

**MINUTES OF THE
IMPROVEMENT & SERVICE COMMITTEE
Wednesday, May 15, 2013
ROOM 207, CITY HALL
6:30 p.m.**

MEMBERS: Brian Danzinger, Joe Moore, Jim Warner, Jerry Wiezbiskie

Others present: Alds. David Boyce, Mark Steuer, Andy Nicholson

Start time was 6:45 p.m.

1. Approval of the minutes from the regular meeting on April 24, 2013.

A motion was made by Moore and seconded by Ald. Warner to approve the minutes from the regular meeting on April 24, 2013. Motion carried.

2. Approval of the agenda.

To accommodate those in attendance, the agenda was taken in the order of item 4, 6, 7, and 8, and then returned to regular agenda order.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to approve the agenda. Motion carried.

3. Request by Parkside Animal Care Center to extend special assessments from 5 years to 10 years for the property at 123 N Military Avenue.

Steven Grenier, Director of Public Works, read a letter from Sarah Saari, the Practice Manager of the Parkside Animal Care Center located at 123 N Military Avenue. Mr. Grenier, explained that the assessment policy does allow for the City to extend the assessment duration from 5 years to 10 years in cases of hardship. Mr. Grenier noted that the original assessment was \$25,878.79 and that two payments have been made with a balance of \$15,826.93. The recommendation would be to extend the payments over another 8 years making it a total of 10 years as requested. This will reduce their payment to somewhere around \$2,000 per year.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Warner to approve the request by Parkside Animal Care Center to extend their special assessment payment schedule for an additional 3 years, increasing from 5 years to a total of 10 years, for the property located at 123 N Military Avenue. Motion carried.

4. Request of Ald. Tim DeWane to review the bulk/special collection policy with possible changes.

Director Grenier reviewed with the Committee and the audience what is considered construction waste; move in and move out waste; and about the electronic disposal policy. Upon reviewing of solid waste programs in the area, it has been determined that the residents of Green Bay enjoy a service rich solid waste collection program. The City's base trash and recycling collection process is consistent with other communities. During the 2013 budgeting process, it was determined that the City maintain a core solid waste program and extra services should be eliminated or have a user fee associated with it in order to maintain the operating budget.

Director Grenier noted that at the time the bulk information sheets were distributed to the properties within the City that it was to inform residents more on the fees related to disposal

and that bulk collection overflow pick-up weeks were not going to be addressed until the topic of automated waste collection, similar to the automated recycling program, is brought up to the Committee later on in the year.

Director Grenier noted that if items do not fit within a waste cart then the City will need to make a special second trip out to the property to pick up this bulk waste. This second trip comes at a cost and we are attempting to recover those costs with the fees that have been established. Historically, it has been shown that bulk waste increases around the Fourth of July and the Christmas holiday season. As such, those are potentially two times per year that the City is considering offering a free bulk waste overflow pick-up of three cubic yards or less but still would not accept building or construction materials during these pick-ups.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to open the floor for public comment and input. Motion carried.

Bernard Stelmach, 2470 Eileen Street:

- Thought that the one page informational sheet should have been a 'handout' and not dumped into the recycling bins or carts
- Noted that some people, his in-laws on the west side of the City, did not even receive the informational sheets
- He is looking at the rate sheet as a tax and not a fee
- He noted that the Green Bay Press-Gazette article misrepresentation of no charge for the first 3 cubic yards of waste collected
- Asked if a bulk collection drop off site be developed on the East Side

Director Grenier noted that the 3 cubic-yard charging policy was adopted during the 2011 budgeting process and that to date it has been enforced loosely.

Bernard Skaletski, 1121 Grignon Street:

- Was there to represent the small landlords that have Spanish speaking tenants
- Thought that the informational sheet should have been translated by the City in Spanish and other languages so that it would be available to those who asked
- Stated that to some Spanish speaking individuals, the handout was useless

Ald. Danzinger commented that there are several free translation services available on-line as a tool that people may wish to look at.

Director Grenier also noted that the information sheet was put out only in English as this was a Common Council directive that was established years ago.

