

BOARD OF PUBLIC WORKS

City of Kaukauna
Council Chambers
Municipal Services Building
144 W. Second Street, Kaukauna



Monday, May 06, 2024 at 6:00 PM

AGENDA

In-Person and Remote Teleconference via ZOOM

1. Correspondence.
2. Discussion Topics.
 - a. Elect Chair.
 - b. Elect Vice-Chair.
 - c. Recommendation for award for Project 3-24, 2024 Alley Paving.
 - [d.](#) Authorization to seek bids for Project 7-24: MSB - Police Department Fence.
 - [e.](#) Authorization to seek bids for Project 9-24: 2024 Concrete Street Patch Program.
 - [f.](#) Park Tree Planting Plans Update.
 - [g.](#) County Road J Roundabout Sidewalk.
 - [h.](#) Snow Removal Bill - 109 W 4th Street.
 - i. Public Works Update.
3. Adjourn.

NOTICES

Notice is hereby given that a majority of the City Council will be present at the meeting of the Board of Public Works meeting scheduled for Monday, May 6, 2024 at 6:00 P.M. to gather information about a subject over which they have decision making responsibility.

IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER WILL BE MADE AVAILABLE AT NO CHARGE.

MEETING ACCESS INFORMATION:

You can access this meeting by one of three methods: from your telephone, computer, or by an app. Instructions are below.

To access the meeting by telephone:

1. Dial 1-312-626-6799
2. When prompted, enter Meeting ID 234 605 4161 followed by #
3. When prompted, enter Password 54130 followed by #

To access the meeting by computer:

1. Go to <http://www.zoom.us>
2. Click the blue link in the upper right hand side that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow Zoom to access your microphone or camera if you wish to speak during the meeting

To access the meeting by smartphone or tablet:

1. Download the free Zoom app to your device
2. Click the blue button that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow the app to access your microphone or camera if you wish to speak during the meeting

Members of the public will be muted unless there is an agenda item that allows for public comment or if a motion is made to open the floor to public comment.



MEMO

Engineering Department

To: Board of Public Works

From: John Neumeier, Director of Public Works / City Engineer

Date: May 6, 2024

Re: **Item 2d. Authorization to Seek Bids for Project #7-24 – MSB – Police Department Fence**

Background information:

The Police Department has encountered instances of people hiding in and around the PD parking area, people trying to enter the police garage, as well as people tampering with officer’s personal vehicles. The City has designated the PD parking area and surrounding property as private property so that we can legally prohibit anyone entering/trespassing in areas that we would want to secure for our employees. At this time, we would like to seek bids to install fencing and a gate to secure the area.

Strategic Plan:

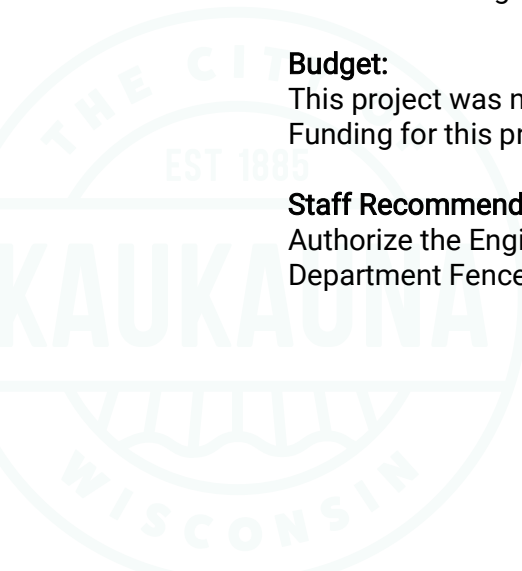
This project is for the safety and wellbeing of City staff and security of the Municipal Services Building.

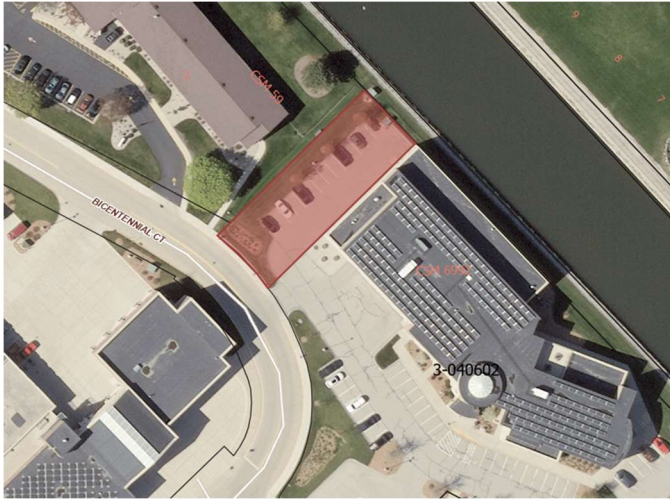
Budget:

This project was not in the capital improvement plan but is needed and supported by staff. Funding for this project could come from funds made available by ARPA.

