

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 the time.

CITY OF STEVENS POINT BOARD OF PUBLIC WORKS MEETING

August 12, 2024 - 6:05 PM

(or immediately following previously scheduled meeting)

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

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

By Computer: <https://us02web.zoom.us/j/84010180178?pwd=RVSBb0ApubbplcPGQ1ayU4bhoJkQCAo.1>

Meeting ID: 840 1018 0178 | Passcode: 022670

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

AGENDA

Roll Call

Informational

1. Director's Report
 - a. 2024 Street Improvements Project (Northside)
 - b. West River Drive
 - c. West Zinda Bridge

Discussion and Possible Action

2. To accept the ordinance amendments in Chapter 9, Section 9.05 as it relates to parking.
3. To award the 2024 Pavement Maintenance Program Project #24-04 to Fahrner Asphalt Sealers, LLC out of Plover for an amount not to exceed \$281,744.25.
4. To consider a request from WisDOT and OCR to eliminate the Park Street Railroad Crossing.

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

August 5, 2024

DIRECTOR OF PUBLIC WORKS REPORT
Scott Beduhn

1. Engineering Division

- **Country Club Drive:**
 - This project continues to be delayed due to real estate needs to accommodate a 10-foot-wide multipurpose path.
 - The Town of Hull has requested assistance from a consultant to evaluate other design options to minimize or eliminate real estate needs.
 - As a result of these delays this project will not be completed in 2024.
- **Division and Church Streets Reconstruction Project:**
 - AECOM continues working to complete final designs for the North Segment (North Point Drive to Fourth Avenue) and far South Segment (South City Limits to Michigan Avenue).
- **2023 Street Improvement Project:**
 - Warranty items have been addressed and this project is now complete.
- **2023 Road Resurfacing Project:**
 - Warranty items have been addressed and this project is now complete.
- **2024 Street Improvement Project (Northside):**
 - All utility work is complete in Phase 1 of the project (Maria between Division and Union and Vincent Street) and the contractor is currently working on road building. All work within this phase should be complete around Labor Day.
 - Utility work continues on Phase 2 of the project (Maria Drive between Union and Second and Second between Walker and Maria). This phase is anticipated to be complete in late September or early October.
 - The contractor anticipates beginning work on Phase 3 (Walker Street) later this month. This phase is anticipated to be complete in late October.
- **2024 Street Improvement Project (Southside):**
 - All utility work and most surface improvements are complete except for Mason Street west of Prairie Street as work slowed while the contractor moved their utility crew to begin utility installation for the Forest Creek Subdivision project.
 - As the initial installation of utilities (Walter Street and Joe Street) is wrapping up for Forest Creek, utility work should resume on the southside soon.

- With work resuming, the project is anticipated to be completed in late September.
- **East Park Commerce Center Badger Avenue Extension:**
 - The contractor is approximately half done with the installation of utilities on Badger Avenue. Progress has been slow after a wet spring which raised the groundwater level and impacted the contractors plan for dewatering.
 - Utility work along CTH HH is complete and surface improvements are nearly complete. Paving within the CTH HH corridor should happen very soon.
- **Forest Creek Subdivision:**
 - The contractor has completed the utility installation along Walter Street and Joe Street. Road Building Crews are building the road base in anticipation of concrete work and paving.
 - Construction will likely slowdown in the next few weeks as the utility crew returns to complete the work on the Southside project before continuing.
- **Curb Gutter and Sidewalk Repair Project:**
 - The contractor is nearly complete with the work. Only a few locations remain for sidewalk repair.
- **Fall Paving Project:**
 - Staff is evaluating the potential for fall paving and believe there are funds remaining to complete some work.
 - Staff is working to get a bid package out for a September award.
- **Pavement Maintenance Project:**
 - The award for the annual pavement maintenance project will be considered this month. The bid opening was held Tuesday, August 6, 2024. The responsible low bidder is Farnher Asphalt Sealers out of Plover, WI in the amount of \$281,744.25.
 - The project consists of the follow:
 - Seal coating (GSB-88) of all 2022 and 2023 road projects
 - Chip sealing the following corridors:
 - Academy Avenue between Prentice Street North and Division Street North
 - Front Street between Bukolt Avenue and Sixth Avenue
 - Prentice Street between Front Street and Second Street
 - Phillips Street between Main Street and Clark Street
 - Fremont Street between Main Street and Clark Street
 - Illinois Avenue between Main Street and Clark Street
 - Cross Street between Main Street and Clark Street
 - Chase Street between Main Street and Clark Street
 - Slag sealing West River Drive between CTH HH and the CN Railroad
- **West River Drive:**
 - The City has installed permanent speed feedback signs, one in each direction between CTH HH and West McDonald Drive.
 - The City has included slag sealing and pavement marking in the annual pavement maintenance project. The slag seal will cover the existing pavement markings and provide a high contrast surface for the proposed restriping. The work should be completed later in September.

