



CITY OF WAUWATOSA
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BOARD OF PUBLIC WORKS

Regular Meeting, Monday, March 15, 2004 - 8:30 a.m.

PRESENT: Mr. Braier, Finance Dir.; Mr. Kesner, City Atty.; Ms. Ledesma, City Clerk; Ms. Welch, Community Dev. Dir.; Mr. Wheaton, Chief Insp.

ALSO W. Kappel, Dir. of Public Works; W. Wehrley, City Eng.; J. Bembenek, Purch.
PRESENT: Mgr.; J. Kroll, Spec. Proj. Eng.; Lt. D. Weiss, Police; J. Wojcehowicz, Water Supt.

Mr. Braier in the Chair.

The Chair requested any additions or corrections to the minutes of the previous meeting.

It was moved by Mr. Kesner, seconded by Mr. Wheaton to accept the minutes as printed. Ayes: 5

Encroachment – 2506 N. 80th Street. The Board reviewed an application by Chris and Sarah Quesnell, 2506 N. 80th Street, to encroach onto city property along W. Wright Street with a 4 ½ ft. fence. Mr. Quesnell explained that the Wright Street roadway angles along his property and city right-of-way varies from 15 feet to 26 feet from his property line. A drawing indicated that the 37-ft. long fence would be 5 feet from the city sidewalk at its closest point.

Mr. Wehrley reported that staff has reviewed the application and has no objections. The city has no underground utilities in this location and the fence will be set back sufficiently so as not to interfere with any future sidewalk work.

It was moved by Mr. Kesner, seconded by Ms. Ledesma to recommend to Council approval of the requested encroachment.
Ayes: 5

Street Occupancy Permit – 7505 Harwood Avenue. Mr. Kappel reported that Drews variety, 7505 Harwood Avenue, would like to place flower display racks in the public right-of-way during late spring and early summer. Of the several display options submitted, Mr. Kappel recommended approval of option #1. He indicated that the display would not interfere with pedestrian or handicapped access. He

said that Board review was sought because of the period of time being requested, but future requests would be handled administratively.

Jason Gray of Drews stated that the store has used temporary displays in the past that were removed at night. The new display racks would remain in place during the duration of the plant sale.

It was moved by Mr. Wheaton, seconded by Mr. Kesner to approve the requested street occupancy permit. Ayes: 5

Contract 04-28 Street Lighting and Traffic Signal Replacement Wauwatosa Village Area (Phase II) – Plans and Specifications. The Board reviewed the following:

Board Resolution

WHEREAS, it is the sense of the Board of Public Works of the City of Wauwatosa that it is necessary to replace street lighting and traffic signals in the Village area in the City of Wauwatosa and work incidental thereto under Contract 04-28 Street Lighting and Traffic Signal Replacement Wauwatosa Village Area (Phase II),

NOW, THEREFORE, BE IT RESOLVED, By the Board of Public Works of the City of Wauwatosa, Wisconsin, as follows:

Section 1. That the plans and specifications and form of contract and bond, together with the contract documents submitted therewith for furnishing all labor, material and equipment for pavement marking and work incidental thereto, be and the same are hereby approved.

Section 2. That the work is intended to be done during the 2004 construction season in the City of Wauwatosa, all in accordance with said plans and specifications.

Section 3. That the work is to be let to the lowest responsible bidder following competitive bidding therefor.

Section 4. That the City Clerk be and she is hereby authorized and instructed to advertise for bids for Contract 04-28 Street Lighting and Traffic Signal Replacement Wauwatosa Village Area (Phase II) on March 25 and April 1; bids are to be opened on April 15, 2004 and work to be completed by August 27, 2004, and to provide in so doing that bids may be submitted with a contract and bond, with sureties, as prescribed by the form furnished, complete with the exception of the signatures on the part of the City; and in lieu of the foregoing provision that the bidder may accompany his bid with a certified check equal to five (5) percent of the bid, payable to the city as a guarantee that if his bid is accepted, he will execute and file the proper contract and bond within ten (10) days after the award, all in accordance with the provision of the Wisconsin Statutes.

Section 5. That the Wage Scale in the contract documents be and the same is hereby accepted.

It was moved by Mr. Wheaton, seconded by Ms. Ledesma to approve the foregoing. Ayes: 5

Pre-Qualification of Electrical and Plumbing Contractors. The Board reviewed a memo from the Purchasing Manager reporting on pre-qualification statements and pricing from four electrical and three plumbing contractors to be used by the city over the next two years on an as-needed basis for minor and emergency repairs estimated to cost \$8,000 or less.

