

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, JUNE 27, 2016 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, June 27, 2016 at 5:30 PM. Present were Mayor Greg Hoffman, Alderperson Paul Olson, Finance Manager Lynne Bauer Absent was Director of Public Works Rick Rubenzer and Darrin Senn. Also present at the meeting were Assistant City Engineer Robbie Krejci, Mike Metzenbauer, Ryan Metzenbauer, Pete Upton, and Beverly Carlson.

1. **Motion** by Olson, seconded by Bauer to approve the minutes of the June 13, 2016 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. Assistant City Engineer Krejci discussed the Chippewa Falls Downtown Parking Lots and associated parking time restrictions. Further discussion included options for time restrictions on the parking lots at the intersection of Bridge Street and River Street and possible variations. **Motion** by Olson, seconded by Hoffman to recommend that the Common Council place a 24-hour parking restriction on the parking facility in the NW quadrant of Bridge Street and River Street (adjacent to S.E.H.), and a 2-Hour parking restriction be placed on the northern 11 stalls in the parking facility in the NE quadrant of Bridge Street and River Street with the remainder of the NE (adjacent to the Chamber of Commerce) lot being an 8-hour restriction including necessary ordinance revisions. **All present voting aye. MOTION CARRIED.**

3. The BPW considered the attached petition to discontinue the alley located in Block #13 Carson's addition bounded by Coleman Street, Superior Street and Willow Street. Krejci discussed the discontinuance process and the petition that was received with the four adjacent owner's signature. Krejci noted that since the petition was received three of the owners that signed the petition had contacted the Chippewa Falls Engineering Office to express regret in signing the petition. Beverly Carlson (501 Superior Street) submitted a letter (attached) discussing her opposition to discontinuing the alley. Krejci then discussed that private utility laterals that are present in the alley for 301 Coleman Street, 316 W Willow Street, and 501 Superior Street and the need for easements between the owners in the alley was discontinued. The BPW further discussed discontinuance options including do nothing, discontinue approximately half of the alley, or discontinue the entire alley. Pete Upton (Owner of 523 Superior Street) described his desire to build a garage on the lot line as a catalyst for submitting a discontinuance petition. Mr. Upton then discussed that the second option would be to file for a zoning variance and if that was granted discontinuance would not be necessary. **Motion** by Hoffman, seconded by Bauer to table the discontinuance request for Block #13 Carson's addition pending the outcome of Mr. Upton's proposed variance request for 523 Superior Street. **All present voting aye. MOTION CARRIED.**

4. The BPW discussed the request from the Chippewa Falls Youth Hockey Association for site preparation and grading work for the proposed Youth Hockey facility expansion. Krejci discussed the Public Works Department concern regarding utilizing public staff and equipment on private projects including potential liability, number of potential requests, legal ramifications, and workload considerations. Krejci noted that the Youth Hockey Association has discontinued their request for assistance on the project. **No action taken.**

5. The BPW considered Cray Inc.'s request for a wider than 35-foot driveway opening on Lake Wissota Drive, which is part of the proposed Cray development project in the Lake Wissota Business Park. Krejci indicated the request was being made to allow for semi traffic and truck turning movements into the proposed Cray site. Krejci also noted that the Public Works Department did not have safety concerns regarding the proposed width. **Motion** by Olson, seconded by Hoffman to grant Cray Inc. a driveway that exceeds 35-feet in width and is less than 70-feet in width on Lake Wissota Drive. **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 6:12 P.M.



Robbie Krejci, PE
Acting Secretary, Board of Public Works

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, JUNE 13, 2016 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, June 13, 2016 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Alderperson Paul Olson and Darrin Senn. Finance Manager Lynne Bauer was absent. Also present at the meeting were Assistant City Engineer Rob Krejci, Street Manager Rick Ruf, Wastewater Supervisor George Hobbs, Garrett Bresina, Scott Sikkink, Greg Misfeldt and Tom Hubbard.

