

CITY OF WEYAUWEGA
PUBLIC WORKS COMMITTEE PROCEEDINGS
OCTOBER 13, 2020

The Public Works Committee meeting was called to order by Chairman Bruce Goetsch at the Weyauwega Municipal Building Council Chambers at 7:33 pm. Roll call was taken. Members Present: Bruce Goetsch, Keith Najdowski and Dewey Stelzner. Also Present: Mayor Jack Spierings, City Administrator Jeremy Schroeder, Clerk Rebecca Loehrke, Public Works Supervisor Kyle Young, Andy Schmidt with McMahon and Thad Majkowski with Cedar Corp via Zoom.

Motion Goetsch, second Najdowski, to approve the meeting minutes from September 8, 2020. Motion carried with all "ayes".

Citizen Appearances: None

Engineer Report:

Cedar Corp – Updates were given from Thad Majkowski by email in the packet and also via Zoom call.

- a. **Water System New Tower Update:** Tank construction started on October 12th. The Letter of authorization for Construction Services is being presented tonight. The Addendum No 28 approved the services but now the actual cost have been added. Pay Request #1 has been submitted tonight for payment. A design review meeting with City staff was held. The need for sanitary sewer reconstruction in the areas of the water main were discussed. Also went over the lead water service removal/replacement. WDNR submittal tentative in December. Bid opening January – March pending WDNR approval and if any sanitary sewer is added.

- 1) **Construction Services Letter of Authorization:** Letter of Authorization will be in process for all three projects. The tank, water main and booster station will be going on at the same time. *Motion Najdowski, second Stelzner, to approve the Construction Services Letter of Authorization with Cedar Corp as stated in the packet for \$225,000 - \$235,000. Motion carried with all "ayes".*

- 2) **Tank A20 Pay Request #1 for \$93,000:** The total of pay request #1 is \$93,000 but there is a 5% retainage so payment is \$88,350. *Motion Najdowski, second Stelzner, to approve Pay Request #1 for \$93,000 for the Water Tank Project. Motion carried with all "ayes".*

Majkowski discussed that in November there will be a change order for Work Change Directive #1 for a floor drain the WDNR required in the approval. Going forward the Administrator has the authorization to approve directives up to \$5,000 for changes that need to take place so not to hold the project up for committee approval. Majkowski also went over the Reimbursement Request Summary for the CDBG Grant Program.

- b. **Wastewater Treatment System Update:** Currently waiting for WDNR approval. We are two months into it and it typically takes 90 days so hopefully will hear in the next month.

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Majkowski reported that Cedar Corp has also submitted an Intent for Clean Water Fund Loan in the event that the City would want to apply next year. An intent would need to be filed.

- c. **City of Weyauwega Design Standards Revision:** The last time the Design Standards were revised where in 2008. Majkowski would like to go over the standards during this water system project and sit down with Schroeder and Young. Will probably be about 2 months out. Will then bring it back to the committee for approvals.

McMahon -

- d. **Birdsall Street Reconstruction Project Update:** Schmidt gave an update and review of the Birdsall Street Project. Payment #2 is for the final. He went over the process with Schroeder and Young to see if any changes with the process needs to be changed going forward. The punch list is complete and will have a 1 year warranty. The contract amount was for \$215,409.10 and the total project came in at \$206,735.20 so a little under budget.

- 1) **Certificate for Payment #2 for \$57,231.46 – Final:** *Motion Najdowski, second Stelzner, to approve Payment #2 for \$57,231.46 for the Final Pay Request for Birdsall Street Project. Motion carried with all “ayes”.*

Agropur garage at WWTP update: Schroeder received an email from Chris Pennings at Agropur asking what the City’s plans are heading into 2021 with the garage at the WWTP. Pennings mentioned that they would work with the City but will most likely want the building in 2022. Schroeder reminded the committee that the City is unable to do anything till some debt falls off in 2022. Najdowski mentioned that possibly a rental agreement could be made for 2022-2023 and also look at other areas of the city that could be temporary storage for equipment. 2024 would probably be the earliest for construction of a new facility. Schroeder will reach out to Chris Pennings and see what Agropur has plans for.