Staff Recommendation:

Authorize the Engineering Department to Seek Bids for Project #7-24 – MSB – Police Department Fence.







MEMO

Engineering Department

To: Board of Public Works
From: John Neumeier, Director of Public Works / City Engineer
Date: May 6, 2024
Re: **Item 2e. Authorization to Seek Bids for Project #9-24 - 2024 Concrete Street Patch Program**

Background information:

The Engineering Department and Street Department have identified various areas in need of concrete street panel replacement for which we have budgeted funds in the 2024 CIP. The City would also contract with KU to add any winter water main break patches with our larger replacement project in an effort to save money, staff resources, and to simplify project coordination. Due to some high traffic and school-adjacent patches on this project, we are seeking bids early in 2024, and will require contractors to complete any work on STH 55 or near schools, during the summer months.

Strategic Plan:

This program aims to maintain roadways in good condition to allow for safer travel, helping to maintain a safe and healthy community.

Budget:

This program was budgeted for in the 2024 Capital Improvement Plan.

Staff Recommendation:

Authorize the Engineering Department to seek bids for Project #9-24 – 2024 Concrete Street Patch Program.



MEMO

Engineering Department

To: Board of Public Works
From: John Neumeier, Director of Public Works / City Engineer
Date: May 6, 2024
Re: **Item 2f. Park Tree Planting Plans Update**

Background information:

Several City parks have been negatively affected by emerald ash borer beetle damage and subsequent tree removal. Some of the worst areas include Grignon Park, White City Park, Strassburg Park, and 1000 Islands. City staff met and walked some of these areas earlier this year to get a feel for the extent of damage and to start developing a reforestation plan for each area. AP Lily Paul has created the plans/maps attached. We are incorporating a variety of trees and shrubs to provide resiliency, shade, habitat, screening, and bird and pollinator interest.

Strategic Plan:

This planning and installation of trees and shrubs provides enhancements to our park system and shows respect for our residents, our community, and our natural world.

Budget:

Planting expenses will be covered by several funding sources including existing and proposed grants, forestry and park budgets, and CIP funds.

Staff Recommendation:

Staff will look for comments and concerns with the provided plans, which are working documents. These plans will help guide our reforestation efforts.

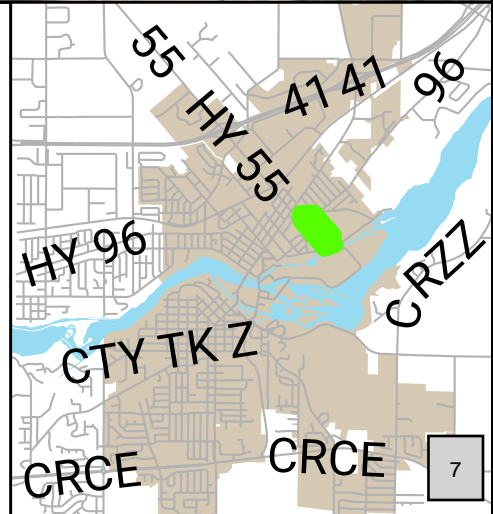


Legend

Proposed Trees TYPE

Arborvitae	Oak
Blue Beech	Redmond Linden
Crab Apple	Serviceberry
Eastern White Pine	Shagbark Hickory
Ginkgo	Spruce
Honey Locust	Sugar Maple
Kentucky Coffeetree	Tulip Tree
	all other values
	Upper Grignon Park

Upper Grignon Park Tree Planting Plan





Legend

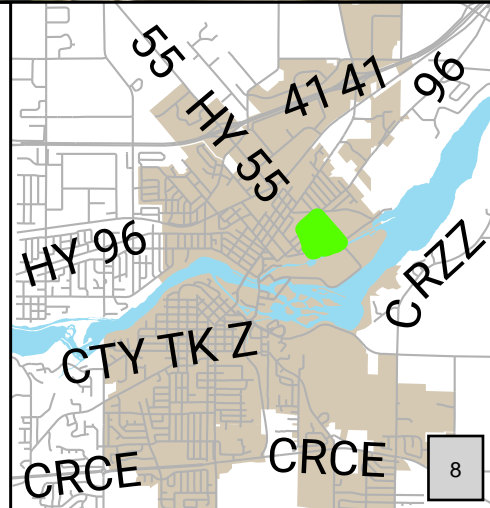
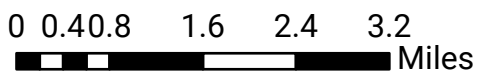
Proposed Trees TYPE