- **West Zinda Bridge:**

- AECOM has completed the design and delivered final plans, specifications and estimates (PS&Es) to WisDOT. The project will be let later this fall with construction planned for 2025
- The current construction estimate is higher than originally calculated, which will require additional matching funds from the City. AECOM and city staff will be working with WisDOT on possibly getting additional grant funding through the Bridge Program change management process.

- **Michigan Avenue Underpass:**

- Staff continues to work with Strand Associates on scope development for this project. Given the complexity of the work, there will likely be multiple phases of engineering.
 - The BPSSC held a walking/rolling audit on June 5, 2024, to review the road segment and identify existing challenges for pedestrians and bicyclists and potential improvements that may be considered during design.
 - It is anticipated that staff will hold a PIM this fall to gather public comment related to the reconstruction of the corridor.

- **Additional Miscellaneous Projects:**

- Engineering Staff continues working on proposed 2025 and 2026 roadway projects including gathering survey data, researching right of way and preparing bidding documents.
- Engineering staff have been working with university staff on several fronts to improve the University environment. These include:
 - Discussions in conjunction with Community Development on the future of the old Maytag lot.
 - Discussions regarding the reconstruction of Fourth Avenue through campus which is tentatively scheduled for reconstruction in 2027.
- Staff continue to work with the Fire Department on engineering related issues for the Fire Training Facility.
- Staff continue to work with both the Fire Department and Police Department on building-related issues, predominately roofing concerns.
- Staff continue to work with the Utility Department on various water, sanitary and stormwater projects.

2. Streets Division

- **Continued Operations:**

- Garbage and Recycling
- Street Sign Compliance and replacement
- Street Light Maintenance
- Street Patching/Trumbull
- Drop off Site Operations

- **Staffing:**

- We have an accepted offer for the new Welder/Fabricator, who will start on August 13th, making us fully staffed. We received zero applications for the LTE mechanic position and have decided not to repost it, as our current mechanics are effectively managing the workload.

- **Skid Steer Mini Paver:**
 - Our crews have been busy with the new mini paver and have laid over 200 tons of asphalt so far. This machine requires some time and practice for our crews to master, but they are learning quickly. We are currently well caught up on utility patches and have worked on repaving some deteriorated shoulders, which can be seen on Northpoint Dr. and Wilshire Blvd.
- **West River Drive:**
 - In July, crews installed and programmed two radar speed signs on West River Drive in the vicinity of the guardrail by CTY HH. The goal is to alert drivers with high speeds and work towards making that stretch of road safer.
- **Roadside Mowing:**
 - In June, we started mowing our roadside ditches. Unfortunately, the mower broke down, and it took a couple of weeks to get the right part in. We are now back to mowing and are about 50% complete.
- **Summer Crews:**
 - We have had a wet start to summer, which has impacted progress for our summer crews. In June, we experienced more rainy days than we typically do in an entire summer. On heavy rainy days, our crews focus on other activities like grinding and hauling brush, greasing equipment, shop maintenance, and cleaning.
 - **Crack Fill:**
 - The crack fill crew is about 60% complete with the 2024 crack fill program.
 - **Patching:**
 - With the new tar kettle for Trumbull, crews will begin the 2024 Trumbull program. The infrared and hot patcher continues to patrol our streets, following our plow routes. The hot patcher has made almost three rounds through the city. Fortunately, potholes have not been a significant issue this year due to the mild winter.
 - **Concrete:**
 - The concrete crew has been working on West Clark Street curb replacements in June and will continue replacing sections of pavement on West Clark Street this month. This work is in addition to routine utility work restoration.
 - **Paint Crew:**
 - The paint crew completed about 90% of the long line painting before running out of reflective beads. Long line work will continue in August. The crew has been focusing on crosswalks near schools and completed work in the Willet parking lot.
- **Sweeping:**
 - Our crews have finished the fourth full pass of the city. Typically, the city only sweeps the entire area three times a year, but conditions have allowed us to continue sweeping.
- **Equipment maintenance/garage:**
 - In late April and early May, we received nine new parks and streets trucks for the 2024 capital fleet replacement project. Our fleet team was able to upfit most of these trucks in-house, except for two trucks that are being fitted with specialty equipment.
 - The implementation of the new fleet management system, Collective Data, is now complete. Our crews underwent training on the system in April and are adjusting well. Although the data has improved, we are still working on importing all our historical data.

