

**NOTICE OF PUBLIC MEETING****Public Works Committee/**

Ryan Austin, Chairperson

Sheri Evanson, Secretary

Dennis Polach

Mayor Blaser

Notice is hereby given of a meeting of the Public Works Committee to be held in the **Council Chambers** at City Hall, 444 West Grand Ave, Wisconsin Rapids **5:00 pm on Thursday, June 2nd, 2022**. **The public may listen to the meeting by calling 1-312-626-6799 Access code: 884 3144 2184**. The meeting will also be streamed LIVE on the City of Wisconsin Rapids Facebook page. This meeting is also available after its conclusion on the City's Facebook page and Community Media's YouTube page, which can be accessed at www.wr-cm.org. If a member of the public wishes to submit comments to the Public Works Committee regarding an agenda item and does not wish to be present in person, please contact Committee chair Ryan Austin via email at raustin@wirapids.org before the meeting.

Agenda

1. Call to order
2. Review Engineering & Street Department Monthly Activity Report
3. Review the Recycling Cooperative Agreement between The City of Wisconsin Rapids and neighboring communities in regards to the operations of the City compost sites
4. Review the 2021 Sidewalk Maintenance Summary
5. Review referral list
6. Set Next Meeting Date
7. Adjourn

Ryan Austin, Chairperson

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The City of Wisconsin Rapids provides access to meetings to all citizens. If access to this meeting through video or audio means is not possible due to a disability, notification to the City's IT Manager at 715-421-8288 at least 48 hours prior to the scheduled meeting is encouraged to request accommodations.



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
 Engineering (715) 421-8205 FAX (715) 421-8291

ENGINEERING DEPARTMENT Monthly Activity Report

May 2022

Transportation Utility

- Resolution has been approved at the 5/17/22 Council Meeting revoking preliminary resolutions and special assessment actions.
- Over 400 letters were prepare and mailed to property owners affected by the Transportation Utility and special assessment payments. A copy of the letter was emailed to the Council members.
- RaSmith has completed their work on the trip generation and trip model

Permits & Degradation

- 38 Permits/Applications (25 in April) for asphalt paving (1), driveway grades/concrete pour inspections (11), storm water (0), excavating (21), Street Privilege (0), storm connection (0), permit parking (0), banner (1), contractor licenses (4)
- 255 Diggers Locates for Storm Sewer & Sanitary Sewer (242 in April)
 - 6 Emergency locates during work hours
 - 2 Emergency locates after hours
- Degradation fees - this year = \$56,184.14
 - This month =\$13,093.23

Traffic

- Vision Triangle Complaints
 - E Grand Ave and 16th St S – Engineering Dpt staff measured the height and location and have determined that the obstruction is in the vision triangle so a letter will be sent in June.
 - 4th Ave N and W Grand Ave – Southbound left – review is ongoing
- Stop Sign / Yield Sign Requests
 - 13th St & Peach St – 4/22 – Traffic Counts are complete
 - 2nd St S and Davis Ave – 4/28/22
 - 11th & Apple St, 11th & Peach St, 10th St & Peach St – 5/24/22
- ITS Standalone Signal Grant
 - Advertisement for bids is being published on 5/26 or 5/27. Bid opening is set for June 17th at 9:00 AM. We would like to request a special Public Works Meeting prior to Council on June 21st.
 - A meeting was held with the DOT, DOT consultant, City and City Consultant to discuss coordination between W Jackson St projects and the Signal Project.



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- Monotube supplier has been contacted for quotes and provided a 6.5 month lead time.
- Signal complaints
 - 8th St & Pepper Ave – vehicle detection issue on left turn arrow. - 5/24/22
 - Lincoln St & Expressway – vehicle detection issue on left turn arrow. - 5/24/22
 - Gridsmart and Tapco were in Rapids configuring traffic cameras on March 16th. IT has performed additional work on configuring in April. This is ongoing to repair the remote cellular connection.
 - 2/8/2022 - 8th St S and Chestnut St – Detector malfunction due to broken wire in pavement. The wires were replaced May 2nd and the signals are fully operational again.
 - 8th St sign bridge at Chestnut St fell and needs replacing – The new pole has been delivered. The base was poured at the end of May and the pole will be set on June 1st.
 - Nov. 2021 - Griffith and 8th St queuing lengths. Review is ongoing.