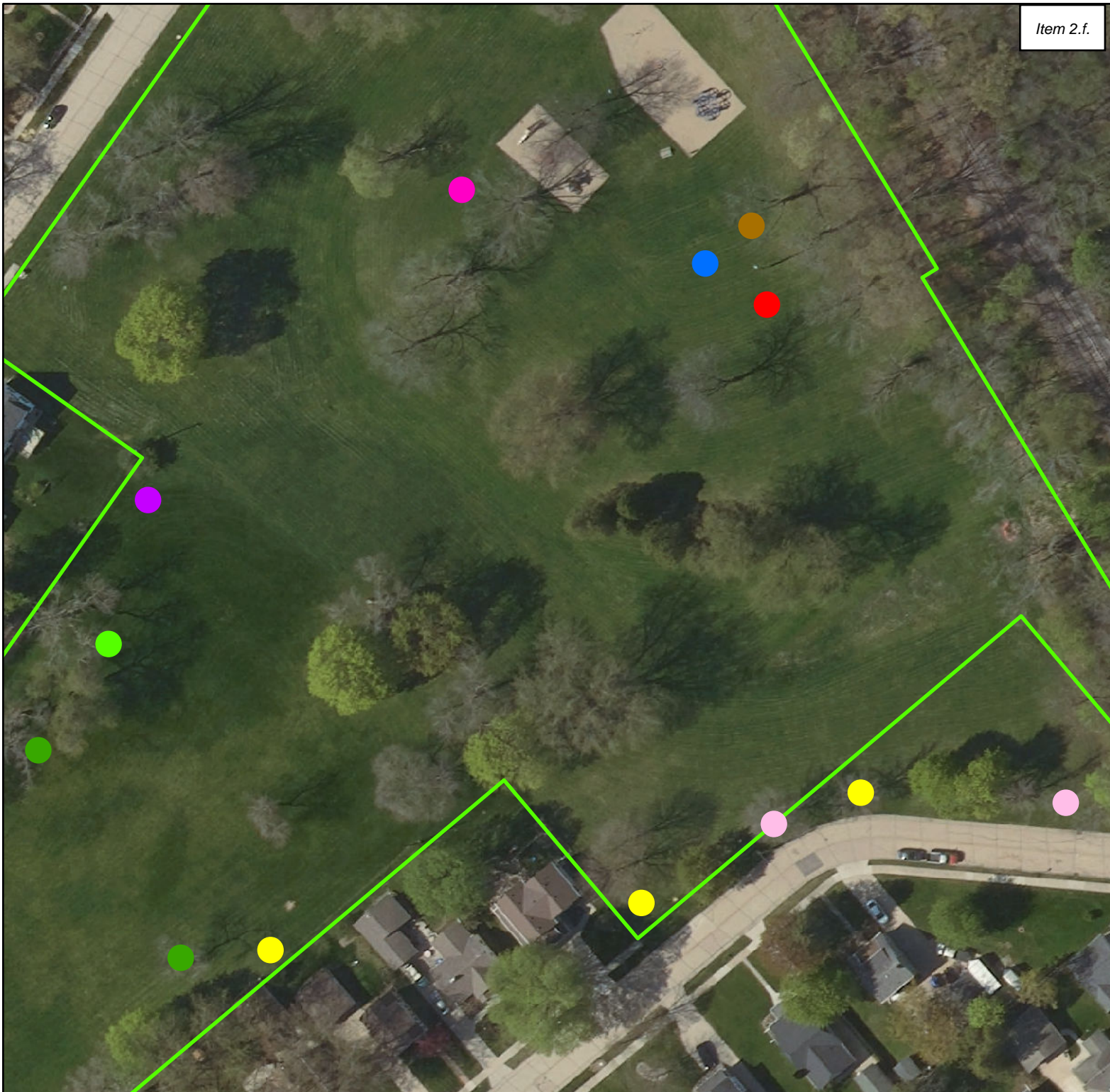
-  Arborvitae
-  Blue Beech
-  Crab Apple
-  Eastern White Pine
-  Ginkgo
-  Honey Locust
-  Kentucky Coffeetree

-  Oak
-  Redmond Linden
-  Serviceberry
-  Shagbark Hickory
-  Spruce
-  Sugar Maple
-  Tulip Tree
-  all other values
-  Lower Grignon Park