It was moved by Mr. Wheaton, seconded by Ms. Ledesma to approve the pre-qualified contractors for use on an as-needed basis based on price, convenience, and availability. Ayes: 5

Crime Stoppers Signs. Lt. Dale Weiss requested placement of up to 50 signs promoting the Wauwatosa Crime Stoppers program. They would be installed by public works staff at about 50 strategic locations where Neighborhood Watch signs are already in place. The police department will submit a list of locations but will leave the final determination up to the public works department. Wauwatosa Crime Stoppers will pay for the signs, hardware, and associated costs. Lt. Weiss displayed a sample of Crime Stoppers sign.

Mr. Wehrley said that public works has no objection to the request with the understanding that there is some flexibility on locations and that installation would be done at the convenience of the department.

Asked about the possibility of combining the information on the Neighborhood Watch and Crime Stoppers signs into one sign, Lt. Weiss agreed that that would be a good idea in the future when the current stock of 100 Neighborhood Watch signs is depleted. There are currently 375-400 Neighborhood Watch signs throughout the city, and sign stock is generally replenished every 2-3 years.

It was moved by Mr. Kesner, seconded by Mr. Wheaton to approve the installation of up to 50 Crime Stoppers signs at locations to be coordinated by the police and public works departments. Ayes: 5

Purchase of Backhoe Loader. The Board reviewed a memo from the Public Works Director, Fleet & Traffic Maintenance Superintendent, and the Purchasing Manager recommending purchase of a John Deere 410G backhoe loader breaker and related equipment from Brooks Tractor Incorporated in the amount of \$79,588 with trade-in. This pricing, which is well below the budgeted amount of \$145,000 with trade-in, was achieved as a cooperative bid with the City of Milwaukee. The equipment will be used by the water department. A 1996 John Deere 710D, #W-03, will be declared surplus for trade-in.

It was moved by Mr. Kesner, seconded by Ms. Welch to recommend to Council purchase of a John Deere 410G backhoe loader breaker and related equipment in the amount of \$79,588 with trade-in of unit #W-03. Ayes: 5

Water Pumpage Report. The water pumpage report and billing analysis for February 2004 revealed pumpage of 153,186,100 gallons during the month and 307,700,500 gallons year-to-date. The Chair ordered the report placed on file.

Street Vendor License – 3201 N. Mayfair Road. The Board reviewed an application for a Street Vendor license by Kevin R. Williams representing KMart Corporation, 3201 N. Mayfair Road, for parking lot sale of garden merchandise from April 1 to October 30, 2004. A diagram of the parking lot indicated that 44 of 426 available parking spaces would be displaced.

Mr. Wojcehowicz mentioned that there is an existing location problem with the KMart water main and fire system in this area. He indicated that KMart is aware of the situation.

It was moved by Mr. Wheaton, seconded by Ms. Ledesma to approve the street vendor license. Ayes: 5

Contract 04-01A Sanitary Sewer, Storm Sewer and Water Main Relay, Repair and Extension; Contract 04-01B Reconstruction of Fully Deteriorated Sanitary Sewers Using a Structural Relining Process – Plans and Specifications. The Board reviewed the following:

Board Resolution

WHEREAS, the Board of Public Works of the City of Wauwatosa is of the opinion that it is necessary to relay, repair, reline and extend sanitary sewers and storm sewers; to relay and extend water mains to perform incidental utility work prior to repaving at the following locations in the City of Wauwatosa:

DIVISION A.

<u>N. 70th Street:</u>	From: St. James Street To: 340' N. of Blanchard Street
<u>Blanchard Street:</u>	From: 200' East of N. 70th Street To: N. 71st Street
<u>W. Clarke Street:</u>	From: N. 61st Street To: N. 63rd Street
<u>W. Clarke Street:</u>	From: N. 66th Street To: N. 68th Street
<u>Hill Street:</u>	From: 450' East of Glenview Avenue To: N. 85th Street
<u>W. Meinecke Avenue:</u>	From: N. 68th Street To: N. 74th Street
<u>Portland Avenue:</u>	From: N. 76th Street

(And in Adjacent Easements) To: Kavanaugh Place

DIVISION B. (COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM)

N. 66th Street: From: 100' South of W. Clarke Street
To: 180' North of W. Clarke Street

W. Clarke Street: From: N. 63rd Street
To: N. 66th Street

NOW, THEREFORE, BE IT RESOLVED, By the Board of Public Works of the City of Wauwatosa, Wisconsin as follows:

Section 1. That the plans and specifications and form of contract and bond, together with the contract documents submitted therewith for furnishing all labor, material and equipment necessary for this work be and the same are hereby approved.

Section 2. That the work be separated into two contracts, one containing normal open cut work and the other containing special no-dig trenchless type work. Contract 04-01A Sanitary Sewer, Storm Sewer and Water Main Relay, Repair and Extension shall contain all of the open cut work. Contract 04-01B Reconstruction of Fully Deteriorated Sanitary Sewers Using a Structural Relining Process shall contain all of the no-dig trenchless relining work.

