



Board of Public Works
Agenda
August 11, 2016
5:30pm

NOTICE

There will be a Board of Public Works meeting on **Thursday, August 11, 2016 at 5:30pm** in the Committee Room/Council Chambers at the St. Francis Civic Center located at 3400 E. Howard Avenue.

BOARD OF PUBLIC WORKS AGENDA

1. Call Meeting to Order
2. Public Comment
3. Minutes of the May 10, 2016 meeting.
4. Correspondence
5. Discussion and Possible Action
 - A. Request from Memorial Committee Re: Honorary Street Name for S. Nicholson Avenue
 - B. Request from Paul Frenn Re: Vacating and Deleting Right-of-Way on S. Lake Drive
 - C. Request from Parkway Square Re: Parking on S. Arctic Avenue
 - D. Sight Distance on S. Nicholson Avenue at E. Van Norman and E. Allerton Avenues
 - E. E. Martin Lane Reconstruction Project
6. Engineer's Report
7. Unfinished Business
 - A. S. Barland Avenue Right-of-Way south of E. Koenig Avenue
 - B. Discussion – Road Project Special Assessment Methods
 - C. Discussion and Possible Action – S. Nevada Avenue Street Lighting
 - D. Discussion and Possible Action – Betz Avenue Right-of-Way
8. Adjourn.

PUBLIC NOTICE

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public meetings, which have a qualifying disability under the Americans with Disabilities Act. Requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the St. Francis City Clerk at 481-2300.

NOTE: There is a potential that a quorum of the Common Council may be present.

**CITY OF ST. FRANCIS
MINUTES OF THE BOARD OF PUBLIC WORKS
MEETING HELD TUESDAY, MAY 10, 2016, 5:30PM**

Present: Alderman Mike McSweeney, Alderwoman Janis Schandel, Alderman Ken Tutaj, Citizen Members Shawn Feirer and Amanda Bednarski.

Excused: Citizen Members Paul Pankowski, and Christine Hancock.

Also present: Mayor CoryAnn St. Marie-Carls, City Engineer/Director of Public Works Melinda Dejewski, Robert Husslein.

City Engineer Dejewski called the meeting to order at 5:34pm.

1. Election of a Chair

A motion was made by Board Member Bednarski, seconded by Board Member Feirer to elect Alderman McSweeney as Chair of the Board of Public Works. Motion carried.

1. Public Comment.

Mr. Husslein of 3207 E Koenig Avenue stated that the City should continue the fencing from where it ends today. This is Craig Vretenar's house. His wife Judy had drapes on all the windows and they were pulled a lot. People look in the windows a lot. He had called the police. Also dogs run loose in the area. It is a constant issue.

A motion was made by Board Member Feirer, seconded by Alderwoman Schandel to suspend the agenda and move to Item 6A. Discussion and Possible Action – S. Barland Avenue Right-of-Way south of E. Koenig Avenue. Motion carried.

City Engineer Dejewski gave an overview of the area and the issue. There is a City-owned right-of-way which would be S. Barland Avenue. It connects to the City-owned land which was previously owned by We Energies. The City has been installing a trail system, the Nojoshing Trail, to encourage people to use the trails, not the private properties of Trestle Creek for walking. This section of the trail encourages people to walk north through the City right-of-way of S. Barland Avenue to E. Koenig Avenue. The City right-of-way has large trees on it which people avoid by walking on the adjacent outlot of Trestle Creek. There is a very defined path through the area where it can be seen on the aerial photo where the people are walking. It does not appear that most people are walking on Mr. Husslein's property. It appears that they are on the either the City right-of-way or on the outlot. The City does not have money budgeted for a fence. In addition, Mr. Husslein has installed fencing at the entrance to his driveway without a permit and in the City right-of-way of E. Koenig Avenue. City Engineer Dejewski explained the process to have the fence at that location which includes a public hearing with the Planning Commission. Mr. Husslein stated that many people are looking in his bathroom window and he wants the City to stop people from walking on his land. City Engineer Dejewski also stated that instead of installing a fence, the City could have the trees which are impeding people from staying on the right-of-way removed. These trees are large and may require a tree service to remove them. It would need to be reviewed.

