

**MINUTES OF THE
IMPROVEMENT & SERVICE COMMITTEE
Wednesday, September 25, 2013
ROOM 207, CITY HALL
6:30 p.m.**

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

1. Approval of the minutes from the regular meeting on September 11, 2013.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the minutes from the regular meeting on September 11, 2013.

Motion carried.

2. Approval of the agenda.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to approve the agenda. To accommodate those in attendance, Item 6, 8, and 11 were taken after item 4, and then returned to regular agenda order. Motion carried.

3. Request by Daniel and Jean Bricker to rescind the weed control and unsightly growth charge of \$77.00 at 843 Colonial Avenue.

Director Grenier stated that excessive weeds were noted and the property was tagged on August 13, 2013. The property was rechecked on August 14, 2013, noting that the property was still not cut. Crews returned on August 15 to cut the property. Mr. Grenier read from a letter provided by the property owner. In the letter, Jean Bricker, the property owner requested the charge be reduced by 50%. Ms. Bricker stated that the property is a rental, and as the landlord she was not called to be notified of the issue. She requested that the landlord be called directly and that 10 days be given to address the issue. She acknowledged that work had been done on her property, and enclosed a check for half the cost of the charge to her request letter to compensate the City. She decreased the amount of the payment by half because she wasn't notified and she couldn't fix a problem that she didn't know existed.

Director Grenier noted that both requests are contrary to City policy that has been adopted by both this committee and Common Council.

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

Jean Bricker, 2453 St. John's Drive, Green Bay appeared before the committee. Mrs. Bricker stated that as landlord for the property, she was unaware of the issue, so she could not address it. Mrs. Bricker indicated that she cut the property on August 8, but did not mow the garden because it was excessively hot. It was not her intent to leave her property in disarray. She has since evicted the tenant, and has treated the garden with an herbicide so this won't happen again. Mrs. Bricker requests that landlords be given a telephone call so they are aware of problems at their properties. She also requests 10 days to address the problem. When asked if she knew the City's policy on weed control, she stated she did not have knowledge of the policy.

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

At Ald. Danzinger's request, Director Grenier reviewed the weed growth policy. Properties with unmanaged growth in excess of 9 inches are deemed in violation of City ordinances. These inspections are usually triggered by a complaint. Department of Public Works (DPW) staff take pictures and give written notice of the violation. They return to the property at least 24 hours after the initial visit. If the issue remains, the property is scheduled for cutting by DPW staff. All charges are portal to portal charges.

Ald. Moore indicated that the weed policy has been designed for the best notification system possible. Tagging has proved to be the most effective way to notify someone present on the property of the issue. He supports the current policy as implemented.

Ald. Danzinger stated that he saw issues with a phone call notification system, noting that people can fail to get voice messages as well. He also noted that it would take DPW staff a lot more time to research landowner phone numbers, as that information is not readily available.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to approve the request by Daniel & Jean Bricker to rescind the weed control and unsightly growth charge of \$77.00 at 843 Colonial Avenue and reissue a new invoice for half of the original cost in the amount of \$38.50. Motion carried.

4. Request by Drielle Hucek to rescind the early set out charge of \$57.00 at 1052 Amberly Trail.

Director Grenier reported that the normal collection day for this property was Tuesdays. On Thursday, July 30, 2013, one bag of garbage was noted on the curb when DPW staff drove by the property. The bag was collected and an early set out charge was sent. On September 10, 2013, DPW received a letter from Drielle Hucek, the tenant at the property, stating she was unaware of the early set out fee policy and wanted to know why no warning was given before assessing a charge. Ms. Hucek noted she had received warnings in the past for a recycling issue, and she made sure she followed the policy in the future. In this case, she was headed out of town and would have missed her normal pick up day.

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

Drielle Hucek, 1052 Amberly Trail appeared before the committee. Ms. Hucek stated that she didn't know about the early setout policy, and was not informed by her landlord at the time she moved in. Ms. Hucek further stated that she was headed out of town and would not return in time for her normal pickup date. She thought the bag would be collected on her normal day, and did not intend for additional work for DPW. She wanted to know why she did not receive a warning, as she had when she set out a recycling bin incorrectly. Ms. Hucek also inquired when she could set out her trash, as her collection time is usually between 10 and 11 am. The policy states 12 hours, but that would be the middle of the night.