Donna Chaudoir, 3121 Beth Drive:

- Expressed concern about do it yourselfers and the ability to dispose of items such as a sink, or a toilet
- Acknowledged that the City does provide a "Cadillac" version of waste collection but that it goes with the "Cadillac" taxes that get paid as well
- Wanted to know what the fees were that they would be charged at the Brown County Transfer Station
- Inquired as to how residents pay now for the City's use of the Brown County Transfer Station
- Suggested that if the City is paying Brown County a flat fee to dump the collected waste there, then City residents should be able to dump there for free or the City should be charged as part of a voucher system
- Stated that she thinks there should be an alternate residential bulk waste drop off location somewhere on the east side of the City
- She would be open to 'overflow' waste collection week(s)

Ald. Danzinger noted:

- To date, excessive bulk pick-ups of up to 3 cubic yards has not been readily enforced
- That an alternate drop off, collection location may cost more than the savings seen in the transformation to automated waste collection thus making the entire program not feasible
- A single sink, a single toilet would not be looked at as construction debris and would be collected

Director Grenier noted:

- Bulk waste collected over the past two years has been photo documented to prove that the City did collect large quantities of debris at properties in question because we have been challenged in the past
- The City pays for the amount of waste dumped at the transfer station, the trucks get weighed as they enter and weighed again as they leave and the difference in weight is what the City is charged
- If an alternate drop-off location within the City were to be developed, it would be operated under a strict lock and key approach, or else the City would be subsidizing the use for other businesses and residents from outside the City to freely drop off their waste.

Ald. Moore stated:

- Taxes within the City have either been held or reduced over the three of the last four years
- We have been attempting to notice do it yourselves of alternate collection means when they come in for building permits through the City's Inspection Department.

Cheryl Reignier, 1434 Thirteenth Avenue:

- Thought that two times per year for excess overflow waste pick-ups was not enough and definitely would not be in support of one of those collection weeks being over the Fourth of July
- Thinks that most people do spring and fall cleaning and with another two times would be suggested
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- Thinks the \$70 for 3 cubic yards of waste is excessive
- Objects to comments that residents need to use common sense because she noted that people no longer have common sense
- The City should consider exceptions of the bulk collection policy for those properties damaged by either floods or fire

Director Grenier noted that the \$70 fee is reasonable and that the City spends upwards of \$600,000 per year over and above the normal waste collection fees just on bulk waste collection.

Randy Krull, 1815 Seventh Street:

- Concerns regarding 'communication'
- Inquired as to where the Green Bay Press-Gazette article was within the paper
- Needed to get the message out there more often and clearer

Director Grenier noted that the City sought out the media to get the message out there but there was limited interest on this topic. The City also does not control where the newspaper places the article.

Katie Williams, 1507 Rockdale Street:

- Was in favor of overflow days but not less than four per year
- Would think that an overflow week every other month would be acceptable
- Concerns for the do it yourself remodelers being able to dispose of their debris at a reasonable cost
- Thinks that special exceptions should be granted to those that have been impacted by floods or fires
- Thinks that the 3 cubic yard quantity seems to be fair and reasonable
- Inquired as to whether or not residents are notified prior to pick-up of excessive waste
- Thinks more communication should have been done
- Noted that there were several properties on the west side that did not receive the yellow informational sheet
- Why wasn't overflow considered within the current informational sheet

Director Grenier responded that residents are notified during the normal garbage collection route that they have an excessive quantity of waste and a tag is placed on the bulk items. The City then schedules crews to come back in a day or two to collect these items thus allowing the residents ample time to make a decision to either remove the waste from the curb and dispose of it on their own or have it picked up and be invoiced by the City for these services.

Director Grenier also noted that the overflow weeks were not addressed at this time because it was the opinion that with too much information on the sheet, people would get disinterested and stop reading the information and not be informed.

Dennis Hecker, 2579 Pecan Street:

- Has concerns regarding the small-time land lords and bulk waste not being picked up from those properties
- Stated that he takes items from his larger multi-family dwellings and places them at his smaller multi-family dwellings so that the items can be picked up
- Doesn't understand why the City hasn't picked up some of the bulk items in over 30 days from some of his facilities

Director Grenier noted that multi-family dwellings of 6 units or greater are not subject to the City's bulk waste collection service and appears to be a separate discussion pertaining to multi-family collection services.

Ald. Mark Steuer, District 10, 1730 Nancy:

- Noted that communication appears to be a common theme throughout the night
- Potentially could have gotten more assistance by utilizing neighborhood associations
- Not everyone has computers, and therefore, cannot check the City's website, Face Book page, or receive other notices
- Agrees that with the taxes charged to the residents, it is for an established core service and that those services above and beyond those core services should be charged additional fees
- Agrees that there should be multiple over flow weeks but did not specify a number
- Was concerned that the \$70 for in excess of 3 cubic yard of waste may be excessive and suggested that it possibly be lowered to \$45

Chris Pirlot, Director of Operations responded that the \$70 fee was derived based upon historic data of how much time and effort it takes for a typical bulk waste stop in an attempt to try and break even in recovering the costs for labor, machines and tipping fees.