Section 3. That the Board of Public Works be and it is hereby instructed and directed to cause said improvement projects to be done during the 2004 construction season under Contracts 04-01A and 04-01B in the City of Wauwatosa, all in accordance with said plans and specifications.

Section 3. That the work is to be let to the lowest responsible bidder meeting the requirements of the Community Development Block Grant Program (CDBG) following competitive bidding therefor.

Section 4. That the City Clerk be and she is hereby authorized and instructed to advertise for bids for Contracts 04-01A and 04-01B on April 1 and April 8, 2004; bids are to be opened on April 15, 2004 and work is to be completed by July 31, 2004, and to provide in so doing that bids may be submitted with a contract and bond, with sureties, as prescribed by the form furnished, complete with the exception of the signatures on the part of the City; and in lieu of the foregoing provision that the bidder may accompany his bid with a certified check equal to five (5) percent of the bid, payable to the city as a guarantee that if his bid is accepted, he will execute and file the proper contract and bond within ten (10) days after the award, all in accordance with the provision of the Wisconsin Statutes.

Section 5. That the Wage Scale in the contract documents be and the same is hereby accepted.

Section 6. That the Engineering Division forward a copy of this resolution along with the project plans, specifications and computations to the Milwaukee Metropolitan Sewerage District and the Wisconsin Department of Natural Resources for their approval.

It was moved by Ms. Ledesma, seconded by Ms. Welch to approve the foregoing. Ayes: 5

Discussion of Right-of-Way Acquisition Negotiations - 4770 N. 124th Street. Mr. Wehrley reported that it is necessary to acquire additional right-of-way from the property owner at 4770 N. 124th Street, Peebles Car Wash, in connection with the improvement of N. 124th Street from W. Ruby to W. Hampton Avenues. About 187 feet of frontage is in Wauwatosa; a portion in Milwaukee would be acquired separately. The reconstruction project is funded by STP funds from the State DOT, making the acquisition process subject to state and federal regulations. Mr. Wehrley outlined the process, the steps undertaken thus far, and possible contingencies. The Board then further discussed the negotiation process and the offer that would be made.

It was moved by Mr. Kesner, seconded by Mr. Wheaton to authorize the City Engineer to proceed with negotiations to acquire right-of-way at 4770 N. 124th Street under the guidelines discussed. Ayes: 5

Storm Drain Markers on City Streets. The Board reviewed a letter from Cheryl Nenn, Friends of Milwaukee's Rivers, requesting permission to place approximately 1,500 storm drain markers on city streets in connection with stormwater education efforts. Beginning in late spring through late summer/early fall, volunteers would apply the markers to storm drains in the Village area and along major streets such as North Avenue, 76th Street, State Street, Mayfair Road, and Blue Mound Road. They will also seek permission from Milwaukee County to mark storm drains along Menomonee River Parkway. The markers are applied with special adhesives and would last approximately 7-10 years. The markers would possibly read "No Dumping—Drains to River" or "No Dumping—Drains to Lake Michigan."

It was moved by Mr. Kesner, seconded by Mr. Wheaton to approve the storm drain marker project subject to review of the final marker design by the public works department, submission of waiver of liability forms for all participants, and compliance with appropriate safety measures. Ayes: 5

Contract 04-06 Asphaltic Concrete Repaving – Plans and Specifications. The Board reviewed the following:

Board Resolution

WHEREAS, the Common Council of the City of Wauwatosa is of the opinion that it is necessary to rebuild, including milling, grading, concrete curb and gutter, asphaltic or concrete pavement and work incidental thereto under Contract 04-6 Asphaltic Concrete Resurfacing in:

<u>LOCATION</u>	<u>CONST. TYPE</u>
N. 70th ST. St. James St. to Blanchard Street	B
N. 70th ST. Blanchard St. to 340' N. of Blanchard	B
BLANCHARD ST. N. 70th to N. 71st Street	B
CLARKE ST. N. 60th St. to N. 68th Street	B.
HILL ST. Glenview Ave. to N. 85th Street	B
MEINECKE AVE. N. 68th St. to N. 74th Street	B

NOW, THEREFORE, BE IT RESOLVED, By the Board of Public Works of the City of Wauwatosa, Wisconsin as follows:

Section 1. That the plans and specifications and form of contract and bond, together with the contract documents submitted therewith for furnishing all labor, material and equipment for rebuilding, including milling, grading, concrete curb and gutter, and asphaltic or concrete pavement and work incidental thereto, in the above described locations, be and the same are hereby approved.

Section 2. That the elevations and widths, for the aforementioned streets, are hereby fixed and permanently established or re-established in accordance with the elevations and widths set forth on the said plans above approved.