Director Grenier clarified that warnings are given for certain violations of the solid waste ordinances such as recycling in the garbage, prohibited items, and trash in greater quantities than the allowable amount to give the resident the opportunity to correct the issue. In the case of a early set-out, especially one placed on the curb 4 days before the normal collection date, the bags are collected immediately to prevent a public health issue.

Ald. Thomas DeWane stated that he had talked to the landlord directly regarding this charge. The landlord acknowledged that he did not give information to his tenants about the solid waste policy, but would do so for future vacancies.

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

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to approve the request by Drielle Hucek to rescind the early set out charge of \$57.00 at 1052 Amberly Trail. Motion carried.

5. Request by Downtown Green Bay, Inc. to place perennial plantings in the tree cut-outs in the concrete on N. Adams Street and S. Washington Street.

Director Grenier referred the Committee to the packet, which included a map of the planned work and a proposed plan. DPW staff has no issues with the proposal.

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

Crystal Osman, Downtown Green Bay Inc (DGBI), and Olde Main, 1010 S. Jackson Street. Ms. Osman informed the Committee that DGBI has the funds to complete this work. No additional funding or effort would be needed by City staff. Ms. Osman further indicated that DGBI was originally unaware that permission would be needed to complete this work, so some of the plants were installed on S. Washington Street. They have been well received and make the area look better.

Ald. Tim DeWane stated that he supports anything to make downtown Green Bay look better.

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

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to approve the request by Downtown Green Bay, Inc. to place perennial plantings in the tree cut-outs in the concrete on N. Adams Street and S. Washington Street. Motion carried.

6. Request by Bob Brown to obtain privilege of metal detecting in right-of-way.

Director Grenier stated that DPW received a request from Titledown Treasure Seekers to detect in the City right-of-way, from the back of the curb to the face of the sidewalk. Tools proposed included a metal detector, pin-pointer, and probe, and excavations would be limited to 8 inches deep and 6 inches wide. Any excavated sod would be replaced. Approval would be limited to club members only, and the member would carry an identification card when in the right-of-way. The group intended to enter into a hold harmless agreement with the City.

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

Robert Brown, 665 Main Avenue, De Pere, WI, appeared before the Committee. Mr. Brown identified that Titledown Treasure Seekers has been a club for the past 14 years. They meet in Green Bay and have approximately 25 active members. They are seeking permission from the City to be in the terrace because from time to time homeowners question why they are in the terrace detecting. Mr. Brown stated that club members intend to get permission from the homeowner before detecting in the terrace. Members were willing to wear brightly colored vests to identify themselves to residents and the police.

Joe Spiering, 516 S. Jackson Street, appeared before the Committee. Mr. Spiering, a member of Titledown Treasure Seekers stated that the club wanted permission to metal detect in the

terrace because people drop a lot of things behind the curb when exiting vehicles and the downtown area historically had boardwalk, which could have preserved other lost items.

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

Ald. Wiezbiskie stated he was hesitant to support this request. He saw too many potential conflicts with residents, who don't own the terrace but are required to maintain it and therefore have connection to it.

Ald. Moore asked if he could detect in the right-of-way in front of his own property, if he desired.

Director Grenier stated that current policy would allow you to use a detector in the terrace, but required an excavation permit before you could dig anything you detected. There is a minimum fee, and exposure and liability waivers apply. The applicant is essentially requesting the elimination of the permitting step prior to excavating in the terrace. From a practical standpoint this could be seen as a no harm, no foul situation, but the current ordinance does require a permit for any excavation, regardless of size or depth.

Ald. Thomas DeWane stated that he does not support this request, as he sees it causing issues with residents. Also, he sees potential disputes at vacant lots and rental properties. Because there are so many variables, he recommends denying this request.

Ald. Danzinger confirmed that the current policy would allow this action, if the detector marked the intended blocks then came into City Hall for a permit. Beyond that, a policy would have to be developed allowing an exception for metal detecting activities.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to deny the request by Bob Brown on behalf of Titledown Treasure Seekers for permission of metal detecting in City right-of-way. Motion carried.

Ald. Danzinger informed those in attendance that this motion was denied because current City policy already allowed for detecting in the terrace, as long as an excavation permit was obtained prior to digging.

