



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes - Final

Public Works and Services Committee

Chairman Terry McCarthy
Vice Chair Jason Meekma
Mollie Jones
John Tate II
Sandy Weidner

Tuesday, August 29, 2017

5:30 PM

City Hall, Room 303

Call To Order

The meeting was called to order at 5:30 P.M.

PRESENT: 5 - Terry McCarthy, Jason Meekma, Mollie Jones, John Tate II and Sandy Weidner

Also Present: Mark Yehlen, Tom Eeg, John Rooney, Kathy Kasper, Lois Braun, Trevor Jung, Ed Miller, Darryl Sturino, Darryn Crenshaw

Approval of Minutes for the August 8, 2017 Meeting.

The minutes of the August 8, 2017 meeting were approved as printed. Passed unanimously.

[836-17](#)

Subject: (Direct Referral) Communication from the Assistant Commissioner of Public Works/City Engineer submitting bid results on Official Notice No. 15-2017 RBF, Dock and Pile Removal in Root River.

Recommendation of the Public Works and Services Committee on 08-29-17: That the Purchasing Agent be authorized and directed to negotiate with Veit & Company, Inc., for the Dock & Piling Removal in Root River, Official Notice No. 15-2017 RBF for the amount of \$191,975.00 for extraction. The City will retain the pricing option for the cut off method with the understanding that not all piling will be able to be removed with the extraction method.

Fiscal Note: Funding is available in Org-Object 45206-57110, Land Improvements.

Kathy Kasper outlined the details of the official notice.

Alderwoman Weidner questioned the funding source for this project.

John Rooney stated he believed it was IG funds covering these costs.

Motion made by Meekma, seconded by Tate to approve subject to the City Attorney's

Office clarifying the ownership of the property adjacent to the piers being addressed and the Finance Department clarifying the funding source for this project. Passed unanimously.

Recommended For Approval

[838-17](#)

Subject: (Direct Referral) Communication from the Purchasing Agent requesting authorization to negotiate a Professional Services agreement with FGM Architects for the Police and Fire Departments Facilities Programming Study, Official Notice No. 10-2017.

Recommendation of the Public Works and Services Committee on 08-29-17: That the Purchasing Agent be authorized and directed to negotiate a Professional Services agreement with FGM Architects for the Police and Fire Departments Facilities Programming Study, Official Notice No. 10-2017, for the not-to-exceed amount of \$45,000.00.

Fiscal Note: Funding is available in Org-Object 45031-57200, Pd-Building Improvements Safety Building Facility Study.

Kathy Kasper outlined the details of the official notice.

Alderman Weidner expressed concern over an out-of-state firm being selected for this agreement as opposed to a Wisconsin based company.

Kathy Kasper stated that the 4 potential firms were all evaluated by herself, Police and Fire Personnel and DPW Personnel and the background on comparable projects by FGM made them the firm that could provide the best service for this project.

Tom Eeg stated that FGM would also be using Riley Construction out of Kenosha for a portion of their evaluation, so a Wisconsin firm would be involved in this project.

Motion made by Meekma, seconded by Jones to approve. Passed unanimously.

Recommended For Approval

[788-17](#)

Subject: Communication from Ed Miller, Executive Director of the Racine Revitalization Partnership, requesting permission to close Junction Avenue, from 1430 Junction Avenue to 1530 Junction Avenue, from 8:00 A.M. to 8:00 P.M. on September 30, 2017 for the Treasures of Uptown event.

Recommendation of the Public Works and Services Committee on 08-29-17: That permission be granted to the Racine Revitalization Partnership to close Junction Avenue, from 1430 Junction Avenue to 1530 Junction Avenue, from 8:00 A.M. to 8:00 P.M. on September 30, 2017 for the Treasures of Uptown event, with the following stipulations:

A. A hold harmless agreement be executed and a \$75.00 processing fee

paid.

