



MINUTES OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, MARCH 13, 2024, 5:00 PM
Immediately following Parks Committee.

SECOND AMENDED

In person at City Hall, Room 207
Virtual attendance also available via Zoom.

A. ZOOM MEETING INFORMATION.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/82206544400?pwd=NDdlbmNzNUhBWVU5ckIzMjZ2QT09>

Or call in by phone: +1 312 626 6799

Meeting ID: 822 0654 4400

Passcode: 635662

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. ROLL CALL.

Present: Chris Wery, Melinda Eck, Mark Steuer, Steven Campbell

Excused: 0

Absent: 0

C. APPROVAL OF THE AGENDA.

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to amend the agenda by taking Item E.5. first then the remainder of the agenda in numerical order.

Motion carried.

Yes-Melinda Eck, Steven Camobell, Chris Wery, and mark Steuer None, No- None, Abstain- None.
Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to approve the agenda as amended for the March 13, 2024, Improvement & Services Committee meeting.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

D. APPROVAL OF MINUTES.

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to approve the minutes of the February 28, 2024 Improvement & Services Committee meeting.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

E. REGULAR BUSINESS.

1. Consideration with possible action on request by Harry Mazaheri to rescind Invoice #181677 in the amount of \$101.84 for snow and ice removal at 840 S. Monroe Avenue on 1/18/24.

Moved by Ald. Melinda Eck, seconded by Ald. Chris Wery to deny the request by Harry Mazaheri to rescind Invoice #181677 in the amount of \$101.84 for snow and ice removal at 840 S. Monroe Avenue on 1/18/24.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain-None.

2. Consideration with possible action on request by Department of Public Works to award purchase of two tandem axle dump truck bodies, plows, and wings to Monroe Truck Equipment in the amount of \$320,024.

Moved by Ald. Melinda Eck, seconded by Ald. Chris Wery to approve the request by Department of Public Works to award purchase of two tandem axle dump truck bodies, plows, and wings to Monroe Truck Equipment in the amount of \$320,024.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

3. Consideration and possible action on request by Department of Public Works to approve Amendment No. 1 for the Professional Services Agreement between the City and McMahon Associates, Inc for the design of Finger Road/ East Town Sidewalk in the amount of \$5,600. The amendment is for additional survey work and driveway design for Cape Financial. The new driveway will be designed off of Finger Road so that it is no longer in the functional area of the East Town and E. Mason intersection.

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to approve the request by Department of Public Works to approve Amendment No. 1 for the Professional Services Agreement between the City and McMahon Associates, Inc. for the design of Finger Road/

East Town Sidewalk in the amount of \$5,600. The amendment is for additional survey work and driveway design for Cape Financial. The new driveway will be designed off of Finger Road so that it is no longer in the functional area of the East Town and E. Mason intersection.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

4. Consideration with possible action on request by the Department of Public Works to award a sole source contract to GS Global Resources, for the procurement of two (2) hydraulic motors for the hydraulic rehabilitation of the Ray Nitschke Memorial Bridge, not to exceed \$35,000. Sole Source documentation attached.

Moved by Ald. Chris Wery, seconded by Ald. Melinda Eck to approve the request by Department of Public Works to award a sole source contract to GS Global Resources, for the procurement of two (2) hydraulic motors for the hydraulic rehabilitation of the Ray Nitschke Memorial Bridge, not to exceed \$35,000.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

5. Consideration with possible action on request by Department of Public Works to enter into a Professional Services Agreement with NorthStar Environmental Testing, LLC for Indoor Air Quality & Hazardous Materials Assessment services in the amount of \$25,472.

Moved by Ald. Melinda Eck, seconded by Ald. Chris Wery to approve the request by Department of Public Works to enter into a Professional Services Agreement with NorthStar Environmental Testing, LLC for Indoor Air Quality & Hazardous Materials Assessment services in the amount of \$25,472.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

6. Consideration with possible action on request by Department of Public Works to enter into a State/Municipal Financial Agreement (SMFA) for Project ID 370-30-63, Signals and ITS Standalone Program for traffic signal upgrades along West Mason Street from Hinkle Street to Country Club Road.

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to approve the request by Department of Public Works to enter into a State/Municipal Financial Agreement (SMFA) for Project ID 370-30-63, Signals and ITS Standalone Program for traffic signal upgrades along West Mason Street from Hinkle Street to Country Club Road.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

7. Consideration and possible action on request by Department of Public Works to enter into a Professional Services Agreement with Moss Associates, LLC for negotiating real estate acquisition for the Country Club Road project in the estimated amount of \$21,600. This

service was performed by our Right of Way Specialist who is retiring.

