

## Public Works Committee Meeting

Monday, July 18, 2016  
5:05 p.m.

Members Present: Fred La Rosa, Orv Damrau, Steve Fritz, Al Tessmann

Others Present: Tom Davies, Dan Mahoney, Karen Swanson, Debbie Sniadajewski, Bill Konkol, Ryan Barz, Andrew Timm, Anton Anday

1. Mr. La Rosa called the meeting to order at 5:07 p.m.
2. MINUTES
  - ✓ **Mr. Fritz moved to approve the minutes of the meeting of June 13, 2016 as printed. Mr. Damrau seconded and the motion carried.**
3. PERSONS WISHING TO ADDRESS THE COMMITTEE

None.
4. VOUCHERS
  - ✓ **Mr. Damrau moved to approve the vouchers as listed. Mr. Fritz seconded and the motion carried.**
5. I-39/US 51 EMERGENCY ALTERNATE ROUTES MEMORANDUM OF UNDERSTANDING

Mr. Mahoney referred to the request by the WI DOT to utilize alternate traffic routes in the event of a major incident on I-39, copy attached. He explained that, in the event of an emergency whereby I-39 would need to be shut down, traffic would be re-routed through the Village along CTH B, CTH R, or Business 51. The WI DOT also has an agreement with Portage County and staff recommends approval of the request.

  - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Tessmann moved to approve the I-39/US 51 Emergency Alternate Routes Memorandum of Understanding. Mr. Damrau seconded and the motion carried.**
6. LEASE AGREEMENT BETWEEN THE VILLAGE OF PLOVER AND THE BOYS & GIRLS CLUB OF PORTAGE COUNTY, INC. REGARDING 2401 CEDAR DR. FACILITY

Mr. Mahoney referred to his memo, copy attached, explaining the proposed lease agreement with the Boys & Girls Club of Portage County, Inc. He stated that the Village currently has a Letter of Agreement with the Boys & Girls Club, on an annual basis, for use of the facility at 2401 Cedar Dr. Mr. Mahoney explained that, because the Boys & Girls Club is planning a \$600,000 improvement project, they want to assure donors that they will have a facility to use, therefore, the proposed agreement includes a 30-year lease term with an automatic 10 year lease renewal. Both the Village and the Boys & Girls Club will be responsible for providing adequate insurance. In the event of a loss or surrender of premises, the Boy's & Girls Club will be compensated for their investment based on a 30 year depreciation schedule. The document will be recorded with the Portage County Register of Deeds due to first right of refusal language. Mr. Mahoney stated that Anderson Law Firm representatives were present if anyone had any questions.

  - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Damrau moved to approve the Lease Agreement between the Village of Plover and the Boys & Girls Club of Portage County, Inc. regarding the 2401 Cedar Dr. Facility. Mr. Tessmann seconded and the motion carried.**

7. CHANGE ORDER TO THE GENERAL ENGINEERING SERVICES AGREEMENT WITH AECOM – STH 54 STORM SEWER INVENTORY & DESIGN

Mr. Mahoney explained that the Village is dealing with storm sewer that is in great disrepair along STH 54, and the maintenance of which will eventually be taken over by the Village. Additional storm sewer structures were discovered along Business 51 between South Dr. and Green Dr. AECOM will inventory these structures, at a cost of \$9,900, as part of the STH 54 Storm Sewer Inventory & Design project. The DOT will cover the cost of the work.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Tessmann moved to approve the Change Order, in the amount of \$9,900, to the General Engineering Services Agreement with AECOM – STH 54 Sewer Inventory & Design, for additional inventory of storm sewer structures along Business 51 between South Dr. and Green Dr. Mr. Fritz seconded and the motion carried.**

8. REPORTS

a. Public Works Manager

Mr. Konkol presented his Public Works Manager report to the Committee, copy attached.

- ✓ **Mr. Damrau moved to accept the Public Works Manager report as presented. Mr. Fritz seconded and the motion carried.**

b. Building Manager

Mr. Konkol presented his Building Manager report to the Committee, copy attached.

- ✓ **Mr. Fritz moved to accept the Building Manager report as presented. Mr. Damrau seconded and the motion carried.**

9. Mr. Damrau moved to adjourn at 5:20 p.m. Mr. Fritz seconded and the motion carried.

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Karen Swanson, Village Clerk