Project Designs/Construction underway:

2021 Projects

- RECC Rail Spur – The Industry Track Agreement between the City and CN is signed. The Contractor performed final punch list items on May 5th and 6th. Reimbursement requests will be submitted to the DOT in June.

Maintenance Projects

- Sidewalk Concrete Cutting (Safe Step) – Safestep will be performing the sidewalk cutting this year in the area generally bounded by 8th St S, Plover Rd, E Riverview Expy and Chestnut St. \$40,000 is budgeted in 2022.
- Sidewalk and Curb & Gutter Maintenance – Joslin Concrete will be performing the maintenance work in 2022 and has already completed curb & gutter replacements on 14th Ave between Chase St and Alton St.

2022 Reconstruction Projects

- Design for 2022 Projects – 100% Complete
- Construction for 2022 Projects
 - DOA/Lyon Park Levee – Work surrounding the DOA parking lot is nearly complete. The storm sewer is installed and the concrete components are complete. Lyon Park work is anticipated in late summer. The DNR approved the flood protection project on March 15, 2022. Local issuance from the City's Flood Plain Zoning Administrator is still pending. A meeting was held with the



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DOA on March 22nd to review construction scheduling, staging, etc. Materials are being ordered.

- A preconstruction walk-thru letters were mailed in May meetings for:
 - Fremont St - 13th to 14th Ave on June 8th
 - 9th Ave N & Fremont St (7th Ave to 10th Ave) - June 15th
- 2022 Contracts
 - Sewer Lining Contract (contract awarded to Visu Sewer) – the majority of the work is complete; however, there are two items that they will come back for:
 - A spot liner on 19th St in August
 - A more recent lining need on Chestnut St in October.
 - Crushing Contract – Work began March 17th and was completed mid April.
 - Asphalt Contract – Bids were awarded and contracts signed. American Asphalt is beginning work this season with paving of 14th Ave and Kuhn Ave the first week of May.
 - Concrete Contract – Bids were awarded and contracts signed. A preconstruction meeting was held with SD Ellenbecker. They are scheduled to replace curb and gutter on Rosecrans St the week of April 25th.

2023 Reconstruction Projects

- Preliminary Survey for 2023/2024 Projects
 - Oak St (E Jackson St to 16th St) – 100%
 - 9th St S (Peach St to Chestnut St) – 25%
 - McKinley St (8th Ave N to 14th Ave N) – 0% (2024 Project)
 - Shorewood Terrance (1st St N to Termini) – 90%
 - Apricot St and Broadway St – 100%
- Design for 2023 Projects
 - Oak St (E Jackson St to 16th St) – 40%
 - 9th St S (Peach St to Chestnut St) – 0%
 - Shorewood Terrance (1st St N to Termini) – 0%
 - Apricot St and Broadway St – 75%; Geotech work was complete by Nov. 15th. Report has been received and reviewed.
 - McKinley St (8th Ave N to 14th Ave N) – 0% - Recommended for 2024

Storm Water Utility

- Storm Utility Billing Updates – Final adjustments from 12/31/2021 have been completed and will be forwarded to WWLC.



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- One Mile Cr. – Dam permit applications were submitted to DNR the week of April 25th.
Permanent Easement documents were updated and will be sent back to owners in May.
Dredging permit applications to be completed in May as well.