7. Request by Jeff Goelz for an air rights easement to allow the installation of a flag-mounted sign above the Washington Street right-of-way at 201 N. Washington Street.

A letter requesting an air rights easement at 201 N. Washington Avenue was received on September 16, 2013. However, the request lacked graphics, which are required for the approval of an air rights easement. As of the start time of this meeting, the graphics had not been received. Therefore, DPW staff recommends holding this issue until the graphics are received.

Ald. Danzinger asked if this issue could be decided by Council if the graphics are received between the Improvement & Service meeting and Common Council. The committee concurred that this could happen.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to hold, pending additional information, the request by Jeff Goelz for an air rights easement to allow the installation of a flag-mounted sign above the Washington Street right-of-way at 201 N. Washington Street. Motion carried.

8. Request by Ald. Thomas DeWane to discuss, with possible action, the waste management agreement with Brown and Outagamie Counties (referred back from August 14, 2013 meeting).

Director Grenier reported to the Committee that he had not had a chance to reopen discussions on the possibility of signing a waste management agreement with Brown and Outagamie Counties. However, as part of the budget discussions, DPW staff is evaluating multiple waste management options. These options will be presented with the DPW 2014 draft budget. DPW Staff recommends holding for this topic for future discussion.

Ald. Thomas DeWane requested that the Committee open the floor to allow Dean Haen, Port and Resource Recovery Director for Brown County, present to the Committee.

A motion was made by Ald. Moore, seconded by Ald. Danzinger, to open the floor to public comment. Motion carried, with Ald. Wiezbiskie voting no.

Dean Haen, Port and Resource Recovery Director, Brown County, 3110 Pioneer Drive appeared before the committee. Mr. Haen stated that Brown County approached the City last year with a longer term agreement. This agreement is still available to the City. With a longer term, Brown County is willing to reduce the required payment by \$1.40/ton. He hopes the City is interested in this cost savings. Mr. Haen stated that the City is the only municipality within Brown County that hasn't signed the agreement.

When asked by Ald. Moore if Brown County is willing to negotiate the terms of the contract, Mr. Haen replied that the City could decide if a 5 year or 10 year term was more desirable. Both terms were available in the current contract.

When asked by Ald. Danzinger about tonnage restrictions and plans for other waste management strategies beyond landfills, Mr. Haen stated that the new Brown County Master Plan, and the Brown, Outagamie, and Winnebago Master Plans have multiple waste management fronts, including organic waste streams. A resource recovery park is part of the south landfill design, which would include a second handling of waste to remove waste of value. The new plans emphasize waste as a resource.

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

Ald. Thomas DeWane stated that the Mayor has expressed his intention to sign this agreement. He wonders why the City hasn't taken advantage of the obvious cost savings associated with a longer term agreement.

Ald. Danzinger asked if the agreement was still in negotiations. Director Grenier stated that the Mayor had stated that he was not in support of the agreement as written, but did state the he would talk to the County Executive to continue discussions. Ald. DeWane stated that he would like to discuss this in greater detail with the Mayor, and intended to do so in person.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to receive and place on file the report of the Director regarding the waste management agreement with Brown and Outagamie Counties. Motion carried.

9. Request by Ald. Brunette to review street lumination on the corner of Oneida Street and Liberty Street with a possible improvement.

Director Grenier directed the committee's attention to the maps handed out in the I&S packet. The illumination levels at the corner referenced meets or exceeds City standards. City standards allow for poles every 400 feet; in this case pole spacing ranges between 230 to 430

feet. Staff verified that the streetlight in question was still functioning and not obstructed by anything. When asked if the light could be boosted, the Director responded that it was possible to swap the 9,000 lumen fixture with a 14,000 lumen fixture, but cautioned that increasing the light intensity within the City has drawn complaints from residents in the past. Staff recommends that no additional action is necessary for this intersection.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to receive and place on file the request by Ald. Brunette to review street lumination on the corner of Oneida Street and Liberty Street with possible improvement. Motion carried.

10. Request by Ald. Thomas DeWane to rescind the cost of street work done on Victoria Street owned by St. Phillips Parish per agreement and extension of 25-year park agreement at \$1 per year.

Director Grenier requested Ald. Thomas DeWane present this issue.

