



156 East First Street
New Richmond, WI 54017
Ph 715-246-4268 Fax 715-246-7129
www.newrichmondwi.gov

April 2, 2015

TO ALL MEMBERS OF THE PUBLIC WORKS COMMITTEE:

**Ron Volkert
Jim Zajkowski
Craig Kittel**

There will be a meeting of the Public Works Committee on Wednesday, April 8, 2015, at 4:30 p.m. in the ED Lab of the Civic Center, 156 East First Street, New Richmond.

Agenda:

- 1. Roll Call**
- 2. Adoption of Agenda**
- 3. Approval of minutes from the previous meeting, January 19, 2015**
- 4. Sidewalk Snow Removal Update**
- 5. Dakota Avenue Bike Route**
- 6. Urban Non-Point Source Planning Project Contract**
- 7. Sidewalk Construction/Repair Policy**
- 8. 2015-2016 Street & Utility Improvements**
- 9. Communications and Miscellaneous**
- 10. Adjournment**

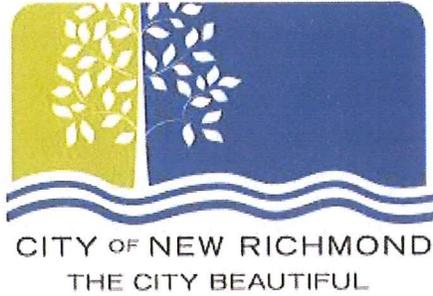
**Jeremiah Wendt,
Director of Public Works**

A majority of the members of the New Richmond City Council may be present at the above meeting.

Pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2nd 408 (1993) such attendance may be considered a meeting of the City Council and must be noticed as such, although the Council will not take action at this meeting.

Copies:

Fred Horne	Mark Samelstad
Jim VanderWyst	The News
Northwest Community Communications	City of New Richmond Website



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TO: Public Works Committee

FROM: Jeremiah Wendt, Public Works Director

DATE: April 2, 2015

RE: Sidewalk Snow Removal Update

Background

Based on feedback from the Public Works Committee at the January 19, 2015 meeting, staff has updated the sidewalk snow removal flyers, with input from the City Attorney. The revised flyer is attached to this memo for final approval by the Committee.



Snow/Ice Control VIOLATION One-Time Notice

Date: _____ Time: _____

Address: _____

The owner/occupant of any lot or parcel shall correct the violation within 24 hours of the time noted above on this violation notice or the City shall remove the snow and ice, and the charge (per current City Fee Schedule, \$50 for the first time, \$100 thereafter) will be billed to the property owner. Failure to pay for said services, upon billing, will result in the costs being special assessed against the property and placed on the annual tax roll.

Note: The City is not required to provide this notice, and this will be the ONLY notice you receive. Any future violations will be cleared by the City without further notice and charged to the owner.

Snow and ice control at your property is in violation of City Ordinance for the following reason(s):

- Sidewalk not cleared full width.
- Sidewalk is icy.
- Pedestrian ramp needs to be cleared.
- Snow from the premises is being deposited onto public sidewalk or street.

If you are elderly or handicapped, and cannot afford to have the snow removed from your sidewalk, you may be eligible for assistance. Contact City Clerk Tanya Reigel at 715.243.0403 for more information.

For further information or questions: Please contact us at one of the numbers below:

Gary Crosby
Street Foreman
(715) 243-0435

Jeremiah Wendt
Director of Public Works
(715) 243-0439



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Sec. 70-8. - Snow and ice.

(a) **Removal.** Within 24 hours after the cessation of any fall of snow, it shall be the duty of the owners and/or the occupants of any lot or parcel of land in the City to remove, or cause to be removed, the snow from any and all sidewalks adjacent to the premises of such owner or occupant, and to keep the same free and clear of snow and ice for the full width of the sidewalk.

