



# 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 Chairman Melissa Lemke*  
*Alderman Henry Perez*  
*Alderman Mollie Jones*  
*Alderman Jason Meekma*

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Tuesday, February 14, 2017

5:30 PM

City Hall, Room 303

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#### Call To Order

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

**PRESENT:** 5 - Terry McCarthy, Melissa Lemke, Henry Perez, Mollie Jones and Jason Meekma

Also Present: Mark Yehlen, Tom Eeg, John Rooney, Alderwoman Weidner, Alderman Shields, Richard Fortier, Sherby Oliver, Dave Heimes, Mary Tobias

#### Approval of Minutes for the January 31, 2017 Meeting.

*The minutes of the January 31, 2017 meeting were approved as printed. Passed unanimously.*

#### [77-17](#)

**Subject:** Communication from Jeff Collen, YMCA CEO/Lighthouse Run Director, requesting to use City right-of-way, Monument Square and Sam Johnson Parkway on Saturday, June 17, 2017, for the 39th Annual Lighthouse Run.

**Recommendation of the Public Works and Services Committee on 02-14-17:** Permission be granted to the sponsor of the Lighthouse Run to use certain City streets for the period of 6:00 A.M. to 10:30 A.M. on Saturday, June 17, 2017, and to close the following streets:

Main Street from State Street to Sixth Street  
Lake Avenue from 8th Street to State Street  
State Street from Main Street to Lake Avenue  
Main Street from State Street to 3 Mile Road (west side two traffic lanes will remain open for two-way traffic)  
Dodge Street from Main Street to Michigan Boulevard  
Michigan Boulevard from Dodge Street to Wolff Street  
Wolff Street from Michigan Boulevard to North Main Street

Further recommends that the Commissioner of Public Works be authorized and directed to communicate with the U.S. Coast Guard requesting permission to close Main Street Bridge to boat traffic for the

period of 7:40 A.M. to 10:40 A.M. on Saturday, June 17, 2017, to satisfy the needs of this run.

Further recommends that this permission is granted 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 \$1,400.00 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 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 in accordance with these stipulations.

Further recommends this item be referred to the Board of Parks, Recreation and Cultural Services.

**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 Perez, seconded by Meekma to approve. Passed unanimously.*

**Recommended For Approval**

[85-17](#)

**Subject:** Communication from Richard Fortier, on behalf of the Eagle's Club, requesting permission to close the 300 block of Hamilton Street from 2:00 P.M. on March 4, 2017 to 2:00 A.M. on March 5, 2017, for the 25th Annual Thoughts for Food fundraiser.

**Recommendation of the Public Works and Services Committee on**

**02-14-17:** The owner of the Eagle's Club be granted permission to close Hamilton Street from Main Street to Chatham Street, from 2:00 P.M., Saturday, March 4, 2017, to 2:00 A.M., Sunday, March 5, 2017, in conjunction with the Thoughts for Food Fundraiser, 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 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 various City Departments, on a regular shift basis, to assist in implementing this event.

*Mark Yehlen outlined the details of the request.*

*Richard Fortier also spoke on his request.*

*Motion made by Perez, seconded by Jones to approve. Passed unanimously.*

**Recommended For Approval**

[92-17](#)

**Subject:** Final Payment on Contract 20150025, PS - Wustum Museum & City Hall Annex HVAC Replacements, Angus Young, consultant.

**Recommendation of the Public Works and Services Committee on**

**02-14-17:** That the work done by Angus Young, under Contract 20150025, PS - Wustum Museum & City Hall Annex HVAC Replacements, be accepted and final payment authorized for a total contract amount of \$14,200.00.

**Fiscal Note:** Contract was authorized under Resolution 15-0104, dated March 17, 2015.

*Tom Eeg stated the work was complete and recommended final payment.*

*Motion made by Lemke, seconded by Perez to approve. Passed unanimously.*

**Recommended For Approval**

[93-17](#)

**Subject:** Final Payment on Contract 20150026, PS - Park Service Center, Traffic Department & Equipment Garage HVAC Replacement, Angus Young, consultant.

**Recommendation of the Public Works and Services Committee on 02-14-17:** That the work done by Angus Young, under Contract 20150026, PS - Park Service Center, Traffic Department & Equipment Garage HVAC Replacement, be accepted and final payment authorized for a total contract amount of \$13,600.00.

**Fiscal Note:** Contract was authorized under Resolution 15-0105, dated March 17, 2015.

*Tom Eeg stated the work was complete and recommended final payment.*

*Motion made Lemke, seconded by Perez to approve. Passed unanimously.*

**Recommended For Approval**

[96-17](#)

**Subject:** Final Payment on Contract 20150057, PS - Central Heating Plant Chimney, Harwood Engineering Consultants, consultant.