Director Grenier noted that the cost of services is not a linear relationship to the population but rather exponentially. Smaller communities may be able to provide more frequent overflow

weeks but due to the size of the City, the more overflow weeks the City provides, the less efficient and less cost savings it will be for the City.

Ald. David Boyce, District 7:

- Requested that data be collected as to how much bulk waste is being generated since the informational notice was sent to residents to see if there has been an increase and at what cost.
- Then possibly take these results and submit them as a press release to aid in communicating this information to the public.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to close the floor. Motion carried.

Ald. Danzinger suggested that a policy be developed that would be part of the City's solid waste ordinance that would describe the overflow pick-up schedule and that the number of weeks selected could be justified. He also noted that this would be addressed when the automated waste collection discussions begin later in the year, most likely in August.

Ald. Wiesbizkie noted that if we increase the number of days, weeks that overflow waste be collected, we should then also consider increasing the fees associated with that extra service. To offer more services for the same or less fee is a bad business decision.

Ald. Warner agreed that up to four overflow weeks may be a good idea if the data can support and justify that recommendation.

It was decided that staff provide a policy back to the committee by the June 12 meeting.

A motion was made by Ald. Danzinger and seconded by Ald. Moore to request Public Works staff to create the bulk/special collection policy for the overflow schedule to be incorporated into the City's solid waste ordinance.

5. Review and approval of the 2013 Mini-Storm Sewer Program.

Steve Grenier, Director of Public Works, provided the Committee with an overview of the Mini-Storm Sewer Program. Mr. Grenier stated that the Mini-Storm program provides a point of connection for sump pump discharges primarily in areas where there are not storm sewer laterals existing. These are areas where the storm sewer installation predates the 1970's. The mini-storm sewer is a 6-inch diameter storm sewer, located in the terrace that is connected to a storm sewer inlet. Mr. Grenier stated that mini-storm can be requested by residents wishing a point of connection, or requested by the Inspection Department to address nuisance conditions.

Mr. Grenier then described the process for connecting to a mini-storm sewer. Once the request is approved, property owners affected by the installation are notified. Property owners are given adequate notice to hire a contractor to extend a lateral from the building to the City right-of-way before the mini-storm sewer is installed. If a resident completes this work before the mini-storm sewer is installed, the City will make the connection of the lateral to the mini-storm at no additional cost to the homeowner. The homeowner is then responsible for the \$815 connection fee, the \$30 permit fee, and the cost for a private contractor to extend the lateral from the house to the right-of-way. Mr. Grenier also stated that homeowners with mini-storm sewer in front of the house are not obligated to connect when the sewer is installed, but must then connect at the time of sale of their home.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the 2013 Mini-Storm Sewer Program. Motion carried.

6. Request by the Department of Public Works for discussion and possible action regarding installation of sidewalk on Morrow Street between 1900 Morrow Street and Danz Avenue. (Postponed from the April 24, 2013 Improvement and Service Committee meeting)

Mr. Grenier informed the Committee that recently a residential development was completed on the south side of Morrow Street that accepted some of the residents formerly housed at the Port Plaza Towers complex. The additional residents in this area have resulted in a request to evaluate the need for sidewalks along Morrow Street connecting the development to Danz Avenue. The recommendation of the study is to install sidewalk on the south side of Morrow Street between 1900 Morrow Street to Danz Avenue.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Warner to order in the installation of sidewalk on Morrow Street between 1900 Morrow Street and Danz Avenue. Motion carried.

7. Request by the Department of Public Works for discussion and possible action regarding installation of sidewalk on University Avenue between Humboldt Road and Curry Lane. (Postponed from the April 24, 2013 Improvement and Service Committee meeting)

Mr. Grenier reviewed the request that was submitted by former Alderperson Ned Dorff to study the need for sidewalk on University Avenue from Humboldt Road to Curry Lane. It has been observed that there is a significantly warn path on the south side of University Avenue from Humboldt to St. Anthony Drive. The Traffic Section's recommendation would be to have sidewalk installed from Humboldt Road to the Green Bay Senior Apartments located at 2809 University Avenue. Although the study was to look to Curry Lane.

