



Public Works Committee

Alderman Bob Kordus Chairman

Alderman Ellyn Kehoe
Alderman Rich Hedlund

Alderman Al Kupsik
Alderman Sarah Hill

Director of Public Works Daniel S. Winkler, P.E.

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914
www.cityoflakegeneva.com Phone: (262) 248-3673

April 16, 2015 Meeting Minutes

DATE: April 17, 2015

MEMORANDUM

TO: Chairman Bob Kordus & Members of the Public Works Committee

FROM: Daniel S. Winkler, P.E. DSW
Director of Public Works & Utilities

SUBJECT: April 16, 2015 Public Works Committee Meeting Minutes

The Public Works Committee is scheduled to meet at **6:00 PM** at City Hall.

Members in attendance:

Chairman Bob Kordus X
Alderman Ellyn Kehoe Absent
Alderman Sarah Hill X
Alderman Al Kupsik X
Alderman Rich Hedlund X

Staff Present:

City Administrator Dennis Jordan
Director Daniel Winkler (DPW) X
Mayor Jim Connors: X

Other: Mr. Tom DeBaere

Public in attendance: Mr. Tom Foht & Mr. Ryan Cardinal of Kapur & Associates, Mr. & Mrs. Jeff & Beverly Leonard.

Approval of the Minutes of the Prior (February & March) Meetings:

Motion to approve February's minutes by Ald. Kupsik and seconded by Ald. Hedlund. The motion passed 4-0 (minutes not approved at last meeting). Motion to approve March's minutes by Ald. Hill and seconded by Ald. Hedlund. The motion passed 4-0.

Public Comments:

Mr. Jeff Leonard spoke in favor of his prior request for a street light in front of their business.

Communications.

1. Projects & Activities Update-DPW Winkler provided a summary and answered questions.

Agenda Items:

1. Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.
2. City Engineering Firm DPW Recommendation.
3. HVAC Maintenance Agreement Recommendation for City Hall (City Administrator).

1. Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.

Mayor Connors went into a brief explanation of the request. It was moved by Ald. Hill and seconded by Ald. Kupsik to approve the proposal by Humphreys Contracting in the amount of \$4,975 to include everything required to install the light and wire it in a turnkey fashion as funded through TIF#4. The motion passed 4-0.
(This item needs to go to FLJ and Council for consideration)

2. City Engineering Firm DPW Recommendation.

DPW Winkler advised the Committee that it was his recommendation to proceed with Kapur & Associates of Burlington as our City Engineering firm due to the great job they are doing to date with the Wastewater Plant sludge storage tank project design and with staffing reductions and changes taking place at GAI. I was moved by Ald. Hill and seconded by Ald. Kupsik to recommend Kapur to Council subject to review of both the present Crispell engineering agreement and the draft Kapur Agreements for any special considerations or notifications. The discussion was to enter into a 3-year contract with Kapur. The motion passed 4-0.

(This item needs to go to FLJ and Council for consideration)

1. HVAC Maintenance Agreement Recommendation for City Hall (City Administrator).

Mr. Tom DeBaere explained to the PWC that the City is looking to consolidate the HVAC building maintenance functions citywide, but that City Hall is in a special category that would preclude some of the local companies due to system technical requirements. The discussion was to go out for all buildings for HVAC maintenance bids but to carve out City Hall as a separate bid alternate for contractors. The contractors all would have the option to bid the alternate or not with the base bid or a stand-alone bid. A motion was made by Ald. Hill and seconded by Ald. Kupsik to bid HVAC as discussed with City Hall as an option. The motion passed 4-0.

Motion to Adjourn:

Motion to adjourn by Ald. Hedlund and seconded by Ald. Hill. The motion passed 4-0 and the meeting was adjourned at 6:27 PM.

Cc: Mayor Jim Connors/Dennis Jordan/Sabrina Waswo/Common Council Members not on Committee/File