



AGENDA FOR PUBLIC WORKS COMMISSION

A Public Works Commission meeting will be held on **Wednesday, September 27, 2023 at 5:30 PM**
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Zoom Meeting

<https://us06web.zoom.us/j/2708608080?pwd=ZTZ0cmllVEFEb1dzVDNwdi91UHFYQT09>

Meeting ID: 270 860 8080

Passcode: 206751

One tap mobile

+13092053325,,2708608080#,,, *206751# US

Call to Order - Roll Call

Approve Minutes

[August 2023 Minutes](#)

Discussion Items

1. Airport Update
2. [Equipment installation Bid Award](#)
3. [Don & Gwen Nelson Reimbursement Claim](#)
4. Project Updates
5. [Building Code/Violation Report](#)
6. Payment of Monthly Water & Sewer Bills
7. Departmental Reports
8. Director's Report
9. Future Meeting Date: October 25, 2023

Adjourn

NOTICE: It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Becki Weyer, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.

MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, August 23, 2023 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

Join Zoom Meeting

<https://us06web.zoom.us/j/2708608080?pwd=ZTZ0cmllVEFEb1dzVDNwdi91UHFYQT09>

Meeting ID: 270 860 8080

Passcode: 206751

One tap mobile

+13092053325,,2708608080#,,,,*206751# US

Discussion Items

John Glynn (A), Dean Peterson (P), Lamont Kiefer (P), Brian Rice (P), Kerwin Greeno (A), Mayor Mike Murray (P), Nicole Hart (P). Quorum Present. Also present, Director Kirk Arity, Brandy Leis, Mark Rezin and Brian Berquist of Town and Country Engineering.

Approve Minutes

July 2023 Minutes 1st by MM, 2nd by DP. All ayes. Motion approved.

Discussion Items

- 1) Airport Update
 - a) Everything is working great. There has been lots of airspace activity.
- 2) Sump Pump Reimbursement: 1403 Grant St
 - a) Motion made by DP, 2nd by NH to reimburse for sump pump expenses. All ayes. Motion approved.
- 3) City of Tomah Utility Staff additional step increase approval.
 - a) Motion made by MM, 2nd by DP to approve two additional steps in October for the office staff. All ayes. Motion approved.
- 4) Project Updates
 - a) Had a meeting with property owners, very positive. October meeting for curb and sidewalk assessment. Put out for bids on equipment for Treatment Plant.
- 5) Building Code/Violation Report
 - a) Reviewed by committee.
 - b) Tent was located on grass runway and was removed. Van parked on City property was towed.
- 6) Payment of Monthly Water & Sewer Bills
 - a) Sewer- 1st by MM, 2nd by DP to approve water bills as presented. All ayes. Motion approved.
 - b) Water-1st by MM, 2nd by DP to approve water bills as presented. All ayes. Motion approved.
- 7) Departmental Reports
 - a) Sewer- Bar screen arrived ahead of schedule and air compressor installed, there was a short in the motor. Thirty-five loads went out to farmers. Working on yearly minnow test. Pumping 1 million.

- b) Water-Thank you to the board for approving the wage increase. Lead and copper samples are completed. Lead was rated less than detectable/copper was good. Done with industrial testing and large meter testing. Employees are doing more of the testing and saving an average of \$8,000 a year. There is about 120 meters still on the drive by system. No main breaks or leaks.
- c) Public Works- Put down over 1300 tons of black top. September 5th the new employee will be starting. The dog park driveway is next to be blacktopped.

Directors Report

Mission statement, project list is all updated and ready to present for budget. Did walkthrough on Lakeside project.

Adjourn 1st by DP, 2nd by BR at 6:16 PM. All ayes. Motion approved.

Submitted by: Kim Lambert

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Equipment Installation Bid Award

**Summary and background information:
(Appropriate documents attached)**

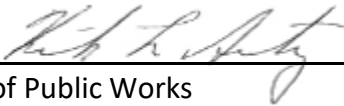
Information attached.