(b) **Failure to remove.** In case of failure or neglect of any owner or occupant of any land or parcel of land to remove the snow from sidewalks as specified in Subsection (a) of this section within the time set forth in said subsection and, after 24 hours after the cessation of any fall of snow, the owner or occupant has failed to remove such snow from sidewalks as specified in Subsection (a) of this section, the Public Works Director shall remove or cause the snow to be removed from any and all sidewalks and cross-sidewalks that may be so neglected by the owner or occupant, and shall charge the expense of so doing at a rate as established by resolution by the Common Council. The charges shall be set forth in a statement to the City Clerk who, in turn, shall mail the same to the owner, occupant, or person in charge of said premises. If said statement is not paid in full within 30 days thereafter, the City Clerk shall enter the charges in the tax roll as a special tax against said lot or parcel of land, and the same shall be collected in all respects like other taxes upon real estate, or as provided under Wis. Stats. 66.0703.

(c) **Deposits prohibited.** Except as provided herein, no person shall deposit or cause to be deposited any snow or ice taken and removed from his premises or elsewhere upon any sidewalk, alley, parkway, public place or street in the City, provided however, that the person, firm, or corporation depositing such snow shall, within one hour thereafter, cause the same to be removed from such street.

(d) **Nuisance.** The deposit of any snow or ice upon any sidewalk, alley or street of the City contrary to the provisions of this chapter shall be and is declared to be a nuisance, and in addition to the penalty provided for violation of this section, the City may similarly remove any snow or ice so deposited and cause the cost of said removal to be charged to the owner or occupant of the property from which said snow or ice has been removed.

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TO: Public Works Committee

FROM: Jeremiah Wendt, Public Works Director

DATE: April 2, 2015

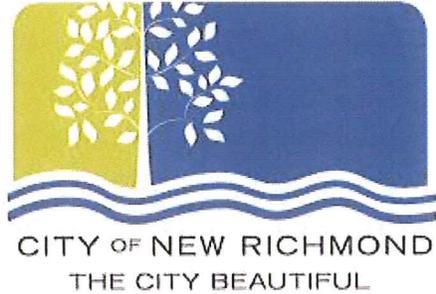
RE: Dakota Avenue Bike Route

Background

At the January 19, 2015 Public Works Committee meeting, the committee directed staff to prepare a detailed plan for the bike route that would connect the north end of the Rail Bridge Trail to the mill pond dam, and the north end of the Doughboy Trail to the multi-use path on West North Shore Drive. Staff has prepared this plan as requested and will present it at the meeting, along with budgetary costs and potential funding sources.

Recommendation

If the proposed plan is recommended for approval by the Public Works Committee, staff would recommend a next step of notifying the community at large, and adjacent property owners in particular, of the proposed plan. This would provide for advanced notification as well as an opportunity for feedback from residents.



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TO: Public Works Committee

FROM: Jeremiah Wendt, Public Works Director

DATE: April 2, 2015

RE: Urban Non-Point Source Planning Project Contract

Background

The City received a DNR grant in 2014 for Urban Non-Point Source Planning. The grant was for an amount up to \$84,500, with matching funds from the City in the amount of \$40,890. Staff has secured funding through the STH 64 Corridor Communities Stormwater/Wastewater Coalition for the full amount of the matching funds, so the project can be completed with no out-of-pocket expense to the City.

Recommendation

Staff has developed a contract with MSA (who is providing services to the Coalition) to perform the work identified in the project scope. That proposed contract has been reviewed by City staff and the City Attorney, and is attached to this memo for review by the Public Works Committee. Staff is recommending approval of this contract by the Public Works Committee. The contract would then go to the City Council for approval at the April 13 meeting, and work on the project would begin shortly thereafter. Details on the scope of the project are included in the proposed contract.



PROFESSIONAL SERVICES

More ideas. Better solutions.

Professional Services Agreement

This AGREEMENT (Agreement) is made today March 27, 2015 by and between City of New Richmond (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: New Richmond Stormwater Management Planning

The scope of the work authorized is:

Presented here is MSA's proposed detailed scope. This work plan is inclusive of all elements identified in the City's 2014 UNPS Grant Application, except for efforts under the Storm Sewer System Mapping task, which MSA understands the City to have completed previously.