**Lower Grignon Park
Tree Planting Plan**



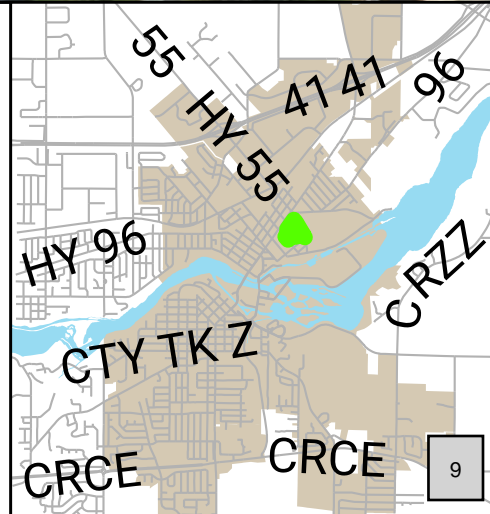


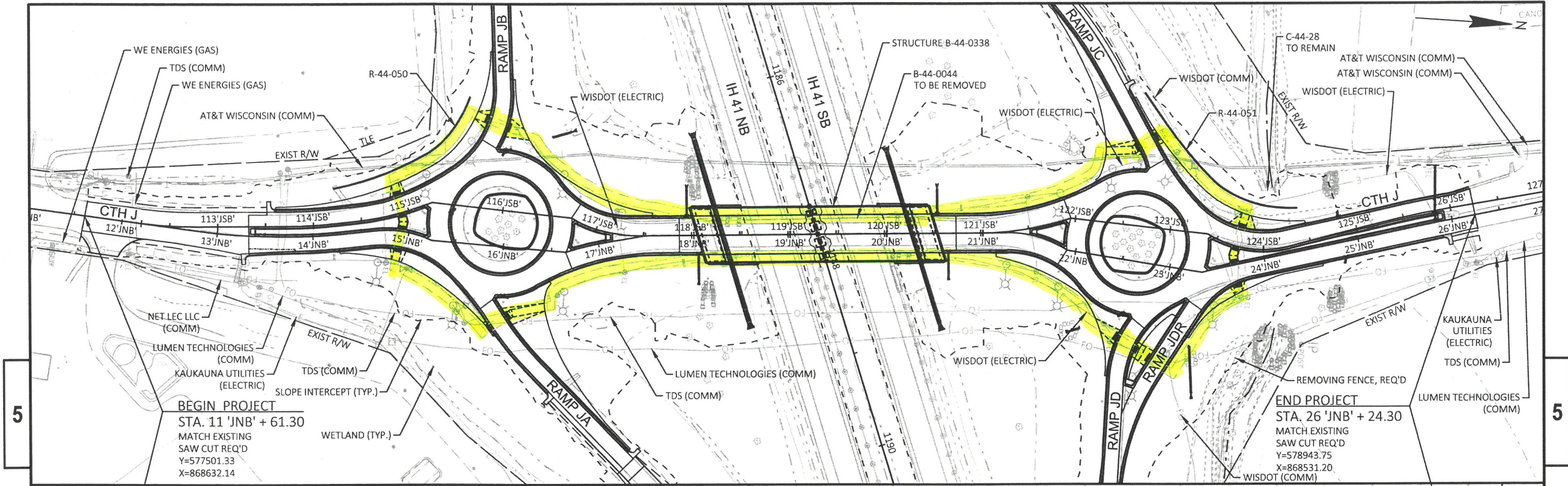
Legend

Proposed Trees TYPE

Arborvitae	Oak
Blue Beech	Redmond Linden
Crab Apple	Serviceberry
Eastern White Pine	Shagbark Hickory
Ginkgo	Spruce
Honey Locust	Sugar Maple
Kentucky Coffeetree	Tulip Tree
	all other values
	White City Park