Fiscal Note:

\$150,292.00

Recommendation:

I recommend approval of the bid from Sabel Mechanical LLC for \$150,292.00



Director of Public Works
Kirk Arity

9/21/2023

Date

September 20, 2023

Mr. Kirk Arity
Public Works Director
City of Tomah
819 Superior Avenue
Tomah, WI 54660

Subject: Analysis of Bids and Recommendation for Award of Contracts
2023 Wastewater Equipment Replacement

Bid Deadline: September 20, 2023 at 3:00 p.m. local time

Dear Mr. Arity,

The purpose of this letter is to analyze the bids received for the replacement of various process equipment at the City's wastewater treatment facility (WWTF). The equipment to be replaced is all 20+ years old and has reached its typical useful life expectancy. The following equipment was pre-selected and pre-purchased by the City for the project and has either been delivered or is scheduled for delivery yet this year:

• Vulcan Stair Screen and Washing Press:	\$112,864
• Trillium Grit Classifier:	\$ 69,725
• Ovivo Grit Separator:	\$ 60,000
• <u>Wedeco (Xylem) Duron UV Disinfection Equipment:</u>	<u>\$149,990</u>
Total:	\$392,579

The invitation to bid was sent directly to general contractors that have worked previously with the City on similar work. The pre-bid estimate for the equipment installation was \$170,000. Three general contractors received sets of plans, specifications, and bidding documents but only two contractors submitted bids as Staab Corporation declined to bid due to current commitments.

A summary of the bids received is as follows:

Contractor	Base Bid
Sabel Mechanical, LLC	\$150,292.00
August Winter & Sons, Inc.	\$224,925.00
Staab Construction Corporation	No Bid

Both bids were properly submitted, including bid bonds and qualification packages. The low bidder is Sabel Mechanical, LLC of Fond du Lac, Wisconsin, an experienced mechanical / general contractor that has completed similar work for the City of Tomah in the past. The bid price is slightly lower than our estimate and the project budget. We recommend that Sabel Mechanical be awarded a contract for a total of \$150,292.00.

In addition to the solicitation for bids for the replacement and installation of the new process equipment and corresponding structural, mechanical, and electrical work, we are working to

secure a separate quote from LW Allen (SJE, Inc.) for the integration of this equipment into the WWTF's SCADA system. This quote will be brought forward for review and discussion once it has been received from the integrator and reviewed by our staff.

If you have any questions with respect to our thoughts on this matter, I am available at your convenience to discuss them with you.

Respectfully,
TOWN & COUNTRY ENGINEERING, INC.



Greg Droessler, P.E.
Vice-President

GJD:sai

J:\JOB#S\Tomah\TO-133-W2 WWTF Equipment Replacement\05 Construction Administration\5.1 Bidding\Recommendation Letter.docx

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Don & Gwen Nelson Reimbursement Claim

Summary and background information: (Appropriate documents attached)

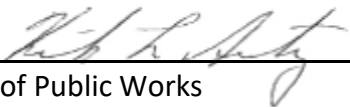
The claim for reimbursement is being made from someone not authorized to contract services on behalf of the City of Tomah.

Fiscal Note:

N/A

Recommendation:

I recommend denial of the reimbursement claim made by Don & Gwen Nelson.



Director of Public Works
Kirk Arity

9/20/2023

Date

Sept 19, 2023

City of Tomah
Public Works
Tomah City Hall
Tomah WI

Please remit \$300 for repair of city property on Mary Dr. This was done at the expense of Donald and Gwen Nelson for safety reasons after move of the building which was on city right of way, also known as Mary Dr. The city of Tomah made no attempt to repair said area on the right of way. This was completed by Gerke Excavating on August 11, 2023. We feel this is fair payment for the completed repair to city of Tomah property.