Other Highlights

- Mike Kukler has retired as of May 20th with over 31 years of service to the City.
- An interview was held on May 24th for the seasonal technician position.
- Nick Dums attended the American Public Works Association conference in May
- Joe Eichsteadt attended the American Public Works Association conference and the Tapco Signal & Cabinet training in May.
- W Jackson St is proposed to start between 6th Ave and the Jackson St bridge on June 6th.



**PUBLIC WORKS
DEPARTMENT**

1411 CHASE STREET
WISCONSIN RAPIDS, WI 54495
(715) 421-8218 FAX (715) 421-8281

Requestors Name:

Paul Vollert, Public Works Superintendent

Referral Language:

Review the Recycling Cooperative Agreement between The City of Wisconsin Rapids and neighboring communities in regards to the operations of the City compost sites.

Background Information:

Since 2012 the City of Wisconsin Rapids has been operating a Cooperative Agreement with neighboring communities in regards to our compost sites. Since it has been 10 years since it has been set up, I think it is time just to review the process and look to see if there is a need for change.

Current practice, City staff puts together nonresident tags, packets for the various municipalities. Municipalities then sell the tags to their residents based on the minimum fee that is set by the city. At the end of the season, municipalities return unused tags, money collected and list of tags sold. Some Non-Residents also come to City Garage to purchase tags instead of the various municipalities.

Attached are Cooperative agreements that are in place, or have been used in the past.

Possible solutions:

1. Continue to do business how it has been done.
2. Continue to business similar, and don't have City staff sell nonresident tags.
3. Since the Cooperative Agreement is directly with other municipalities, charge them a flat fee based off previous usage.
4. Not have a Cooperative Agreement. Provide a compost site for Local Businesses and Residents.

Recommendation:

Staff recommends continuing to participate with neighboring municipalities in a Cooperative Agreement in usage of the city compost site. Rather than charge a fee to the end user of the

compost site, the city would charge a flat fee to the local municipality and they would be responsible for charging the fee to the member of their municipality and issuing the permit.

**YARD WASTE AGREEMENT WITH
CITY OF WISCONSIN RAPIDS
AND
THE TOWN OF GRAND RAPIDS**

THIS AGREEMENT, Made and entered into this 8th day of February, 2012 by and between the City of Wisconsin Rapids and the Town of Grand Rapids.

WITNESSETH, That the City of Wisconsin Rapids and the Town of Grand Rapids for the consideration stated herein agree as follows;

I. DEFINITION

Yard Wastes – Shall include grass clippings, leaves, pine needles, garden wastes and brush 2" in diameter.

Load – Shall include each trip to compost site with any container, trailer, or pickup truck with maximum box size of 4 ft. by 8 ft.

II. SERVICE, OPERATIONS & PERFORMANCE

Service Provided – The City of Wisconsin Rapids will accept yard wastes from the Town of Grand Rapids residents with season permits at its compost sites during the days and hours available to city residents. The fee under this agreement will be \$35.00 per permit per season. The City will bill the Town annually based on the number of annual permits sold.

Town residents who bring a load of yard waste will be entitled to pick up a load of city compost if there is any available for private use.

III. TOWN OF GRAND RAPIDS REQUIREMENTS

Season Pass Hanging Permits – The City will provide the Town with compost site season permits yearly. The annual fee under this agreement from the City to the Town will be \$35.00 per permit per season. Town residents who purchase an annual permit are entitled to use the City's compost sites for the duration of the season in which it was purchased. The City will bill the Town based on the number of permits sold. The Town shall return all unused annual permits to the City annually to finalize City billing to the Town.

The Town shall be responsible for issuing permits to Town residents. The Town shall maintain a record of the permit number, name, resident address, and vehicle license number at the time the permit is issued. The Town shall enter the license number of the resident's vehicle to be used for admittance to the compost site on the permit in bold black. A summary listing of this data will be provided to the City yearly at the time of billing.

Town residents must display the season permit, hanging from the vehicle's rear view mirror, for admittance to the compost site. Vehicles without the permit will not be admitted to the site.