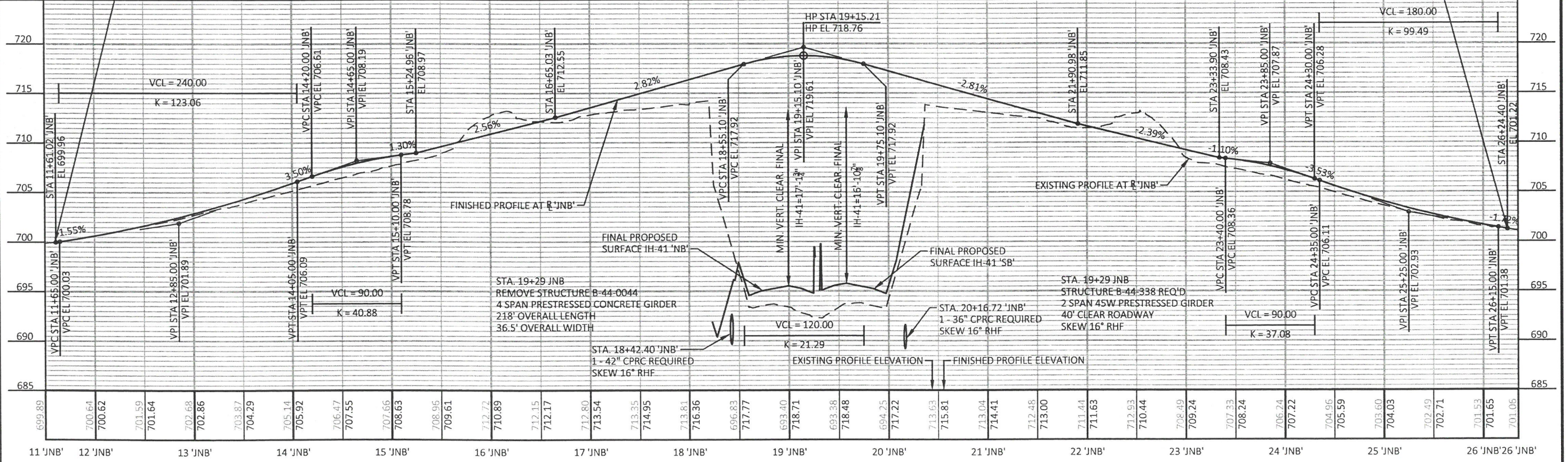
White City Park Tree Planting Plan





BEGIN PROJECT
 STA. 11 'JNB' + 61.30
 MATCH EXISTING
 SAW CUT REQ'D
 Y=577501.33
 X=868632.14

END PROJECT
 STA. 26 'JNB' + 24.30
 MATCH EXISTING
 SAW CUT REQ'D
 Y=578943.75
 X=868531.20



PROJECT NO: 1130-66-78 HWY: IH 41 COUNTY: OUTAGAMIE PLAN AND PROFILE: CTH J NORTHBOUND (JNB) SHEET: E



MEMO

DEPARTMENT OF PUBLIC WORKS

To: Board of Public Works
 From: Jake Van Gompel
 Date: 5/6/2024
 Re: Agenda Item 2h. Snow Removal Bill 109 W 4th St.

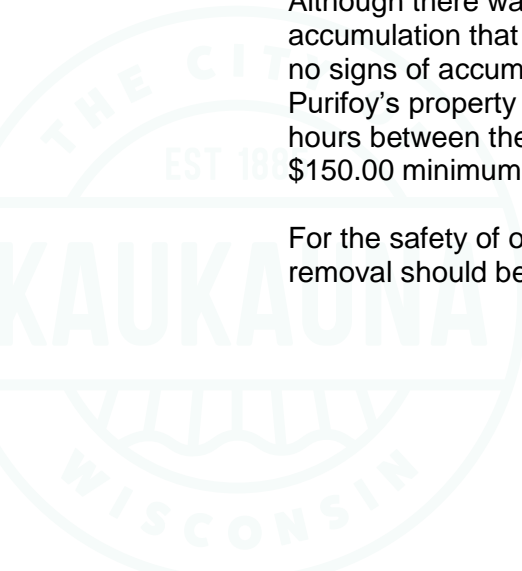
Discussion:

City crews were sent out on 1/24/24 to remove snow from private walks. This removal was done 10 days after the last accumulating precipitation. Mr. Purifoy’s property at 109 W 4th St. was one of the 21 properties crews completed snow removal on. Attachments show Mr. Purifoy’s property before and after removal. There are also two additional properties attached that show before and after photos of the removal completed by city staff. Mr. Purifoy is grieving the assessment claiming there was accumulation on 1/23/24 and that city crews didn’t give him the approved timeframe in ordinance 8.13 of 48 hours to have the snow removed.

Recommended action:

Although there was freezing fog and flurries on the morning of 1/23/24, there was no accumulation that required any maintenance of paved surfaces. All pictures attached show no signs of accumulation from the night before. The snow that required removal from Mr. Purifoy’s property needed to be removed to comply with ordinance 8.13 and there were 240 hours between the last accumulation and city staff removal, which in result, created a \$150.00 minimum assessed fee for the 44 feet of snow removal.

For the safety of our residents and timeframe allowed I believe this fee of \$150.00 for snow removal should be enforced.



Jake,

I received a bill for \$150 for snow removal. The snow removal took place the morning of January 24th at 8 am, less than 12 hours after it snowed on Jan 23rd. I am requesting that this bill be cancelled. Thank you for including me in an upcoming Board of Public Works meeting.

