

## BOARD OF PUBLIC WORKS

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Date of Meeting: December 2, 2014, at 9:30 a.m. in the Birch Room.

Members Present: Wesolowski, Jacobson, Groat.

Also Present: Mayor Tipple, Mohelnitzky, Geier, Wunsch, Dave Johnson.

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and received by the *Wausau Daily Herald* in the proper manner.

### **Approve minutes of the November 18, 2014 meeting**

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Groat moved to approve the minutes of the previous meeting. Wesolowski seconded and the motion carried unanimously 3-0.

### **Discussion and possible action regarding snow removal from sidewalks along Highway U and Westwood Drive**

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Wesolowski stated the sidewalks on Westwood Drive are from Highway U to the south. Johnson added it is about one mile of sidewalk and that due to drifting from the snow plows and wind, the sidewalk cannot be kept clean. Johnson showed a video taken of the contractor he hired last year. The contractor explained that he does not know how the sidewalk can be maintained and he did not see a footprint in the snow or anyone using the walk.

Wesolowski explained that the sidewalk on Westwood Drive has been plowed in other years. Mohelnitzky added that the City plowed the walk until last year when Brad Marquardt advised DPW to discontinue. This was due to the City not wanting to clear private properties. Mohelnitzky believed there was an agreement that the City would plow the sidewalk until the area was developed and added that there is a lot of foot traffic along Westwood Drive. Johnson stated it is impossible to keep up with clearing this sidewalk and asked for it to be closed. He would be willing to pay for the signage. Wesolowski stated a complaint was received regarding the snow covered sidewalk along Westwood Drive. Johnson questioned if one complaint would warrant the clearing of the walk as it is not feasible to keep clear. Wesolowski feels closing the sidewalk along Westwood would set a precedence since the sidewalk has been maintained in the past. Jacobson asked if the City is clearing sidewalk along Grand Avenue, how can this sidewalk be treated differently. Mohelnitzky indicated that there was an agreement made when Grand Avenue was constructed because of the fact that there is no boulevard. He added that the County throws snow onto the walk along Highway U. He did speak with the County, but their objective is to clear the road. Snow fence is installed along Westwood Drive and a natural snow fence is also created. Johnson can understand an agreement if there is someplace to walk to and indicated the sidewalk does not lead anywhere. Mohelnitzky indicated pedestrians can turn around and go back and closing the sidewalk would set a precedence. Johnson replied an argument against setting a precedence would be that this is not a residential area. Mayor Tipple indicated walk along the south side of Bridge Street between Bridge Street and Westwood Boulevard is not cleared and it is not closed. He was unsure if there is an agreement where the property owner does not have to clear the walk or if it is not enforced. Jacobson stated the City would be liable if the walk is not cleared and Wesolowski added if it is not enforced, the sidewalk should be closed. Groat suggested the Board tour the area to physically view the sidewalks. She questioned if sidewalk along County Road R is cleared and Mohelnitzky confirmed. Mayor Tipple stated if and when the walkway in the business park is completed, he has the understanding that the walk will not be cleared in the winter. Jacobson questioned if snow removal would have been addressed within the development agreement. Wesolowski did not believe so.

Mohelnitzky stated the City assisted in clearing along Highway U last year and had a tough time. Drifting is an issue in this area and snow removal would have to be done several times a day to keep the walks clear. He noted that there is an issue with getting pedestrians across the street as the only crosswalk is near Briq's. Groat questioned if staff could reach out to other communities to see how similar situations are handled. Wesolowski agreed to contact area Public Works Directors and Jacobson will reach out to CVMIC regarding liability.

Jacobson moved to table this item until the Board can tour the area. Wesolowski seconded and the motion carried unanimously 3-0.

**Open bids for the purchase of water meters**

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Groat stated that staff recently met with the auditor on the City's procurement procedures. The auditor indicated that there are times when sole source purchases are warranted and indicated that meter purchases meets this criteria. The auditor indicated that standardization of inventory generally will save money in the long term due to simplified maintenance issues and the carrying costs of parts. Groat has found multiple communities who specifically exempt meters from the bid process acknowledging the fact that it is impractical to have multiple meters. Wesolowski noted having inventory for street lighting from several vendors is a similar situation.

Groat explained that the difference between a bid and a RFP relating to the procurement policy is the clerical process. Bids are advertised, sealed and follow a specific process. The low bid for public construction projects must be accepted. If it is not a public construction project, the low bid does not have to be accepted. Jacobson added that it would depend upon the language used in the RFP.

The following bids were received and opened for the smallest residential meter:

<u>Vendor</u>	<u>Model</u>	<u>Price</u>
Ferguson Waterworks	Neptune	\$117
Badger Meter	Badger	\$58

Discussion followed on the appropriate committee for final approval. Jacobson moved to have Deb Geier review the bids submitted and make a recommendation to the Wausau Water Works Commission for final approval. Groat seconded and the motion carried unanimously 3-0.

**Open bids for the purchase of a 2014 or 2015 model 4 wheel drive pickup truck for Wausau Water Works**

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Wesolowski opened the only bid that was received, which was from Kocourek Ford in the amount of \$23,982. Jacobson moved to have staff from the Water Department review the bid and make a recommendation to the Wausau Water Works Commission for final approval. A second to the motion was not offered. Groat feels that the water meters should be approved by the Commission as they are intimately involved; however, she was not aware of vehicle purchases being approved by the Commission. Geier explained that the purchase was approved by the Water Commission in November. The quote was lower than \$25,000, but when the order was placed the government discount was no longer available. This put the price over \$25,000 so staff followed the bid process. Geier also noted that in the past the Water Commission has approved vehicle purchases.

Wesolowski moved to forward the bid to the Wausau Water Works Commission for final approval. Jacobson seconded and the motion carried unanimously 3-0.

**Pay Request from Wisconsin DOT: Grand Avenue, Kent Street to Division Street**

Wunsch indicated that the previous payments and work credits shown on the invoice are consistent with staff records. Groat moved to approve the pay request in the amount of \$178,665.81. Jacobson seconded and the motion carried unanimously 3-0.

**Clarifier Equipment Rehabilitation: J.F. Ahern Company, Pay Estimate #4**

Wesolowski stated that Becher Hoppe reviewed this pay estimate and recommends payment. Wesolowski moved to approve Pay Estimate #4 in the amount of \$205,676.60. Groat seconded and the motion carried unanimously 3-0.

**2014 Asphalt Paving Project: American Asphalt of Wisconsin, Pay Estimate #4**

Wesolowski stated that the project inspector reviewed the pay estimate and recommends payment. Wesolowski moved to approve Pay Estimate #4 in the amount of \$913.92. Groat seconded and the motion carried unanimously 3-0.

**2014 Sidewalk Project: S.D. Ellenbecker, Change Order #1**

Wesolowski stated this change order is for caulking completed along the rock wall at Athletic Park and for the installation of detectable warning fields under Part III of the contract. It has been reviewed by Gehin and the project inspector. Wesolowski moved to approve Change Order #1 in the amount of \$1,485.25. Jacobson seconded and the motion carried unanimously 3-0.

**2014 Sidewalk Project: S.D. Ellenbecker, Pay Estimate #3**

Wesolowski stated that the project inspector reviewed the pay estimate and recommends payment. Wesolowski moved to approve Pay Estimate #3 in the amount of \$45,695.07. Jacobson seconded and the motion carried unanimously 3-0.