PHASE I – PUBLIC EDUCATION AND OUTREACH

MSA will prepare for and attend up to three (3) meetings with the general public and/or specific audiences according to the outline below to present information on the City's stormwater management program, current and upcoming regulations, and pertinent water resources issues.

1. Board of Public Works (two meetings)
2. City Council (one meeting)

MSA will require the assistance of the City in securing meeting rooms, identifying meeting audiences, and preparing and distributing invitations to desired attendees of each of these meetings.

PHASE II – PUBLIC INVOLVEMENT AND PARTICIPATION

MSA will prepare for and attend up to four (4) meetings outline below with selected audiences to present information related to stormwater management in the City of New Richmond and to gather feedback on the potential ramifications of possible plan recommendations. It is anticipated that each meeting will focus on specific stormwater management within the City and water quality within the Willow River. MSA will assist City staff in the development of specific topics for each meeting. During each meeting feedback from attendees will be solicited to guide development of City policies regarding Stormwater management.

1. Highway 64 Coalition (two meetings)
2. Developer/Contractor/Business Owner group (one meeting)

MSA will require the assistance of the City in securing meeting rooms, identifying meeting audiences, and preparing and distributing invitations to desired attendees of each of these meetings.

PHASE III – ORDINANCE DEVELOPMENT & IMPLEMENTATION

MSA will prepare draft ordinances as described in tasks 1, 2, and 3 below. The draft ordinances will need to be submitted to the City's Attorney for legal review, final editing, numbering, and formatting prior to adoption.

TASK 1 –PREPARE ILLICIT DISCHARGE ELIMINATION ORDINANCE

MSA will prepare a draft illicit discharge elimination ordinance that serve to protect water quality through the establishment of language prohibiting improper connections into the storm sewer system and prohibiting activities resulting non-stormwater discharges to the stormwater system. The draft ordinance will be developed in accordance with section 2.3.1 of WPDES General Permit No WI-S050181-1.

Note that this contract of work does not include activities associated with the development or enforcement of an illicit discharge inspection and elimination program.

TASK 2 – PREPARE CONSTRUCTION SITE EROSION CONTROL ORDINANCE

MSA will prepare a draft construction site erosion control ordinance that will serve to protect water quality by creating language specifying activities to be conducted on a construction site to prevent the erosion and discharge of sediment into the stormwater system. The draft ordinance will be developed in accordance with section 2.4.1 of WPDES General Permit No WI-S050181-1. Applicable language from St. Croix County will incorporated as appropriate.

TASK 3 – PREPARE POST CONSTRUCTION STORMWATER MANAGEMENT ORDINANCE

MSA will prepare a draft post-construction stormwater management ordinance requiring the construction and operation of BMPs for removing pollutants from stormwater runoff after construction of new developments. The draft ordinance will be developed in accordance with section 2.5.1 of WPDES General Permit No WI-S050181-1. Applicable language from St. Croix County and NRCS will incorporated as appropriate.

PHASE IV – POLLUTION PREVENTION PLAN FOR CITY OPERATIONS

MSA will assist the City in development of pollution prevention program that follows the requirements of WPDES General Permit No WI-S050181-1 (recognizing that the City is not yet required to comply with these requirements), except 2.6.7 as described below.

Note that it is anticipated that most, if not all of the required information is available from the City and that MSA's efforts will consist of obtaining and organizing this information for presentation in a formal SWPPP document.