Sincerely,

Nathan Purifoy

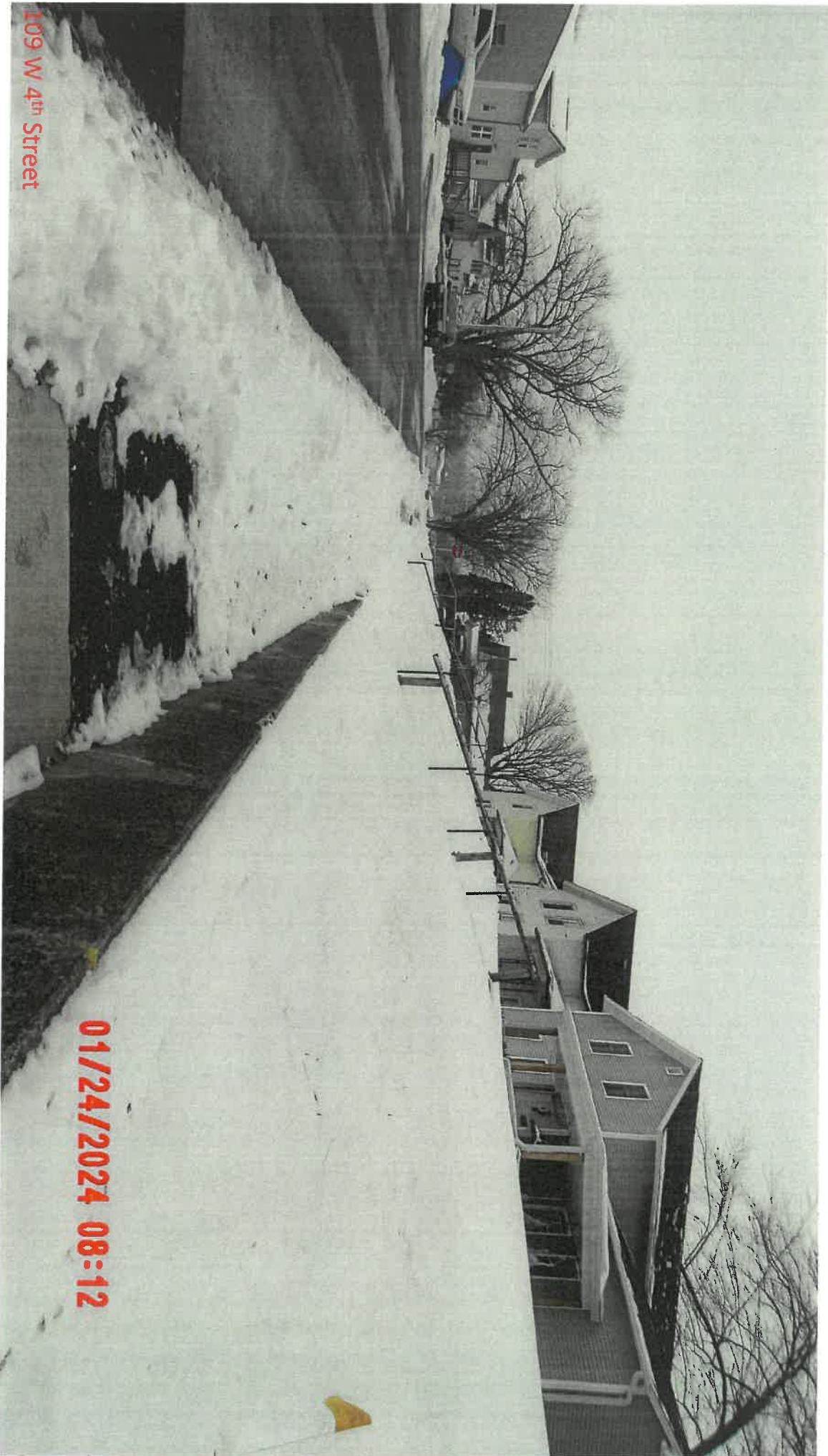
-2024 Events for Kaukauna (City), 54130

Date	Precipitation	Summary
April 4th, 2024	Snow	Lingering Mixed Rain / Snow Showers April 4th
April 1st - 4th, 2024	Snow / Sleet	Large System Brings Late-Season Winter Storm to Wisconsin April 1-4
March 24th, 2024	Snow	System Brings Some Snow March 24th
March 21st - 22nd, 2024	Snow	Steady Periods Of Snow March 21-22
March 18th - 19th, 2024	Snow	Quick Round Of Light Snow Showers March 18-19
March 17th, 2024	Snow	Flurries and Snow Showers March 17th
March 8th - 9th, 2024	Snow	Intermittent Flurries and Snow Showers March 8-9
February 27th - 28th, 2024	Snow	Record Warmth Precedes Sharply Colder Airmass and Period of Snow February 27-28
February 23rd, 2024	Snow	Quick-Hitting Clipper System February 23rd
February 15th, 2024	Snow	Quick Shot of Snow February 15th
February 13th, 2024	Snow	Intervals of Flurries and Snow Showers February 13th
February 1st, 2024	Snow	Pavement Frost Results in Slick Spots During the Morning Hours of February 1st
January 23rd - 24th, 2024	Wintry Mix	Persistent Freezing Fog and Drizzle Accompanies Light Snow January 23-24
January 12th - 14th, 2024	Snow	Heavy Snow and Gusty Winds January 12-14
January 10th - 11th, 2024	Snow	Clipper System January 10-11
January 9th - 10th, 2024	Snow	Steady Snow January 9-10
January 5th - 7th, 2024	Snow	Clipper System Brings Snow January 5-7
January 3rd - 4th, 2024	Wintry Mix	Period of Snow Showers and Freezing Drizzle January 3-4