**Recommendation of the Public Works and Services Committee on 02-14-17:** That the work done by Harwood Engineering Consultants, under Contract 20150057, PS - Central Heating Plant Chimney, be accepted and final payment authorized for a total contract amount of \$1,050.00.

**Fiscal Note:** Contract was authorized under Resolution 15-0341, dated September 1, 2015.

*Tom Eeg stated the work was complete and recommended final payment.*

*Motion made by Lemke, seconded by Meekma to approve. Passed unanimously.*

**Recommended For Approval**

[97-17](#)

**Subject:** Final Payment on Contract 20150022, PS - Recycling

Services, Corporate Images, Inc., consultant.

**Recommendation of the Public Works and Services Committee on 02-14-17:** That the work done by Corporate Images, Inc., under Contract 20150022, PS - Recycling Services, be accepted and final payment authorized for a total contract amount of \$5,100.00.

**Fiscal Note:** Contract was authorized under Resolution 15-0102, dated March 17, 2015.

*Tom Eeg stated the work was complete and recommended final payment.*

*Motion made by Lemke, seconded by Jones to approve. Passed unanimously.*

**Recommended For Approval**

[88-17](#)

**Subject:** Final Payment on Contract 20150050 - Construct Home - 1923 Mead Street, Double D Construction, Inc., contractor.

**Recommendation of the Public Works and Services Committee on 02-14-17:** That the work done by Double D Construction, Inc., under Contract 20150050, Construct Home - 1923 Mead Street, be accepted and final payment authorized for a total contract amount of \$212,435.00.

**Fiscal Note:** Contract was authorized under Resolution 15-0350, dated September 1, 2015.

*Tom Eeg stated the work was complete and recommended final payment.*

*Motion made by Lemke, seconded by Jones to approve. Passed unanimously.*

**Recommended For Approval**

[89-17](#)

**Subject:** Final Payment on Contract 20150018, PS - Storm Water Utility Program Support, AECOM, consultant.

**Recommendation of the Public Works and Services Committee on 02-14-17:** That the work done by AECOM, under Contract 20150018, PS - Storm Water Utility Program Support, be accepted and final payment authorized for a total contract amount of \$58,395.13.

**Fiscal Note:** Contract was authorized under Resolution 15-0090, dated March 3, 2015.

*John Rooney stated the work was complete and recommended final payment.*

*Motion made by Lemke, seconded by Jones to approve. Passed unanimously.*

**Recommended For Approval**

[101-17](#)

**Subject:** Final Payment on Contract 20160026, PS - Capacity,

Management, Operations & Maintenance Program, AECOM, consultant.

**Recommendation of the Public Works and Services Committee on 02-14-17:** That the work done by AECOM, under Contract 20160026, PS - Capacity, Management, Operations & Maintenance Program, be accepted and final payment authorized for a total contract amount of \$20,269.03.

**Fiscal Note:** Contract was authorized under Resolution 0143-16, dated April 18, 2016.

*John Rooney stated the work was complete and recommended final payment.*

*Motion made by Lemke, seconded by Meekma to approve. Passed unanimously.*

**Recommended For Approval**

[119-17](#)

**Subject:** Final Payment on Contract 20160021, PS - Festival Hall Grounds Sinkhole Remediation, Smithgroup JJR, consultant.

**Recommendation of the Public Works and Services Committee on 02-14-17:** That the work done by Smithgroup JJR, under Contract 20160021, PS - Festival Hall Grounds Sinkhole Remediation, be accepted and final payment authorized for a total contract amount of \$48,000.00.

**Fiscal Note:** Contract was authorized under Resolution 0088-16, dated March 15, 2016.

*John Rooney stated the work was complete and recommended final payment.*

*Motion made by Lemke, seconded by Perez to approve. Passed unanimously.*

**Recommended For Approval**

[82-17](#)

**Subject:** Communication from the Assistant Commissioner of Public Works/City Engineer submitting Amendment No. 1 to an existing agreement with Precise Underground Marking Corporation, Milwaukee, WI, for the provision of underground facility locating services for the City-owned fiber optic and electrical systems.

**Recommendation of the Public Works and Services Committee on 02-14-17:** That Amendment No. 1 with Precise Underground Marking Corporation to provide underground facility locating services for the City-owned fiber optic and electrical systems be approved for a one-year extension (January 1, 2017 through December 31, 2017) with a per ticket price of:

Prescreens - \$10.44

Locates - \$13.34  
Site Visit/No conflict - \$13.34  
Emergency During Business Hours (Clear/No Conflict/Site Visit/Locate) - \$13.34  
Emergency After Business Hours (Clear/No Conflict/Site Visit/Locate) - \$46.38  
Projects - \$29.00 per hour

**Fiscal Note:** Funding to defray the cost of these services is available in Org-Object 14012-52100, Street Lighting-Professional Services.

