



Board of Public Works  
Agenda  
November 10, 2016  
5:30pm

**NOTICE**

There will be a Board of Public Works meeting on **Thursday, November 10, 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 September 8, 2016 meeting.
4. Correspondence
5. Discussion and Possible Action
  - A. Request from Historical Society – Cemetery Maintenance (referral from Council)
  - B. Bench at Bus Stop at E. Denton Avenue and S. Kinnickinnic Avenue
6. Engineer's Report
7. Unfinished Business
  - A. Discussion – Road Project Special Assessment Methods
  - B. 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 THURSDAY, SEPTEMBER 8, 2016, 5:30PM**

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

Excused: Citizen Member Paul Pankowski

Also present: City Administrator Mark Johnsrud, and City Engineer/Director of Public Works Melinda Dejewski.

1. Chairman Alderman McSweeney called the meeting to order at 5:30pm.

**2. Public Comment.**

There was no public comment.

**3. Minutes**

A motion was made by Alderwoman Schandel, seconded by Alderman Tutaj to approve the minutes of the August 11, 2016 meeting. Motion carried.

**4. Correspondence**

There was no correspondence.

**5. Discussion and Possible Action**

**A. Request from Ms. Kabat Re: Light in Alley**

Alderman McSweeney stated that the resident believes that the area is too dark. Alderwoman Schandel asked if anyone had spoken to the resident. Alderman McSweeney stated he would reach out to her and to leave the item on Unfinished Business.

**B. Operations and Maintenance Budget**

City Engineer Dejewski presented the operations and maintenance budget from 2016 so that the Board could review what was in the budget. There was discussion on the operations and maintenance budget as to how it worked, and what was included. No action was taken on this item.

**C. Capital Budget**

City Engineer Dejewski presented the capital budget from 2016 and the one proposed for 2017 including the proposed equipment replacement schedule so that the Board could review what was in the budget. There was discussion on the capital budget as to how it worked, and what was included. No action was taken on this item.

**D. 5 year Road Capital Plan**

City Engineer Dejewski presented the 5 year road capital plan so that the Board could review what roads were being proposed for the next 5 years. There was discussion on the plan as to how it worked, and what was included. No action was taken on this item.

**E. 5-year Sewer Capital Plan**

City Engineer Dejewski presented the 5-year sewer capital plan so that the Board could review what work was

anticipated for the next 5 years. There was discussion on the plan as to how it worked, and what was included. No action was taken on this item.

## **7. Engineer's Report**

City Engineer Dejewski reviewed the report. Alderwoman Schandel inquired about the removal of Brust Avenue. City Engineer Dejewski stated that it was part of the plan to construct the new S. Nevada Avenue and is already closed.

## **8. Unfinished Business**

### **A. S. Barland Avenue Right-of-Way south of E. Koenig Avenue**

This item is to be removed.

### **B. Discussion – Road Project Special Assessment Methods**

There was discussion on how the special assessment process worked. City Engineer Dejewski explained how the special assessment process worked for a road that was completely reconstructed compared to a road that was a mill and overlay project. There were questions about putting some of the special assessments on the tax roll. City Engineer Dejewski stated that it could be done but informed the committee that properties which do not pay property taxes then would not pay for the roads. The special assessment process allows tax exempt properties to pay their share of the roadway. Approximately one-third of the City of St. Francis land owned by tax exempt entities.

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

City Engineer Dejewski reported that the lighting was being submitted to the FAA for review and approval.

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

There was no action on this item.

## **9. Adjourn**

A motion was made by Board Member Bednarski, seconded by Alderman McSweeney to adjourn. Motion carried.

Time 6:45p.m.

# ENGINEER'S REPORT SEPTEMBER 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	Postponed.
Martin Lane from Lake to Kirkwood	construct	\$350,000.00	in-house	in-house	Project cancelled. Review in 2 years
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 complete. Road project cancelled. Review in 2 years.

## 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.

## **Lake Protestant Cemetery**

### Letter to the Common Council from the St. Francis Historical Society:

Over the decades, the old Lake Protestant Cemetery has had the reputation of being an abandoned cemetery. For years, especially in the 1960s and 70s, the cemetery was in a sorry state, overgrown with weeds. In 1986, due to a Wisconsin statute requiring municipalities to take over and maintain abandoned cemeteries, the city of St. Francis took over ownership of the cemetery.

The city of St. Francis is fortunate to have a pioneer cemetery, where a number of early Town of Lake settlers are buried. When the early settlers arrived in the mid-1830s, there were no cemeteries so farmers, like Jared Thompson, created burial grounds on their farms. In 1855, Thompson incorporated the cemetery, naming it the Lake Protestant Cemetery, to be run by trustees who were to oversee the sale of the lots and maintenance. The oldest grave in his cemetery is 1848 and the newest is 1951.

The historical society wishes to partner with the city in restoring this cemetery. Over \$3,000 has been raised by the historical society so far for this project. Fifteen grave restorations are scheduled for this fall. For 2017, the society hopes to raise enough funds for more stone restoration and to have ground penetrating radar (GPR)<sup>1</sup> performed on the ¾ acres. GPR will identify gravesites and combined with other clues will help identify gravesites.

In partnership with the historical society, it is hoped that the city will allocate funds for tree trimming, tree removal, stump removal, and application of an herbicide to control weeds. The ground is uneven in places but a little soil in these low spots would make a stroll in the cemetery an easier one, especially for seniors.