109 W 4th Street

01/24/2024 08:11



109 W 4th Street

01/24/2024 08:12



01/24/2024 08:18

109 W 4th Street



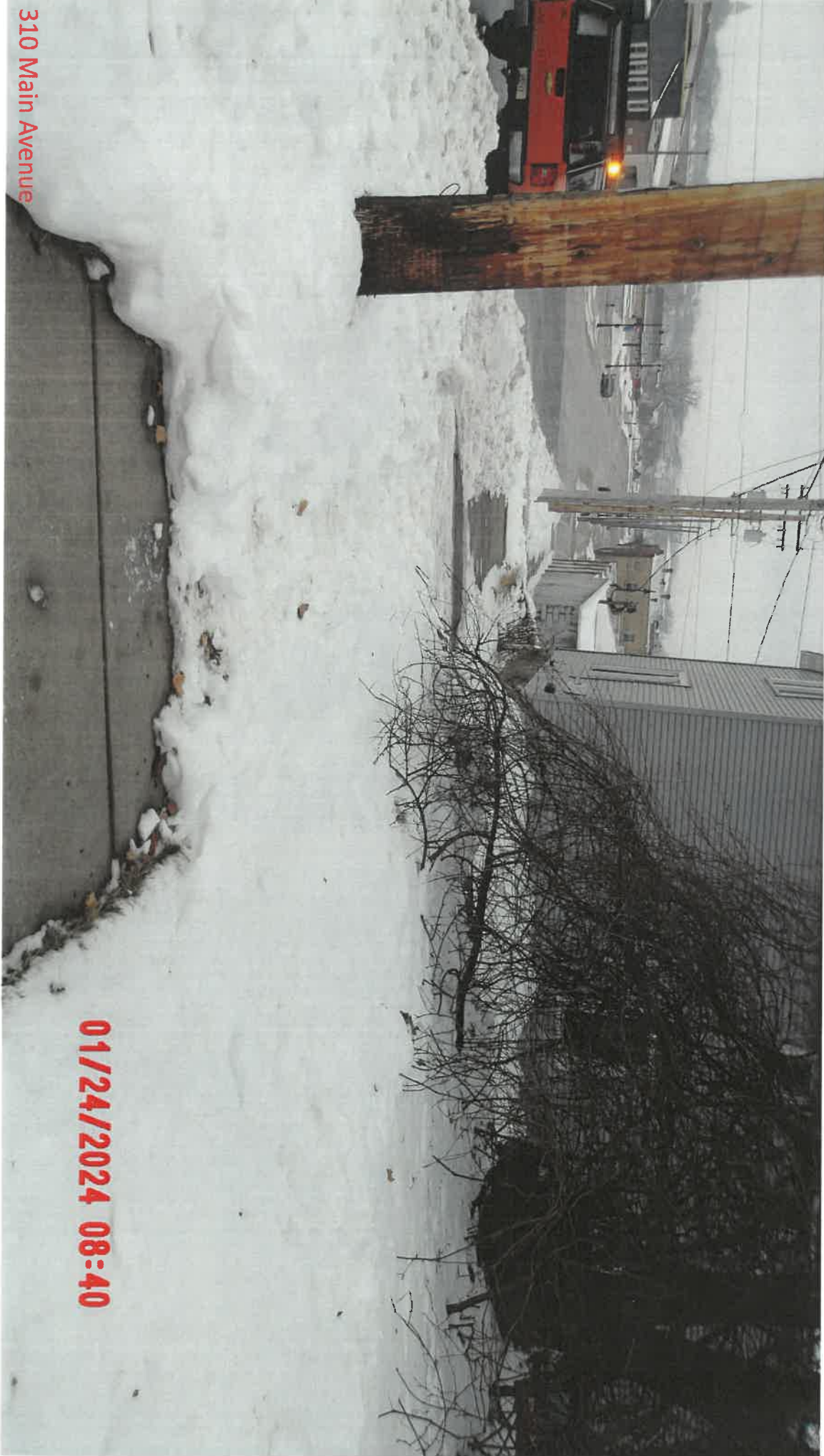
321 E 20th Street

