

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, APRIL 25, 2016 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, April 25, 2016 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer and Alderperson Paul Olson. Absent was Darrin Senn. Bill Sparkes, representing the Oz Run and Teri Ouimette, Executive Director of Chippewa Falls Main Street was also present at the meeting.

1. **Motion** by Bauer, seconded by Olson to approve the minutes of the April 11, 2016 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**
2. **Motion** by Olson, seconded by Bauer to approve the minutes of the April 14, 2016 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**
3. There was no sidewalk appeal for the condemned sidewalk at #616 West Spruce Street so **no action was taken on this item.**
4. Bill Sparkes appeared to support the attached street use permit application for the Oz Run. He noted there were 565 participants in 2015 and anticipated 600-1000 participating in 2016. He stated organizers would be on the streets around 5:00 AM and off the streets by 11:00 AM or so. He was fine with the anticipated charge for city services. He stated there were many additional things happening on May 28, 2016 such as a Memorial Day Program and a bounce house and petting zoo for children. **Motion** by Hoffman, seconded by Olson to recommend the Common Council approve the attached street use permit request for the Oz Run to be held on May 28, 2016 and to charge the appropriate fees for city services. **All present voting aye. MOTION CARRIED.**
5. The Board discussed the attached proposed lease with PCiRoads, LLC for operating a field office and staging construction equipment and materials on Lots 11-14, Block 22, Chippewa Falls Original Plat (Parcel #158) and part of the Market Yard parking lot from May 4, 2016 until August 31, 2016 during rehabilitation of the Spring Street Marsh Arch Bridge. The Board noted that displacing the Farmers Market and occupying about 1/3 of the Market Yard parking lot was a significant inconvenience for the Main Street Program with new signing and advertising required and at a very late notice. Also keeping one-half of the Spring Street access driveway to the Market Yard lot at all times was very important. The Board discussed the proposed lease rate and decided that \$1,500 per month was a more appropriate fee in consideration of inconvenience to the public and the Farmers Market. **Motion** by Olson, seconded by Bauer that the Common Council approve the lease with PCiRoads, LLC for Lots 11-14, Block 22, Chippewa Falls Original Plat (Parcel #158) and part of the Market Yard parking lot from May 4, 2016 until August 31, 2016 for consideration of \$1,500 per month and leaving an access opening on the Spring Street driveway to the parking lot open as much as possible. **All present voting aye. MOTION CARRIED.**
6. **Motion** by Olson, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:48 P.M.


Richard J. Rubenzer, PE
Secretary, Board of Public Works

Please note, these are draft minutes and may be amended until approved by the Common Council.

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, APRIL 11, 2016 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, April 11, 2016 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer, Alderperson Paul Olson and Darrin Senn. Assistant City Engineer Rob Krejci and Tim Marko, Principal from S.E.H. were also present at the meeting.

1. **Motion** by Senn, seconded by Olson to approve the minutes of the March 21, 2016 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. Assistant City Engineer Krejci appeared and presented the attached two year agreement with Rain to Rivers for Storm Water Education and Outreach. Mr. Krejci gave some background information about the Chippewa Valley Stormwater Forum including shared educational opportunities and credits between members.
Motion by Hoffman, seconded by Rubenzer to recommend the Common Council approve the two year agreement, (signature page attached), with Rain to Rivers for Storm Water Education and Outreach for an amount of \$2,000 per year, (funded by Stormwater Utility), and to authorize Mayor Hoffman to execute the said agreement. **All present voting aye. MOTION CARRIED.**

3. Mr. Krejci explained the FEMA accreditation and de-accreditation process for Levees that came about as a result of Hurricane Katrina. The Chippewa Falls WWTP levee was a candidate for accreditation and the process started in 2010. The levee meets all criterion except the riverward bank of the levee is populated with trees up to 20 inches in diameter and vegetation. Removal would be estimated at around \$250,000. Mr. Krejci explained that should the 0.01 percent, (100 year storm), occur, the Wastewater Treatment Plant clarifiers would be flooded but that no personal property damage would occur. Using a Natural Valley model, the landward side of the levee system would be characterized as flood prone.
Motion by Hoffman, seconded by Rubenzer that the Common Council concur with using the Natural Valley modeling procedure for flood modeling and authorize Mayor Hoffman to execute the attached concurrence letter and allow the Chippewa Falls Wastewater Treatment Plant levee to become de-accredited. **All present voting aye. MOTION CARRIED.**