Section 3. That the Board of Public Works be and it is hereby instructed and directed to cause said improvement project to be done during the 2004 construction season in the City of Wauwatosa all in accordance with said plans and specifications.

Section 4. That the work is to be let to the lowest responsible bidder following competitive bidding therefor.

Section 5. That the owners of the respective parcels of land fronting or abutting the street improvements, on which public hearings have been held and preliminary assessments scheduled as follows:

(a) Each special assessment and special charge, pursuant to Section 66.0627 of the Wisconsin Statutes, levied in an amount of \$200. or less against any parcel of land in the City of Wauwatosa shall be entered in the tax rolls in one installment.

(b) Each special assessment for improvements levied in an amount exceeding \$200 against any parcel of land in the City of Wauwatosa shall be entered in the tax rolls in five equal annual installments of principal together with interest at the rate of twelve percent (12%) per year or the percentage rounded out to the next highest whole percentage number above the interest rate paid by the city for the issuance of General Obligation Debt which include the project which is the subject of the special assessments, whichever figure is less, on the unpaid balance of said assessment. Individual assessments shall run concurrently except as provided under Section 3.08.040 of the City Code.

(c) Each special assessment levied against any parcel of land in the City of Wauwatosa for the installation of sanitary sewer main or water main or construction of permanent street pavement shall not be entered in the tax roll until all installments of special assessments for sanitary sewer or water main or construction of permanent street pavement levied previously against the same parcel of land have been entered into the tax rolls and have been paid. Such subsequent special assessment shall be deferred and only interest at the rate of twelve percent (12%) per year, or the percentage rounded out to the next highest whole percentage number above the interest rate paid by the City for the issuance of General Obligation Debt, which include the project which is the subject of the special assessment, whichever figure is less, on such subsequent special assessment shall be carried into the tax rolls in addition to the scheduled installments of such prior assessments. After the last installment of such prior special assessment has been entered in the tax rolls, installments of the subsequent special assessment shall, beginning with the next subsequent tax roll, be entered in the tax rolls pursuant to Section 3.08.030 of the City Code.

(d) Whenever special assessments are levied against the frontage and side of a corner parcel of land in the City of Wauwatosa for the installation of sanitary sewers or water mains or construction of permanent pavements arising out of the same public works project, such special assessments levied against a corner parcel of land shall be deemed to be two separate special assessments, and the special assessment levied against the frontage of the corner parcel of land shall first be scheduled on the tax rolls for payment as provided in Section 3.08.030 of the City Code and the special assessment levied against the side of the corner parcel of land shall be scheduled on the tax rolls pursuant to (c) above, following such scheduling of the special assessment levied against the frontage of the corner parcel of land.

(e) Notwithstanding the provisions of (c) and (d) above, any owners of parcels of land assessed may at their option elect to pay both the scheduled installments of prior assessments as well as scheduled installments of subsequent special assessments on the same tax rolls as entered on those tax rolls pursuant to Section 3.08.030 of the City Code.

(f) If, after special assessments have been placed on the tax rolls in installments or otherwise, the taxpayer fails to pay the same within the time allowed for payment of general taxes, the same shall become delinquent and shall be treated in the same manner and subject to the same laws as delinquent general property taxes.

Section 6. That the Board of Public Works hereby authorizes and instructs the City Clerk to advertise for bids on April 1 and April 8; bids are to be opened April 15, 2004 and to provide in so doing that bids may be submitted with a contract and bond, with sureties, as prescribed by the form furnished, complete with the exception of the signatures on the part of the City; and in lieu of the foregoing provision that the bidder may accompany his bid with a certified check equal to five (5) percent of the bid, payable to the city as a guarantee that if his bid is accepted, he will execute and file the proper contract and bond within ten (10) days after the award, all in accordance with the provision of the Wisconsin Statutes.

Section 7. That the Wage Scale in the contract documents be and the same is hereby accepted.

It was moved by Mr. Kesner, seconded by Mr. Wheaton to approve the foregoing. Ayes: 5

Partial Payments and Contract Updates. The Board reviewed the following:

Board Resolution

BE IT RESOLVED, By the Board of Public Works of the City of Wauwatosa, Wisconsin that the proper City Officers be and they are hereby authorized and directed to issue City orders in favor of the contractor listed below in the amount listed in the column headed "Amount" as partial payment for work completed as indicated on the attached Exhibit pursuant to the terms of the contract noted.

<u>Contractor</u>	<u>Payment No.</u>	<u>Contract No.</u>	<u>Amount</u>
Mainline Sewer & Water, Inc..	5	02-05 Water Main Relay	\$16,751.92

Moved by Mr. Kesner, seconded by Ms. Welch to approve the

foregoing. Ayes: 5

Mr. Wehrley reported that three or four more weeks of work remain on the Blue Mound water main project.

The meeting adjourned at 9:02 a.m.

Secretary to the Board

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