



MINUTES OF THE IMPROVEMENT AND SERVICES COMMITTEE

**TUESDAY, FEBRUARY 25, 2020, 4:30 PM
CITY HALL, ROOM 310**

PLEASE NOTE DATE, TIME, AND ROOM CHANGE

A. ROLL CALL.

Present: Ald. Mark Steuer, Ald. Brian Johnson, Ald. Andy Nicholson, Ald. Jesse Brunette

Excused: Ald. Chris Wery

B. APPROVAL OF THE AGENDA.

Moved by Ald. Jesse Brunette, seconded by Ald. Brian Johnson to approve the agenda of the Tuesday, February 25, 2020 Improvement and Services Committee meeting. Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

C. APPROVAL OF MINUTES.

Moved by Ald. Jesse Brunette, seconded by Ald. Mark Steuer to approve the minutes of the Wednesday, February 12, 2020 Improvement and Services Committee meeting. Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

D. REGULAR BUSINESS.

I. Consideration with possible action on request by Ald. Johnson to create a draft ordinance and guidelines that would permit the installation of parklets in retail and commercial areas.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to refer to staff the request by Ald. Johnson to create a draft ordinance and guidelines that would permit the installation of parklets in retail and commercial areas. Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

2. Consideration with possible action on request by Ald. Lefebvre to look at residential policy per storm water runoff; residences are experiencing rain water runoff from elevated houses because of floodplain building elevation requirements (FEMA).

Moved by Ald. Mark Steuer, seconded by Ald. Jesse Brunette to refer to staff the request by Ald. Lefebvre to look at residential policy per storm water runoff; residences are experiencing rain water runoff from elevated houses because of floodplain building elevation requirements (FEMA). Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

3. Consideration with possible action on request by Ald. Nicholson, on behalf of Tina Bunker, to have the City of Green Bay own and maintain the storm water management ponds as part of the Grandview subdivision(s) (referred to staff at the February 12, 2020 Improvement and Services Committee meeting).

Moved by Ald. Jesse Brunette, seconded by Ald. Mark Steuer to refer to staff the request by Ald. Nicholson, on behalf of Tina Bunker, to have the City of Green Bay own and maintain the storm water management ponds as part of the Grandview subdivision(s). Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

4. Consideration with possible action on request by Department of Public Works to submit bond request to support 2020 Capital Improvement Program (held at the February 12, 2020 Improvement and Services Committee meeting).

Moved by Ald. Jesse Brunette, seconded by Ald. Mark Steuer to approve the request by Department of Public Works to submit bond request to support 2020 Capital Improvement Program and forward to Finance Committee. Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

5. Consideration with possible action on the report of the Purchasing Department:

A. Request approval to purchase Televising Camera System on a Cube Van from Envirotech Equipment for \$357,048.

B. Request approval to purchase two Street Sweepers from Macqueen Equipment through Source Well Cooperative for \$564,874.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to approve the report of the Purchasing Department:

A. To purchase Televising Camera System on a Cube Van from Envirotech Equipment for \$357,048.

B. To purchase two Street Sweepers from Macqueen Equipment through Source Well Cooperative for \$564,874.

Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None,

Abstain- None

6. Consideration with possible action on the review and award of the following contracts:

- A. No bids received PARKS PROJECT 1-20 (EDISON PARK PICKLEBALL COURTS)
- B. PARKS PROJECT 2-20 (COLBURN PARK CONCESSION STAND & DECK LIGHTING)

Moved by Ald. Jesse Brunette, seconded by Ald. Brian Johnson to refer to staff to rebid the following contract through Purchasing:

- A. No bids received PARKS PROJECT 1-20 (EDISON PARK PICKLEBALL COURTS).

Motion carried. Vote: Yes-Nicholson, Brunette, Steuer, Johnson, No- None, Abstain- None

Moved by Ald. Jesse Brunette, seconded by Ald. Brian Johnson to approve the award of the following contract:

- B. PARKS PROJECT 2-20 (COLBURN PARK CONCESSION STAND & DECK LIGHTING) to the low responsive bidder, IEI General Contractors, in the amount of \$90,196.

Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

7. Consideration with possible action on applications for Sidewalk Builder Licenses by the following:

- A. J.C. Santy Construction LLC
- B. Larry Van Rite Trucking & Excavating

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to approve the applications for Sidewalk Builder Licenses by the following:

- A. J.C. Santy Construction LLC
- B. Larry Van Rite Trucking & Excavating.

Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

8. Consideration with possible action on applications for Tree & Brush Trimmer Licenses by the following:

- A. Best Stump Grinding
- B. Bucklin Tree Service LLC
- C. Treeo's Tree Service, Inc.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to approve the applications for Tree &

Brush Trimmer Licenses by the following:

- A. Best Stump Grinding
- B. Bucklin Tree Service LLC
- C. Treeo's Tree Service, Inc.

Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

9. Consideration with possible action on application for Underground Sprinkler System License by Conserva Irrigation.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to approve the application for Underground Sprinkler System License by Conserva Irrigation. Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

E. INFORMATIONAL.

I. Director's Report on recent activities of the Public Works Department.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to receive and place on file the Director's Report on recent activities of the Public Works Department. Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

2. The next Improvement and Services Committee meeting is scheduled for March 11, 2020.

F. PUBLIC HEARINGS.

G. ADJOURNMENT.

Moved by Ald. Jesse Brunette, seconded by Ald. Brian Johnson to approve to adjourn the Improvement and Services Committee meeting. Motion carried. Vote: Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, Mark Steuer, No- None, Abstain- None

VERBATIM MINUTES

- Recording?

- It should.
- It doesn't look like it's on.
- Now it's recording.
- Are you guys related?
- No.
- No? Maybe down the line.
- Just wondering.
- Just why?
- Just wondering, did you have your cake doughnuts?
- Yeah.
- There we go.
- All right, ready to roll?
- Yep.
- Okay, let it be recorded, Steuer, Nicholson, Brunette, Johnson are present, Wery's excused. I need an approval of the agenda.
- So moved.
- Move to approve.
- Motion by Brunette, second by Johnson. Under discussion, hearing none, all in favor?
- [All] Aye.
- Nays, motion carried. Approval of the minutes. Motion by?
- Move to approve.
- Brunette.
- Second.
- Second by Steuer. Under discussion, hearing none, all in favor?
- [All] Aye.

- Nays, motion carried. Regular business, consideration with possible action on a request by Alderman Johnson to create a draft ordinance and guidelines that would permit the installation of...
- Parklets.
- Parkies?
- Parklets.
- Parklets.
- Parklets?
- Parklets.
- Parklets.
- Okay, just want to make sure I'm reading it right, in retail and commercial areas. Alderman Johnson.
- Move to refer to staff.
- Motion to refer to staff.
- Second.
- Second.
- Second by Brunette. Under discussion, hearing none, all in favor?
- [All] Aye.
- Nays, motion carried. Two, consideration with possible action on a request by Alderman Lefebvre to look at residential policy per storm water runoff, residences are expecting--
- Experiencing.
- Experiencing rain water, I don't have my glasses, runoff from elevated houses because of floodplain building elevation requirements. Jim?
- On this one, I've talked to Alder Lefebvre in the past. She's got a couple of residences over on, I believe it's Reber, that she wants looked at. But Steve had talked to her and she just wanted this referred to staff and we'll get the specifics from her.
- Got it.

- And then there's a good chance that this really should go to Plan Commission because it's a sixth floor item, not an I and S item. But if we refer it to staff then we can talk to Kathy, get the specifics and get it to where it needs to go.
- Need a motion to refer to staff by?
- Motion to refer to staff.
- Steuer.
- Second.
- Second by Brunette. Under discussion, hearing none, all in favor?
- [All] Aye.
- Nays, motion carried. Okay, number three, I want to hold.
- Move to hold.
- Second.
- Yeah, the issue is...
- Well I can fill you in a little bit on that too.
- Oh you can?
- Because we haven't received the, we had talked about getting the pond design from her designer.
- Right.
- We haven't gotten that yet. We're anticipating, we're being told we should have it by Wednesday or Thursday of this week. And so then once we get that--
- That's what Steve told me.
- We'll be able to go through and get the costs calculated. And then we'll be able to bring the costs back to committee.
- Okay. Well if we need a special meeting we could always have one.
- I'm thinking that to get the costs calculated, it would probably fit in with, I think we are having our next meeting is March 11th.
- All right.
- I believe.

