

Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

CITY OF STEVENS POINT BOARD OF PUBLIC WORKS MEETING

December 13, 2021 - 6:05 PM

(or immediately following previously scheduled meeting)

Community Room

933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 810 9140 2029 | Passcode: 461727

By Computer:

<https://us02web.zoom.us/j/81091402029?pwd=WVhYNkxKUWJSbW9xRFJVTjVHVkdXQ09>

By Phone: +1-312-626-6799 (US Chicago)

(A quorum of the City Council may attend this meeting)

AGENDA

Roll Call

Informational

1. Director's Report
 - a. McDill Monitoring and Control Project
 - b. 2021 Streets Improvement Project
 - c. 2021 Fall Paving Project

Discussion and Possible Action

2. To approve a request from Pixelle Androscogglin, LLC for a Revocable Occupancy License for the installation of an electrical cable within the right-of-way on Wisconsin Street.

Adjourn

Meeting Rider

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, TDD # 346-1556 or by mail at 1515 Strongs Ave., Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:00p.m.

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481



Public Works
Engineering Department:
Phone: 715-346-1561
Fax: 715-346-1650

Streets Department:
Phone: 715-346-1537
Fax: 715-346-1687

December 8, 2021

DIRECTOR OF PUBLIC WORKS REPORT
Scott Beduhn

1. Engineering Division

- **Sidewalk Continuation**
 - Nothing new to report.
- **Stanley Street at North Point Drive Intersection Improvements:**
 - Nothing new to report at this time.
- **TAP Grant**
 - Staff is working to close out the project.
- **East Park Commerce Center**
 - The contractor began clearing and grubbing and preparing a plan for dewatering with the intent of installing utilities over the winter.
- **Country Club Drive**
 - Staff met with the Town of Hull this last month to discuss the future of County Club Drive and is working to create a final concept of the road design.
- **Business 51 (Division and Church Streets) Reconstruction**
 - An STP-Urban application was submitted for a portion of the Business 51 project from the south municipal limit to Michigan Avenue. Grant awards will not be determined until late winter of 2022.
 - After meeting with Church Street business owners and residents, AECOM is diligently working to create a 30 percent design of the corridor. This task will take several months to complete.
 - Based upon requests from the Church Street business owners, AECOM is reevaluating turn lane lengths and potential impacts to existing access points.
- **Clark/Main Study**
 - City Staff completed the collection of traffic counts at intersections along the corridor for use in the study.
 - AECOM is reviewing the current traffic volumes and turning movements and preparing traffic forecasts for use in the study.
 - AECOM is creating SYNCRO models to use in the traffic analysis.

- **McDill Monitoring and Control Project**
 - The monitoring and control panel was delivered and is being installed.
 - New gate actuators were installed and tested.
 - The system should be operations and ready for testing and start up soon.
- **2020 Alley Improvement Project**
 - The 2020 Alley Improvement Project was combined with the 2021 Fall Paving Project for the purpose of bidding and administration.
- **2021 Road Resurfacing Project**
 - All work is completed, and staff is measuring and tallying final quantities for payment.
 - The contractor will return in the spring to address any punchlist or warranty items and to touchup any restoration in need of repair.
- **2021 Streets Improvement Project**
 - All work has been completed for the year. The contractor will be returning in the spring to complete the 5 remaining blocks of the project.
- **2021 Pavement Maintenance Project**
 - Fahrner Asphalt has completed this year's pavement maintenance project and staff is working to close the project out.
- **2021 Fall Paving Project**
 - All roadwork has been completed. City Staff has addresses restoration of the unpaved disturbed areas; however, late season restoration will require some attention in the spring.
- **Plover River Crossing Trail Project**
 - A draft TAP application was submitted, and we are currently waiting on WisDOT comments before proceeding further.
- **Additional Miscellaneous Projects:**
 - The parking kiosks are due for a major software upgrade which staff will perform during the UWSP winter break. We do not anticipate any issues with the upgrade, but there may be interruptions in service with the kiosks until the upgrade is complete.
 - Engineering Staff continues gathering survey data and researching right of way for proposed 2022 roadway projects.
 - Over the past few years staff have been actively working on replacing older energy consuming street lighting and that effort continues in 2021.
 - Staff has identified several areas for LED lighting upgrades which should be completed later this year.
 - Engineering staff has been working with university staff on several fronts to improve the University environment. These include:
 - Discussions related to the future of North Division Street as part of the Business 51 planning study.
 - Discussions in conjunction with Community Development on the future of the old Maytag lot.
 - Discussions regarding the redevelopment of Fourth Avenue through campus which is tentatively scheduled for reconstruction in 2026.