A motion was made by Ald. Moore and seconded by Ald. Warner to open the floor for public comment and input. Motion carried.

Catherine Wavrunek Kornowski, 2744 St. Anthony Drive:

- Lives near the proposed crossing of University Avenue near St. Anthony Drive
- Does not agree with the proposed crossing at that location citing safety concerns with the speed that vehicles travel through that area
- Inquired as to why the north side of the road was not considered for the placement of the sidewalk
- Noted that there is no school age pedestrian traffic that uses this warn path and that it is primarily bicycles
- Since the Brown County Mental Health Center has closed the amount of pedestrian traffic has decreased significantly in her opinion
- Concern with snow removal and who is responsible for it
- Concern about the short notice in which there is to raise the funds required to pay for these sidewalk improvements
- Concerns with the ability to actually install the sidewalk between the St. Anthony cul-de-sac and University Avenue; doesn't believe there is ample room

Mr. Grenier explained the sidewalk installation policy. Once the sidewalks are approved to be installed, the Department will notify the residents that they have 60 days to have the sidewalks installed. If the walks are not installed within those 60 days, the City's contractor will receive orders to install. The sidewalk charges would then be handled similar to the assessment policy in which the charges can be paid in full or partial payments made within the first 30 days and the remaining balance would then be rolled over onto the property taxes as a special assessment and spread out over a period of time.

Darrin Tedford, 2740 St. Anthony Drive:

- Noted that the path is primarily from kids on bikes
- That it may be more advantageous to consider a bike lane rather than sidewalks
- Concern regarding the placement of the sidewalk between the cul-de-sac and University Avenue
- Expressed concern about the safety relative to the proposed cross walk location
- Stated that speed is a significant concern in that area of University Avenue

Trudy Jacobson, 2549 East Shore Drive:

- Noted that speed is of a concern on University Avenue
- Believes that there is more bicycle traffic than foot traffic coming from the apartments to the University
- Suggested that the City take a look at the bigger picture and not just the short segment from Humboldt Road to the new Senior Housing facility

Andrew Rauch, 823 Linden Drive:

- Expressed concerns relative to costs for those properties that do not directly face University Avenue
- Expressed concerns relative to maintenance of the sidewalks for properties that do not directly face University Avenue
- Thinks there should be a consideration of exceptions to those properties that do not directly face University Avenue in this regard

Dennis Hecker, 2579 Pecan Street, owner of the rental properties located at 2610-2624 University Avenue:

- The formal landscaping has not been completed on the University Avenue side of his property because of the warn path
- His opinion, why install landscaping if it's just going to be damaged by individuals utilizing the path

A motion was made by Ald. Warner and seconded by Ald. Wiezbiskie to close the floor. Motion carried.

Ald. Moore commented that there appears to be more work required to gather input from the potentially impacted properties and that he suggested that this item be held up until the June 12, 2013 Improvement and Service Committee meeting such that Public Works staff and himself have the ability to re-evaluate and come up with a recommendation and how it plays into the bigger picture of the University Avenue Corridor Study being handled by the City's Planning Department.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to postpone the request by the Department of Public Works for discussion and possible action regarding installation of sidewalk on University Avenue between Humboldt Road and Curry Lane until the June 12, 2013 Improvement and Services Committee meeting at which time Ald. Moore will make a recommendation as to the direction this project should proceed in.

8. Request by the Department of Public Works for discussion and possible action regarding installation of sidewalk on Main Street between East Mason Street and Guns Road/Manitowoc Road. (Postponed from the April 24, 2013 Improvement and Service Committee meeting)

A motion was made by Ald. Moore seconded by Ald. Wiezbiskie to open the floor for public comment and input. Motion carried.

David Harsowich, representing Green Bay Educational Building Corp. located at 2256 Main Street inquired as to would they be responsible for the installation and maintenance of the proposed walk?

Director Greiner stated that due to the potential walk being proposed between the Frontage Road and Main Street, they would not be responsible for the installation and maintenance of that walk.

A motion was made by Ald. Warner and seconded by Ald. Moore to close the floor. Motion carried.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to order in the installation of sidewalk on the north side of the westerly Main Street Frontage Road from East Mason Street to Auto Plaza Way including the additional work required to upgrade the traffic signals both at the Auto Plaza Way and Manitowoc Road intersections. Motion carried.

