

**MINUTES OF THE BOARD OF PUBLIC WORKS
MEETING HELD THURSDAY, FEBRUARY 10, 2022, 5:30PM**

Present: Alderman Shawn Feirer, Alderwoman Sarah Calderon, Alderwoman Debbie Fliss, Citizen Members Richard Adamczewski, Christine Hancock and Sandy Welvang.

Excused: Rick Grubanowitch.

Also present: City Engineer/Director of Public Works Melinda Dejewski, Gene Kroll.

1. Call Meeting to Order

Alderman Feirer called the meeting to order at 5:30pm.

2. Minutes

A motion was made by Alderwoman Fliss, seconded by Board Member Adamczewski to approve the minutes of the October 14, 2021 meeting. Motion carried.

3. Correspondence

Letter dated November 30, 2021 from Residents of Sacred Heart Senior Apartments Re: Noise Barrage Along Kinnickinnic From Howard Through Oklahoma Avenues.

A motion was made by Alderwoman Fliss, seconded by Board Member Adamczewski to place the letter on file for discussion. Motion carried.

There was general discussion regarding traffic noises and how they could be minimized. The Board directed the City Engineer to work with the Police Chief to draft a letter to the residents and bring it back to the Board at the next meeting.

4. Discussion and Possible Action

A. Request to Utilize Unimproved E. Betz Avenue Right-of-way for Private Driveway

City Engineer Dejewski stated that she and the City Attorney had drafted the agreement. She did send it to Mr. Kroll the day of the meeting. She would recommend that the Board recommend to the Common Council approval of the agreement contingent upon Mr. Kroll also approving the agreement. A motion was made by Alderwoman Fliss, seconded by Board Member Adamczewski to recommend to the Common Council to approve the Private Use and Hold Harmless Agreement to allow Mr. and Mrs. Kroll to construct a private driveway, garage apron, concrete approach and sidewalk in the unimproved right-of-way of E. Betz Avenue contingent upon Mr. and Mrs. Kroll approving the agreement. Motion carried.

B. City Municipal Garage Site Study Request for Proposals

City Engineer Dejewski reviewed the proposals. The RFP was sent to 6 firms – 3 engineering firms and 3 architectural firms. 2 firms responded – Keller which is an architectural firm and Graef which is an engineering firm. Both proposals are provide the requested information and both firms are very capable of completing the study. There is a large cost difference. In reading the proposals, it appears to the Engineering Department that Keller will provide the City with the study they have requested. Graef appears to be anticipating what the City will need rather than providing what has been requested due to their familiarity with the City and having done other municipal garages in the past year or 2. The Board asked if the price could be revised since there is a large benefit from working with a firm that is familiar with the City and how it operates. City Engineer Dejewski stated that since this is a quote, she could reach out to Graef and request them to review the proposal to see if they could revise the scope to be what the City requested. A motion was made by Alderwoman Fliss, seconded by Board Member Adamczewski to award to Graef contingent upon the cost of the study being reduced to \$10,000 and if not, to award to Keller for \$7900. Motion carried.

C. Traffic Control at Intersection of E. Howard Avenue and S. Kinnickinnic Avenue

City Engineer Dejewski stated that there are no dedicated left turn lights in this intersection. She was not with the City when the intersection was constructed so she does not know the reasons for not installing them at that time. She would speculate that the traffic volume did not warrant it at the time. Alderman Feirer stated that with the City owning 3 of the corners and actively marketing them, it would be better to wait until development is proposed for the corners so that the

additional improvements beyond the signals could be made at one time and not have to be redone in the future.

4. Engineer's Report

City Engineer Dejewski reviewed the report. A motion was made by Alderwoman Fliss, seconded by Board Member Adamczewski to accept and place on file. Motion carried.

5. Unfinished Business

Vacation and Deletion Request – E. Betz Avenue

The action was taken earlier on the agenda. This item is to be removed from unfinished business.

6. Adjourn

A motion was made by Board Member Adamczewski, seconded by Board Member Calderon to adjourn. Motion carried.
Time 6:00p.m.