Moved by Ald. Melinda Eck, seconded by Ald. Chris Wery to approve the request by Department of Public Works to enter into a Professional Services Agreement with Moss Associates, LLC for negotiating real estate acquisition for the Country Club Road project in the estimated amount of \$21,600. This service was performed by our Right of Way Specialist who is retiring.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

8. Consideration with possible action on request by Department of Public Works to award 2024- 2025 Material Testing Contract to American Engineering Testing. The contract is awarded on an as-needed basis and the fees are calculated using time and material rates.

Moved by Ald. Melinda Eck, seconded by Ald. Chris Wery to approve the request by Department of Public Works to award 2024-2025 Material Testing Contract to American Engineering Testing. The contract is awarded on an as-needed basis and the fees are calculated using time and material rates.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

9. Consideration with possible action on request by Department of Public Works to award design services contracts to Graef in the amount of \$77,686 for the rehabilitation of the Danz Avenue Bridge over Baird Creek, B-5-058 and \$75,501 for the rehabilitation of the Seventh Street Bridge over Beaver Dam Creek, P-5-718.

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to approve the request by Department of Public Works to award design services contracts to Graef in the amount of \$77,686 for the rehabilitation of the Danz Avenue Bridge over Baird Creek, B-5-058 and \$75,501 for the rehabilitation of the Seventh Street Bridge over Beaver Dam Creek, P-5-718.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

10. Report the award of a design services contract for the structural rehabilitation of the Ray Nitschke Memorial Bridge to Modjeski and Masters in the amount of \$348,412.

Moved by Ald. Melinda Eck, seconded by Ald. Chris Wery to receive and place on file the award of a design services contract for the structural rehabilitation of the Ray Nitschke Memorial Bridge to Modjeski and Masters in the amount of \$348,412.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

11. Consideration with possible action on request by Department of Public Works Utility

Division to award purchase of a Toyota RAV4 Hybrid from LeMieux and Son, Inc. for the purchase price of \$34,769.

Moved by Ald. Chris Wery, seconded by Ald. Melinda Eck to approve the request by Department of Public Works Utility Division to award purchase of a Toyota RAV4 Hybrid from LeMieux and Son, Inc. for the purchase price of \$34,769.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

12. Consideration with possible action on request by Department of Public Works to award a design services contract to McMahon in the amount of \$67,995 for the design of the replacement of the Grandview Road Bridge over Baird Creek, P-5-728.

Moved by Ald. Chris Wery, seconded by Ald. Melinda Eck to approve the request by Department of Public Works to award a design services contract to McMahon in the amount of \$67,995 for the design of the replacement of the Grandview Road Bridge over Baird Creek, P-5-728.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

13. Consideration with possible action on request by Department of Public Works to award the following contracts at a staff level and report the awarded contractor at the next Improvement and Services Committee meeting.

- a. SEWERS X-24 (MINI-SEWERS)
- b. SEWERS X-24 (SEWER REPAIR)
- c. SEWERS X-24 (MINI-SEWERS)
- d. SEWERS X-24 BARINA STORMWATER POND DREDGING
- e. ASPHALT PAVING 2024
- f. RESURFACING 1-24
- g. RESURFACING 2-24
- h. PAVEMENT X-24 (S. MAPLE AVENUE)
- i. PAVEMENT X-24 (FINGER ROAD)
- j. PAVEMENT X-24 (WOODLAWN AVENUE)
- k. PAVEMENTX-24 (CASS STREET)

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to approve the request by Department of Public Works to award the following contracts at a staff level and report the awarded contractor at the next Improvement and Services Committee meeting.

- a. SEWERS X-24 (MINI-SEWERS)
- b. SEWERS X-24 (SEWER REPAIR)
- c. SEWERS X-24 (MINI-SEWERS)
- d. SEWERS X-24 BARINA STORMWATER POND DREDGING
- e. ASPHALT PAVING 2024
- f. RESURFACING 1-24

- g. RESURFACING 2-24
- h. PAVEMENT X-24 (S. MAPLE AVENUE)
- i. PAVEMENT X-24 (FINGER ROAD)
- j. PAVEMENT X-24 (WOODLAWN AVENUE)
- k. PAVEMENT X-24 (CASS STREET)

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

14. Report of actions taken by the Department of Public Works.

I. Granting of Licenses

1. Sidewalk Builder

- a. Brian's Quality Concrete, Inc.
- b. Co Contracting LLC
- c. Royal Flush Plumbing
- d. Tilson Technology Management, Inc.

2. Tree & Brush Trimmer

- a. Co Contracting LLC

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to receive and place on file the actions taken by the Department of Public Works.

A. Granting of Licenses

I. Sidewalk Builder

- a. Brian's Quality Concrete, Inc.
- b. Co Contracting LLC
- c. Royal Flush Plumbing
- d. Tilson Technology Management, Inc.

