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# City of Waupun

201 E. Main Street  
Waupun WI 53963  
Phone: 920-324-7900

Waupun Board of Public Works  
Minutes of Regular Meeting **January 9, 2018**  
*Approved February 13, 2018*

The Waupun Board of Public Works met in regular session on Tuesday, January 9, 2018, in the Common Council Chambers at the Waupun City Hall located at 201 E. Main Street, Waupun.

Audience present is Mayor Nickel.

Kaczmariski calls the meeting to order at 4:30pm.

Members present at roll call are Alderman Mielke, Public Works Director Daane, City Clerk Hull, Alderman Kaczmariski, and Deputy Chief Rasch. Alderman Matoushek Jr. is absent and excused.

Motion Daane, second by Rasch to approve the minutes from the December 12, 2017 meeting of the Board of Public Works. Motion carried 5-0.

Matoushek appears at the meeting at 4:33pm.

Quotes for storm sewer televising were received from Great Lakes TV Seal Inc (\$10,585.15) and Northern Pipe Inc. (\$12,155.55). The televising will be for the section at the east end of the City to the south. Through televising in the past, errors and omission have been discovered on the mapping system, deteriorating piping, inlets that need replacement, etc. Daane does anticipate issues being provided by the final report of the televising and will share those findings with the Board.

Motion Matoushek, second Mielke to accept the proposal from Great Lakes TV Seal Inc. in the amount of \$10,585.15 for storm sewer inspections. Motion carried 6-0.

Kaczmariski notes a correction in the agenda – Item 5 should read Discuss/Approve Quotes for Security Doors at the Safety Building, not the Library as it states.

Quotes for new interior and exterior security doors and key fobs for the safety building were received from Lappen Security Products (\$19,551.94) and Gappa Security Solutions LLC (\$19,681.65). Lappen Security Products quote also provides for an additional cost, annually, of \$350 for web hosting.

Motion Rasch, second Matoushek to accept the quote from Gappa Security Solutions LLC in the amount of \$19,681.65 for the security doors at the Safety Building. Motion carried 6-0.

The 2018 vehicle equipment budget provides for a street sweeper which contains a vacuum system in the amount of \$278,645. Daane states that he would prefer a vacuum system separate from the street sweeper as it would allow staff to be operating the street sweeper at one location and other staff to be operating the vacuum system, cleaning inlets and manholes, at another location.

The approximate cost of a street sweeper that does not contain a vacuum system is \$245,000 and the approximate cost of a used vacuum system is \$25,000 (new \$80,000). Purchasing the two pieces individually would still be within the approved budgeted amount.

Motion Matoushek, second Rasch to approve the purchase of a separate street sweeper and a vacuum system, contingent upon the total cost not exceeding the approved budgeted funds. Motion carried 6-0.

The City is considering applying for funding for a ten foot wide, black topped, pedestrian walking trail east of Gateway Drive and Shaler Drive through the Transportation Alternatives Program (TAP) which is provided through the Wisconsin Department of Transportation (WisDOT). TAP is a legislative program that was authorized in "Fixing America's Surface Transportation" (FAST) Act and signed into law on December 4, 2015. With certain exceptions, projects that meet eligibility criteria for the Safe Routes to School Program, Transportation Enhancements, and/or the Bicycle & Pedestrian Facilities Program are eligible TAP projects. TAP will provide funding for 80% of the project cost with a 20% local match. If approved, TAP projects must commence within four years of the award date. The application for the grant is due Friday, January 26, 2018. The WisDOT anticipates announcing TAP awards sometime in summer of 2018.

Daane submitted a request for a Statement of Qualifications to five (5) consultants to prepare the TAP grant application and provide engineering services. Three (3) consultant firms, Gremmer & Associates Inc., KL Engineering, and MSA Professional Services, returned their Statement of Qualifications for consideration. All three consultants are comparable and the City has worked with these companies in the past. Kaczmariski comments that he was impressed with MSA Professional Services as they were the only one that provided a scope of services which specified what they are going to do and a timeframe that included meeting with potential contractors, City staff, and the public.

Motion Matoushek, second Rasch to accept the Statement of Qualifications and award the facilitation of the Gateway Drive and Shaler Drive pedestrian trail through the Transportation Alternatives Program (TAP) to MSA Professional Services. Motion carried 6-0.

No public comments are heard.

Motion Hull, second Matoushek to duly call the meeting adjourned at 5:10pm. Motion carried 6-0.

Angela Hull, City Clerk