Respectfully submitted, Superintendent Johnson

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



Public Works

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July 8, 2024

To: Board of Public Works

From: Scott Beduhn, Director of Public Works

Re: Ordinance Amendments in Chapter 9

The ordinance amendment of Chapter 9, Section 9.05(z)1, creating Electric Vehicle Parking Only, is the result of a request made to the Mayor's office to address issues with non-electric vehicles parking in the way prohibiting electric vehicles from being able to use the electric vehicle charging station.

The ordinance amendment of Chapter 9, Section 9.05(g) amending No Parking and the amendment of Chapter 9, Section 9.05(o), creating No Parking, Stopping or Standing is the result of an aldermanic request to prevent transport trucks from parking along the side of the street to unload vehicles.

If there are any questions, please do not hesitate to contact me.

Thank you,

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE
CITY OF STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That section 9.05(z)1 of the Revised Municipal Code, **Electric Vehicle Parking Only** is hereby **created** to read as follows:

9.05(z) 1. Two (2) designated parking spaces along the north side of Municipal Parking Lot No. 7.

SECTION II: That subsection 255 of Section 9.05(g) of the Revised Municipal Code, **No Parking** is hereby **amended** to read as follows:

9.05(g) 255. On the north and south sides of Stanley Street from Michigan Avenue to Wilshire Boulevard North.

SECTION III: That subsection 19 of Section 9.05(o) of the Revised Municipal Code, **No Parking, Stopping or Standing** is hereby **created** to read as follows:

9.05(o) 19. On the north and south sides of Stanley Street from Wilshire Boulevard North to the on-off ramps of southbound U.S. Highway 51 and I-39.

SECTION IV: That subsection 20 of Section 9.05(o) of the Revised Municipal Code, **No Parking, Stopping or Standing** is hereby **created** to read as follows:

9.05(o) 20. On the east and west sides of Green Avenue from Stanley Street to Mitchell Drive.

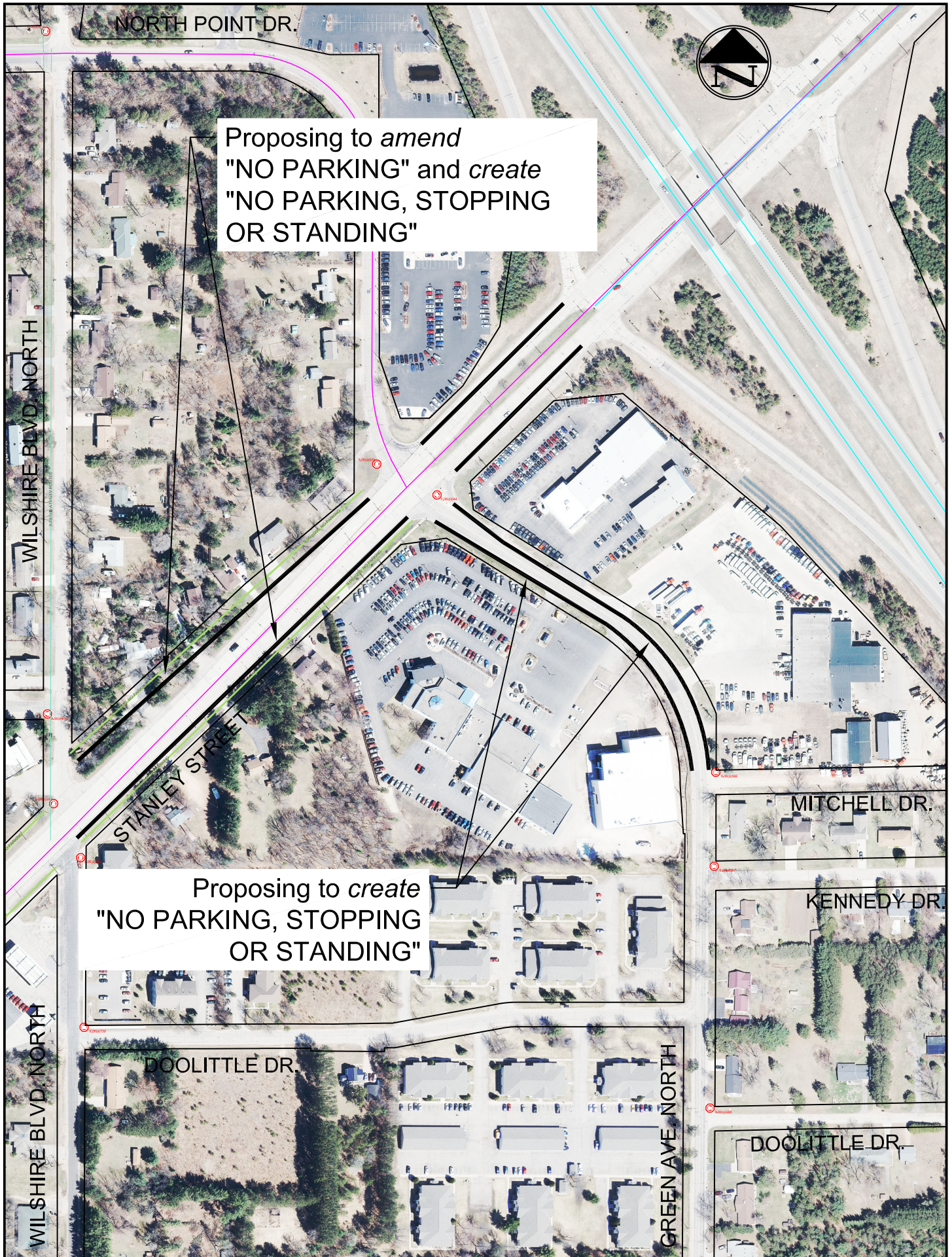
SECTION V: These ordinance changes shall take effect upon passage and publication:

