; Matthew H. Trustee; Penny Dart; Bob D. Trustee; Jim R. Trustee; Rob Atwoord Trustee; Brad Lange
Cc: Russ Holterman
Subject: Towers Closing

Hello-

My name is Russell Holterman. I am an Allouez resident. My address is 1413 S. Irwin Avenue.

I spoke briefly at the April 21st village board meeting.

In the current state budget proposal, five of the six towers at GBCI will be closed & unmanned on 3rd shift. Green Bay Correctional Institution is a maximum security facility, with maximum security inmates! Third shift runs from 10:00 PM to 6:00 AM. This means that there will be no one there to stop an escaping inmate. There will be no roving patrol. There will be no dedicated responders if there is an escape attempt.

There is a plan to place cameras & wire on the wall. There is no plan to have an employee watching those cameras. Wire is easily defeated, as any former soldier can tell you.

The only manned tower will be 'F' Tower, which is located in the south-west corner of the institution. 'F' Tower will be manned because it stands over a sally port, which will allow in vehicles if necessary. This is the tower standing over the large vehicle gate facing Riverside drive.

Think of what this means to Allouez. Any inmate who climbs over or digs under the wall will not be stopped. These escapees will be looking for food, guns, clothing, & transportation. All these things will be available in any home along the wall or nearby the prison. What will happen to the residents of the home these inmates will target?

I believe this poses a grave danger to the residents of Allouez.

There are plans to close 55 other towers statewide(60 total). Other towns & villages with prisons will be facing the same dilemma that Allouez is. They will be facing the danger of an escaping convict, while prison staff will not be able to properly react or respond.

In full disclosure, I am an employee at GBCI. I am a Correctional Officer there. But, I personally gain or lose nothing if the towers close or stay open. I am not one of the officers posted in the towers. I work inside the institution. I say these things to you because I am an Allouez resident, & I feel this is extremely unsafe.

I don't know what you can do as a village board to stop this. I pray that you can do something effective.

It is my intention to be present at the May 5th village board meeting. I am certainly willing to be helpful in any way I can be. Please contact me with questions. My home phone is (920) 246-2993. My e-mail address is russholterman@hotmail.com.

I will be out of town from April 26th through May 1st. Unfortunately, I will be unavailable, as I will be at a bible camp in a deep valley with little or no cell phone signal.

Thank you for your time.

-Russ Holterman

Memo

To: Village Board
Fr: Craig Berndt
Re: Purchase of Public Works Snow Plow Truck
Date: May 6, 2015

Purchase of a replacement snow plow truck was budgeted for 2015. Truck #91, a year 2000 Sterling plow truck, is to be replaced. This truck will have about 15-years of operation at replacement. While this truck has had repairs and maintenance to keep it in good operating condition, our vehicle replacement plan is to gradually replace these older trucks so that we do not encounter a year when a large number of vehicles incur major maintenance and/or must be replaced all at the same time.

The replacement truck and plow/box quotes have been obtained and will be provided at the meeting. The final bids are due on Tuesday May 12th.

It appears that the new truck will be within the budgeted cost.

Note that the delivery time will be about 9 months to actually get the truck on-site completed and ready to operate.

Memo

To: Village Board
Fr: Craig Berndt
Re: WisDOT Standard Municipal Agreement Update
Date: May 6, 2015

WisDOT has requested an update to the standard municipal agreement for the Riverside Drive project to revise the Community Sensitive Solutions (CSS) cost allocation from the current 3.0% funding to a new 1.5% funding level based on the proposed state budget.

We don't really have a choice on retaining the previous higher funding level as this is a budget reduction item.

The CSS is used for decorative lighting, sidewalk, any special features we desire.

There will be future revisions to this agreement based on design of the project.

Note that street lighting is funded as a 50/50 shared cost. This applies whether it is a WosDOT design/construct or a WPS construct. We will need to study these options and decide whether we want to continue as a WPS supplied lighting system.

WPS wants the signed agreement returned before the end of May.



[#1] REVISION
STATE/MUNICIPAL AGREEMENT
FOR A STATE- LET HIGHWAY
PROJECT

[This agreement supercedes the agreement signed by the Municipality on August 16, 2011 and signed by DOT on August 31, 2011.]

Date: May 5, 2015

I.D.: 4085-38-00 / 71

Road Name: STH 57

Limits: Village of Allouez; SCPL - Derby Lane

County: Brown

Roadway Length: 2.9 miles

The signatory city, village, town or county, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: Riverside Drive/STH 57 is a 4-lane undivided urban section. The asphaltic pavement has become brittle and experiences tenting in the winter. The underground utilities are at their service lives and need to be replaced. Sidewalk exists in some locations and no bike lanes are designated.

Proposed Improvement - Nature of work: A reconstruct project including new water, sanitary and storm systems is the most practical option. An overlay would have a short life span due to the brittle nature of the existing pavement due to a poor recycled pavement mix placed in 1989 - 1990.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: Miscellaneous CSS items that would exceed the allotted 1.5% CSS funds, private storm sewer laterals, hazardous material clean up, and any sanitary manhole or water valve adjustments.