Ald. Thomas DeWane stated that an agreement was made between the City and the St. Phillip Parish in 1982. St Phillip Parish leased St. Phillip Park to the City for \$1/year and agreed to maintain the park for the City, in lieu of paying for improvements made by the City on Irene Street. The agreement stated the City could cancel any future assessments in lieu of future improvement payments. The agreement had a term of 25 years, and included language to continue the agreement on a year to year basis, with either party having the option to withdraw from the agreement with 30-days notice after the 25-year term. The Parish has approached Ald. DeWane and the City and asked to renegotiate this agreement, offering a lease of \$1/year for 25 years, in lieu of the assessments for the 2012 Victoria Street repair work.

Ald. Danzinger asked why this issue isn't being presented by Legal. It seems like a contract interpretation issue, which is the purview of the Law Department. Ald. DeWane stated that the Mayor and the City Attorney asked that this issue be presented before the committee before they can act upon it.

Director Grenier stated that the Parish petitioned the former DPW Director on whether the 1982 agreement applied to the work on Victoria Street. In a legal opinion written on December 12, 2012, Assistant City Attorney Kail Decker stated that the agreement only applied to work assessed on Irene and Crooks Streets. Victoria Street is still subject to assessment. St. Phillip Parish representatives also expressed support at the public hearing for this project. The project incurred additional expenses to make design changes requested by the Parish, some of which were 100% paid for by the Parish. The Parish did not express any concerns about paying for the assessment until the bill was received.

Ald. DeWane stated that the Parish wanted to negotiate a new lease agreement of \$1/year for 25 years in lieu of the \$20,137.96 assessment on Victoria Street. This agreement would be patterned after the 1982 agreement. He wished the Law Department were here to explain why this issue was presented to I&S before the agreement was executed.

The committee concurred that they wanted the input of the Law Department before they acted upon this issue.

Director Grenier stated that DPW does not support waiving the assessments on Victoria Street. DPW Capital Improvement Funds were spent on this project, with the understanding that these funds would be reimbursed. The funds have been spent, now the reimbursement may not be coming. This deficit will have to be overcome somewhere else in the budget.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to hold until the October 9, 2013, meeting of the Improvement & Service Committee the request by Ald. Thomas

DeWane to rescind the cost of street work done on Victoria Street owned by St. Phillips Parish per agreement and extension of a 25 year park agreement at \$1/year and direct Department of Public Works staff to confer with Law Department. Motion carried.

11. Request by Ald. Thomas DeWane to run water to St. Phillips Park from Chicago Street and Irene Street and discuss cost.

Director Grenier asked Ald. Thomas DeWane to present his request to the committee.

Ald. Thomas DeWane stated that this park is owned and maintained by St. Phillip Parish. The Parish would like to extend water service to the north side of the park, to allow for concessions and drinking water at the football field. The current alderperson is in support of this project, as is the Parks Director. Currently, the football team runs hoses from neighboring homes to supply drinking water for the team, and residents playing basketball in the area go without drinking water.

Ald. Tim DeWane stated that this request has been ongoing, but he had been told that St. Phillip Parish had to approve the improvement, and the underlying landowner. They had approved this request, which is why the request is being brought to the committee.

Nancy Quirk, General Manager of the Water Utility, presented maps to the committee showing the locations of water supply at the park. There is a two-inch supply that is currently being used for irrigation, as well as a water fountain and water service at the shelter to the south. Water could be taken from the irrigation location, or tapped from a street-side water line, to fulfill this request. City ordinances require private funds for water service on private property, but the owner can petition directly to the Water Utility, without the action of the committee. The Water Utility could give actual permit costs and an estimated cost of construction for the two proposals back to the next committee meeting. Staff recommends referring this issue back to the next meeting to allow time for the estimate.

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

Mike Renier, 3566 Glenn Oaks Pass, appeared before the committee. Mr. Renier is the football coach at the park. They are looking for field improvements to allow for concessions and water service at the north end of the field. Currently, the team uses hoses to borrow water from adjacent residents. Water service would improve the field greatly. Mr. Renier asked who would approve other improvements, such as lights on the field or a new concession stand. Director Grenier stated that the first step would be to bring the request to the Parks Department for review.

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

Ald. Tim DeWane asked if the City could pay for this improvement.