Please remit before October 20, 2023

Thank you,
Donald & Gwen Nelson



August Permit Report

08/01/2023 - 08/31/2023

Permit #	Permit Date	Permit Type	Project Description	Parcel Address	Total Fees	Construction Value
6579	8/30/2023	Deck Permit	New 12 x 16 deck in rear yard	111 ALYSSA STREET	\$35.00	3,000.00
6578	8/29/2023	Fence	6ft Wood 2ft from property line	619 W BENTON STREET	\$20.00	0.00
6577	8/23/2023	Fence	6ft wood on property line but owner owns both properties and will be converting it to one	309 SUPERIOR AVENUE	\$20.00	0.00
6576	8/23/2023	Fence	6ft vinyl on property line	219 GLENDALE AVENUE	\$20.00	0.00
6575	8/23/2023	Fence	6ft vinyl on property line	908 ALDERMAN STREET	\$20.00	0.00
6574	8/23/2023	Fence	3ft high black iron picket fence	723 PACKARD STREET		0.00
6572	8/23/2023	Electrical	Installing generator with transfer switch	1509 GRANT STREET	\$78.00	12,759.00
6571	8/22/2023	Electrical	New 200 amp electrical service	519 GLENDALE AVENUE	\$50.00	1,900.00
6570	8/21/2023	Demolition	Interior demolition	519 GLENDALE AVENUE	\$30.00	0.00
6567	8/16/2023	Electrical	Rewire of single family home	727 HOLLISTER AVENUE	\$70.00	10,000.00
6566	8/16/2023	Alter/Addition One or Two Family	Installing door in existing window location	Country View Estates	\$30.00	500.00
6564	8/14/2023	Demolition	Interior demolition down to studs (fire damaged)	416 W JACKSON STREET	\$30.00	0.00
6563	8/14/2023	Electrical	Replacing electric pedestal for mobile home	800 Sime Ave.	\$50.00	2,250.00
6562	8/11/2023	Fence	4ft aluminum >2ft from property line	318 E MONOWAU STREET	\$20.00	0.00
6561	8/8/2023	Alter/Addition One or Two Family	Complete remodel of single family home(demo to studs)	328 BUTTS AVENUE		60,000.00
6560	8/7/2023	Alter/Addition One or Two Family	Addition of 4-seasons room	422 WOODARD AVENUE	\$83.40	56,900.00
6559	8/7/2023	Accessory building >150 sq. ft.	Open sided bus shelter for students	800 Sime Ave.		0.00

6545	8/3/2023	Electrical	Replacing defective meter pedestal	800 Sime Ave.	\$35.00	900.00
6544	8/3/2023	Plumbing	Plumbing for bathroom remodel	1620 STOUGHTON AVENUE	\$55.00	3,318.00
6543	8/3/2023	Electrical	Electrical for bathroom remodel	1620 STOUGHTON AVENUE	\$50.00	1,500.00
6542	8/3/2023	Alter/Addition One or Two Family	Bathroom remodel	1620 STOUGHTON AVENUE	\$30.00	6,078.00
6541	8/3/2023	Plumbing	Plumbing for new McDonalds	2015 N SUPERIOR AVENUE	\$730.00	175,000.00
6540	8/3/2023	Accessory building >150 sq. ft.	Gazebo in rear yard	516 W JUNEAU STREET	\$15.00	500.00
6539	8/3/2023	Deck Permit	Adding ramp to existing deck	1805 KILBOURN AVENUE	\$35.00	1,000.00
6538	8/3/2023	Mechanical	Installing new furnace and ductwork	402 W COUNCIL STREET	\$78.00	12,500.00
6535	8/2/2023	Electrical	Electrical for new duplex	1022/1024 Berry Ave.	\$110.00	20,000.00
6531	8/2/2023	Electrical	Electrical for new 51 unit apartment building	400 Larkin St.	\$2,050.00	480,000.00
6517	8/1/2023	Mechanical	HVAC replacement	1808 STOUGHTON AVENUE	\$70.00	9,300.00
6516	8/1/2023	Mechanical	HVAC for new single family home	419 N Lawrence Ave.	\$204.00	18,000.00
6515	8/1/2023	Mechanical	HVAC for new duplex	1022/1024 Berry Ave.	\$142.00	28,780.00
6514	8/1/2023	Plumbing	Installation of water, sewer, and catch basin in shop area	605 FAIR STREET	\$126.00	24,000.00
6513	8/1/2023	Deck Permit	Replace front deck and add rear deck	801 E BROWNELL STREET	\$35.00	7,500.00
6512	8/1/2023	Electrical	Adding 200 amp service to accessory structure	820 N SUPERIOR AVENUE	\$160.00	5,600.00
					\$4,481.40	941,285.00

Total Records: 33

9/12/2023

Other Notes:

- Shoe Sensation --224 W McCoy Blvd.
- JNC Latin Grocery Store --1001 Superior Ave.