*John Rooney stated this was a 6% increase over the 2016 rate. He noted the rates were unchanged from 2015 to 2016.*

*Motion made by Lemke, seconded by Jones to approve. Passed unanimously.*

**Recommended For Approval**

[127-17](#)

**Subject:** (Direct Referral) Communication from the Assistant Commissioner of Public Works/City Engineer submitting a proposal for Contract 20170014, PS - 2017 Pavement Inspection & Planning, AECOM, consultant.

**Recommendation of the Public Works and Services Committee on 02-14-17:** That the Mayor and City Clerk be authorized and directed to enter into a professional services agreement with AECOM on Contract 20170014, PS - 2017 Pavement Inspection & Planning, for the not-to-exceed amount of \$81,500.00.

Further recommends that funding to defray the costs of these professional services are available in Org-Object 14002-52100, Professional Services, Engineer.

**Fiscal Note:** Funds are available as herein delineated.

*John Rooney outlined the details of the proposal.*

*Motion made by Lemke, seconded by Meekma to approve. Passed unanimously.*

**Recommended For Approval**

[83-17](#)

**Subject:** Communication from the Alderwoman of the 15th District requesting to discuss sump pump discharges on Ruby Avenue.

**Recommendation of the Public Works and Services Committee on 02-14-17:** Defer until the July 25, 2017, Public Works and Services Committee meeting to perform a review of the situation.

*Alderwoman Lemke outlined the concerns of the citizens in this area.*

*John Rooney stated sump pumps cause comparable problems in other areas of the*

City. He stated an option would be to install a drain to the catch basin at the cost of the abutting property owners. He noted there is ample grade on the street to drain roadway, and the City Engineer's Office will re-check grades in the spring after all frost has left the ground.

Sherby Oliver (3731 Ruby Avenue) stated only 2 houses discharge into the street. She had a mudjacking company out due to her driveway settling and this is where the water collects. Drainage has gotten worse over the 20 years she lived in this area. August 2016 is when she started draining into the street. Previously went to back yard, but this caused siding problems on the house. This did not change the amount of water in the street.

Dave Heimes (3711 Ruby Avenue) stated this year has seen more water sitting in the roadway and by the storm sewer than in previous years.

Alderman Shields stated he was contacted about this issue and he noted there was water and ice on both sides of the street.

Mark Yehlen stated this street is in good condition so is not subject for replacement in the near future.

Motion made by Lemke, seconded by Perez to defer until the 2nd meeting in July (July 25, 2017) with the following stipulations:

1. Situation will be assessed to determine source of problem.
2. City will salt sump pump area in winter months.
3. A drain tile improvement design will be addressed.

Motion passed unanimously.

#### **Deferred**

[31-17](#)

**Subject:** (Direct Referral) Communication from the Commissioner of Public Works requesting to waive formal bidding procedures for the Sidewalk Inspection and Concrete Shaving Services.

**Recommendation of the Public Works and Services Committee on 02-14-17:** Approve the solicitation of bids for this service.

**Fiscal Note:** Funding to defray the cost of these services is available in Org-Object 45040-57515, DPW-Sidewalks.

Mark Yehlen outlined the details of this service.

Alderman McCarthy questioned why an RFP couldn't be sent out for these services. If they are the only potential bidder, then it shouldn't be an issue.

Alderman Perez questioned if there are other government agencies using their services.

Mark Yehlen stated Milwaukee and Kenosha currently utilize them.

Alderwoman Weidner stated this should be bid out to comply with the requirement of using the lowest responsible bidder.

*Motion made by Lemke, seconded by Perez to approve the solicitation of bids for this service. Passed unanimously.*

**Recommended For Approval**

[122-17](#)

**Subject:** (Direct Referral) Communication from the Commissioner of Public Works requesting to discuss changes to the current contractor pre-qualifications.

**Recommendation of the Public Works and Services Committee on 02-14-17:** Recommend the City Attorney codify our prequalification procedures per State Statutes.

**Fiscal Note:** N/A

*Mark Yehlen outlined the details of this request.*

*Motion made by Perez, seconded by Meekma recommending the City Attorney codify our prequalification procedures per State Statutes. Passed unanimously.*

**Recommended For Approval**

**Public Comment**

**Adjournment**

*The meeting adjourned at 7:23 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.**