1. **Motion** by Olson, seconded by Rubenzer to approve the minutes of the April 25, 2016 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. Garrett Bresina and Greg Misfeldt appeared to discuss purchasing the East one-half of the existing City parking lot located on Grand Avenue, (Northeast of City Hall), parcel #22808-0641-60014006, computer #327 from the City of Chippewa Falls. They presented the attached redevelopment plans for the former Ben Franklin/Hometown Variety building. Mr. Misfeldt stated that due to the second floor being a concrete slab, plans for an elevator inside the existing building footprint could impact the building stability and hence the plan for an elevator addition outside the building. Mr. Misfeldt continued that a second floor exit was also required and thus a fire escape is being proposed over the existing sidewalk along the west side of the building. The Board discussed the following five options:
 - 1) A public sale of the east plus or minus twenty-two feet of the parking lot.
 - 2) A jigsaw outline type of sale. (lose approximately three parking stalls) and the City owns the rest of the lot.
 - 3) Sale of about twenty-two feet east of the parking lot with new owners, Garrett Bresina and Greg Misfeldt, leasing approximately eight parking spaces back to the City. The City would plow the said eight spaces, but owners would perform all other maintenance.
 - 4) A Street Privilege Permit where the City would continue to own the entire parking lot but the elevator and fire escape additions would exist via a Street Privilege Permit.
 - 5) No sale.

After more discussion;

Motion by Hoffman, seconded by Olson to recommend the Common Council consider an offer to purchase part or all of the eastern plus or minus twenty-two feet of the existing City parking lot located on Grand Avenue, (Northeast of City Hall), parcel #22808-0641-60014006, computer #327 from the City of Chippewa Falls. **All present voting aye. MOTION CARRIED.**

3. The Board considered the attached State Municipal Agreement for a State-Let Highway project on STH #124, (High St./Jefferson Ave.), from Bridge Street to Elm Street, Project ID #8610-01-05/25/75. Director of Public Works Rubenzer noted non-participating items such as any sanitary and water, parking and sidewalk infrastructure improvements

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that would be 100% City of Chippewa Falls responsibility. The rest of the project which is proposed for 2018 would be 100% State/Federal funding except for the design which is 75% State/Federal, 25% local funding split.

Motion by Hoffman, seconded by Olson to recommend the Common Council approve the attached State Municipal Agreement for a State-Let Highway project on STH #124, (High St./Jefferson Ave.), from Bridge Street to Elm Street, Project ID #8610-01-05/25/75. **All present voting aye. MOTION CARRIED.**

4. Assistant City Engineer Krejci gave the following background information for three intersections in the City of Chippewa Falls:

- 1) At the intersection of Coleman Street and Wheaton Street, a crash ratio of 1.43 crashes per million vehicles during the 2010-2014 time period, (21 accidents). He stated a crash ratio of 1.4-1.5 was when an intersection should be further studied for safety and level of service. He noted the Eau Claire/Chippewa Falls Metropolitan Planning Organization had determined a crash ratio of 1.89 for the 2011-2013 time period. He recommended doing a more detailed intersection control study in conjunction with possible lane alterations and turning movement improvements. At this point, all-way control (stop signs) could be installed prior to opening of school in the fall of 2016 on a trial basis.

- 2) The Park Avenue/Main Street intersection crash ratio for 2010-2014 was 2.28 with 28 crashes, (31 total but 3 thrown out due to deer or alcohol). Mr. Krejci recommended a more detailed study with intersection improvements to be done in conjunction with the Park Avenue Improvement Project, presently scheduled for 2019.

- 3) The Wagner Street/River Street intersection with a crash ratio of 0.54 for the 2010-2014 time period. This did not even make the top list of intersections needing improvement from Metropolitan Planning Organization due to the low crash ratio. Mr. Krejci explained that there were zero (K) fatal, (A) incapacitating, (B) non-incapacitating injury or (C) possible injury accidents listed for this intersection. All accidents were property damage or minor. Director of Public Works Rubenzer noted that hiring a consultant to do intersection control studies was an option but that it would be expensive. The Board recommended the Engineering Department do a more detailed intersection control study for the Coleman Street/ Wheaton Street intersection and report back to a future Board meeting.