01/24/2024 07:22



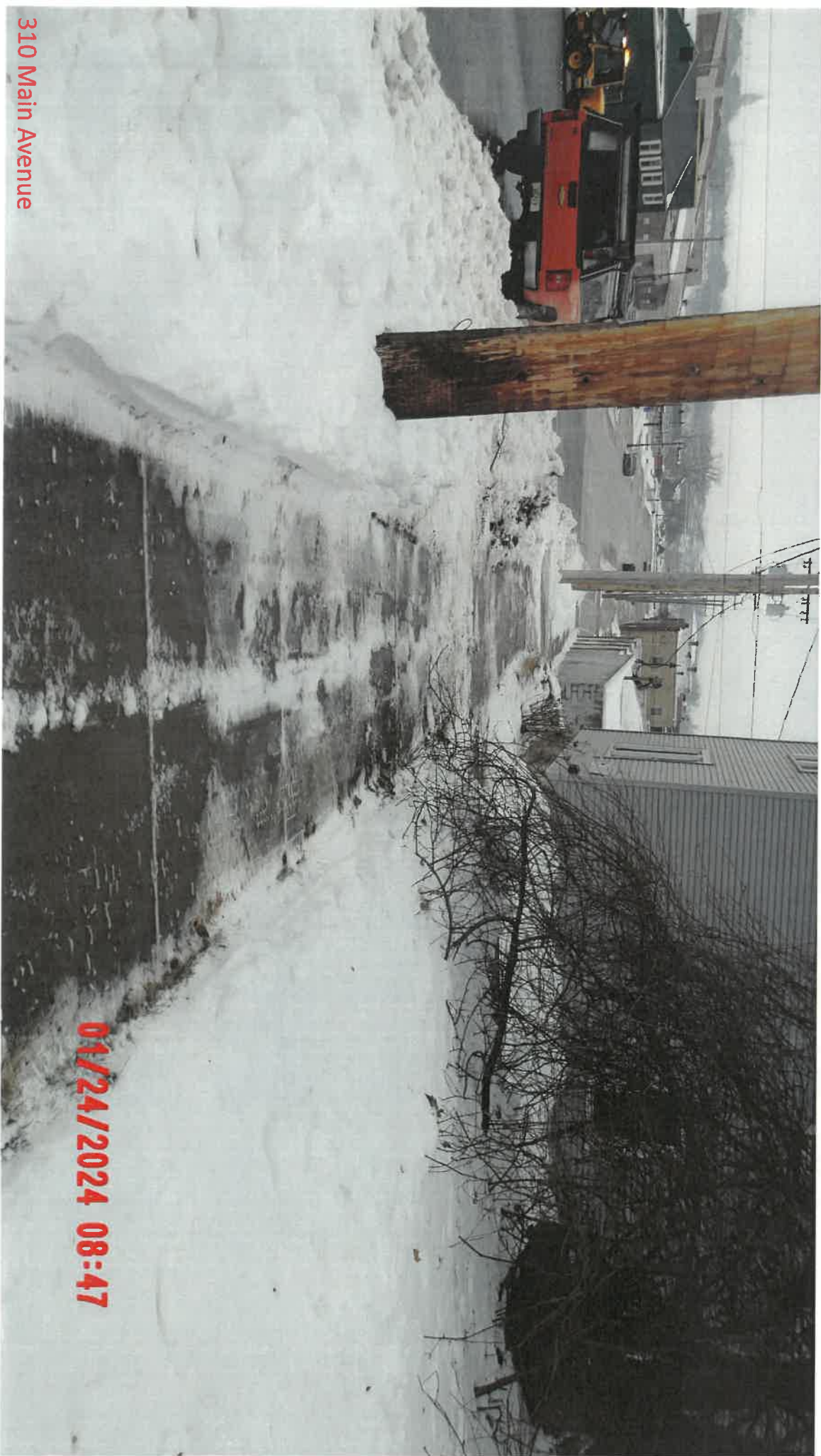
321 E 20th Street

01/24/2024 07:31



310 Main Avenue

01/24/2024 08:40



310 Main Avenue

01/24/2024 08:47