4. Tim Marko of S.E.H. appeared and presented the supplemental agreement for the downtown Chippewa Falls Riverfront Gateway Park phase I development. The agreement includes Project Management, (\$14,200), Construction Services, (\$74,650), Shop Drawing Review and Site Visits, (\$36,150) and Construction Soil Issues, (\$55,000). Mr. Marko gave details of the soil issues and how any contaminated soil would be handled if encountered. He stated that a pre-construction meeting was scheduled for April 18, 2016 and that Heartland Contractors was intending to start the project during the first week of May.


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Motion by Senn, seconded by Olson to recommend the Common Council approve the attached supplemental agreement for the downtown Chippewa Falls Riverfront Gateway Park phase I development at an estimated cost of \$180,000 and authorize Mayor Hoffman to execute the agreement. **All present voting aye. MOTION CARRIED**

5. Director of Public Works Rubenzer presented the attached lease of premises agreement from Zenith Tech, Inc. for utilizing outdoor space on the City garage site for a construction office and staging equipment and materials. The said agreement offer of \$350 per month includes electricity. The Board discussed what a good monthly lease agreement amount would be. The lease agreement is proposed for June 1, 2016 until August 31, 2016 during the Main Street Bridge resurfacing work.

Motion by Hoffman, seconded by Olson to recommend the Common Council approve the attached lease of premises agreement with Zenith Tech, Inc. for using City garage site space during the 2016 resurfacing of the Main Street Bridge. The said agreement for \$350 per month and for placing construction office and staging equipment and materials. Also, to authorize Mayor Hoffman to execute the agreement. **All present voting aye. MOTION CARRIED.**

6. **Motion** by Senn, seconded by Olson to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:57 P.M.


Richard J. Rubenzer, PE
Secretary, Board of Public Works

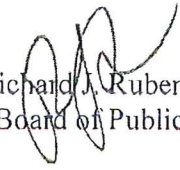
**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
THURSDAY, APRIL 14, 2016 – 3:00 PM**

The Board of Public Works met in City Hall on Thursday, April 14, 2016 at 3:00 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer and Finance Manager Lynne Bauer. Absent were Alderperson Paul Olson and Darrin Senn.

1. Motion by Hoffman, seconded by Bauer to combine Agenda Items #1-4. **All present voting aye. MOTION CARRIED.**

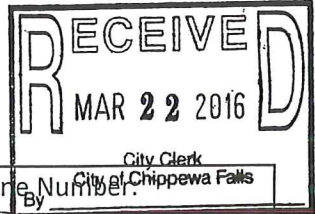
2. Director of Public Works Rubenzer presented the attached bid summary.
Motion by Hoffman, seconded by Bauer to recommend the Common Council accept the low bid of \$367,475.24 and award the contract for the Grand Avenue and Utility Improvement Project to Haas Sons Inc. Said award contingent on successful review and approval of all contract documents by City Attorney Ferg.
To recommend the Common Council accept the low bid of \$404,789.60 and award the contract for the Spruce Street and Utility Improvement Project to Heartland Contractors. Said award contingent on successful review and approval of all contract documents by City Attorney Ferg.
To recommend the Common Council accept the low bid of \$100,897.76 and award the contract for the Willow Street/Loffler Court and Utility Improvement Project to Monarch Paving. Said award contingent on successful review and approval of all contract documents by City Attorney Ferg.
To recommend the Common Council accept the low bid of \$184,913.60 and award the contract for the Woodward Avenue and Utility Improvement Project to A-1 Excavating. Said award contingent on successful review and approval of all contract documents by City Attorney Ferg. **All present voting aye. MOTION CARRIED.**

3. **Motion** by Rubenzer, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 3:07 P.M.


