

BOARD OF PUBLIC WORKS

April 4, 2016

A. CALL TO ORDER & ROLL CALL

President Koch called the meeting to order. Members present at roll call were Alderpersons Koch and Miller. Also present were DPW Gerber, Mayor Ross, Administrator Rath, Parks Supervisor Klinzing, Streets Supervisor Boll, City Attorney Ewald, Jesse Duff from Fehr Graham, representatives from Johnson Controls and Schneider Electric, and Bridget Cooke from the Monroe Times. Alderperson Newcomer and Alternate Boyce were absent.

B. CORRECTION OF MINUTES

None

C. OPEN BIDS OR QUOTATIONS

None

D. CORRESPONDENCE

None

E. PERMITS

None

F. APPROVAL OF BILLS

Deputy Clerk Miller presented the following bills for approval:

Advanced Disposal	February Recycling	\$1,541.44
Whitney Tree Service	Tree Removals & Trimming	\$3,638.00

Brief discussion took place. Parks Supervisor Klinzing gave updates on tree removals. Alderperson Miller moved to approve the bills as presented. Alderperson Koch seconded the motion. Motion carried.

G. CITY ADMINISTRATOR

1. ENERGY SERVICE CONTRACT

Administrator Rath started by saying that there were representatives present from both Johnson Controls and Schneider Electric if anyone had any questions. He went on to explain that this item was continued from previous Public Works meetings.

Administrator Rath explained that at the February 29th meeting, the Board generally agreed that more time was needed to look over the proposals. The Board asked that Administrator Rath and Engineering Supervisor Gerber both score the proposals and make sure that everything met the basic requirements so at the March 14th meeting, the Board members could review the scores, listen to the company "pitches", and have a discussion period. They would make their recommendation to Council at that time.

At the March 14th meeting, Administrator Rath explained that both Johnson Controls and Schneider Electric submitted complete and timely proposals, which he and DPW Gerber scored. Each company was given ten minutes to give a presentation, followed by a standard set of questions from Administrator Rath, Q & A with the Board, and another two minutes to close.

There was brief discussion but the Board wanted more time to go over the information before making a decision. It was generally agreed to bring it back to this meeting (April 4th) for a recommendation to Council.

Administrator Rath briefly explained the scope of services requiring the proposals then turned things over to the Board for questions and discussion. Alderperson Miller commented that some of what is in the proposals is very needed, but feels that now is not the time to do it with all of the upcoming expenses like the 8th Street project, repairs to the outside of City Hall, and the asbestos removal; maybe wait a couple of years to see how we do with the parking ramp issue also. He doesn't feel that two people should make the decision on this, so he moved to recommend to Council to approve Schneider Electric for the energy services contract. Alderperson Koch seconded the motion. He agreed with Alderperson Miller that two people should not make this decision, so forwarding it to Council is the proper thing to do. He stated that he was hesitant to make any recommendation at all and just send it to Council for a decision. Alderperson Miller added comments. Motion carried.

H. H. BUSINESS PRESENTED BY DIRECTOR OF PUBLIC WORKS

1. ACCEPT QUOTE FOR OIL DISTRIBUTOR FROM ENVIROTECH EQUIPMENT

DPW Gerber distributed a packet containing a quote comparison, list of minimum specifications, equipment data sheets, and equipment photos. He went on to explain that the tack buggy (oil distributor) they have now doesn't have a rear spray bar so it doesn't give consistent coverage when laying asphalt. Four requests for quotes (RFQs) were sent out, two responded, one was no longer a distributor, and one was way out of the area. DPW Gerber recommended the STEPP Manufacturing SMT-600 from Envirotech Equipment. The other quote did not meet specifications. Questions and discussion took place. Streets Supervisor Boll added comments. Alderperson Koch, with a second from Alderperson Miller, moved to approve the SMT-600 from Envirotech for \$34,748.00 as recommended. Motion carried.

2. ACCEPT QUOTE FOR TRUCK SCALE

DPW Gerber handed out a packet containing the quote from Cream City Stateline Scale, LLC and photos showing the condition of the current scale. He said the current scale was purchased used in 2003 and it is now unusable. This purchase is in the capital plan and was part of the 2014 borrowing package. Streets Supervisor Boll again added comments. Questions and discussion took place. Alderperson Koch moved to accept the quote. Alderperson Miller seconded the motion. Motion carried.

3. ADDITIONAL STREET LIGHTS

This item was put back on from the last meeting. Alderperson Armstrong and Police Chief Kelley were not present to provide additional information, which was why it was continued from the last meeting. DPW Gerber said that he and Parks Supervisor Klinzing can look at the tree cover once it comes in to see if anything can be done to improve the situation that way. He added that typically we are lighting intersections so that the vehicular traffic can observe the pedestrian traffic, particularly at night. Brief discussion took place. Alderperson Koch said that this doesn't need to be put back on the agenda for the next meeting because there is no interest. Alderperson Miller suggested making a note to check that area once the tree cover comes in.

I. BUSINESS PRESENTED BY PUBLIC

None

J. BUSINESS PRESENTED BY BOARD PRESIDENT, MAYOR, AND BOARD MEMBERS

None

K. ADJOURNMENT

A motion was made by Alderperson Miller, with a second from Alderperson Koch, to adjourn.
Motion carried.

Ellen K. Miller, Deputy Clerk