B. A liability insurance certificate be filed prior to this event.

C. Any overtime costs incurred by any City department be charged to the sponsor.

D. The sponsor shall notify all abutting property owners seventy-two (72) hours in advance of this event.

E. The sponsor shall pay a \$250.00 special event fee.

F. If required, sponsor shall be responsible for submitting a Temporary Traffic Control Plan to the Engineering Department for approval, and providing and removing all temporary traffic control devices and detour signs.

G. If required, sponsor shall provide a detour plan for the closure of all State connecting highways, arterial and collector streets to the City Engineer for approval.

H. If required, sponsor is responsible for cleaning the streets.

I. If required, sponsor shall install parking meter hoods or temporary parking signs at least twenty-four (24) hours in advance of the event and if this is not done, sponsor is responsible for vehicle towing and parking violation expenses of the violators.

Further recommends that the Commissioner of Public Works, City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

Fiscal Note: There will be nominal costs to the various City departments, on a regular shift basis, to assist in implementing this event.

Ed Miller outlined the details of the event.

Motion made by Tate, seconded by Jones to approve. Passed unanimously.

Recommended For Approval

[796-17](#)

Subject: Communication from the Downtown Racine Corporation requesting permission to close Main Street from State Street to 7th Street, 6th Street from Lake Avenue to Grand Avenue and Wisconsin Avenue from 4th Street to 7th Street, for Party on the Pavement on September 23, 2017, from 12:00 P.M. to 7:00 P.M. and a "Free Parking Day" in Downtown for this event.

Recommendation of the Public Works and Services Committee on 08-29-17: That permission be granted to the Downtown Racine Corporation to close Main Street from State Street to 7th Street, 6th Street from Lake Avenue to Grand Avenue and Wisconsin Avenue from 4th Street to 7th Street, on September 23, 2017, from 12:00 P.M. to 7:00 P.M. for Party on the Pavement with the following stipulations:

- A. A hold harmless agreement be executed and a \$75.00 processing fee paid.
- B. A liability insurance certificate be filed prior to this event.
- C. Any overtime costs incurred by any City department be charged to the sponsor.
- D. The sponsor shall notify all abutting property owners seventy-two (72) hours in advance of this event.
- E. The sponsor shall pay a \$900.00 special event fee.
- F. If required, sponsor shall be responsible for submitting a Temporary Traffic Control Plan to the Engineering Department for approval and providing and removing all temporary traffic control devices and detour signs.
- G. If required, sponsor shall provide a detour plan for the closure of all State connecting highways, arterial and collector streets to the City Engineer for approval.
- H. If required, sponsor is responsible for cleaning the streets.
- I. If required, sponsor shall install parking meter hoods or temporary parking signs at least twenty-four (24) hours in advance of the event and if this is not done, sponsor is responsible for vehicle towing and parking violation expenses of the violators.

Further recommends that the Commissioner of Public Works, City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

Fiscal Note: There will be nominal costs to the various City departments, on a regular shift basis, to assist in implementing this event.

Tom Eeg outlined the details of the request.

Motion made by Jones, seconded by Tate to approve. Passed unanimously.

Recommended For Approval

[807-17](#)

Subject: (Direct Referral) Communication from Mya Phillips-Robinson, Asst. Pastor/Director of Outreach, on behalf of Christ Community Church, requesting permission to close Holmes Avenue from 16th Street to 17th Street on September 23, 2017, from 10:00 A.M. to 5:00 P.M. for a community festival/celebration.

Recommendation of the Public Works and Services Committee on 08-29-17: That permission be granted to Christ Community Church to close Holmes Avenue from 16th Street to 17th Street, on September 23, 2017, from 10:00 A.M. to 5:00 P.M. for a community festival/celebration with the following stipulations:

- A. A hold harmless agreement be executed and a \$75.00 processing fee

paid.