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: July 8, 2024
Approved: August 19, 2024
Published: August 29, 2024





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1515 Strongs Avenue
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August 6, 2024

To: Board of Public Works

From: Scott Beduhn, Director of Public Works 

Re: Contract Award Recommendation
Pavement Maintenance Project
Project 24-04

Bids for the annual Pavement Maintenance Project were received on August 6, 2024. As is often the case, only one bid was received. The bid is summarized in the attached bid tabulation.

The bid, submitted by Fahrner Asphalt Sealers, LLC out of Plover, was within the Engineer's estimate for the work. The City has regularly worked with Fahrner on asphalt maintenance and repair issues and staff believes they are qualified and capable of performing the work.

It is staff's recommendation that the project be awarded to Fahrner Asphalt Sealers, LLC in an amount not to exceed \$281,744.25, including a 15 percent contingency.

If there are any questions, please do not hesitate to contact me.

Thank you.

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2024 Pavement Maintenance Program #24-04

City of Stevens Point

August 6, 2024 10:00 AM CDT

					Fahrner Asphalt Sealers Plover, WI	
Line Item	Item Code	Item Description	UofM	Quantity	Unit Price	Extension
1	SPV.0105.01	Supplemental Traffic Control	L.S.	1	\$5,000.00	\$5,000.00
2	SPV.0105.02	Pavement Markings	L.S.	1	\$10,300.00	\$10,300.00
3	SPV.0180.01	Seal Coat	S.Y.	31,000	\$2.51	\$77,810.00
4	SPV.0180.02	Seal Coat Special (Fog Seal)	S.Y.	31,000	\$0.61	\$18,910.00
5	SPV.0180.03	Seal Coat Special (GSB-88)	S.Y.	78,250	\$1.18	\$92,335.00
6	SPV.0180.04	Seal Coat Special (Slag Seal)	S.Y.	16,000	\$2.54	\$40,640.00
Base Bid Total:						\$244,995.00
Base Bid with Contingency:						\$281,744.25