9. Report by the Department of Public Works on GBMSD Rate Methodology Study.

Matthew Heckenlaible, Assistant City Engineer, explained that the Green Bay Metropolitan Sewerage District (GBMSD) has been studying the possible need to modify the method in which they bill their customers (18 Municipalities and 1 Industrial). One of the key objectives of the study is to develop a methodology that will provide GBMSD with sufficient revenue to cover their expenses that is equitable, defensible and gains acceptance from the GBMSD Commission, Rate payers (Customers) and staff. The primary reason GBMSD is looking at modifying the methodology is due to their proposed solids handling project being referred to as R2E2 which will place a significant amount of capital and debt costs on the BOD and Suspended Solids rate parameters.

The City, as well as other Customers have been participating in numerous workshops and other meetings to discuss the Rate Methodology Study and the impacts that it may impose on the each of the municipalities customers. There are basically three remaining alternatives A1 – Status Quo, B1 – Fixed Monthly Charge with a Uniform Volume Rate (based upon equivalent water meters) and B2 – Fixed Monthly Charge with a Uniform Volume Rate (based on a percentage of flows and loads).

From the City's perspective, Alternative A1 – the Status Quo, still serves us well and fits into our current budgeting and billing process flawlessly. The concern of other customers is that during periods of extremely dry periods, the flows go down and the cost of treating the non-diluted waste is more costly. Conversely, when there are extremely wet periods there is more volume to be treated. With the increased flows and loads, there is the potential for additional funds to be handed over to GBMSD that would be above the norm and that they are then potentially making a profit. The thought by some is that this would balance out over the long haul.

Some of the other customers would like to go with a fixed fee so that it lowers the potential overpayment concern and that the fixed fee would go strictly for debt recovery and would not include any operation, maintenance and administrative costs. The problem the City has with a fixed fee is the way we allocate the costs from GBMSD in our annual budgeting process. The GBMSD fees are placed in a category by themselves and looked at as a pass through cost. Under the City's current budgeting methodology, the fixed fee would be transferred onto the City's customers as an increased administrative fee which significantly impacts our small to medium monitored industrial customers by upwards of 5 to 7 times what they are presently paying per year while the larger industrial customers would be seeing a decrease in their annual payment to the City based upon historic flows and loadings.

If a Fix Fee alternative is selected, the City will demand that GBMSD provides how the fixed fee was made up on the flow and loading parameters such that it then can be equitably divided and applied to the remaining flow and load rates so that we can recover the costs as if we were observing the Status Quo billing methodology.

We are in the process of drafting a letter that will be sent to Tom Sigmund and the Commissioners expressing this view point.

A motion was made by Ald. Warner and seconded by Ald. Wiezbiskie to approve the report by the Department of Public Works on GBMSD Rate Methodology Study. Motion carried.

10. Request by Department of Public Works for discussion and possible action regarding contractor use of yard waste sites.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the request that the Department of Public Works continue to promote educational efforts to maintain the status quo of not allowing contractors to utilize the City's yard waste facilities by potential utilizing light duty personnel, and if this becomes an increasingly larger issue in the future, to bring it back to Committee for further discussion and action at that time. Motion carried with Ald. Danzinger voting "no". Motion carried.

11. Review and award of the contract RESURFACING 1-13.

Mr. Grenier reviewed the bid summary for contract RESURFACING 1-13 and made the recommendation to award to the low responsive bidders:

Part A to Martell Construction in the amount of \$302,585.00.

Part B to MCC, Inc. in the amount of \$1,310,475.17.

A motion was made by Wiezbiskie and seconded by Ald. Moore to approve and award contract RESURFACING 1-13 to the low responsive bidders:

Part A to Martell Construction in the amount of \$302,585.00.

Part B to MCC, Inc. in the amount of \$1,310,475.17.

Motion carried.

12. Request by Brown County Community Gardens to expand the existing community garden south of Fifth Street & east of Ashland Avenue to include the area north of Fifth Street & east of Ashland Avenue.

Mr. Grenier reviewed the request by the Brown County Community Gardens group and described the location that the group has a desire to expand into which is excess Ashland Avenue right-of-way.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the request by Brown County Community Gardens to expand the existing community garden south of Fifth Street & east of Ashland Avenue to include the area north of Fifth Street & east of Ashland Avenue. Motion carried.

13. Approval and payment of the East Walnut Street at Baird Street deed.

Mr. Grenier explained that as part of the proposed East Walnut Street and Baird Street intersection improvements that a small portion of property needs to be acquired from the Green Bay School District to improve the vision triangle.

