

## **BOARD OF PUBLIC WORKS**

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, July 15, 2024 at 6:01 P.M.

Members present: Coenen (via Zoom), DeCoster, Eggleston, Kilgas, Moore, Schell, and Thiele.

Absent & Excused: Antoine.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Police Chief Graff, Fire Chief Carrel, Com. Cord. Fencil, Lib. Dir. Thiem-Menning, Com. Enrich & Rec Dir. Vosters, and interested citizens.

Motion by Moore, seconded by Eggleston to excuse the absent member.

All Ald. Present voted aye.

Motion carried.

### **1. Correspondence – none.**

### **2. Discussion Topics.**

#### **a. Kay Drive Extension Proposal.**

The owner of parcel has requested driveway access off the end of Kay Drive. The current alignment and road termination does not lend itself to a safe driveway access. The owner has been working with City staff to extend Kay Drive and to allow for a safe driveway connection and the owner is willing to enter into an easement agreement for the same. All expenses related to the installation of the extension of Kay Drive within said easement, including but not limited to, design, excavation, grading, base material, pavement and ancillary concrete, and all restoration will be the responsibility of the property owner. A separate watermain re-location will be associated with this work but will be at the discretion of Kaukauna Utilities. Questions from the Board were answered.

Motion by Moore, seconded by Eggleston to recommend approval of the Kay Drive Extension and easement agreement to Common Council, pending Plan Commission approval.

All Ald. Present Voted aye.

Motion carried.

#### **b. State Municipal Agreement (SMA) for Kenneth Avenue Reconstruction Design, Construction, and Oversight.**

The City of Kaukauna has applied for and has been awarded a Surface Transportation Program (STP) Urban project grant through Wisconsin Department of Transportation (WisDOT) for Kenneth Avenue Reconstruction. The project design may start in fiscal year 2026 and construction has been tentatively scheduled for 2029. The grant includes up to 80% funding for design, construction, and oversight of participating costs. The City must enter into a State/Municipal Agreement in order to complete the project and receive funding.

Motion by Kilgas, seconded by Schell to authorize the Director of Public Works to enter into a State Municipal Agreement with the State of Wisconsin for the Kenneth Avenue Reconstruction project design, construction, and oversight.

All Ald. Present Voted aye.

Motion carried.

#### **c. Authorization to seek proposals for A/E services for library offices redesign.**

The library will be adding a new sorting machine as an innovative solution to help relieve issues caused by staff shortages. To accommodate the installation of the sorting machine, several office/desk spaces will need to be relocated. In addition, the current office/desk space is less than what is needed when the library is fully staffed. As part of the 2024 Capital Improvement Plan, funds were allocated for the sorting machine upgrade in the current office spaces up to five new/replacement office spaces, and if feasible, a separate meeting room, to be located within the adult fiction area.

Motion by Kilgas, seconded by DeCoster to authorize staff to seek proposals for Architectural/Engineering services related to the Library Offices Redesign.  
All Ald. Present voted aye.  
Motion carried.

**d. Kaukauna Utilities' Request to Install Flashing Pedestrian Crossing Signs.**

Kaukauna Utilities has requested to purchase, install, and maintain a set of flashing pedestrian crossing signs for the mid-block crossing on Island Street. The KU safety committee has recommended enhancements to the crossing which serves KU employees accessing the employee parking area. Prior to this recommendation, standard crossing signs, a centerline pedestrian sign, and enhanced lighting have been implemented. Other options have been considered.

Motion by Schell, seconded by DeCoster to permit KU to purchase, install, and maintain flashing pedestrian crossing signs in the Island Street right-of-way.  
All Ald. Present voted aye.  
Motion carried.

**e. Public Works Update.**

DPW/Eng. Neumeier provided updates on current projects. The quiet zone study is up and running again after some delays. An update on this will be provided next month. Jonen Park pavilion bathrooms are now open. There was an issue with the wrong doors delivered, but this is being corrected. Lighting has been backordered. The City will be looking for some cooperation with Youth Soccer and Youth Baseball to get the concession area built. Picnic tables for the park are ordered and will be put together and placed as soon as they are delivered. Questions from the Board were answered.

Community Enrichment and Recreation Director Vosters gave an update on the pool project. The pool opened 12 days ago. The splash pad had problems and was not able to open for three days. Some splash pad features are working incorrectly, but progress is being made to correct the issues. A special event is scheduled on July 26 and a ribbon cutting will take place during this event. Discussion was held and questions answered.

**3. Adjourn.**

Motion made by Moore, seconded by DeCoster to adjourn.  
All Ald. Present voted aye.  
Motion carried.

Meeting adjourned at 6:37 pm.

Sally Kenney  
Clerk