2. Tree & Brush Trimmer

- a. Co Contracting LLC

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

15. Consideration with possible action on request by Department of Public Works to award contract PAVEMENT REPAIR 2024 to Al Dix Concrete Inc. in the amount of \$2,030,500.00.

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to approve the request by

Department of Public Works to award contract PAVEMENT REPAIR 2024 to Al Dix Concrete Inc. in the amount of \$2,030,500.00.

Motion carried.

Yes- None, No- None, Abstain- None.

16. Consideration with possible action on request by Department of Public Works to award contract SIDEWALKS 2024 to Highway Landscapers, Inc. in the amount of \$1,344,065.00.

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to approve the request by Department of Public Works to award contract SIDEWALKS 2024 to Highway Landscapers, Inc. in the amount of \$1,344,065.00.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

17. Consideration with possible action on request by Department of Public Works to approve an amendment to the Professional Services Agreement for Country Club Road with Ayres Associates, Inc. in the amount of \$5,700.00. The amendment is for the consultant to create the transfer instruments for the TLE's and order and review the Title Reports. These functions were originally planned to be completed in-house but will now be completed by the consultant due to a retirement of City Right of Way Specialist.

Moved by Ald. Chris Wery, seconded by Ald. Melinda Eck to approve the request by Department of Public Works to approve an amendment to the Professional Services Agreement for Country Club Road with Ayres Associates, Inc. in the amount of \$5,700.00. The amendment is for the consultant to create the transfer instruments for the TLE's and order and review the Title Reports. These functions were originally planned to be completed in-house but will now be completed by the consultant due to the retirement of City Right of Way Specialist.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

F. INFORMATIONAL.

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

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to receive and place on file the Director's Report on recent activities of the Public Works Department.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

2. The next Improvement & Services Committee meeting is scheduled for March 27, 2024.

G. PUBLIC HEARING AT 6:00 PM.

I. ASPHALT RESURFACING

Basten Street – Ruth Street to Clement Street
Eastman Avenue – N. Irwin Avenue to N. Baird Street
N. Baird Street – Eastman Avenue to Smith Street
Reber Street – N. Jackson Street to N. Webster Avenue
Gray Court – Velp Avenue to cul-de-sac
Lincoln Street – Mary Street to Emmet Street
Hudson Street – Western Avenue to Shawano Avenue
Ethel Avenue – Bond Street – Velp Avenue
Verlin Road – Lime Kiln Road to 1700 feet West of Lime Kiln Road

ASPHALT PAVEMENT

S. Oakland Avenue – Howard Street to 225 feet south of School Place
Finger Road – Superior Road to Challenger Drive
S. Maple Avenue – 9th Street to cul-de-sac north
Cass Street – S. Madison Street to Monroe Avenue
E. Mason Street – Jaster Street to Bader Street
N. Maple Avenue – Walnut Street to Mather Street
4th Street – Broadway to S. Maple Street

ASPHALT RESURFACING

Basten Street - Ruth Street to Clement Street
Eastman Avenue - N . Irwin Avenue to N. Baird Street
N. Baird Street - Eastman Avenue to Smith Street
Reber Street - N. Jackson Street to N. Webster Avenue
Gray Court - Velp Avenue to cul-de-sac
Lincoln Street - Mary Street to Emmet Street
Hudson Street - Western Avenue to Shawano Avenue
Ethel Avenue - Bond Street -Velp Avenue
Verlin Road - Lime Kiln Road to 1700 feet West of Lime Kiln Road

ASPHALT PAVEMENT

Oakland Avenue - Howard Street to 225 feet south of School Place
Finger Road - Superior Road to Challenger Drive
S. Maple Avenue - 9th Street to cul-de-sac north
Cass Street - S. Madison Street to Monroe Avenue
E. Mason Street -Jaster Street to Bader Street
N. Maple Avenue - Walnut Street to Mather Street
4th Street - Broadway to S. Maple Street

Moved by Ald. Steven Campbell, seconded by Ald. Melinda Eck to open the floor for discussion.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

Moved by Ald. Steven Campbell, seconded by Ald. Melinda Eck to close the floor.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

Moved by Ald. Steven Campbell, seconded by Ald. Melinda Eck to order improvements constructed and assessments levied and to take no action on N. Maple Avenue from Walnut to Mather Street and 4th Street from Broadway to S. Maple until 2025.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.

H. ADJOURNMENT.

Moved by Ald. Melinda Eck, seconded by Ald. Steven Campbell to adjourn.

Motion carried.

Yes- Steven Campbell, Melinda Eck, Chris Wery, Mark Steuer, No- None, Abstain- None.