Discussion and possible action on snowplowing agreement with Faulks Bros: Schroeder received the proposed agreement late Friday afternoon. He is a little frustrated with Faulks Bros because they have included a guarantee of \$40,000 in snow removal charges. The City cannot guarantee that much work. Last year the cost was \$28,000 and the year before that \$80,000. It is always unpredictable. Committee would like to reject this offer and have them come back with a per hour agreement like it has always been but will try to counter with a lower guarantee amount. Schroeder will check back with Faulks Bros and counter with either \$25,000 - \$30,000 guarantee and have them come in for anything 4” or more as usual. The committee would still want our staff and equipment to get out on the smaller jobs.

2021 Budget Development Status Update and Capital Improvement Projects: Schroeder presented the 2021 Capital Improvement Requests for the Public Works Department. A total of \$59,100 for GIS equipment, steam pressure washer, forestry work, tripod, snow blade/pusher,

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and mower replacement. The back parking lot sealing was removed to fit enough into the Capital. The Street Department will have \$40,000 of skim coating done to the worst areas around the City. *Motion Stelzner, second Najdowski, to accept the Public Works Capital Requests for the 2021 Budget as proposed. Motion carried with all "ayes".*

Administrator/Public Works Supervisor Reports: Schroeder reported that the budget is coming along nicely. Just waiting on the Statement of Assessment from the State which should be coming out soon and then the final wage numbers.

Young reported that they had their 1st COVID quarantine in the Public Works Department from being exposed to someone that tested positive. The employee was quarantined for 1 week and will be back to work on the 14th. They are having issues with the septic receiving valve at the WWTP. Most likely due to a buildup of wipes around the valve. It is out of commission till it gets repaired. Tony Burton was denied for emergency testing by the DNR. The DNR said his circumstances are not dire since the City already has several certified employees working. Man holes are being fixed around the City. The bathrooms at the Community Park will be shut down next week. Street sweeper is hoping to be here the end of the month. Chipping at the Yard Waste site will take place end of October or beginning of November. Young also talked to a student at UWSP that is taking samples of water coming out of the treatment plant and into the river. They are doing research on the river.

Set next meeting date/time: The next committee meeting is scheduled for Tuesday, November 10th at 7:00 pm.

Such Other Matters as Authorized by Law: None

Motion Goetsch, second Stelzner, to move into closed session at 8:40 pm pursuant to §19.85(1)(c) Wis. Stats., consideration of employment, promotion, compensation, or performance evaluation data of any city employee who is subject to the jurisdiction or authority of the council. The reason for the closed session is to discuss promotion of PW Staff member to Street/Park Superintendent and the creation of wage matrix to replace previous version. If the committee adjourns into closed session it may choose to reconvene in open session at the completion of the closed session in order to take action on items from the closed session pursuant to §19.85(2) Wis. Stats. Motion carried with all "ayes".

Motion Stelzner, second Najdowski, to move back into open session at 8:58 pm. Motion carried with all "ayes".

Motion Najdowski, second Stelzner, to approve the Public Works wage matrix for 2021. Motion carried with all "ayes".

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Motion Najdowski, second Stelzner, to approve Justin Zielke for Street/Park Superintendent beginning January 1, 2021. Motion carried with all "ayes".

Motion Najdowski, second Stelzner, to adjourn at 9:00 pm. Motion carried with all "ayes".

Recommendations to Council:

1. Recommend to approve the Construction Services Letter of Authorization with Cedar Corp as stated in the packet for \$225,000 - \$235,000.
2. Recommend to approve Pay Request #1 for \$93,000 for the Water Tank Project.
3. Recommend to approve Payment #2 for \$57,231.46 for the Final Pay Request for Birdsall Street Project.
4. Recommend to accept the Public Works Capital Request for the 2021 Budget as proposed.
5. Recommend to approve the Public Works wage matrix for 2021.
6. Recommend to approve Justin Zielke for Street/Park Superintendent beginning January 1, 2021.

Rebecca Loehrke
City Clerk