- Sounds good. So let's refer to staff by Brunette. Have you got a question?
- No, I was just, the motion I put was hold, but refer to staff to report back to the March I and S meeting.
- Next I and S meeting.
- Yeah.
- Okay.
- Second.
- Second by Steuer, under discussion? Hearing none, all in favor?
- [All] Aye.
- Nays, motion carried. Four, consideration with possible action request by Department of Public Works to submit bond request to support 2020 Capital Improvement Program. Jim?
- On that one, Steve had forwarded a memo to you guys. And in the memo it indicates where all the money is going from the Wheel Tax. And compared to the latest averages over the last 10 years, the program for this year is actually an increase over last year's. And so that's why we recommend that the bond request gets approved and forwarded onto Finance Committee. I don't believe Steve had heard from anybody after he had distributed the memo. He didn't let me know before he left.
- All right. Johnson?
- And I think if this gets referred or approved, then if you wanted to discuss it further on Tuesday at Council, someone could pull it.
- Right.
- And then Steve would be there to discuss it in further detail.
- Okay.
- Johnson, you got the floor.
- Yeah, one thing that I noticed in here, Jim, and I didn't realize this, I didn't have a chance to really do the deep dive until Steve was already gone.
- Okay.
- But in particular, is the full amount of the Wheel Tax that's being allocated in this, is that the, sorry, I'm trying to dig up the number here, is that the 2.2 million?

- Yes.

- And that's what we saved from last year and then what we have?

- Yeah, what we're anticipating bringing in this year is about 1.7, and then we had a savings or money that wasn't used last year of about five, so it's about 2.2 million total.

- This is it.

- So my recollection during the budget conversation, I understand if you don't have the answer to it, but I'm going to ask. There were at least three of us at this table I think that opposed the use of Wheel Tax funding for the purchase of blacktop and the joint sealant. And so my understanding is that the Wheel Tax revenue in the budget was being used to purchase things that the levy traditionally supported.

- I believe from the memo, and again, this is just my opinion based off the memo because Steve is recommending that the 500 and the 1.7 from this year all go into the Capital Program.

- So how are we going to fund the blacktop and the joint sealant?

- I think that was budgeted. I thought that 100 grand from that got budgeted.

- Do you guys recall? I thought the Wheel Tax money was gonna be used for the purchase of that, and there was some--

- That was my understanding.

- Yeah.

- In which case then, if in fact that is the case, these numbers obviously would need to be adjusted to reflect that I would think, right?

- And I think, in the original Wheel Tax memo, I believe Steve had set aside 100,000.00 for patching materials.

- I thought it was more, I thought it was closer to 300,000.00 that was required in the budget? So maybe at least, just, I'll pass this knowing that we can talk about it.

- We might just be supplementing the budgeted amount with a little bit from the Wheel Tax.

- Sure, I just think that maybe at least bring that up with Steve so that, if we do have questions on Tuesday, and we'll talk to him and hopefully he'll have answers.

- Obviously I'll be talking to him when he gets back from holiday and I can let him know that that question came up.

- Perfect.

- Anything else?
- No.
- All right, what are the wishes of the committee?
- Move to approve.
- Motion to approve by Brunette, second by?
- Second.
- Steuer. Under discussion? Hearing none, all in favor?
- [All] Aye.
- Nays, motion carried. Can I use your glasses? Okay, five, consideration with possible action on a report of the Purchasing Department. A, request approval to purchase televising camera system on a cube van from Envirotech Equipment for \$357,048.00. Jim?
- Basically the Purchasing went out and looked at a new camera truck, so basically this will be the camera equipment and the truck that goes with it. We had three bids. Envirotech Equipment was the low bid at \$357,048.00. And the recommendation is to award to the lowest responsive responsible vendor, Envirotech, in the amount of \$357,048.00.
- Move to approve.
- Motion to approve by Johnson.
- Second.
- Second by Brunette, under discussion? Hearing none, all in favor?
- [All] Aye.
- Motion carried. Five B, request approval to purchase two street sweepers from MacQueen Equipment through Source Well Cooperative, 564,874.00. Jim?
- The same thing as Purchasing went out and got three quotes, and the low bid was MacQueen in the amount of 564,874.00. We recommend award to the lowest responsive responsible vendor which is MacQueen in the amount of \$564,874.00.
- I'll entertain a motion.
- Motion to approve.
- By Steuer.