Richard J. Rubenzer, PE
Secretary, Board of Public Works



CITY OF CHIPPEWA FALLS
STREET USE PERMIT APPLICATION



Applicant Name and Address: Danielle Brown 862 Kari Dr. Eau Claire, WI 54601
Applicant Phone Number: 715-222-3925

Please check here if the applicant is the individual in charge of the event. If not, please indicate Name, Address and Phone Number of responsible individual.
Tess MORGAN 2214 Peters Dr. #202 Eau Claire, WI 54703
Name, Address and Phone Number of the headquarters of the organization and responsible head of such organization:
Bill Sparkes 1623 Menomonee St. Eau Claire, WI 54703

Name of the event: The Oz Run
Estimated number of persons participating: 1,000

Date and start and end times requested for street use:
May 28, 2016 8A-12P

Accurate description of the portion of the street or streets being requested for use (attach maps if necessary):

Use, described in detail, for which the street use permit is requested:
Fundraiser 5K and Half Marathon

City services requested for the event (e.g., Street Department or Police Department staff time)
Police Department - Directing traffic at Major Intersections

The applicant agrees to indemnify, defend, and hold the City and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the City or account of any injury to, or death of, any persons or any damage to property caused by or resulting from the activities for which the permit is granted.

Signature of Applicant: Tess Morgan
Date: 3-22-16

OFFICE USE ONLY

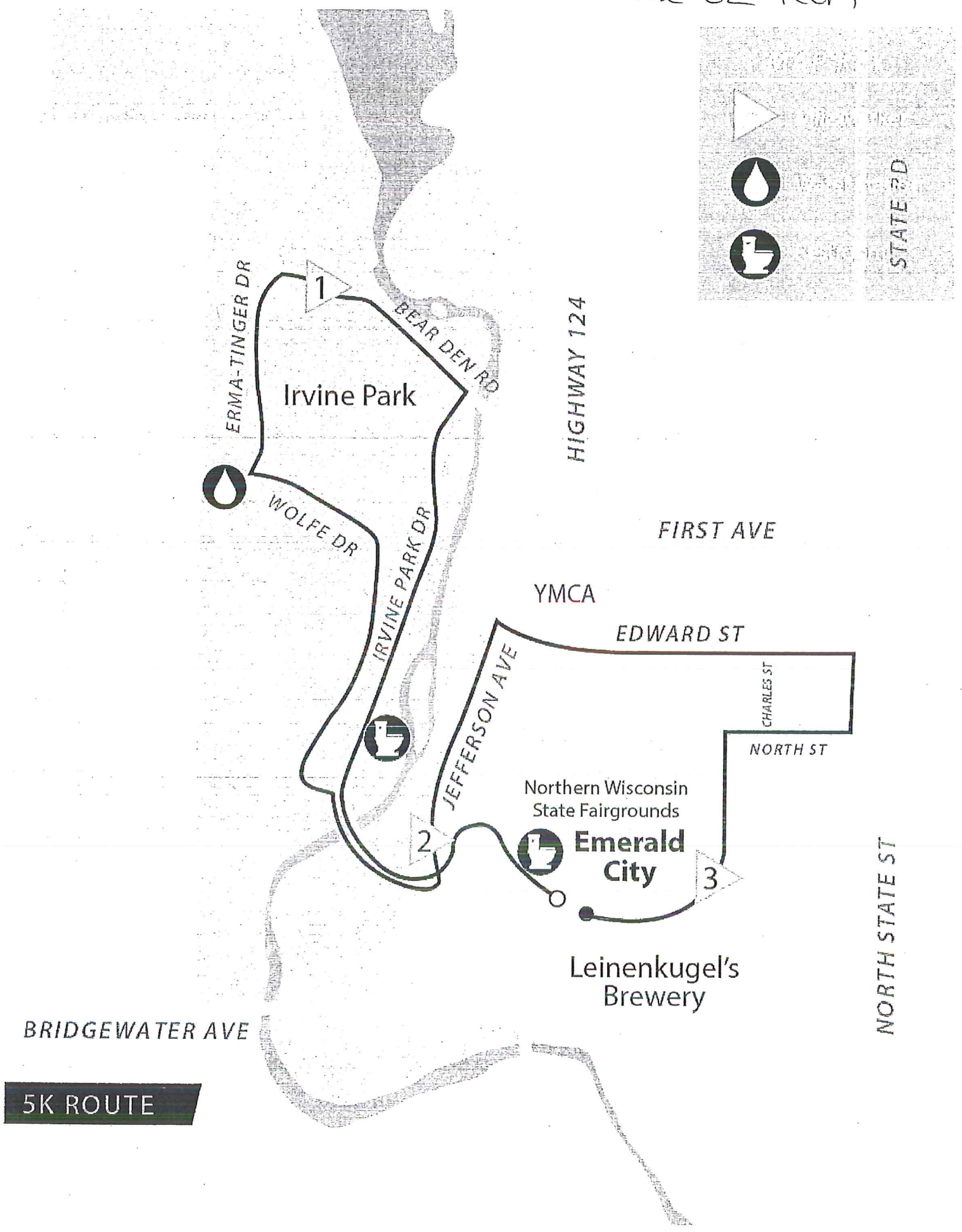
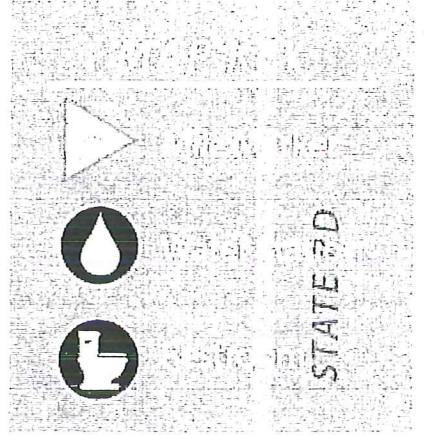
Estimated cost of City services requested (to be completed by Police Chief and Director of Public Works):
2 OFFICERS, 2 HRS EACH = 47 x 4 = 188.00 hrs