IV. SCOPE OF AGREEMENT

Effective Date – This agreement shall become effective on the day of execution. The City of Wisconsin Rapids will begin accepting yard waste as set out by notice or as soon thereafter as the City opens its compost sites.

TERM – The term of this agreement shall be on going from the date of execution until either party; City of Wisconsin Rapids or Town of Grand Rapids; wish to change the terms of the agreement. Season permit fee increases constitute a change to the terms of the agreement.

IN WITNESS WHEREOF, The City of Wisconsin Rapids and the Town of Grand Rapids have hereunto set their hands and seals the day and year first above written.

TOWN OF GRAND RAPIDS

By: _____

Town Chairman

And _____

Town Clerk

CITY OF WISCONSIN RAPIDS

By: _____

Mayor

And _____

City Clerk

**RECYCLING COOPERATIVE AGREEMENT
BETWEEN THE CITY OF WISCONSIN RAPIDS,
THE VILLAGE OF BIRON, THE TOWN OF GRAND RAPIDS
AND THE TOWN OF SARATOGA**

This agreement is made by and between the City of Wisconsin Rapids, the Village of Biron, the Town of Grand Rapids and the Town of Saratoga, each of which is a municipal corporation, and each of which is a Responsible Unit as defined in Section 287.01(9) of the Wisconsin Statutes, for purposes of implementing efficiencies related to operating an effective recycling program in accordance with ss. 287.11 and 287.24, Wis. Stats., and ch. NR 542, Wis. Admin. Code. This agreement is intended to reaffirm the existing cooperative recycling program between the City of Wisconsin Rapids, the Village of Biron, the Town of Grand Rapids and the Town of Saratoga in order to establish eligibility for the 2020 Wisconsin Recycling Consolidation Grant for the period of January 1 to December 31, 2021.

WHEREAS the RU's believe that by working together in this cooperative agreement they can more effectively and efficiently provide for the recycling needs of their residents, and

WHEREAS the RU's desire to collaborate in an effort to provide a yard waste site to be utilized by their residents, and

WHEREAS the RU's desire to collaborate to provide recycling educational material, and

WHEREAS Section 66.0301(2) of the Wisconsin Statutes authorizes cooperation between municipalities and allows municipalities to contract with each other for the furnishing of services,

IT IS THEREFORE AGREED THAT the above listed RU's have, and will continue through 2021 to have, a Yard Waste Agreement which will enable the processing of yard waste in the most efficient and cost effective manner possible for the RU's.

Mayor Shane Blaser
City of Wisconsin Rapids

Dated: _____

Chairman Arne Nystrom
Town of Grand Rapids

Dated: _____

President Jon Evenson
Village of Biron

Dated: _____

Chairman Terry Rickaby
Town of Saratoga

Dated: _____



2021 Sidewalk Repair Summary



**Presented to: Joe Eichsteadt
City of Wisconsin Rapids
March 2022**

Rob Strauss • Project Manager • (920) 540-7414 • Rob@notripping.com • www.notripping.com

Information contained in this summary is proprietary and confidential, and is to be used solely by City of Wisconsin Rapids personnel in evaluating the project. Copying, unauthorized disclosure, reuse in any form is prohibited.