Code Enforcement Violation Report

AUGUST 2023

08/01/2023 - 08/31/2023

Case Date	Case #	Parcel Address	Violation Name	Violation Notes	Complaint Type	Status
8/31/2023	2023085	1316 KILBOURN AVENUE	36-20 - Solid Waste Violations	The City does not pick up the garbage at this apartment. They have large items out for pick up	Nuisance - Junk Accumulation	Issued Order to Correct
8/31/2023	2023086	223 GLENDALE AVENUE	18-20. - Public Health Nuisances	Resident has numerous black garbage bags laying on the ground that have been torn open by animals. There is a vacuum and windows by the garage behind the pile of garbage bags. There is a broken lawn mower, a couch and other items behind the garage. Next to the house there is a recliner.	Nuisance - Junk Accumulation	Issued Order to Correct
8/31/2023	2023086	223 GLENDALE AVENUE	Sec. 36-18 Large items	Resident has an overflowing garbage tote along with large items out for pick up. Items are over the limit and outside of large item week	Nuisance - Junk Accumulation	Issued Order to Correct
8/31/2023	2023087	1124 HOLLISTER AVENUE	Sec. 36-18 Large items	Numerous large items out for pick up outside of large item week.	Nuisance - Junk Accumulation	Issued Order to Correct
8/31/2023	2023084	914 /916 KRISTI LANE	Sec. 36-18 Large items	Pile of items at the curb for pick up. Exceeds large item limit and outside of large item week	Nuisance - Junk Accumulation	Issued Order to Correct
8/24/2023	2023083	606 WILLIAMS STREET	Sec. 36-18 Large items	Appliances at the curb for pick up. Large item week is 3 weeks away	Nuisance - Junk Accumulation	Issued Order to Correct
8/24/2023	2023081	303 E NOTT STREET	Sec. 44-124 Parking restricted or prohibited	Motor Home with the plate J9472 has been parked on the street since July	General Nuisance	Issued Order to Correct

8/24/2023	2023082	1125 LAKESIDE DRIVE	Sec. 44-124 Parking restricted or prohibited	Boat has been parked by the boat launch on W Juneau St and it is for sale by owner. There are no parking signs posted	General Nuisance	Issued Order to Correct
8/22/2023	2023079	528 WILLIAMS STREET	Sec. 36-18 Large items	Numerous items placed at the curb outside of large item week. Garbage bags, TV stand, carpet, boxes, cushions, etc.	Nuisance - Junk Accumulation	Issued Order to Correct
8/18/2023	2023078	322 GLENDALE AVENUE	48-65- Grass Mowed & Maintained	Grass/Weeds greater than 8 inches	Grass/Weeds	Issued Order to Correct
8/18/2023	2023077	1000 GLENDALE AVENUE	48-65- Grass Mowed & Maintained	Weeds are longer than 8 inches	Grass/Weeds	TOT Snow & Weed Contractor
8/16/2023	2023076	207 W COUNCIL STREET	52-206 Parking in Front Yard	There is a Cadillac and a RV parked on the grass of the property. A driveway of parking pad need to be installed.	Multiple Violations	Completed
8/16/2023	2023076	207 W COUNCIL STREET	18-54 - Storage of Vehicles Restricted	RV didn't have a plate or any registration visible	Multiple Violations	Completed
8/15/2023	2023075		Chapter 18 Article III, 18-52 - Nuisance Junk and Junk Vehicles	An abandoned vehicle was found on city property between E Nott and E Foster.	Nuisance - Junk Vehicle	Abatement
8/9/2023	2023074	607 SUPERIOR AVENUE	10-263 Minimum Housing Standards	The following items are required to be corrected by the owner and approved by this department: 1) Replace the exterior stairs(Including all structural components) to the second story apartment. The current stairs are structurally unsound, unsafe, and must be replaced. The apartment will be uninhabitable while the stairs are being replaced. No one shall occupy the apartment until the stairs are replaced, then inspected and approved by this department. A building permit will be required to complete this project.	Minimum Housing Standards	Issued Order to Correct

				Failure to replace the stairway within 30 days service of this notice will result in the Condemnation of the apartment as Unfit for Human Habitation, Use, or Occupancy.		
8/8/2023	2023072	800 Sime Ave.	Sec. 36-18 Large items	Numerous items out for pick up: basketball hoop, mattress, pool, grill, chair, water table, other misc items	Nuisance - Junk Accumulation	TOT Public Works & Utility
8/8/2023	2023073	800 Sime Ave.	Sec. 36-18 Large items	Numerous items out for pick up: dresser, wood boards, paint cans, totes, mop, boxes full of items, loose trash bags, gutters, other misc items	Nuisance - Junk Accumulation	TOT Public Works & Utility
8/1/2023	2023071	201 CLARK STREET	10-263 Minimum Housing Standards	1) Repair all roof leaks and remove and replace all water damaged drywall damaged by water from the roof leaks. 2) Replace water damaged drywall around the bathtub/shower surround. 3) Repair broken basement stairs. 4) Install code compliant handrail on basement stairway. 5) Replace all missing fascia and soffit on exterior of building. 6) Secure loose hanging light fixture in basement ceiling. 7) Remove all water damaged drywall/flooring in basement. Basement shall only be used for storage.	Minimum Housing Standards	Issued Order to Correct
	36415425					

Total Records: 18

9/6/2023