

BOARD OF PUBLIC WORKS

Wednesday, July 8, 2015
4:00 p.m.

Board met on call. The following members were present: Director of Public Infrastructure Dan Koski, Finance Director/Treasurer Steve Corbeille, City Attorney Kathleen Mc Daniel, Deputy Clerk Deborah Neuser and Alderperson Pat Brandel.

Absent: Mayor Justin M. Nickels, City Clerk Jennifer Hudon and Alderpersons Eric Sitkiewitz and Jim Brey.

Also Present: Supt. Wastewater Treatment Facility Brian Helminger and DPI Administrative Asst. Sonja Birr.

City Attorney Kathleen McDaniel called the meeting to order at 4:00 p.m. in the absence of the Mayor.

The first item on the agenda was discussion of 2014 special assessments for concrete paving and storm sewer for parcel 000-040-030 at 1219 Huron Street. It was noted that this parcel is a Huron Street address but is on Spring Street. Director of Public Infrastructure Dan Koski advised the Board of this unusual circumstance and recommended that the property not be assessed for these projects but rather assess this property when we redo Spring Street.

After a short discussion, it was moved by Director of Public Infrastructure Dan Koski, seconded by Finance Director/Treasurer Steve Corbeille and unanimously carried to not assess parcel 000-040-030 for the 2014 assessments for concrete paving and storm sewer. Ayes, 5. Nays, none.

Deputy City Clerk reported that the assessment maps for 2014 special assessments have been received from the office of the Director of Public Infrastructure, and the assessments have been computed by the City Clerk's office.

It was then moved by City Attorney Kathleen McDaniel, seconded by Alderperson Pat Brandel, and unanimously carried to approve the assessments as presented by the Deputy Clerk, to authorize the public hearing to be held on Wednesday, July 22, 2015, and to instruct the City Clerk to issue the proper legal notices as required under Section 7.275 of the Municipal Code and Chapter 66.0701 of the Wisconsin Statutes, in accordance with the following policy:

(1) That the assessments for street improvements be levied against abutting property owners in accordance with Section 7.280, "STREET ASSESSMENT POLICY," and for sanitary sewers and storm sewers with Section 7.276, "SEWER ASSESSMENT POLICY," of the Municipal Code;

(2) That the assessments for the 2014 Street Improvement Program be paid in full on or before November 1, 2015;

(3) That any unpaid assessments on November 1, 2015 of any property owner having a total assessment exceeding \$250.00 automatically will be placed on a five year annual installment payment plan, with interest at seven per cent (7%) beginning with the first day of the month of November, 2015, as provided for in Section 7.285 of the Municipal Code. The first installment with interest through

December 31, 2015, will be collected in the 2015 tax roll due and payable at the City Treasurer's office after January 1, 2016. Property owners desiring to pay the balance of an assessment can do so at the City Clerk's office at any time, including the total balance of interest to date of payment.

(4) All other assessments unpaid on November 1, 2015, will be placed in full on the 2015 tax roll due and payable with other city taxes at the City Treasurer's office after January 1, 2016; these assessments shall include interest at seven per cent (7%) on the unpaid amount for the period from November 1, 2015, to December 31, 2015.

(5) That the abutting property owners be given delayed assessments if the total assessment cost exceeds the sum of One Thousand Dollars (\$1,000.00) provided they do not directly benefit by said improvement at the time the improvement is made, and their land is unimproved or unplatted in accordance with Section 7.290 of the Municipal Code, upon the filing of a waiver to the City of Manitowoc waiving their rights under the Statutes of the State of Wisconsin;

(6) That the abutting property owners having agreements with the City of Manitowoc for delayed assessments be given delayed assessments in accordance with the agreements;

(7) That the corner lot adjustments be given as provided by Sections 7.276(1)(c)&(d) and 7.28(1)(a)2 C of the Municipal Code;

(8) That in those instances where property has not been dedicated for street purposes and the same abuts a street paved, the assessment be made for the actual frontage on the street; and

(9) That the property owners be assessed for the full frontage of their lot where a sanitary sewer was installed, even though the sewer does not extend the entire length of the frontage.

Ayes, 5. Nays, none.

Assessments are as follows:

***** (List of Assessments is Attached) *****

Deputy City Clerk submitted the following City Engineer's estimates for approval and payment:

Name	Project	No.	Amount
AECOM	Manitowoc Zoo Well	Est. #1	\$3,576.99
Bay-Lake Regional Planning	Sewer Service Area Plan Update	Est. #4	\$511.37
Jim Reif Builders Inc.	Hexagon Park Shelter Roof at Lincoln Park	Est. #1	\$3,188.00
Strand Associates, Inc.	2014 Collection System I/I	Est. #13	\$859.99
Camera Corner Connecting Pt.	Access Control Upgrades City Hall	Est. #2 & Fnl.	\$5,151.33

& MPD

Moved by City Attorney Kathleen McDaniel, second by Director of Public Infrastructure Dan Koski, and unanimously carried to approve the payments. Ayes, 5 . Nays, none.

Deputy City Clerk submitted the following Change Orders for approval:

J. F. AHERN CO. for Wastewater Treatment Facility – Influent Screw Pump Improvements, WB-15-11, Change Order #1 for removal and replacement of approx. 20 ft. of grout for screw pump #3, +\$33,109.00.

CRAFTS, INC. for Barrel Roof Replacements – Hail Damage, WB-15-16, Change Order #1 for colorguard snow retention system, +5,704.00.

Moved by Alderperson Pat Brandel, seconded by Deputy Clerk Deborah Neuser, and unanimously carried to approve the change orders. Ayes, 5. Nays, none.

Moved by Alderperson Pat Brandel, seconded by Finance Director/Treasurer Steve Corbeille, and unanimously carried to adjourn at 4:14 p.m. Ayes, 5. Nays, none.

Respectfully submitted,

Deputy City Clerk Deborah Neuser
Acting Secretary, Board of Public Works