Proper signage is a priority for the Society, to help educate visitors, both residents and school children, about who is buried in this hallowed ground.

When families buried their relatives in the cemetery, especially their young children, they expected perpetual care. We owe it to these early residents from the Town of Lake---now Cudahy, Bay View, and St. Francis----to do the right thing. As Alderperson Brickner has said, the cemetery is a treasure, a gem, and if we work together we can give some dignity back to those buried there and to the families who mourned their loss.

Sincerely,

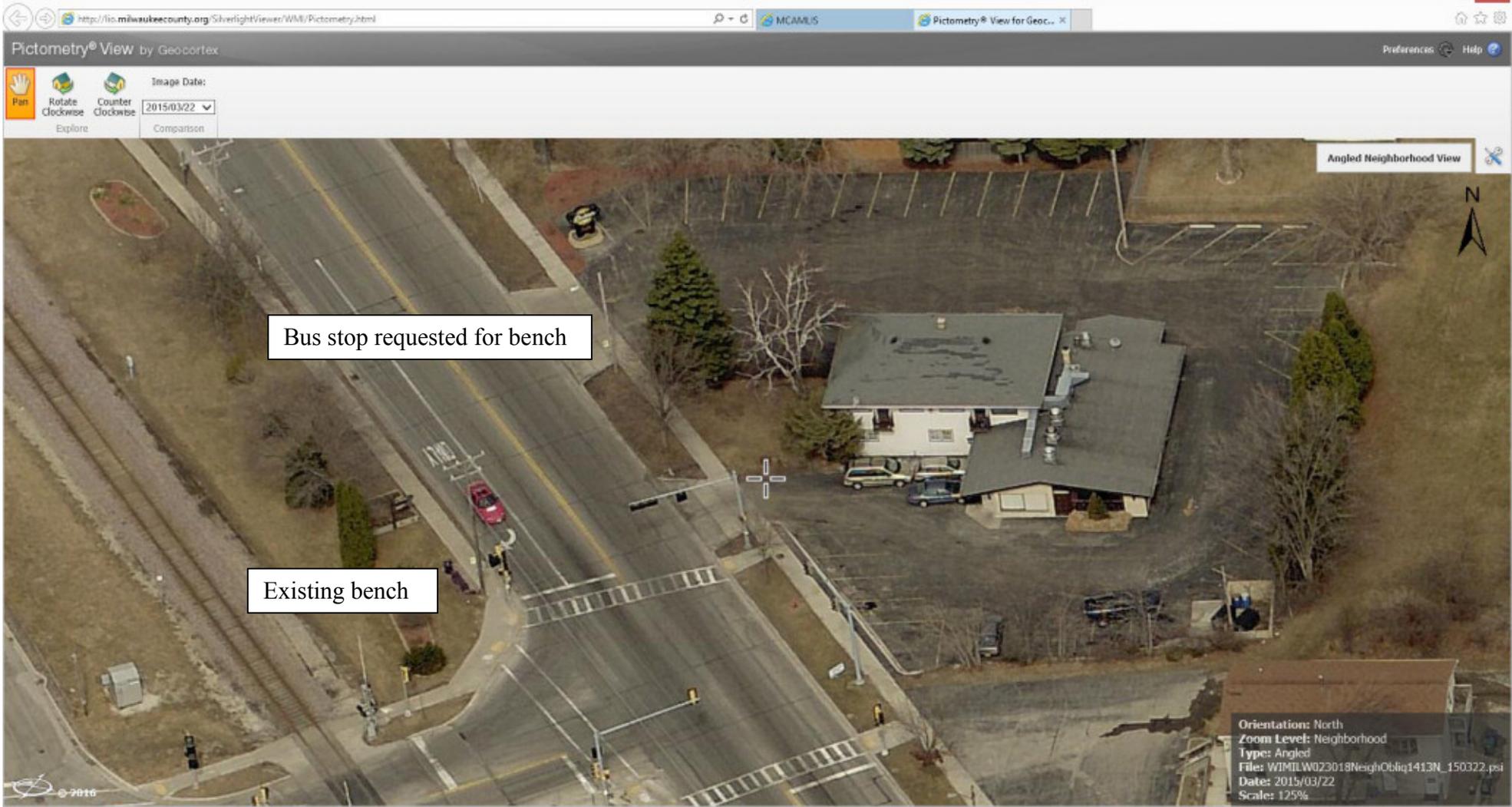
Anna Passante  
President, St. Francis Historical Society.

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<sup>1</sup> Ground-penetrating radar (GPR) is a geophysical method that uses radar pulses to image the subsurface. This nondestructive method uses electromagnetic radiation in the microwave band (UHF/VHF frequencies) of the radio spectrum, and detects the reflected signals from subsurface structures.







Bus stop requested for bench

Existing bench

Orientation: North  
Zoom Level: Neighborhood  
Type: Angled  
File: WJMLW023018NeighObliq1413N\_150322.psi  
Date: 2015/03/22  
Scale: 125%

Getting Around Searches Selections Maps & Data Sources Tasks Analysis

Pan Zoom In Zoom Out Map Tips Display for... Add Map Layer Add Shapefile Add CSV File Re-Order Layers Layer Catalog Pictometry Bing™ Maps Google Maps™

Navigation Tools Map Tips Add Data External Mapping





Looking north on S. Kinnickinnic just north of E. Denton



Looking north at E. Denton

# ENGINEER'S REPORT NOVEMBER 2016

## ROAD PROJECT REPORT 2016

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