

**CITY OF RHINELANDER
PUBLIC WORKS COMMITTEE MEETING
JULY 28, 2011 – 4:30-5:20 PM**

MEMBERS PRESENT: Chairman Mark Pelletier, Sherrie Belliveau, Tom Gleason, Sonny Paszak and Joe Salzer.

OTHERS PRESENT: Mayor Dick Johns, Ald. Bill Freudenberg, Tony Gilman, Wastewater Superintendent Tim Kingman, Public Works Director Randy Knuth, Jim Kumbera of OCEDC, City Attorney Phil Parkinson, Kyle Rogers of the Northwoods River News and Mark Thompson of Rennes Group.

Call to Order and Roll Call

Chairman Mark Pelletier called the meeting to order. The media was notified, the agenda was posted and a quorum was present to do business.

Review of Past Meeting Minutes

MOTION BY PASZAK, SECOND BY GLEASON, TO APPROVE THE OPEN SESSION MINUTES DATED 6/2/11 AND 6/30/11. ALL AYE; MOTION CARRIED.

New Business

Discuss Rennes Group Development Project – STH 17 & Navajo Street

Mark Thompson advised that Rennes took bids for the project and has selected Altmann Construction for construction of the facility. They have decided to scale back the first phase of the project. The initial plan was for a 68-bed skilled nursing facility, along with a 30-40 unit CBRF residential facility. Due to how the bids came in, the CBRF portion will now be part of the second phase. The third phase will fill out the corners of the skilled nursing facility and include an additional CBRF; the end result will be 180 total units, 72 of which will be skilled nursing units.

Mark advised that Rennes is considering a change to the lift station portion of the project. The original plan was for a public lift station, with Rennes to provide the grinder to process material before it enters the treatment plant. Rennes is now thinking of providing a private lift station, which would have the grinder located inside.

Tim Kingman talked about the disadvantages of the type of system being proposed by Rennes. Randy Knuth stated that City Attorney Phil Parkinson needs to be kept in the loop with all correspondence, emails, etc. to bring him up to speed so he can best advise us on this matter.

Discuss/Approve Preliminary Resolution for Special Assessments for the Lincoln Street Sidewalks

City Attorney Phil Parkinson stated that if the City decides to specially assess these costs, the Preliminary Resolution will need to be in place. He noted that adopting the Resolution however does not obligate the City to do special assessments. The Preliminary Resolution is simply a first step that needs to be taken in order to keep the option available for the future. He noted that the City has the ability to specially assess up to 50% of the project cost. In this case, 70% of the project is covered by the grant, leaving only 30% subject to special assessment. The City can decide how much, if any, of that 30% they want to specially assess, but setting it up at the allowable 50% gives some wiggle room. Phil stated that if the City is thinking about specially assessing any portion of this project, it should adopt the Preliminary Resolution at this time; the amount to assess, if any, can be determined later.

Mark Pelletier stated that he doesn't see how we avoid the special assessments, as the City has no funds available to pay for this project. Joe Salzer agreed, noting that given the City's overall financial situation, there's really no choice.

MOTION BY SALZER, SECOND BY GLEASON, TO APPROVE PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS UNDER POLICE POWER PURSUANT TO §66.0703, WIS. STATS. ALL AYE; MOTION CARRIED.

Randy advised that the bid opening for this project is set for 8/17/11. He has updated the projected figures; the total project cost for construction, engineering and design, State review, project oversight by MSA, and the temporary and permanent easements is projected to be \$581,400. DOT funding will cover \$390,544, leaving a balance of \$190,856 as the City's share. Randy stressed that these are still just projections; we don't know if the construction bid will be higher or lower than our estimate. Joe Salzer asked if the estimate include a contingency, and Randy advised that it does not; the City will be paying 100% if any overruns because the DOT grant is capped at \$390,000.

Mayor Johns asked if there has been a decision regarding the cemetery. Randy stated that we won't install sidewalk next to the cemetery; the sidewalk will end before it and start again after it. He noted that there are no plans for crosswalks at those locations; people will be able to walk on the grass, as they have been doing. We could approach the cemetery in the future to see if we could work something out.

Advertise for Purchase of 25,000 Yards of Gravel

Randy has prepared a draft advertisement, based on Oneida County's bid for gravel, fine-tuned it to fit our needs. Bill Bell approved it before he left. Randy would like to place the ad on Thursday, 8/4/11, with the bid opening on 8/25/11, for approval at the next meeting on September 1st. The money will come from the Public Works Reserve Fund.

MOTION BY BELLIVEAU, SECOND BY GLEASON, TO AUTHORIZE ADVERTISING FOR THE PURCHASE OF 25,000 YARDS OF GRAVEL. ALL AYE; MOTION CARRIED.

Departmental Activity Report

Public Works Director Randy Knuth presented his monthly activity report.

Unfinished Business – None.

Matters of Emergency/Informational Nature

Randy introduced Tony Gilman to the Committee. He stated that Tony is looking to better himself. He is looking to the future when Randy decides to retire, and would like to move up. Randy wants to let the Committee know that we do have someone available who is willing to move up. He stated that Tony will be continuing his education; he had Bill Bell's permission and will be seeking reimbursement for the classes like other employees, as provided for by union contract.

Tony Gilman stated that there's really no time frame as far as when Randy will retire; he's guessing it will be around 5 years from now, and thinks he'll easily be able to complete his schooling in that time. He will pursue an associate degree in civil engineering technologies first; after that, he'll look at more individual technical studies, such as budgeting, finance and business management. Tony stated that Randy thought it would be good for him to sit in on Committee meetings to see that aspect of the position, as he normally doesn't get off the crew. Tony noted that Nicolet's land survey program is currently on hiatus due to low enrollment, but he's working toward being ready for that when it's up and running again. Tony stated that he's doing everything he can to make himself an attractive candidate when the time comes.

Randy noted that a number of his employees are all around the same age, including himself and his foreman; he has no idea as to individual retirement time frames, but they will probably come close together and it would be good to have a structure in place. He asked that the Committee just keep this in mind.

Consideration of Bills & Claims

MOTION BY BELLIVEAU, SECOND BY GLEASON, TO APPROVE BILLS AND CLAIMS IN THE AMOUNT OF \$57,518.10 AND RECOMMEND THEM TO COUNCIL FOR APPROVAL. ALL AYE; MOTION CARRIED.

Future Agenda Requests and Meeting Date

Future Agenda Requests

- Award gravel bid

Meeting Date

- Thursday, September 1, 2011 at 4:30 p.m.

New Business

Executive Session

MOTION BY GLEASON, SECOND BY PASZAK, TO ADJOURN INTO EXECUTIVE SESSION PURSUANT TO §19.85(1)(e), WIS. STATS., TO DISCUSS/APPROVE EXECUTIVE SESSION MEETING MINUTES DATED JUNE 2, 2011.

MOTION BY BELLIVEAU, SECOND BY SALZER, TO APPROVE THE EXECUTIVE SESSION MINUTES DATED JUNE 2, 2011. ALL AYE; MOTION CARRIED.

MOTION BY SALZER, SECOND BY BELLIVEAU, TO ADJOURN FROM EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION. ALL AYE; MOTION CARRIED.

Adjournment

MOTION BY GLEASON, SECOND BY PASZAK, TO ADJOURN THE JULY 28, 2011 PUBLIC WORKS COMMITTEE MEETING AT 5:20 P.M. ALL AYE; MOTION CARRIED.

Approved By _____ Received By _____

mlr