- Second.
- Second by Brunette. Under discussion? Hearing nothing, all in favor?
- [All] Aye.
- Nays, motion carried. Six, consideration with possible action on the review and award of the following contracts. A, no bids received Parks project, Edison Park, pickleball courts. Jim?
- Okay, for the pickleball court, we did not receive any bids for that.
- What do you wanna do with it then?
- And we would go back and rebid it.
- All right, sounds good to me. Motion to refer to staff for additional--
- I was just gonna ask, how many, you sent that out and nobody came back?
- Well, the pickleball court project is one of those, kind of like a specialty project where they're taking a tennis court, and they're going to convert it over to a pickleball court. And what we're thinking on that one, when we bid projects through Quest, it's a set pool of contractors. So what we're thinking is talking to Parks and having Purchasing do it, 'cause Purchasing uses a different pool of contractors that have a little more specialty to them, and I think that we'll actually get vendors interested that way.
- Motion to refer to staff.
- Because we'll just, our recommendation is we're just gonna rebid it through Purchasing.
- Is there any time sensitivity with this, it's just a matter of, no?
- [Dan] No, there's no time sensitivity.
- All right.
- Is your Strike A Chord group looking to bid on this or what?
- Should they be?
- I'll make a motion to refer to staff to rebid.
- Second.
- Motion by Brunette, second by?
- Second.

- Johnson, under discussion? Hearing none, all in favor?
- [All] Aye.
- Nays, motion carried. Okay, six B, boy, Parks project 2-20, Colburn Park concession stand, deck lighting, Jim?
- Do you by chance have a summary, Dan?
- [Dan] I didn't bring that with me.
- Do you have access to it? Jamie didn't put it my packet.
- [Dan] Oh, it's in the, we have it, we have it.
- Oh you guys have it.
- That was a close bid.
- Mm hm.
- Okay, so yeah, so we just recommend awarding to the low responsive bid.
- IEI.
- Yeah.
- Move to approve.
- Motion to approve by Brunette, second by?
- Second.
- Johnson, under discussion? Hearing none, all in favor?
- [All] Aye.
- Nays, motion carried. Number seven, consideration with possible action on applications for sidewalk builder licenses by the following. A, J.C. Santy Construction. B, Larry Van Rite Trucking & Excavating. Jim, you got any--
- They've all had licenses in the past and we recommend awarding.
- All right.
- So moved.
- Second.

- Moved by Johnson, second by Brunette, under discussion? Hearing none, all in favor?
- [All] Aye.
- Nays, motion carried. Eight, consideration with possible action on applications of Tree & Brush Trimmer Licenses by the following. A, Best Stump Grinding. B, Bucklin Tree Service. C, Treeo's Tree Service. Jim?
- Again, they've all held licenses in the past, and recommend approval.
- I'll entertain a motion.
- So moved.
- By Johnson, second by?
- Second.
- Brunette, under discussion? Hearing none, all in favor?
- [All] Aye.
- Nays, motion carried. Nine, consideration with possible action on application Underground Sprinkler System License by Conserva Irrigation. Jim?
- Same thing, he's held a license and we would recommend.
- I'll entertain a motion.
- So moved.
- Second.
- By Johnson, second by Brunette, under discussion? Hearing none, all in favor?
- [All] Aye.
- Nays, motion carried. Okay, informational, Director's Report, do we have one?
- I have no Director's Report tonight.
- Receive and place on file.
- Receive and place on file by Johnson.
- Second.

- By Brunette, under discussion, hearing none, all in favor?
- Move to adjourn.
- Motion to adjourn by Brunette.
- Second.
- Second by Johnson. We're adjourned. Next.
- I'm just gonna bring an extra pair, I've got like five pairs of these at home.
- I've got 10 all over my house, can't find one.