B. A liability insurance certificate be filed prior to this event.

C. Any overtime costs incurred by any City department be charged to the sponsor.

D. The sponsor shall notify all abutting property owners seventy-two (72) hours in advance of this event.

E. The sponsor shall pay a \$250.00 special event fee.

F. If required, sponsor shall be responsible for submitting a Temporary Traffic Control Plan to the Engineering Department for approval and providing and removing all temporary traffic control devices and detour signs.

G. If required, sponsor shall provide a detour plan for the closure of all State connecting highways, arterial and collector streets to the City Engineer for approval.

H. If required, sponsor is responsible for cleaning the streets.

I. If required, sponsor shall install parking meter hoods or temporary parking signs at least twenty-four (24) hours in advance of the event and if this is not done, sponsor is responsible for vehicle towing and parking violation expenses of the violators.

Further recommends that the Commissioner of Public Works, City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

Fiscal Note: There will be nominal costs to the various City departments, on a regular shift basis, to assist in implementing this event.

Darryn Crenshaw outlined the details of the event.

Motion made by Tate, seconded by Jones to approve. Passed unanimously.

Recommended For Approval

[844-17](#)

Subject: (Direct Referral) Communication from the Rhino Bar (1659 N. Main St.) requesting permission to close High Street between Main Street and Chatham Street from 3:00 P.M. to 9:00 P.M. on September 16, 2017 for a fundraiser.

Recommendation of the Public Works and Services Committee on 08-29-17: That permission be granted to The Rhino Bar to close High Street from Main Street to Chatham Street from 3:00 P.M. to 9:00 P.M. on September 16, 2017, in conjunction with a fundraising event, with the following stipulations:

A. A hold harmless agreement be executed and a \$75.00 processing fee paid.

B. A liability insurance certificate be filed prior to this event.

- C. Any overtime costs incurred by any City department be charged to the sponsor.
- D. The sponsor shall notify all abutting property owners seventy-two (72) hours in advance of this event.
- E. The sponsor shall pay a \$250.00 special event fee.
- F. No alcoholic beverages will be sold and/or dispensed within the street right-of-way.
- G. If required, sponsor shall be responsible for submitting a Temporary Traffic Control Plan to the Engineering Department for approval, and providing and removing all temporary traffic control devices and detour signs.
- H. If required, sponsor shall provide a detour plan for the closure of all State connecting highways, arterial and collector streets to the City Engineer for approval.
- I. If required, sponsor is responsible for cleaning the streets.
- J. If required, sponsor shall install parking meter hoods or temporary parking signs at least twenty-four (24) hours in advance of the event and if this is not done, sponsor is responsible for vehicle towing and parking violation expenses of the violators.

Further recommends that the Commissioner of Public Works, City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

Fiscal Note: There will be nominal costs to various City departments, on a regular shift basis, to assist in implementing this event.

Tom Eeg outlined the details of the request.

Motion made by Jones, seconded by Tate to approve. Passed unanimously.

Recommended For Approval

[721-17](#)

Subject: Communication from Darryl Sturino, Sturino Funeral Home - 3014 Northwestern Avenue, requesting to acquire excess right-of-way from the City of Racine, for a small parcel of land adjoining their property.

Recommendation of the Public Works and Services Committee on 08-08-17: Defer

Recommendation to the Public Works and Services Committee on 08-29-17: Defer

John Rooney stated that various utilities were still located beneath this area as it was part of the street right-of-way. He stated that abutting property owners do place landscaping in front of public right-of-way areas, but if a utility ever needed to service their materials below grade, they would remove the plants and it would be the property owner's responsibility to restore them.

Darryl Sturino stated he wished to place landscaping in this area and perhaps move his fence line to along the new sidewalk area.

Motion made by Meekma, seconded by Jones to defer the item and determine the requirements to provide a landscaping easement over this property. Passed unanimously.

Deferred

[791-17](#)

Subject: Communication from the Assistant Commissioner of Public Works/City Engineer giving an update to the scope for State Project ID: 1693-34-06/26/76, Lake Michigan Pathway - Phase 4.

Recommendation of the Public Works and Services Committee on 08-29-17: Receive and file.

