

**CITY OF ANTIGO  
PUBLIC WORKS COMMITTEE  
MINUTES OF MEETING HELD  
JUNE 22, 2016**

Members Present: Alderpersons Kapusta, Feller Gottard, Turney and Darling

Members Absent: Alderperson D. Bauknecht

Others Present: Mark Desotell, Director of Administrative Services; Charley Brinkmeier, Surveyor/Project Manager; Bob Piskula, Street Commissioner; Jamie Anderson, MSA Professional Services; Joe Catilano, 199 Ride; and Jaime Horswill, Utility/Clerical Assistant.

This meeting of the Public Works Committee was called to order on the above date at 6:00 p.m. in the Multi-Purpose Room, City Hall. Alderperson Darling served as Chairperson and Jaime Horswill, Utility/Clerical Assistant, recorded the minutes thereof.

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**1. Approval of Minutes from the May 25, 2016 Meeting**

Feller Gottard moved, Turney seconded, to approve the minutes from the May 25, 2016 meeting as presented. Carried 5-0, Absent 1.

**APPROVED**

**2. Request to Construct a Parking Area Behind the Curb in the 100 Block of Steinfest Road and the 2100 Block of Charlotte Street**

Joe Catilano, Service Manager for 199 Ride, indicated that the dealership is vastly growing. The Antigo location brings approximately 400 cars to service and then to Shammy Shine car wash for detailing before distribution to other dealerships.

Mr. Catilano advised that recently they purchased a piece of land behind their building from the Eye Clinic of Wausau as well as a piece of property behind the strip mall.

Mr. Catilano noted that they rent property on Rusch Road and from North Star. They have six semi-trucks with five car haulers attached and approximately 30 employees.

Mr. Catilano noted that the employees use to park on the street, currently they park at the Rusch lot. With the purchase of the two new properties, they are hoping to put in two parking lots as shown on the proposed parking areas on the map provided. They would like to eliminate all parking on the streets.

Alderperson Darling indicated that parking on the streets is concerning.

Mr. Catilano indicated they would like to utilize granite or recycled blacktop for the proposed parking areas.

Alderperson Darling noted concern that the proposed parking areas would be in City right-of-way. If sidewalk or anything else would be put in, the City would have to go through the parking lot.

Mark Desotell, Director of Administrative Services, indicated that he and staff met with staff at 199 Ride today to explore some options. Antigo Auto's preferred option is shown on the map that was distributed. If this request is granted, Mr. Desotell is requesting that the proposed parking areas be blacktopped not granite or recycled blacktop as proposed by Mr. Catilano.

Mr. Desotell explained another option wherein the detention pond would be moved south and the proposed parking area be moved north of the detention pond, wherein you could get approximately 20 cars parked utilizing parallel parking. The parking then would be completely on private property.

Mr. Desotell recommends working with the group to find a solution.

Mr. Piskula agreed with Mr. Desotell regarding the blacktop as other surfaces cause dust. The city had two claims with broken windows and scratched cars. He recommends a solid surface such as blacktop.

Mr. Desotell noted that he spoke with the group about a Developer's Agreement if they needed monetary help with the paving aspect.

Mr. Catilano advised that this discussion with Mr. Desotell happened today and the group has not had time to discuss this at length. Cost will be a determining factor.

Mr. Desotell distributed a map showing the option swapping the parking lot and detention pond.

Mr. Desotell again noted the need to work with the group. He acknowledged the parking problems that presently exist and the need to find a solution. Conceptually the group needs to know what the committee will require so they can make appropriate plans.

Upon inquiry by Alderperson Turney, Mr. Desotell advised that he took pictures after the last significant rainfall and very little water was in the detention pond. The pond may have gotten over built and can be looked at.

Mr. Desotell further acknowledged that if the proposed parking is built in the right-of-way, maintenance will need to be addressed. Furthermore, who parks in that area cannot be controlled as it is the public right-of way.

Mr. Piskula noted that some public right-of-ways have been done such as with the Police Department, the Boys and Girls Club, Housing Authority, etc. but never with private organizations. Maintenance agreements were in place.

Mr. Catilano advised that if this proposed parking lot areas are granted, they will maintain this area.

Mr. Desotell further noted that five feet of freeboard will be required between the road and vehicles. Mr. Brinkmeier indicated that this would be enough space if a sidewalk were to ever be required.

Darling moved, Turney seconded, to approve construction of a parking area with restrictions that if the parking area is constructed in the public right-of-way that the area will be blacktopped and maintained by 199 Ride as well as clear zone of at least five feet be maintained between the road and the area for parking for potential sidewalk. Consideration shall be given to moving the detention pond further south and parking north. Carried 5-0, Absent 1.

Alderperson Darling requested that Mr. Desotell and Mr. Catilano revise the plan and bring the final plan back to the committee next month.

#### **APPROVED: BACK TO COMMITTEE**

### **3. Request for Yield or Stop Sign at Sixth Avenue and Dorr Street**

Alderperson Turney noted that a citizen approached him requesting a yield or stop sign at Sixth Avenue and Dorr Street as he was almost hit by an oncoming vehicle.

Alderperson Turney advised that he looked at the location and there is a large beautiful tree on the corner. He does not recommend removal of the tree.