**Process that is followed for a
Crossing Closure Incentive Payment Project**

Project Identification and Approval

1. Identify possible closure. Can be initiated by the railroad (RR), Office of the Commissioner of Railroads (OCR), local unit of government (locals) or WisDOT Region Railroad Coordinator (RRC).
2. Railroad offers incentive payment. (RR normally will not pay an incentive if the closure is contested through the OCR. If this is the case, WisDOT cannot make an incentive payment as it can only match an incentive payment made first by the RR).
3. RRC notifies Railroads and Harbors Section (RHS) of closure if RHS isn't already aware of it.
4. RRC contacts locals about the process if they haven't already.
5. Locals hold Public Hearing to get public input. Locals must follow the required guidelines for notifying the public of the Public Hearing.
6. After the Public Hearing, the locals need to pass a resolution to close the roadway. The resolution should contain a date for the closure.
7. Locals provide a copy of the executed resolution to the OCR and the RRC.
8. Locals close the roadway. RR removes the crossing surface. The locals and the RR can negotiate who will remove or pay for the roadway removal, barricading, ditching, seeding, etc., as needed. If barricades are permanent and will not be removed in the future, the barricades should be beam guard from outside edge of roadway to edge of roadway or sidewalk, if present. Road closed signs and reflective diamonds should be installed on each side of the closed crossing.
9. RR makes payment to locals.
10. Locals contact RRC and request payment from WisDOT.
11. RRC does a field visit to ensure that the crossing is properly closed. If not, the RRC works with the locals to correct the issue before submitting the project for an incentive payment. The RRC takes photographs of the crossing closure.
12. RRC prepares and sends a Two-Party Agreement between WisDOT and the locals to the locals.
13. Locals sign the Two-Party Agreement and return to the RRC.
14. Once returned, the RRC can sign the Two-Party Agreement.
15. RRC submits a project to the WisDOT Rail Projects Review Committee.
16. RRC requests that the Region FIIPS Coordinator assign a FIIPS project ID number based on guidance found on the following link, <https://iisgtwyp.wi.gov/ffm/pmm/05/05-05-10e.pdf>, **Life Cycle 00**. (only accessible to WisDOT employees)
17. RRC submits project application (copy to RHS (Railroad Engineering and Safety Unit) and the Bureau of State Highway Programs (BSHP) Highway Safety Improvement Program (HSIP) manager.) WisDOT can match up to \$30,000 in incentive payments made by the RR to the locals with Federal Rail Elimination of Hazards funds but cannot exceed the RR's incentive payment. Applications for closure incentive payments must include the following items:
 - a. Crossing Closure Incentive Payment Project Submittal Sheet. (Can be found in the RHS Share with Regions SharePoint page, in its own dedicated "Crossing Closure Incentive Project" subfolder).
 - b. Signed copy of the Two-Party Agreement between WisDOT and the locals, (Also can be found in the RHS Share with Regions SharePoint page "Crossing Closure Incentive Project" subfolder).
 - c. Letter from the locals specifying how the WisDOT incentive payment will be used. WisDOT incentive payment funds must be used to enhance transportation safety.
 - d. Resolution from the locals vacating the rail-highway crossing.

- e. Copy of the check from the RR to the locals or a receipt of payment.
- f. Railroad Crossing Report (DT1589). Write "Closed" across the form.
- g. Photo documenting that the crossing has been closed.

18. WisDOT Rail Projects Review Committee reviews the application and acts on the submittal.

19. BSHP Highway Safety Improvement Program manager sends approval letter to the region contacts with FIIPS loading instructions.

Project Setup

- 20. Based on the FIIPS loading instructions provided by BSHP, the Region FIIPS Coordinator completes the project setup and initializes it in FIIPS. (Schedule Date equals 25th day of the following month) Review Control Code A, **Life Cycle 10**.
- 21. The region identifies and ensures that projects in an MPO are included in the MPO's TIP. The Region FIIPS Coordinator should respond to the RRC, BSHP and the RHS Grade Crossing Engineer with the TIP number.
- 22. BSHP instructs the Region FIIPS Coordinator to request authorization of the Program Finance Section (PFS). PFS staff reviews the funding and then requests authorization of the Division of Business Management Financial Operations Section (DBM FOS).
- 23. DBM FOS electronically submits the FHWA-37 Form to FHWA (**Life Cycle 20**).
- 24. FHWA electronically approves the FHWA-37 Form.
- 25. Project is authorized for charges by DBM FOS, and they move the project to Review Control H.
- 26. Region FIIPS Coordinator notifies RRC once the project is authorized.

Payment to Locals

- 27. RRC requests payment by sending FOS Expenditure Accounting Unit (email: DOTExpenditureAccounting@dot.wi.gov) the Request to Encumber Railroad Project Crossing Closure Incentive Payment Form along with items listed in #17 above.
- 28. The Expenditure Accounting Unit sets up a purchase order (PO), processes a check and mails it to the locals, if not an ACH payment (**Life Cycle 40**).
- 29. RRC requests that the Expenditure Accounting Unit close the PO. Once this is completed, the RRC requests that the Region FIIPS Coordinator move the project to Review Control L in FIIPS (**Life Cycle 50**).