There was general discussion. A question was asked about the cost of the fence if the City did install one. Also, it was asked how much it cost to have the trees removed. There were no costs available at that time. It was decided to place this item under Unfinished Business and reach out the Siepmann Reality to see if they

have objections to the fence and would share in the cost. No action was taken on this item.

4. Minutes

A motion was made by Board Member Bednarski, seconded by Alderman Tutaj to approve the minutes of the March 8, 2016 meeting. Motion carried.

5. Correspondence

A. Sue Bostedt Re: Norwich Trucking Issue

City Engineer Dejewski stated that former Alderwoman Bostedt placed this on the agenda before she left office. City Engineer Dejewski gave an overview of the issue of the trucks using S. Iowa Avenue instead of S. Arctic Avenue and the many solutions that have been installed. There was general discussion on the issue.

Board Member Bednarski lives on that block and sees the trucks on the street illegally but it is difficult to see license plate numbers. Alderman Tutaj suggested to post the amount of the fine with the “no truck” signs. City Engineer Dejewski is to talk with the Police Chief and City Attorney to see if this is feasible. No action was taken on this item.

B. Sue Bostedt Re: Iowa and Kansas Avenues Trucking Issues

Alderman McSweeney explained that many solutions have been implemented. The City has installed flags and looking at a right turn only sign at Kansas and Whitnall. It appears that it is one trucking firm. He is not in favor of a one-way street. Alderwoman Schandel lives on the street. She does not know where they are delivering to. She has gone into the road and stood in front of the trucks to have them stop so she can inform them that they are not to be on the street. Again, maybe posting the amount of the fines would help.

6. Discussion and Possible Action

B. College Labor Program Funding

Alderman McSweeney asked City Engineer Dejewski to place this item on the agenda. There are some funds that were saved from when the Clerk II position was vacant and now that the City administrator position is also vacant, there are some cost savings as well. He is proposing to utilize some of those funds to be able to fund the college labor program so the students can work full time. City Engineer Dejewski gave an overview of the program and how the Highway Department relies on this labor during the summer to cut the grass which allow the full time permanent employees to perform other, more skilled labor. If the college labor is not cutting grass, they assist the full time permanent employees on these other tasks. It allows for more crews to be made and more work to be done.

There was discussion on the funding amounts needed for the program. A motion was made by Alderman Tutaj, seconded by Board Member Bednarski to recommend to the common Council to reallocate up to \$8000 from the Clerk II position to the Highway Department to allow the college laborers to work full time until August 5, 2016. Motion carried.

7. Engineer’s Report

City Engineer Dejewski reviewed the report. There was a question regarding when S. Nevada Avenue from E. Howard Avenue to E. Norwich would be done. City Engineer Dejewski stated that it is on the 5 year Capital Plan for 2020.

8. Unfinished Business

A. S. Troy Avenue Extension

This item is to be removed.

B. Discussion – Road Project Special Assessment Methods

Provide information to new members.

C. Discussion and Possible Action – S. Nevada Avenue Street Lighting

City Engineer Dejewski received notice that We Energies has a light that would work. She needs to provide a plan to the Airport for FAA approval.

D. Discussion and Possible Action – S. Betz Avenue Right-of-Way

City Engineer Dejewski is working on discussing this with the City Attorney.

9. Adjourn

There was discussion about the meeting days and times. It was decided to have the meetings on Thursdays at 5:30pm. There will be no June meeting due to a conflict with the high school graduation.

A motion was made by Board Member Bednarski, seconded by Alderman Tutaj to adjourn. Motion carried.
Time 7:05p.m.

ENGINEER'S REPORT MAY 2016

ROAD PROJECT REPORT 2016

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Denton from Packard to Barland	resurface	\$300,000.00	in-house	in-house	Postponed until 2017
Crawford Avenue Parking Lot	construct	\$325,000.00	in-house	in-house	
Martin Lane from Lake to Kirkwood	construct	\$350,000.00	in-house	in-house	Survey in progress
Removal of S. Brust – Bolivar to Whitnall	deconstruct/grant	\$200,000.00	in-house	in-house	Barricades in place
Watermain Trench Repair Program	reimbursement	\$60,000.00	in-house	in-house	Contract awarded. Project start May 9
Sidewalk Replacement Program	repair/replacement	\$40,000.00	in-house	in-house	Working on survey.