Alderperson Darling noted that he has never had a problem with this corner. He did contact the Police Department and there have not been any accidents at that location since before January 2014.

Turney moved to place a yield sign on Sixth Avenue at Dorr Street if it can be done with the existing tree. The motion died for lack of a second.

## **NO ACTION TAKEN**

### **4. Approval of Pickup Truck Bid Deemed Most Advantageous for Street Department**

Mr. Piskula provided a memo requesting approval to purchase pickup trucks from Brickner's of Antigo as low bidder. The bids are as follows:

Ewald	2016 Ford F150	\$19,618 each/\$58,854 for three
Ewald	2016 Chevrolet Silverado 1500	\$20,451 each/\$61,353 for three
Paul Heuring Motors	2016 Ford F150	\$26,000 each/\$78,000 for three
Brickner's of Antigo	2016 Dodge Ram 1500 Tradesman	\$57,669 for three
Quinlan's Equip Inc.	2016 GMC Sierra 1500	\$71,074.38 for three

Feller Gottard moved, Darling seconded, to approve the pickup truck bid from Brickner's of Antigo for \$57,669 for three 2016 Dodge Ram 1500 Tradesman trucks as presented utilizing budgeted funds. Carried 5-0, Absent 1.

## **APPROVED**

### **5. Wisconsin Department of Natural Resources (WDNR) Grant Application for Lead Service Line Replacement under the WDNR Safe Drinking Water Program Requiring an Authorizing Resolution, Letter of Variance and a Professional Services Agreement with MSA for Submittal of the City's Application by June 30, 2106**

Mr. Desotell provided a memo stating the City was notified at the end of May that the State of Wisconsin WDNR Division has opened up the opportunity to apply for a grant to address Lead Service Lines (LSL) known to exist within the city's water distribution system. This grant is typically offered to coincide with the State's Fiscal Year and applications are due by June 30, 2016. Because of recent changes to the eligibility criteria of the program and additional funding recently dedicated to the program, the WDNR has opened the program to any new applications received by June 30, 2016.

Mr. Desotell's memo noted there are two basic components of this updated program as follows:

The City is eligible for a 100% grant (including engineering services) of up to \$300,000 (based on population) for the replacement of LSL's on the private property side of the water service.

- It is within this category that we intend to apply to address up to \$300,000 in the replacement of private LSL's located in areas where either City crews or contractors have already removed the LSL on the City side of the water service shut-off valve.
- This program would allow for the replacement of the remaining service line from the water shut-off valve to the water meter within the home or eligible school/day-care.

The City is also eligible for taking out a loan from the program to accelerate the removal of LSL's on the public side of water service lines (the street department typically address 10 such locations annually with our own funds and crew). The loans are eligible for Principal Forgiveness (PF of +/- 50% based on our scoring criteria) although the PF is not guaranteed.

Mr. Desotell is not recommending this at this time until he can get a stronger handle on the city's overall water system goals including such items as a new municipal supply well, water tower maintenance/replacement and large infrastructure replacement projects in conjunction with street reconstruction projects.

Staff will work towards identifying priorities for the next available funding cycle under this program which will be in October of 2016 for the State's Fiscal Year 2018.

Several items are needed as follows:

- Approval of a variance letter from the City allowing the State to consider our application beyond the previously established October 2015 deadline for Fiscal Year 2017 grant funds.
- Authorization by way of Resolution demonstrating the City's desire to engage in the program
- Approval of a Professional Services Agreement authorizing an amount not to exceed \$1,000 for completing the initial application process on behalf of the City prior to the June 30, 2016 deadline.

Mr. Desotell indicated that there are approximately 600 remaining lead services left out of approximately 3,800 services. The Street Department completes approximately 10-20 per year. Over the past 10-15 years, 150 services have been removed on the City side (public right-of-way).

Mr. Desotell advised that the program that is now available allows the City to apply for a grant up to \$300,000 for private removal of lead services. The grant additionally requires that if the City were to complete anymore removals that both the city and private sides must be completed at the same time.

Mr. Desotell is recommending applying for the \$300,000 grant for private side and develop a program looking at the lead services that staff knows exist. He further recommends establishing the program as no cost to the private owners.

Upon inquiry by Alderperson Feller Gottard, Mr. Brinkmeier indicated that the approximately 600 services remaining are primarily residential and are not eligible under this grant as they are the utility side of the service.

Mr. Desotell indicated that the City could go out for a Public Improvement Fund Loan for the utility side of the service, which will be explored before the October deadline.

Mr. Desotell read the proposed resolution to the committee. He will strike the loan language from the initial resolution.

Feller Gottard moved, Darling seconded, to approve submission of a grant application for lead service line replacement under the WDNR safe drinking water program requiring an authorizing resolution, letter of variance and professional services agreement with MSA for submittal of the City's application by June 30, 2016 as presented. Carried 4-1, Absent 1. Noes: Kapusta

## **RESOLUTION TO COUNCIL**

### **6. Any Other Matters Authorized to be Discussed**

Alderperson Feller Gottard requested a four-way stop sign on Seventh Avenue and Dorr Street to be placed on the next agenda.

## **INFORMATION ONLY**

### **7. Adjournment**

Darling moved, Feller Gottard seconded, to adjourn the meeting at 6:36 p.m. Carried 5-0, Absent 1.

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James Darling, Chairperson

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Date