Requirements of Applicant: Pick up any necessary barricades and traffic cones at the city garage at #5 Brook-Riverside Drive by 1pm on Friday May 27, 2016 and return on Tuesday, May 31, 2016 RGR

Approved by:
Signature of Chief of Police: [Signature]
Signature of Director of Public Works: Richard J. Rubys PE, 4/18/2016

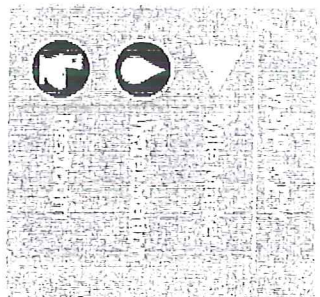
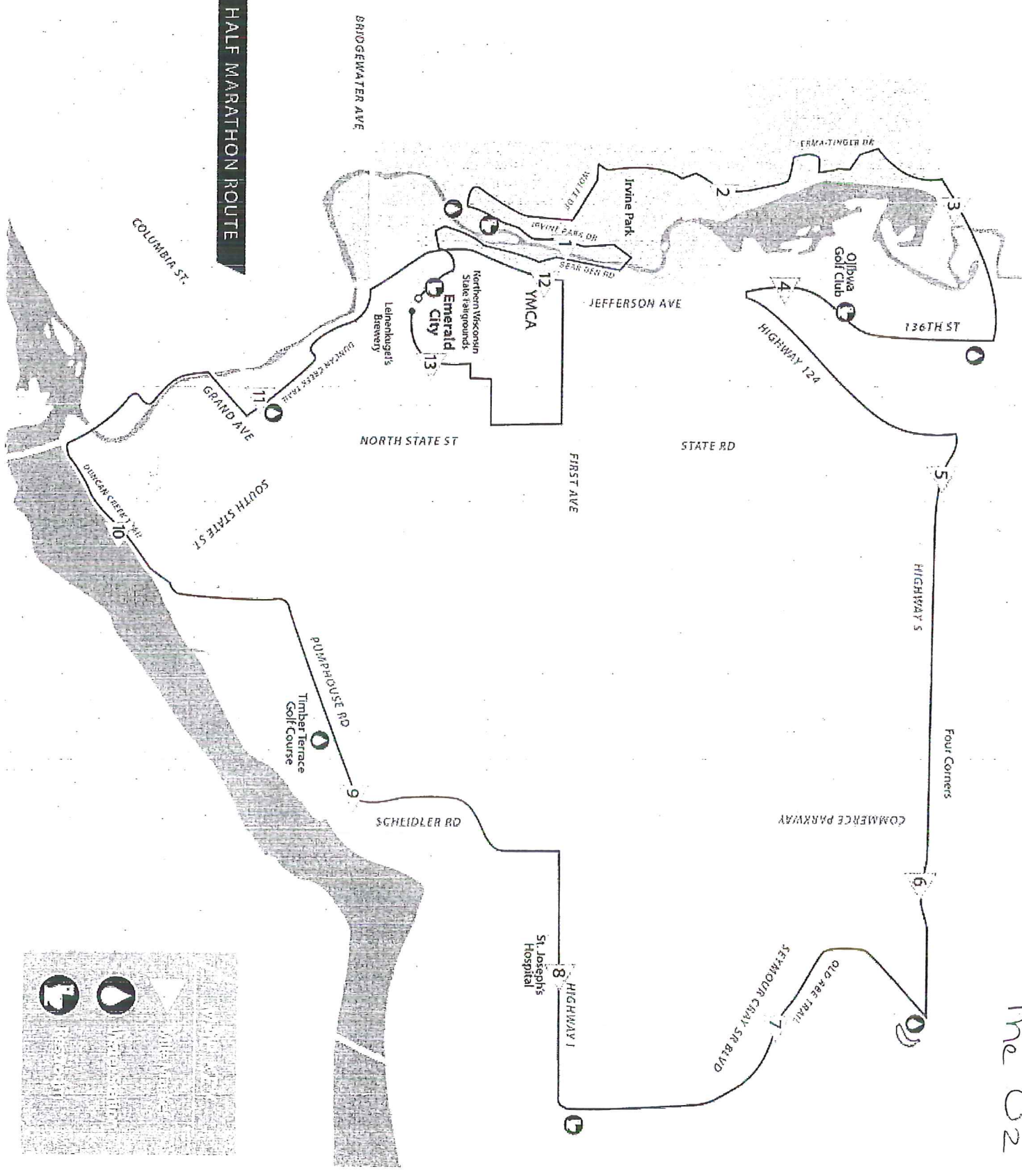
Recommendation of Board of Public Works (if required): [] Approved [] Denied
Decision of City Council (required): [] Approved [] Denied