- Discussions and planning to update the existing street signs within the University area to reflect UWSP branding.
 - The new university branded street signs have been installed.

2. Streets Division - OCTOBER

- **Street work**

- Continued Garbage and Recycling operations.
- Sign work continued.
- Streetlight maintenance continued.
- Building maintenance and repair.
- Patching Continued.
- Repairs of Equipment continued.
- Sweeping continued.
- Continued Crack-fill operations.
- Continued Concrete operations.
- Continued Prepping alleys for paving.

- **Equipment maintenance/garage**

- There were a total of 73 repair orders completed in the month of October. When broken down by department there were;

Water	1
Engineering	0
Inspection	1
Police	4
Parks	20
Fire	1
Streets	46

- **Signs, posts, barricades, and flags**

- 97 signs were replaced or added, 2 because of accidents, 2 for maintenance, 3 were vandalized, 23 had an ordinance change, 7 were replaced and 67 were updated.
- 46 poles were replaced or added, 2 because of accidents, 7 for usual maintenance, 1 was vandalized and 6 were replaced.
- Began putting up Christmas lights.

- **Garbage/recycling/yard waste/drop-off**

- Garbage and recycling carts repaired/replaced/distributed as needed.
- Regular solid waste collection completed.
- Regular recycling collection completed.
- City drop-off operations were completed.
- City wide leaf pick up was completed.

- **Leave**

- 282.5 hours of sick, 584 hours of vacation, 4 hours of bonus, 24 hours unpaid, 8 hours of funeral and 72 hours of Work Comp were utilized.

3. Streets Division - NOVEMBER

- **Street work**

- Continued Garbage and Recycling operations.
- Sign work continued.
- Streetlight maintenance continued.
- Building maintenance and repair.
- Christmas tree installed.
- Patching continued.
- Sweeping continued.
- Repairs of Equipment continued.
- Concrete Operations continued.
- Painting Operations concluded.
- Hung Holiday decorations.
- Alley work completed.
- Start of winter road maintenance.

- **Equipment maintenance/garage**

- There were a total of 87 repair orders completed in the month of November. When broken down by department there were;

Water	2
Engineering	0
Inspection	0
Police	6
Parks	19
Fire	2
Streets	58

- **Signs, posts, barricades, and flags**

- 40 signs were replaced or added, 3 because of an accident, 1 for maintenance, 2 were moved, 10 were replaced and 24 were updated.
- 35 poles were replaced or added, 4 because of an accident, 16 for usual maintenance, 2 were moved and 11 were replaced.
- Put up Christmas lights and decorations.
- Put up new LED street lights.
- Replaced burnt out street lights.

- **Garbage/recycling/yard waste/drop-off**

- Garbage and recycling carts repaired/replaced/distributed as needed.
- Regular solid waste collection completed.
- Regular recycling collection completed.
- City drop-off operations were completed.
- Hauled leaves, grass & mulch.

- **Leave**

- 231 hours of sick, 679 hours of vacation time was utilized, 8 hours of bonus time and 7 hours of Funeral pay.

REVOCABLE OCCUPANCY LICENSE

THIS AGREEMENT, made and entered into on the
21st day of December , 2021 by and between

LICENSOR

CITY OF STEVENS POINT
1515 STRONGS AVENUE
STEVENS POINT, WI 54481

and

LICENSEE

Parcel ID No. 2408-32-3002-63
(Wisconsin Street Property)
PIXELLE ANDROSCOGGLIN, LLC
228 S. MAIN STREET
SPRING GROVE, PA 17362