The SWPPP will include:

- 2.6.1 An inventory of municipally owned or operated structural storm water management facilities.
- 2.6.2 A plan for routine inspection and maintenance of municipally owned or operated structural storm water management facilities to maintain their pollutant removal operating efficiency.
- 2.6.3 A description of routine street sweeping and cleaning of catch basins with sumps where appropriate.
- 2.6.4 A plan for proper disposal of street sweeping and catch basin cleaning waste.
- 2.6.5 A road salt application (minimization) plan:
 - 2.6.5.1 Contact information for the individual(s) with overall responsibility for winter roadway maintenance.
 - 2.6.5.2 Description of the types of deicing products used.
 - 2.6.5.3 The amount of deicing product used per month.
 - 2.6.5.4 Description of the type of equipment used.
 - 2.6.5.5 Snow disposal locations, if applicable.
 - 2.6.5.6 Anti-icing, equipment calibration, and salt reduction strategies considered.
 - 2.6.5.7 Other measurable data or information that the permittee used to evaluate its deicing activities.
- 2.6.6 A plan for proper management of leaves and grass clippings

Activities associates with section 2.6.7 Storm water pollution prevention planning for municipal garages, storage areas, etc. is not included in this scope of work due to the disproportionate effort required to develop this data and the likelihood of permit and facility changes which may occur between the date of this agreement and the data that these regulations apply to the City.

PHASE V – REVIEW AND UPDATE STORMWATER UTILITY ORDINANCE

MSA will obtain from the City the current storm water utility ordinance and will review the ordinance for the incorporation of critical features such as definitions, credit and adjustment policies, rate structure(s), and review fees.

Additionally, if provided the City's existing impervious area database, MSA will verify the continued applicability of the ERU size and will verify the accuracy of the assessment of the top 10 utility customers (or others as directed by City staff).

PHASE VI – STORMWATER QUALITY PLAN DEVELOPMENT

MSA will conduct an assessment of pollutant loads produced by existing development (and reduced by existing management practices) in the City of New Richmond. This assessment will be conducted using the WinSLAMM computer model. This model is arguably the model of choice in the state of Wisconsin for urban water quality assessments and represents the most commonly used tool to develop water quality plans for NPDES compliance and TMDL implementation plans.

TASK 1- PREPARE WATER QUALITY MODEL INPUT DATA

MSA will obtain from the City existing GIS data describing land use, watersheds and drainage infrastructure. It is expected that MSA's activities under this task will include three items:

Model Land Use. The City has a comprehensive database of impervious area within City limits. MSA will develop model input data based on this actual impervious data by overlaying city land use maps over the impervious area maps and applying 'directly connected impervious area' ratios from USGS standard land use files to the resulting data to prepare model input which will be specific to the City of Beloit.

Stormwater System Mapping. MSA will identify the location of existing public and privately owned BMPs (approximately 40 total). We will also identify streets served by storm sewer vs. vegetated drainage systems (swales) and will further subdivide areas with storm sewers equipped with sumped manholes.

Subwatershed Divides. MSA will review existing City-provided watershed mapping to determine drainage areas to existing and alternative future BMP locations. MSA will subdivide up to 60 subwatersheds to existing and alternative future BMPs.

TASK 2- STORMWATER FACILITY INSPECTION

MSA will prepare a storm water facility inspection form to document the current physical condition of existing storm water facilities throughout the City.

MSA will complete visual inspections of up to 40 existing storm water management facilities within the City. In addition to conducting inspections regarding the overall maintenance condition of each BMP, MSA's field staff will also verify critical dimensional data for each BMP as required to complete the WinSLAMM modeling of the City's stormwater management system. This information will be used to verify and/or supplement data gathered from available construction plans for each BMP.

Note, it is assumed that MSA field staff has permission to access all BMPs. Also note, inspections will be visual inspections of the surface features of BMPs. This task includes

no efforts for inspection of underground facilities and includes no efforts for confined space entry.

Task 3 - Develop WinSLAMM v10 Model.

MSA will create a new WinSLAMM v10 water quality model using existing land use as a baseline reference. This model will be developed according to the most recent WDNR guidance document regarding application of water quality models for WPDES and TMDL compliance (in anticipation of a summer 2015 release of the Willow River TMDL). The model will be solved to determine the level of TSS and TP reductions achieved by the City.