Ald. Danzinger stated that, without estimates, the committee cannot comment either way on the availability of funding.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to refer to Department of Public Works staff for consultation with Law Department the request by Ald. Thomas DeWane to run water to St Phillips Park from Chicago Street and Irene Street, prepare an estimate of construction cost to complete the work, and bring the item back at the October 9, 2013, meeting of the Improvement & Service Committee. Motion carried.

12. Request by the Department of Public Works to contract with Brown and Caldwell to complete Professional Engineering Services for the development of a Sewer Capacity, Management, Operation and Maintenance Plan at a cost of \$98,871 and to authorize the Director of Public Works to sign the agreement.

Director Grenier referenced the previous committee meeting, where the committee recommended the City enter into an Administrative Consent Agreement with the US EPA. In order to fulfill the terms of this agreement, a CMOM needed to be developed. The first step of this action was to secure the services of an engineering consulting firm to assist with the project. Proposals were received and independently reviewed by three DPW staff members, using a quality-based selection approach. With this approach, cost is a factor in the evaluation of the proposals, but you don't simply select the lowest cost proposal. When cost was excluded, Brown and Caldwell's proposal was far superior to any other proposal. It is common during evaluation of quality-based selection to attribute 20 to 25 percent of the evaluation on the cost component. Even when allowing 20 to 25 percent of the evaluation to be cost-based, with the remaining balance to be on the strength of the team and staff proposed, the Brown and Caldwell proposal scored highest with the review panel. The staff proposed is experienced, and the level of effort described is commensurate with the expectations of City staff. It is within the budget set aside for this effort. Staff recommends approval of this request.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the request by the Department of Public Works to contract with Brown and Caldwell to complete professional engineering services for the development of a sewer Capacity, Management, Operations and Maintenance Plan at a cost of \$98,871, and to authorize the Director of Public Works to sign the agreement. Motion carried.

13. Report of the Purchasing Agent:

- A. Request to award chemical root treatment to the low, responsive vendor, Duke's Root Control, Inc. in the amount of \$25,368.59.

Director Grenier stated that this work is required to maintain the City's sewer system because roots occasionally invade the sewer system, blocking the flow of water in the pipe. Chemical root treatment helps control this issue. In the past, Purchasing has asked for quotes from multiple vendors, but only received a single proposal. In light of this history, Purchasing approved a sole source procurement for this action.

Duke's Root Control was deemed to be a low, responsive vendor. The price per foot quoted this year was less than last year's proposal, due to the increased volume of chemical root control in the contract. Prices varied slightly from pipe to pipe in the proposal, based on the length and the diameter of the pipe. Chemicals are applied to the pipe based on the total volume of the pipe, not just the length. Sewer televising was made available to the vendor to insure a more accurate quote.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the report of the Purchasing Agent:

- A. Request to award chemical root treatment to the low, responsive vendor, Duke's Root Control, Inc. in the amount of \$25,368.59.

Motion carried.

14. Review and award of the contract PARKS PROJECT 2-13.

Staff recommends award of the contract to the low, responsive bidder, Maroszek Excavating, Inc., for \$74,651.55. Parks has supplied a memorandum recommending award of the contract,

which was supplied in the committee packet. This contractor has successfully completed work for DPW and Parks Department in the past.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to award contract PARKS PROJECT 2-13 to the low, responsive bidder, Maroszek Excavating, Inc., in the amount of \$74,651.55. Motion carried.

15. Request by ExteNet Systems, Inc. to enter into a Dark Fiber License Agreement for the placement of a fiber optic strand for the City's use to be placed in the City's rights-of-way.

Director Grenier reviewed with the committee the map provided by ExteNet which was provided to each committee member. ExteNet is a regulated utility, and as such as the legal right to place utilities within the City right-of-way. They plan on placing small antennae on WPS poles as shown on the map. An agreement has been executed with WPS to accommodate this action. These antennae will be connected with fiber optic cable, then the capacity will be sold to non-regulated utilities, such as Sprint, who do not have the right to occupy the ROW. As a regulated utility, ExteNet has the statutory right to complete this work, but in a show of good will, ExteNet has offered the City access to a single fiber strand for our exclusive use. This capacity cannot be sold, but could be used for data transmission, traffic control, cameras, etc. Staff recommends approval of this agreement subject to approval by Law Department.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the request by ExteNet Systems, Inc. to enter into a Dark Fiber License Agreement for the placement of a fiber optic strand for the City's use to be placed in the City's right-of-way, subject to approval by the Law Department. Motion carried.