Objectives & Results

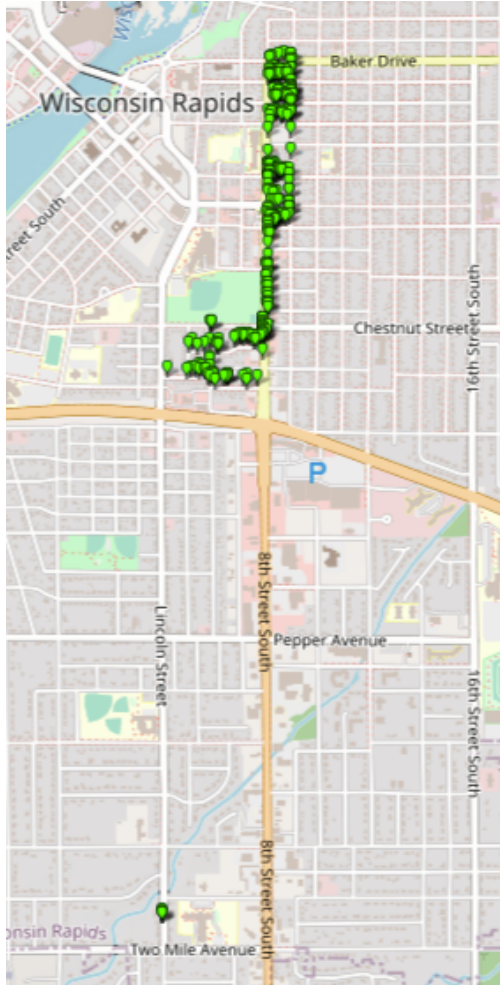
Your Objectives

1. Utilize saw-cutting to achieve an increase in the number of panels repaired
 - **Result:** In 2021, the City repaired an extra **184** unsafe sidewalk panels using saw-cutting
 - Including all projects from 2017-2021, the City repaired an extra **713** unsafe sidewalk panels
2. Develop a strategic and proactive program to identify sidewalk defects until budget is reached
 - **Result:** Safe Step LLC consulted with Wisconsin Rapids to establish a 25 point criteria for defect identification and classification and confirmed the sidewalk areas/locations to be evaluated
 - Wisconsin Rapids provided **3** priority areas, totaling approximately **6.12** sidewalk miles to evaluate; **2.41** of those miles were able to be evaluated for saw-cutting until the saw cutting budget was reached
3. Obtain accurate documentation for decision-making and record-keeping
 - **Result:** Safe Step LLC provided defect data through their exclusive online portal
 - Wisconsin Rapids maintains full control to review and choose preferred repair types for each defect evaluated in the project area
 - The data included the nearest defect address, defect measurements and photos, a map view of all defects, and other relevant notes; Completed saw-cutting repairs also include a repair photo for quality control and timestamp for record-keeping
4. Decrease staff time and costs for sidewalk evaluations, documentation, and project management
 - **Result:** Wisconsin Rapids saved an estimated **15.25** engineering and management hours utilizing Safe Step LLC for the sidewalk consultation and reporting of 6,526 data points collected in 2.41 miles of the sidewalk evaluation (see p.5). These costs are included in the Safe Step saw-cutting program.

Other Feedback

1. Wisconsin Rapids shared that the program has received positive comments and is beneficial to the residents
2. Wisconsin Rapids felt the up-to-date communication throughout the project was valuable

Saw-Cutting Repair Locations 2021



Due to the limitations of GPS mobile app technology, the locations shown to the left should be relied upon as approximate to their actual locations. Map Data: Google

The green markers on the map to the left indicate the locations of sidewalk defects repaired in 2021.

Wisconsin Rapids 2017-2021 Sidewalk Project Information

Project Year	Offset Criteria	Sidewalk Avg Width	Saw-cut Repairs	Total Cost of Saw-Cutting	Miles Repaired*	Cost Per Mile	Sq. Ft.	Repairs If Replaced	Additional Repairs Using Safe Step
2017	3/4" - 1 1/2"	5.0	180	\$14,626	5.13	\$2,851	5,621	62	118
2018	1/2" - 1 1/2"	5.1	334	\$29,169	7.3	\$3,996	9,974	130	204
2020	1/2" - 1 1/2"	5.7	258	\$19,136	2.24	\$8,543	12,976	51	207
2021	1/2" - 1 1/2"	5.1	251	\$19,926	2.41	\$8,268	10,004	67	184
		5.2	1,023	\$82,857	17.08	\$4,851	38,575	310	713

