

BOARD OF PUBLIC WORKS

Wednesday, June 16, 2010

4:00 p.m.

Board met on call. The following members were present: Mayor Justin M. Nickels, Dir. of Public Works/City Engr. Valerie Mellon, Interim Finance Director/Treasurer Tony Scherer and Alderperson Dave Soeldner.

Absent: Alderperson James Brey and City Attorney Juliana Ruenzel. One alderperson vacancy on the Board.

Also present were City Clerk Jennifer Hudon, Clerk Typist III Mary Fisher, Engineering staff and bidders representatives.

Mayor Nickels called the meeting to order at 4:00 p.m.

Board met to open bids for 2010 Televising Miscellaneous Sewers II, Project WU-10-11. City Clerk reported having received five (5) envelopes. Same were opened, read out loud, and are as follows:

Bidder	Bid Bond or Check	Amount
Great Lakes TV Seal, Inc. 3600 Kewaunee Rd. Green Bay, WI 54311	Bid Bond	\$81,727.33
Green Bay Pipe & TV, LLC 1100 Columbia Ave. Green Bay, WI 54303	Bid Bond	\$68,585.05
Midwest Trenchless 25648 200 th St. Belle Plaine, MN 56011	Bid Bond	\$87,732.10
National Power Rodding Corporation 2500 W. Arthington St. Chicago, IL 60612	Bid Bond	\$102,670.92
Northern Pipe Equipment Inc. 1772 S. VandenBerg Rd. Green Bay, WI 54311	Bid Bond	\$45,690.05

Moved by Alderperson Soeldner, seconded by Interim Finance Director/Treasurer Tony Scherrer, and unanimously carried to refer the bids to the City Engineer for tabulation and recommendation. Ayes, 4. Nays, none.

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

Name	Project	No.	Amount
Mead & Hunt, Inc.	Prof. Services to administer CDBG Project S. 10 th St., Inv. #217148	Est. #1 6/16/10	\$1,824.00
Riederer Engineering LLC	Parks & Rec. HVAC Services, Inv. #90901	Est. #1 6/16/10	\$2,625.00
Vinton Construction	Concrete Paving & Reconstr. & S. 10 th St. Pond, Inv., WS-10-1	Est. #3 6/16/10	\$104,262.50
Water Technology, Inc.	Family Aquatic Center Constr. Admin., Inv. #R27088.00-14	Est. #15 6/16/10	\$3,631.68
Specht Electric Communications	Family Aquatic Center CCTV, WB-09-17	Est. #3 & Fnl 6/16/10	\$13,303.86
AECOM	Flambeau St. Contamination Phase II Investigation, Inv. #37032254	Est. #4 & Fnl 6/16/10	\$1,680.00

Moved by Interim Finance Director/Treasurer Tony Scherer, seconded by Dir. of Public Works/City Engr.

Valerie Mellon, and unanimously carried to approve payments. Ayes, 4. Nays, none.

City Clerk submitted the following Direct Purchase Orders for the Manitowoc Family Aquatic Center Project WB-09-16R for informational purposes:

Don Stevens, Inc.	Refrigerator, freezer, ice maker	\$7,721.44
Directly Yours	Shop ticket holders	\$50.22
Best Buy	2 19" HD TV's w/wall mounts	\$372.47
Creative Solutions	Wi Fi for pool area; 911 phone	\$2,947.72
Fastenal	Rope hardware	\$26.83
Grainger	Bin & drawer cabinet, hearing protection, etc.	\$1,135.04
Graybar	Sleeve for lamp; rep key	\$32.56
Mtwc. Health Dept.	Test strips	9.52
Seiler Bros	Concrete sidewalks, etc.	4,675.00
Menards	Dollies, tool connectors, etc.	117.62
Seiler Bros.	Downspout	801.23

Moved by Dir. of Public Works/City Engr. Valerie Mellon, seconded by Alderperson Soeldner, and unanimously carried to place on file. Ayes, 4. Nays, none.

Board discussed Sidewalk Privilege Agreement to place sandwich board in the right-of-way at Manitowoc Coffee, 836 So. 8th St. After a short discussion, the Board's consensus was to allow the placement of the sandwich board with the understanding that a five foot clearance be maintained for the sidewalk and that the City reserves the right to remove the sign. City Clerk was directed to send a letter.

City Clerk reported that the assessment maps for 2009 special assessments have been received from the office of the Director of Public Works/City Engineer, and the assessments have been computed by the City Clerk's office.

It was then moved by Dir. of Public Works/City Engr. Valerie Mellon, seconded, and unanimously carried to approve the assessments as presented by the City Clerk, to authorize the public hearing to be held on Wednesday, July 14, 2010, 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 7.28, "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 2009 Street Improvement Program be paid in full on or before November 1, 2010;

(3) That any unpaid assessments on November 1, 2010 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, 2010, as provided for in Section 7.285 of the Municipal Code. The first installment with interest through December 31, 2010, will be collected in the 2010 tax roll due and payable at the City Treasurer's office after January 1, 2011. 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, 2010, will be placed in full on the 2010 tax roll due and payable with other city taxes at the City Treasurer's office after January 1, 2011; these assessments shall include interest at seven per cent (7%) on the unpaid amount for the period from November 1, 2010, to December 31, 2010.

(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 7.29 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, 4. Nays, none.

Assessments are as follows:

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

Board adjourned at 4:15 p.m.

Respectfully submitted,

Jennifer Hudon, City Clerk
Secretary, Board of Public Works