The Oz Run



The O2 Run

HALF MARATHON ROUTE



LEASE OF PREMISES

This Lease made this 22nd day of April, 2016, by and between City of Chippewa Falls, located at 30 W. Central Street, Chippewa Falls, WI 54729 (the "Lessor"), and PCIRoads LLC. (the "Lessee").

a portion of pcl #158, Lots 11-14, Bk # 22, Chippewa Falls Plat and referred to as the Market Yard Parking lots

1. **Lease of Premises.** The Lessor, in consideration of the agreements with the Lessee set forth herein, hereby leases to the Lessee a ~~portion of the land located at 55 E Central Street, Chippewa Falls, WI, (Market Yard Lot 15),~~ for the sole purpose of operating a field office and staging equipment and materials. *Part of the Spring Street Access Driveway to the Market Yard parking lot will remain open as much as possible and at 4th night and weekends when work on the bridge is not being done.*

2. **Term.** This lease is for the term of 4 months, beginning May 2nd, 2016 and ending August 31st, 2016. The term will automatically renew for successive one month periods and this Lease will continue until terminated as provided in this paragraph. Either party may terminate this Lease for any reason upon 30 days written notice to the other party. The Lessee will return the premises in the same condition as at commencement, general wear and tear expected.

3. **Consideration.** As rent for said premises Lessee shall pay to Lessor at its office the sum of ~~\$350.00~~ *\$1,500.00* Dollars, payable on the first business day of each month in monthly installments of ~~\$350.00~~ *\$1,500.00* Dollars, in advance and without demand in legal currency of the United States.

4. **Access of Lessor.** The Lessor will have the right to enter the premises at any time.

5. **Assignment.** This Lease is non-assignable and non-transferable.

6. **Indemnification/Hold Harmless.** Lessee agrees to indemnify and hold Lessor harmless from and against claims, damages, losses, expenses, including attorney's fees, caused by the Lessee's use of the premises.

LESSOR:

City of Chippewa Falls

BY: _____

ITS: _____

DATE: _____

LESSEE:

PCIRoads LLC.

BY: 

ITS: David Downing Bridge Div. Oper. Mgr.

DATE: _____