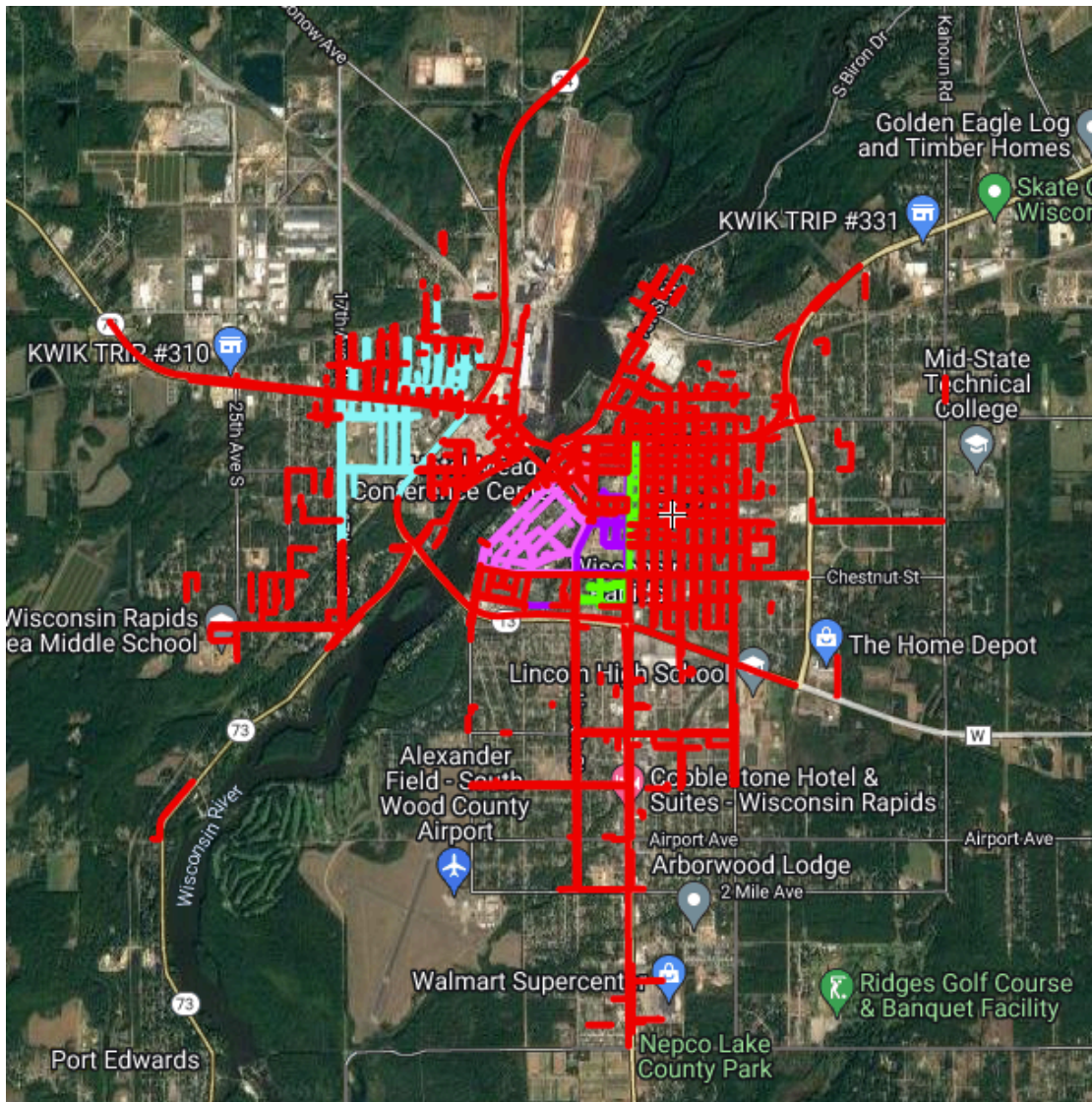
*Sidewalk mile estimates are based on available satellite GPS measuring tools

**Square foot price used in calculations: \$7.50

Rob Strauss • Project Manager • (920) 540-7414 • Rob@notrippin.com • www.notrippin.com

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Sidewalk Repair Program Progress 2017-2021



Map Data: Google

The map above shows the sidewalk areas that have been completed from 2018 onward.

