

**MINUTES OF THE BOARD OF PUBLIC WORKS MEETING  
MONDAY, FEBRUARY 9, 2009 – 5:30 P.M.**

The Board of Public Works met in City Hall on Monday, February 9, 2009, at 5:30 P.M. Present were Mayor Greg Hoffman, Darrin Senn, Finance Manager Lynne Bauer and Director of Public Works Rick Rubenzer. Absent was Council President Dennis Doughty. Also attending were Jon Strand and Jim Newman of Short Elliott Hendrickson.

1. **Motion** by Bauer, seconded by Rubenzer, to approve the minutes of the January 12, 2009, Board of Public Works meeting. All present voting aye. Motion carried.

2. Assistant City Engineer Rob Krejci presented the attached before and after traffic counts and speed study for the speed hump installed on Wheaton Street. The speed hump was effective in slowing traffic. The existing speed hump will need to be removed during reconstruction of Wheaton Street. The Board discussed the effectiveness of the speed hump after which there was a **motion** by Mayor Hoffman and a second by Rubenzer, to recommend that the speed hump on Wheaton Street be reinstalled during the Summer of 2009 Street Reconstruction. All present voting aye. Motion carried.

3. Ratings and rankings of seven (7) engineering consultants were presented as attached. The qualification based selection was made using the attached set of nine (9) questions for each of the four projects listed. The Board went over each individual question. Individuals that reviewed the Statements of Qualifications and rated the consultants were Water Supervisor Rory Olson, Waste Water Supervisor George Hobbs, Assistant City Engineer Rob Krejci and Director of Public Works Rick Rubenzer. An engineering contract will be negotiated with the top rated consultant for each of the four projects. If a successful scope or engineering compensation list cannot be agreed on, then negotiations will be considered with the second rated consultant.

After further discussion, there was a **motion** by Senn and a second by Bauer, that the Common Council approve the attached engineering consultant rankings and selection for the following four (4) projects: 1) Alexander Street (STH #178 to the East), 2) River Street/Business #29 (Bay Street to the Waste Water Treatment Plant, 3) West Well Field Water Treatment Plant, and 4) Waste Water Treatment Plant Phase I Improvements. All present voting aye. Motion carried.

4. **Motion** by Bauer, seconded by Senn to approve the following Public Works Contract claims:

<u>Claims</u>	<u>Contract Amount</u>	<u>Invoice Amount</u>	<u>%Complete</u>
a) S.E.H., Inv #212722, Pilot Testing W. Well Field	\$12,000	\$1,023.62	100%
b) S.E.H., Inv #212712, Water Treatment Plant	\$10,000	\$4,178.09	61%

All present voting aye. Motion carried.

5. **Motion** by Rubenzer, seconded by Bauer, to adjourn. All present voting aye. Motion carried. The Board adjourned at 5:45 P.M.

Richard J. Rubenzer, Secretary  
Board of Public Works