



Common Council Chambers
8040 S. 6th Street
Oak Creek, WI 53154
(414) 766-7000

Robert Cigale
Curtis Czarnecki
Kenneth Gehl
Chris Guzikowski
Fredrick Siefert- Alternate
Lisa Marshall

BOARD OF PUBLIC WORKS AND CAPITAL ASSETS

July 11, 2023
9:00 A.M.

The City's Vision

Oak Creek: A dynamic regional leader, connected to our community, driving the future of the south shore.

1. Call Meeting to Order.
2. Roll Call.

All Board Members were present except Alderman Gehl was excused.

Also present: City Clerk Catherine Roeske, City Engineer Matt Sullivan, Utility Engineer Brian Johnston.

3. Approval of Minutes – 06/13/2023

Board Member Cigale made a motion to approve the minutes of June 13, 2023, seconded by Board Member Siefert. All voted aye, Alderman Guizkowksi abstained. Motion carried.

4. **Informational:** Review of Common Council actions related to Public Works & Capital Assets.

City Engineer Sullivan noted the approval of three contracts for the construction/inspection services and storm water engineering services for summer of 2023 and 2024. The Engineering Services Department has been unable to fulfill the stormwater engineer position for the past 6 six months and now have experience two more recent vacancies at Engineering Technician. The contracts are to help with the increased workload in the Department.

GENERAL GOVERNMENT CAPITAL ASSETS

5. **Motion:** Consider a *motion* to approve the purchase of electronic poll books (Badger Books) from Paragon Development Services in the amount of \$57,730.65.

City Clerk Roeske stated other municipalities have been using the electronic poll books by this vendor, who is certified by the Wisconsin Election Commission, within the last 5 years. The equipment is a one-time purchase and there will be an annual warranty and maintenance fee. The equipment will be used during the election and will help with expediting voter registrations, reduce error in the registration and ballot process, reduce paper, and easily transfer the information to WisVote. Paper backup will be available during the election in case of power outage or malfunction.

Alderwoman Marshall asked if the IT Department would be part of the service for the equipment. City Clerk Roeske stated she does not believe that IT will be used because of the agreement with the vendor and everything would be done through the server of the pollbook and WisVote.

Alderman Guizkowski asked about any extra equipment in case one would have any issues. City Clerk Roeske stated she is requesting 3 poll books and 1 server per voting location based on the recommendation from other municipalities.

Board Member Siepert made a motion to approve the purchase of electronic poll books (Badger Books) from Paragon Development Services in the amount of \$57,730.65, seconded by Alderwoman Marshall. All voted aye, motion carried.

PUBLIC WORKS & UTILITIES

- 6. **Motion:** Consider a motion to approve progress payment No. 2 for the Susan Drive Water Relay project to Globe Contractors in the amount of \$177,329.70.

Utility Engineer Johnston stated the project is completed. The water main is in service and has a less common experimental plastic fitting installed because brass fitting parts are not available. Even though the project is completed, there are a list of items that need to be completed before the final payment is requested.

Board Member Czarnecki made a motion approve progress payment No. 2 for the Susan Drive Water Relay project to Globe Contractors in the amount of \$177,329.70, seconded by Alderwoman Marshall. All voted aye, motion carried.

- 7. **Motion:** Consider a motion to approve progress payment No. 3 for the Howell Avenue Water Relay project to A.W. Oakes & Son Inc in the amount of \$456,161.44. (Project No. 21101) (2nd & 6th Aldermanic Districts)

Utility Engineer Johnston stated that this is a progress payment. He noted that the project is moving along and is now working at the south end of Groveland Ave. There are about eight more laterals to complete and is hopeful that by the end of the month the abandonment will be started.

Alderwoman Marshall made a motion to approve progress payment No. 3 for the Howell Avenue Water Relay project to A.W. Oakes & Son Inc in the amount of \$456,161.44. (Project No. 21101) (2nd & 6th Aldermanic Districts), seconded by Board Member Siepert. All voted aye, motion carried.

- 8. **Motion:** Consider a motion to approve Utility vouchers for payment in the amount of \$1,331,277.18.

Board Member Czarnecki made a motion to approve Utility vouchers for payment in the amount of \$1,331,277.18, seconded by Board Member Siepert. All voted aye, motion carried.

- 9. **Motion:** Consider a motion to authorize the Utility Engineer to amend the existing professional services agreement with Jacobs in the amount not to exceed \$104,000.

Utility Engineer Johnston stated this is an extension of an ongoing contract since the year 2012 with Jacobs, who have done a lot of work for the Utility and is on-call when needed. The cost is for the drawings of the PLC project that is currently in the works since the contractor (Next Electric) is having difficulty completing the drawings. Jacobs will also be performing the programming so that the project can keep moving forward and be ready for the fall when demands are high.

Alderwoman Marshall asked who is the contractor that is having difficulty completing the drawings. Utility Engineer Johnston answered Next Electric. Next Electric was the sole bidder for the PLC project and were about \$220,000 below the estimated cost of the project.

Alderwoman Marshall asked if there is anything being done to offset the cost. Utility Engineer Johnston answered no. It is a spec issue not typical for a rebuild or re-construction of the PLC cabinets and Next Electric did not budget for the AutoCAD break down of the plans. In order to keep the project going, it was needed to get another company to do the drawings.

Alderman Guizkowski asked if there would any liquated damage or their ability to bid on future project with the contractor. Utility Engineer Johnston answered he was not sure.

Board Member Siepert made a motion to authorize the Utility Engineer to amend the existing professional services agreement with Jacobs in the amount not to exceed \$104,000, seconded by Alderwoman Marshall. All voted aye, motion carried.

10. **Informational:** Administrative and Operations reports.

Utility Engineer Johnston pointed out Distribution Operators Brian Maughan competed in the meter madness and Mark Proeber and Paul Craig competed in the hydrant hysteria representing Wisconsin at the American Water Works Association's ACE national conference in Toronto.

Board Member Siepert asked why the water pumpage has really increased in the last month. Utility Engineer Johnston stated that it has been hot and dry.

City Engineer Sullivan stated the safe route to school projects are under construction at different locations. Development throughout the City is moving along. The Heyday development at the corner of Puetz and 27th St. has been approved and will be having a project meeting in the next few weeks. The townhomes, apartments, and clubhouse at the Lakeshore Commons have been approved by the Common Council and should be starting within the next few months. The lakefront bluff stability and park project is moving smoothly. You can see the progress from the lighthouse/light beacon. Demolition of the vat house building remaining on the former Peter Cooper property will begin in August.

Board Member Siepert noted S. Groveland and E. Verdev stop signs are pretty short and vehicles have not been stopping at the intersection. City Engineer said he will have DPW look into it to have it corrected.

Alderman Guizkowsi asked why the lack of interest in the employment in the Engineering Services Department and what is being done. City Engineer Sullivan stated the Administration is

looking into it as part of the Strategic Plan. He stated the benefits and pay are part of the reasons for lack of interest. There is a possibility of reorganizing the job description.

TRAFFIC & SAFETY

None

Board Member Cigale made a motion to adjourn at 9:33 am, seconded by Board Member Siepert. All voted aye, motion carried.

Public Notice

Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Oak Creek City Clerk at 414-766-7000, by fax at 414-766-7976, or by writing to 8040 S. 6th Street, Oak Creek, Wisconsin 53154.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.