Red highlighting indicates areas not yet evaluated or repaired. Various colored highlighting indicates the sidewalks that have been evaluated and repaired.

	2021	2.41 Miles
	2020	2.24 Miles
	2018	7.30 Miles
	2017	5.13 Miles
	Remaining	- 78.90 Miles
Total Miles		95.98

Estimated Sidewalk Infrastructure Value

Estimated Sidewalk Miles	Avg Width	Estimated Sq. Ft Cost	Total Value of Sidewalk
96	5.2	\$7.50	\$19,768,320

Life Cycle Progress

Current Budget	Avg Saw-Cut / Mile	Sidewalk Miles To Be Repaired	Years Remaining
\$20,000	\$11,011	79.0	43

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Additional Benefits

Engineering Time Saved

1. Wisconsin Rapids saved approximately **15.25 engineering hours** utilizing Safe Step LLC
2. This engineering time can be broken into three major categories:
 1. **Evaluation time:** Mapping and verifying sidewalk areas, defining and confirming a 25 point defect evaluation criteria, mobilizing, assessing each sidewalk panel, accurately capturing 26 key data points, photographing and time-stamping each defect, and physically marking sidewalk panels as appropriate
 2. **Data validation time:** Processing and validating data for accuracy, preparing reports for project execution, archiving defect data for record-keeping, and preparing this yearly summary for review and future decision-making
 3. **Project management time:** Verifying contractor's work, communication with contractor, quality assurance checks, interacting with residents, and more. Safe Step LLC's exclusive online portal allows city personnel to maintain control of the project with an easy method to review defects and photos, select preferred repair types, observe project completion, and ensure quality with completed repair photos, minimizing visits to the sidewalks



Sample Repair Photo: Defect #277 repaired on 06/21/21 at 1011 6th St, S @ 3:33 pm

Completed repair photos and timestamps help ensure repair quality

Public Support for Safe, Walkable Sidewalks

1. **85.9%** of adults think it important to find a walkable community with safe sidewalks when looking for a new place to live
2. **87%** of Americans feel that it is important for local governments to achieve ADA compliance and for sidewalks to be accessible for those with disabilities
3. **84.7** of adults believe it is important to use local tax dollars toward sidewalks

Results based on a nationwide survey conducted in April 2019 by Praecones Analytics

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PUBLIC WORKS COMMITTEE REFERRAL LIST:

2022

1. Request from Alderperson Tom Rayome to discuss the future of 8th St S. (2016)
2. Request by Alderperson Cattnach to reconsider the City's overnight parking ordinance (2021)
3. ~~Request by Alderperson Austin to consider developing a Responsible Bidder Ordinance~~
4. ~~Request by Alderperson Kellogg to study traffic speed along Chestnut from 8th Street to Hill Street and make recommendations (2020)—study was done when there were no school-related activities. Will continue study when school is in session and will report back to committee.~~
5. ~~Request by Alderperson Evanson to review parking ordinance for any inconsistencies between ordinance language and signage throughout the City (2021)~~
6. ~~Request by Alderperson Bemke to perform an intersection analysis and determine sign warrants, if any, for 12th St S and Chestnut St.~~
7. Request by Alderperson Austin to consider a feasibility study for reducing noise and vehicle delays due to railroad tracks along the west side of the City at and between crossing from Gaynor Ave to High St.
8. ~~Request by residents along Smith St and Cherry St to not reinstall sidewalk along these road projects.~~
9. Review and approve the conditions for a street privilege permit for Mead Witter Foundation, Inc.
10. Review the bid results for the West Riverview Expressway Traffic Signal Improvement project and consider awarding the contract to the low, qualified bidder.