WITNESSETH

1. License Location. Property of the LICENSOR being part of Lot 1 of Portage County Certified Survey Map Number 10720-48-150 located in part of Government Lots 2, 3, and 4 of Section 32, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin.
2. Purpose of License. To install and maintain an electric cable (5KV fire pump feeder) by means of boring in a portion of Wisconsin Street as shown on attached Exhibit "A".
3. Grant of License. The LICENSOR grants to the LICENSEE a license to temporarily keep and maintain the above described electric cable on the terms and conditions hereinafter set forth. During the existence of this electric cable the LICENSEE shall fulfill the requirements of Chapter 182.0175 Wisconsin Statutes. Chapter 182.0175 defines transmission facility owner responsibilities and membership requirements.
4. Maintenance. The LICENSEE, at LICENSEE's sole cost and expense, shall install and maintain said electric cable upon LICENSOR's property at the location described above in a manner and condition satisfactory to the LICENSOR's Director of Public Works, or an authorized representative. In the event that a public works project would require that the electric cable be moved or relocated, then, following a 120 days' notice from the LICENSOR, the LICENSEE, at LICENSEE's sole expense shall promptly move or relocate the electric cable. LICENSOR agrees that it will not unreasonably withhold any necessary permits, licenses, or other approvals required to complete the relocation of said cable. The LICENSEE shall be liable or responsible for the repair or replacement of any material, resurfacing, or improvement within the area designated as shown on the attached Exhibit "A" or any areas outside of the designated area disturbed by the installation, construction, repair or maintenance of the LICENSEE's electric cable.

5. Payments by LICENSEE

- (a) As compensation for the license herein granted, the LICENSEE shall pay the LICENSOR a onetime fee of \$500.00 payable in advance.
- (b) The LICENSEE shall assume and pay all taxes, license fees, membership fees and charges, and other charges levied, accrued or arising out of the existence of the electric cable. The LICENSEE shall assume all costs associated with the requirements and responsibilities of meeting Wis. Stats. ch. 182.0175.

6. Mechanics' and Materialmen's Liens. The LICENSEE shall fully protect the LICENSOR's property from all Mechanics' and Materialmen's liens accruing on account of any materials furnished or work done in connection with the installation, repair, maintenance, or removal of the electric cable.

7. Insurance. So long as this license shall remain in force, LICENSEE, at LICENSEE's sole expense, shall maintain a comprehensive general liability policy of insurance, naming the City of Stevens Point as an additional insured and containing a contractual endorsement reading as follows:

"It is agreed that this policy covers the liability assumed by the insured under this agreement dated December 21st, 2021 issued by the City of Stevens Point for the premise being part of Lot 1 of Portage County Certified Survey Map Number 10720-48-150 located in part of Government Lots 2, 3, and 4 of Section 32, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin.

The Policy shall contain a combined single limit of liability for personal injuries and property damage of not less than \$1,000,000.00. LICENSEE shall furnish a Certificate of Insurance to the LICENSOR stating that said insurance is in force and that it will not be canceled or materially changed without giving the LICENSOR not less than ten (10) days prior written notice addressed to:

City of Stevens Point
City Clerk
1515 Strongs Avenue
Stevens Point, WI 54481

8. Indemnification by LICENSEE. The LICENSEE shall assume, and does hereby assume, all risk of damage to or destruction of the electric cable for any cause whatsoever while located on the LICENSOR's property, except damage caused by the gross negligence or intentional acts of LICENSOR and agrees to, and shall, at all times fully indemnify the LICENSOR and its agents and representatives against all liability, claims, demands, suits, judgments, costs, and expenses for loss or damage to all property whatsoever and injury to or death of persons whomsoever, in any manner arising from or growing out of, directly or indirectly, wholly or in part, the installation, maintenance, existence, or removal of the electric cable from the LICENSOR's property at the locations described above.

9. Termination. This license shall continue in effect until terminated by either party upon 120 days prior written notice to the other party. Upon termination of this license, the LICENSEE, at LICENSEE's sole cost and expense, shall promptly remove or abandon the electric cable on the

LICENSOR's property and restore said property to its former condition of usefulness. LICENSOR agrees that it will not unreasonably withhold any necessary permits, licenses, or other approvals required to complete the removal or relocation of said cable.

In the event LICENSEE shall fail to remove or abandon said electric cable and, if so requested by LICENSOR, the LICENSOR shall then have the right to complete such removal or abandonment and restoration, and the LICENSEE shall promptly reimburse the LICENSOR for all reasonable and customary costs so incurred by the LICENSOR plus fifteen percent (15%) of such cost.

The agreement between the parties hereto, or their predecessors, dated December 21st, 2021 is hereby acknowledged.

IN WITNESS WHEREOF, the parties hereto have caused this license to be duly executed as of the day and year first above written.

LICENSOR:
CITY OF STEVENS POINT

LICENSEE:
PIXELLE ADROSCOGGLIN, LLC

By: _____
Mike Wiza, Mayor

By: 
Craig Helgeson, VP & GM

By: _____
Kari Yenter, City Clerk

EXHIBIT "A"