16. Request by Yellow Dog Investments, LLC to install a sign in the right-of-way adjacent to 1228 Main Street.

DPW received a request from Yellow Dog Investments, LLC. to install a sign in the right-of-way adjacent to 1228 Main Street. This request was complete, including graphics, which appear to be consistent with other similar signing in the area. Staff recommends approval of this request.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to approve the request by Yellow Dog Investments, LLC. to install a sign in the right-of-way adjacent to 1228 Main Street, subject to the execution of a hold harmless agreement and submittal of appropriate insurance, and to authorize the Mayor and City Clerk to sign said agreement. Motion carried.

17. Approval of the following Deeds, Temporary Limited Easements (TLE) and Permanent Limited Easements (PLE):

MONROE AVENUE – CASS STREET TO MAIN STREET PROJECT ID. # 1481-07-21

| | | |
|---|------------|------------|
| Jeffery P. & Robin D. Smet Parcel 9 | \$250.00 | TLE |
| James R & Diane J Warpinski Parcel 21 | \$1,600.00 | DEED & TLE |
| Warpinski Properties Parcel 22 | \$650.00 | DEED & TLE |
| Family Services of Northeast Wisconsin Parcel 23 | \$2,200.00 | PLE & TLE |

| | | |
|---|------------|------------|
| Gannett Georgia, LP Parcel 59 | \$250.00 | TLE |
| THM Investments Parcel 63 | \$2,900.00 | DEED & TLE |
| Pacific & Southern Co., Inc. Parcel 68 | \$4,000.00 | PLE & TLE |

Director Grenier stated that these are required for the upcoming Monroe Avenue Department of Transportation (DOT) project. Department of Public Work staff recommends approval.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve and authorize payment of the following deeds, temporary limited easements (TLEs), and permanent limited easements (PLEs):

MONROE AVENUE – CASS STREET TO MAIN STREET PROJECT ID. # 1481-07-21

| | | |
|---|------------|------------|
| Jeffery P. & Robin D. Smet Parcel 9 | \$250.00 | TLE |
| James R & Diane J Warpinski Parcel 21 | \$1,600.00 | DEED & TLE |
| Warpinski Properties Parcel 22 | \$650.00 | DEED & TLE |
| Family Services of Northeast Wisconsin Parcel 23 | \$2,200.00 | PLE & TLE |
| Gannett Georgia, LP Parcel 59 | \$250.00 | TLE |
| THM Investments Parcel 63 | \$2,900.00 | DEED & TLE |
| Pacific & Southern Co., Inc. Parcel 68 | \$4,000.00 | PLE & TLE |

Motion carried.

- Application for a Tree & Brush Trimmer License by Beaver Tree Specialists.

Department of Public Works staff recommends approval of this license.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the application for a Tree and Brush Trimmer License by Beaver Tree Specialists. Motion carried.

- To receive and place on file the verbal Director's Report on the recent activities of the Public Works Department.

Director Grenier provided a brief overview of issues related to the sag in the Leo Frigo Bridge. At 4:51 am, a motorist on the Leo Frigo Bridge called 911 and reported a sag in the structure. The bridge has been closed by the Wisconsin DOT to allow for evaluation and repairs. An exact duration has not been set, but staff anticipates it will be closed for a long time. Traffic

has been rerouted on local streets. Department of Public Works staff has and will continue to support the DOT in any manner necessary.

Director Grenier informed the committee that he has held a meeting with the Mayor and Finance Department to discuss the preliminary budget for 2014. Preliminary budget numbers are being refined, and Director Grenier anticipates presenting the draft budget to the committee at the next meeting for review.

Loose leaf season is anticipated to begin the week of October 14. Unofficially, Operations staff will be aggressively collecting brush the week before, to prevent brush from being comingled with the leaves.

A motion was made by Ald. Danzinger and seconded by Ald. Moore to receive and place on file the verbal Director's Report on the recent activities of the Public Works Department. Motion carried.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to adjourn the meeting. Motion carried.

Meeting adjourned at 8:31 p.m.