TABLE 1: SUMMARY OF COSTS

Phase	Total Est. Cost	Federal/State Funds	%	Municipal Funds	%
Preliminary Engineering: Plan Development	\$ 2,000,000	\$ 2,000,000	100%	\$ -	0%
Real Estate Acquisition: Acquisition	\$ 3,000,000	\$ 3,000,000	100%	\$ -	0%
Compensable Utilities	\$ -	\$ -		\$ -	
Construction (0010)					
Participating	\$ 11,140,791	\$ 11,140,791	100%	\$ -	0%
New Sidewalk	\$ -	\$ -	100%	\$ -	0%
	\$ -	\$ -	0%	\$ -	0%
	\$ -	\$ -	0%	\$ -	0%
CSS Items (0020)					
Priority 1	\$ 167,112	\$ 167,112	CAP	\$ -	0%
(1.5% CSS Funds)					
Priority 2	\$ -	\$ -	0%	\$ -	100%
(CSS Items)					
Lighting (0030)**	\$ 444,000	\$ 222,000	50%	\$ 222,000	50%
Non-Participating (0040)					
Utility Adjustments***	\$ 25,000	\$ -	0%	\$ 25,000	100%
Residential strm sew laterals***	\$ 25,000	\$ -	0%	\$ 25,000	100%
	\$ -	\$ -	0%	\$ -	100%
	\$ -	\$ -	0%	\$ -	100%
Total Cost Distribution	\$ 16,801,903	\$ 16,529,903		\$ 272,000	

*

**Assumes continuous lighting system

***Estimated cost shown for placeholder purposes only; will be revised during final design

This request is subject to the terms and conditions that follow (pages [#2] – [#5]) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of neither the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signed for and in behalf of the **Village of Allouez** (please sign in blue ink)

Name	Title	Date
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Signed for and in behalf of the State (please sign in blue ink)

Name	Title	Date
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TERMS AND CONDITIONS:

1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
2. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceed Federal/State financing commitments or are ineligible for Federal/State financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table that show Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
3. Funding of each project Phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or State transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Real Estate necessitated for the improvement.
 - (c) Compensable utility adjustment and railroad force work necessitated for the project.
 - (d) The grading, base, pavement, curb and gutter and bridge costs to State standards, excluding the cost of parking areas.
 - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking and testing of sanitary sewer and water main.
 - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.
 - (i) Replacement of existing driveways, in kind, necessitated by the project.
 - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
4. Work necessary to complete the improvement to be financed entirely by the Municipality or other Utility or Facility Owner includes the following items:
 - (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (c) Roadway and Bridge width in excess of standards.
 - (d) Construction inspection, staking and material testing and acceptance for construction of sanitary sewer and water main.

- (e) Parking lane costs.
 - (f) Coordinate, clean up, and fund any hazardous materials encountered for city utility construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
5. As the work progresses, the Municipality will be billed for work completed which is not chargeable to Federal/State funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
6. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
7. The work will be administered by the State and may include items not eligible for Federal/State participation.
8. The Municipality shall at its own cost and expense:
- (a) Maintain all portions of the project that lie within its jurisdiction for such maintenance through statutory requirements, in a manner satisfactory to the State and shall make ample provision for such maintenance each year. This agreement does not remove the current municipal maintenance responsibility.
 - (b) Maintain all items outside the travel lane along the project, to include but not limited to parking lanes, curb and gutter, drainage facilities, sidewalks, multi-use paths, retaining walls, pedestrian refuge islands, landscaping features and amenities funded by community sensitive solutions.
 - (c) Maintain and accept responsibility for the energy, operation, maintenance, repair and replacement of the lighting system.
 - (d) Prohibit parking.
 - (e) Use the WisDOT Utility Accommodation Policy unless the Municipality adopts a policy which has equal or more restrictive controls.
 - (f) Provide complete plans, specifications and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions or claims resulting from the sanitary sewer and water system construction.
 - (g) Maintain all community sensitive solutions and/or enhancement funded items.
 - (h) Coordinate with the state on changes to highway access within the project limits.
 - (i) In cooperation with the state, assist with public relations for the project and announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
 - (j) Maintain signs and pavement markings not necessary for the safe and efficient movement of traffic (no parking signs, crosswalk pavement markings not at signalized intersections, etc).
9. Basis for local participation:
- (a) Design:
 - a. Costs are 100% DOT funded as per DOT's cost participation for non-connecting street projects.
 - (b) Real Estate:
 - a. Real Estate costs will be determined in Preliminary Design. WisDOT will fund Real Estate needed to meet FDM standards.

(c) Construction costs shown are based on similar project bid item process. Items requiring a cost share are listed on the first page and will be adjusted in future Project Agreement revisions as they are determined via input from the village during preliminary design.

- a. Lighting
- b. Storm sewer laterals
- c. Miscellaneous utility adjustments (manholes, water valve boxes, curb stops)

[END]