2015

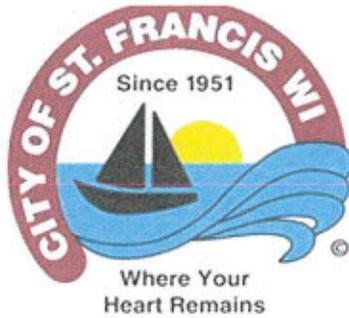
ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	Path construction started. Completion June 16.
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	Plans in progress. Bids let late May/early June.

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kansas from Layton to Whitnall	construct	\$500,000	Construction complete. All scheduled walk-throughs complete. Assessments 2016.

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Cost to date: \$187,044.50. State performing audit for 2 years. Letter sent to property owners.



City of St Francis
3400 E. Howard Ave
St. Francis, WI 53235
Memorial Day Committee

July 15, 2016

Dear Mayor and Council Members:

We would like to explore adding a name to Nicholson Ave from Bolivar to Denton Ave. We would like to add "Veterans Memorial Way" to the current Nicholson Ave. This would be done in conjunction with the 25th anniversary celebration. If there are any questions please feel free to contact me at 414-483-6257. Please keep me posted as this follows through the cities different committees. So that I can attend and add input.

Thank You

A handwritten signature in black ink, appearing to read "R M Paradowski".

Richard M Paradowski

Chairman

Date 7-27-16

To Mayor St. Marie – Carls and Honorable Members of Council,

I am requesting that the portion of the right of way for S. Lake Drive be vacated and deleted in front of 3907 S Lake Drive to the point of two feet west of the city owned sidewalk.



Paul Frenn/ Berts Bar

The
Parkway Square
Condominiums

June 29th, 2016

St. Francis City Hall
Attn: Ann Uecker
3400 E. Howard Avenue
St. Francis, WI 53235

Dear Ms. Uecker,

This letter is to serve as a request from the Board of Directors at Parkway Square Condominium Association, Inc. for change in common council to allow parking on S. Arctic Avenue for weekends and holidays only. We were advised from the St. Francis Police Department to direct this request to you.

Currently, S. Arctic Avenue does not allow parking on either sides of the street. We are having issues with limited parking as guests of residents currently have to park behind the buildings and enter through the owners' garages. This is very inconvenient for guests and residents as all of the front doors of the condominiums at Parkway Square face S. Arctic Avenue.

Parking to be allowed on weekends and holidays makes sense as trucks are rarely seen using the Avenue for traffic on Saturday, Sundays, and holidays. This would be a great relief and consideration on our part. We are hoping for your kind feedback with regards to our concerns. Thank you very much for your help in this matter.

If you have any questions please feel free to contact me at 414-425-3134 x 15. We thank you in advance for your review of this matter.

Sincerely,

Kirsten Capps

By:

Kirsten Capps
Property Manager
Parkway Square Condominium Association Inc.
Forest Green Realty & Management

ENGINEER'S REPORT AUGUST 2016

ROAD PROJECT REPORT 2016

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Denton from Packard to Barland	resurface	\$300,000.00	in-house	in-house	Postponed until 2017
Crawford Avenue Parking Lot	construct	\$325,000.00	in-house	in-house	
Martin Lane from Lake to Kirkwood	construct	\$350,000.00	in-house	in-house	Project out for bids. Public hearing held August 2
Removal of S. Brust – Bolivar to Whitnall	deconstruct/grant	\$200,000.00	in-house	in-house	Barricades in place
Watermain Trench Repair Program	reimbursement	\$60,000.00	in-house	in-house	Project completed.
Sidewalk Replacement Program	repair/replacement	\$40,000.00	in-house	in-house	Working on costs.

2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	Project completed..
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	In-house	Storm sewer project almost complete. Road project out for bids. Public hearing held August 2.

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kansas from Layton to Whitnall	construct	\$500,000	Construction complete. All scheduled walk-throughs complete. Assessments 2016.

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Cost to date: \$187,044.50. State performing audit for 2 years. Letter sent to property owners.