5. Scott Sikkink and Tom Hubbard appeared on behalf of the Chippewa Youth Hockey Association, (CYHA), to request City assistance for reconstruction of an outdoor rink located south of the ice arena on First Avenue. Director of Public Works Rubenzer, handed out the attached State Statute 66.09(11), that prohibits a political subdivision from using its workforce to perform construction for which a private person is financially responsible. He stated that Attorney Ferg had received counsel from the League of Municipality legal staff indicating there was some wiggle room in the statute. Director of Public Works Rubenzer continued that the project was a very worthy cause but that he was concerned with precedence. He noted the council established a request form when asking for City force labor or equipment assistance. Mr. Hubbard requested two feet of clean fill and grading of the outdoor rink area and estimated the cost for this work at \$10,000. He stated that the outdoor rink would be open for public skating at certain times

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and that there wasn't other public skating available in the City since the Marshall Park rink was closed. After further discussion;

Motion by Olson, seconded by Hoffman that Attorney Ferg is requested to review the options available and report to the Common Council at its June 21st, 2016 meeting.

6. The Board considered parking hours (limits) for the parking lots located on the Northwest and Northeast sides of the roundabout at Bridge Street and River Street. Twenty-four hour parking is being considered in addition to the two hour parking proposed in the Northeast parking lot as shown on the attached drawing. Due to time constraints, no action was taken on this item and it will be placed on the next Board of Public Works agenda for further consideration.
7. The Board considered the attached 2015 Compliance Maintenance Annual Report, (CMAR), summary. Director of Public Works Rubenzer noted that this is a report card for the Wastewater Treatment Plant and that Wastewater Supervisor Hobbs is investigating the high influent BOD levels.
Motion by Rubenzer, seconded by Hoffman that the Common Council accept the 2015 Compliance Maintenance Annual Report and approve the attached corresponding resolution. **All present voting aye. MOTION CARRIED.**
8. Director of Public Works Rubenzer updated the Board on Xcel Energy's easement request for Phase I of Chippewa Riverfront and said a consensus had been reached for easement size and location. The specific details will be presented to a future Board of Public Works meeting for recommendation to the Common Council **No action was taken.**
9. The Board considered the attached petition from St. Charles Borromeo Church to pave the alley by the John Murphy Subdivision in the Pearl Street Addition, boarded by Spruce St., Pearl St., Mansfield St. and Eagle St. St. Charles Borromeo Church will pay the alley frontage charges along both sides of the alley at the 2016 \$6.75/ft. rate. Director of Public Works Rubenzer noted that alley "special assessments" are a special charge against abutting property owners and thus recommended the petition be referred to City Attorney Ferg for review and recommendation.
Motion by Rubenzer, seconded by Olson to recommend the Common Council conduct a public hearing to consider paving the alley by the John Murphy Subdivision in the Pearl Street Addition, boarded by Spruce St., Pearl St., Mansfield St. and Eagle St. after referring the petition to City Attorney Ferg for review and recommendation. **All present voting aye. MOTION CARRIED.**
10. **Motion** by Senn, seconded by Olson to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 6:35 P.M.


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

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(h) Eight-Hour Parking. (Rep. & recr. #91-24) No operator of a motor vehicle shall park such vehicle in the following places for longer than 8 consecutive hours each day of the week:

1. The City parking lot located on Lot 6, Block 20 of the original plat of the City, except that the 8 hour restriction shall not apply to the parking spaces on the northeasterly portion of the parking lot and for City authorized vehicles referred to in subpar. (g)3.
2. The entire City owned parking lot located on W. Willow St., between Bridge St. and Bay St. also known as Lot 9, Block 5, Allen's Addition. (Am. #2004-15)
3. The City parking lot north of Birch St. (Lot 8, Block 16, Allen's Addition). (Cr. #92-42; Am. #2014-01)
4. The City-owned parking lot on the south side of East Grand Ave., between Bridge St. and Rushman Dr., except that the 8-hour restriction shall not apply to the second parking stall on the northeasterly portion of the parking lot and for City authorized vehicles referenced to in subparagraph (g)4. (Cr. #97-34; Am. #98-25; #98-37; #2004-03)
5. The west row of parking stalls in the city owned parking lot, also known as the ^{SEH}Chieftain Parking Lot, located on the north side of River St. and the east side of the Shoe Factory Apartments. (Cr. #98-02; Am. #O-2002-14; #2003-41)
6. The City-owned parking lot on the north side of Spring St., between Bay St. and Island St. (Cr. #O-00-25)
7. The City owned parking lot known as the ^{SEH}Chieftain Lot that is located at the Northwest Corner of the intersection of Bridge St. and River St. This lot shall also be signed to disallow the parking of semi-trucks. (Cr. #2004-15)
8. Reserved. (Dltd. #2003-42)
9. Island St. east and west side of street from its intersection with Spring St. south to the alley crossings. (Cr. #O-02-23)
10. The City-owned parking lot on the east side of the first block of N. Bridge St. (Cr. #O-2002-28)

8 Hr Signs posted

8 Hr ? signs not posted

Chamber 1st 8 Hr ?

(i) Thirty-Minute Parking. (Cr. #90-26; Am. #05-33)

1. No operator of a vehicle shall park such vehicle for longer than 30 minutes, except on Sundays and holidays, on Island St. on the west side of such street from the intersection of Island St. with Central St., then northerly to the alley on the northern border of the City police station.
2. No operator of a vehicle shall park such vehicle in the following parking spaces Monday through Friday, excepting holidays, between the hours of 8:00 a.m. and 5:00 p.m. for longer than 30 minutes: The first 3 on-street parking stalls on the north side of West Central St. going west from the parking lot exit of the Northwestern Bank towards the front steps of City Hall.

(j) Reserved. (Dltd. #2003-06)



Google earth

feet
meters



PETITION



DATE: JUN 16 2016

TO THE MAYOR AND COMMON COUNCIL:

Block 13, Carson's Addition, Bounded by Coleman, Superior, and Willow Streets,
Chippewa Falls, WI 54729

We, the undersigned owners of all adjacent property request that Mayor Hoffman
and Common Council to discontinue the use of, and abandon, the alley East of
Superior Street and connecting Coleman and Willow Streets.

Name	Address
<i>Peter M. Upton</i>	523 Superior St. Chippewa Falls WI 54729
<i>Paul Jackson</i>	303 Coleman St. Chippewa Falls
<i>Stephen Carlson</i>	501 SUPERIOR ST Chippewa Falls WI
<i>Doug Mott</i>	311a W Willow St Chippewa Falls WI

Circulated By: *PETER M. UPTON*
571-216-6125

June 26, 2016

To: Board of Public Works

RE: Petition to vacate alley located on Block #13 Carson's Addition

Dear Board of Public Works:

I am an adjacent owner of above mentioned alley. I was approached by my neighbor to sign the petition and at that time signed it. Upon further consideration, I have decided to withdraw my support for this petition.

I understand the advantage to my neighbors. However, there are unresolved issues such as probable sewer and water laterals in this alley from neighboring homes along with easement needs for access and utilities that complicates the vacated alley for me as a property owner. I am also concerned about potential costs as a adjacent property owner

Again, I formally withdraw my support for this vacation of alley.

Sincerely


Stephen F Carlson

June 26, 2016

To: Board of Public Works

RE: Petition to vacate alley located on Block #13 Carson's Addition

Dear Board of Public Works:

I am an adjacent owner of the Block #13 Carson's addition and have not been notified of the public meeting to vacate the alley. I do not feel this is fair to me as a property owner. Only my husband was notified by mail, but I am a joint owner.

I do not support the vacation of alley at this time.

Sincerely


Beverly Carlson

Map



Printed 06/27/2016 Scale = 1:89'



Disclaimer: This map is a compilation of records as they appear in the Chippewa County Offices affecting the area shown and is to be used only for reference purposes.