Fiscal Note: N/A

John Rooney gave an update on the scope.

Alderman Meekma questioned if Memorial Drive was considered as an Alternate Route.

John Rooney stated that pedestrian sidewalks did not exist along this route, so it wouldn't meet CMAQ requirements.

Motion made by Meekma, seconded by Tate that the City Engineer pursue the implementation of the Alternate Route along Durand Avenue and that the communication be received and filed. Passed unanimously.

Recommended to be Received and Filed

[784-17](#)

Subject: Communication from the Alderman of the 3rd District requesting a comprehensive review/modification of streetlight removal and installation policy.

Recommendation of the Public Works and Services Committee on 08-29-17: Defer

Mark Yehlen outlined the details of how street light removals were previously determined.

Alderman Tate stated he would prefer a more comprehensive design for more equitable light distribution in the City.

Motion made by Tate, seconded by Meekma to defer the item for 2 meetings so Alderpersons can express their concerns regarding the policy needs to the Commissioner. Passed unanimously.

Deferred

[785-17](#)

Subject: Communication from the Alderman of the 3rd District requesting a comprehensive review/modification of alley maintenance policy.

Recommendation to the Public Works and Services Committee on 08-29-17: Refer this item to the Finance and Personnel Committee for alley maintenance funding consideration.

Fiscal Note: N/A

Mark Yehlen outlined the policy.

Alderman Tate expressed his concerns over alley maintenance and felt the City should budget for alley replacements annually as opposed to special assessments currently utilized.

Motion made by Tate seconded by Meekma to refer this item to the Finance and Personnel Committee for alley maintenance funding consideration. Passed unanimously.

Recommended For Approval

[804-17](#)

Subject: (Direct Referral) Communication from the Alderwoman of the 6th District, on behalf of the property owners on Eaton Lane, petitioning that the bituminous paving be deleted from Resolution 0195-17.

Recommendation of the Public Works and Services Committee on 08-29-17: That Resolution 0195-17, created June 6, 2017, be amended to delete:

Bituminous Concrete Paving

Eaton Lane - Rapids Drive to Cul-De-Sac

And, as amended, Resolution 0195-17, created June 6, 2017, be adopted.

Fiscal Note: N/A

Alderwoman Weidner expressed the concerns of the abutting property owners in this area. She stated that 100% of the property owners signed a petition to rescind this item from Resolution 0195-17.

John Rooney stated that Mt. Pleasant owned the west portion of this roadway and that they were budgeting for this project in 2018. He stated if the paving was not done in 2018, that Mt. Pleasant could elect not to cover their portion of the paving contract in the future.

Motion made by Weidner to rescind Eaton Lane from Resolution 0195-17. Motion died due to a lack of a second.

Alderman Tate stated this street had a low PCI and believed it should be reconstructed.

Motion made by Meekma, seconded by Tate to receive and file. After further discussion, Ald. Tate withdrew his second, so motion died due to lack of a second.

Motion made by Weidner, seconded by Tate that Resolution 0195-17, created June 6, 2017, be amended to delete BCP - Eaton Lane - Rapids Drive to Cul-De-Sac. Passed unanimously.

Recommended For Approval

Public Comment

Alderman McCarthy stated that Alderwoman Weidner elected to be removed from the Traffic Commission, so we need to include an item on the next agenda to appoint a new member to the Traffic Commission.

Alderman McCarthy stated there were conflicts with the day of week and time of the Public Works and Service Committee with the Waterworks and Wastewater Commissions as well as the Public Safety and Licensing Committee. Since changing the meeting date to Wednesday could impact the completion of the necessary Committee Report, the next Public Works and Services Committee meeting will continue to be on Tuesdays but will be set at 6:30 PM to reduce the impact on other Committee meetings.

Adjournment

The meeting adjourned at 7:40 P.M.

If you are disabled and have accessibility needs or need information interpreted for you, please contact the Department of Public Works, (262) 636-9122, at least 48 hours prior to this meeting.