Baseline/“No Controls.” MSA will develop a WinSLAMM v10 water quality computer model representing the existing land use conditions to determine the baseline pollutant loading from existing land uses within the City limits. This activity will determine the actual load generated within the study area (which includes areas outside the City that drain through the City’s MS4), within the City limits, and within the ‘regulated’ area (MS4-served) of the City.

Existing Controls. MSA will identify the location and characteristics of existing infrastructure, and the nature, location, frequency and timing of current municipal “housekeeping” practices (e.g., street sweeping) that may contribute towards the TSS reduction target. Using this information, MSA will modify the baseline model to determine how much TSS and TP reduction existing infrastructure and housekeeping practices can be credited. This task will determine the current level of compliance with current TSS and TP reduction goals and will determine the magnitude of future activities required to obtain compliance with the reduction standards.

- MSA will evaluate up to approximately 40 total existing structural BMPs under this work task. All BMPs will be discretely modeled according to plan data provided by the City.
- The existing BMP evaluations will also include the City’s current catch basin cleaning and street sweeping programs.
- Additionally, the existing BMP evaluations will include assessment of City streets served by vegetated swale drainage systems.

Alternative New BMP Analyses. MSA will develop alternative solutions to improve pollutant reduction to provide the City a variety of options to achieving potentially higher TSS and TP reduction levels for compliance with the impending Willow River TMDL. MSA will identify sites for installation of new water quality treatment facilities and will evaluate each site (according to available space and tributary area) for its ability to reduce TSS and TP loads to waters of the State. We will identify up to approximately 20 potential structural BMPs for improving stormwater quality. Note, it is not anticipated that all 20 alternative BMPs will be discretely modeled.

MSA will also evaluate the effectiveness of increased frequency of the City’s catch basin maintenance and street sweeping. Additionally, MSA will evaluate the effectiveness of implementing parking controls as these practices can almost double the effectiveness of sweeping efficiency.

Task 4 – Conduct Field Infiltration Testing

MSA will conduct double ring infiltrometer tests within up to four (4) vegetated drainage systems (swales) serving City streets. MSA will conduct abbreviated two-hour infiltration tests as described/endorsed by the WDNR at the 'consultant roundtable' held in January 2011.

The double ring infiltrometer tests are intended to identify the saturated soil infiltration rate. As such, MSA will attempt to schedule infiltrometer tests shortly following rainfall events.

Note: WDNR modeling guidance requires a preliminary evaluation of swale candidates to make sure that each segment of swale meets minimum criteria. MSA will use available topographic mapping and field reconnaissance to conduct the following steps:

Determine where swale slopes exceed 4%. MSA will use available topographic mapping to determine and plot the longitudinal slopes of all elements of the swale system. Swale segments with slopes in excess of 4% will be excluded from the existing conditions assessment. However, MSA may include these segments in the proposed conditions assessment if they can feasibly be outfitted with slope interruption devices such as ditch checks (in accordance with conservation practice standard 1062). These swales would be included as alternative future BMPs.

Conduct an assessment of channel scour. MSA will visually inspect the swale system to check for evidence of scour such as channel cuts. We will locate the end points of locations of scour using visual observations and by hand marking on aerial photos. These areas must be excluded from the existing conditions assessment.

Where construction plans are not available, or where as-built conditions are suspected to deviate significantly from construction plans, MSA will measure the width of swale bottoms using measuring tape at approximately 500 foot increments. We will identify the location where swales are measured and will obtain a representative photograph with a scalable item such as a survey range pole at the location of each photo. MSA also will determine the horizontal side slopes of both sides of the swale at the locations where bottom widths are measured using a six-foot carpenter's level and a measuring tape.

Measurement of swale characteristics will be conducted on swales where infiltration testing is completed.

Task 4.0 Prepare final report

MSA will prepare a report summarizing the activities conducted during this study. The report will include maps, figures and text documenting the significant finds of field investigations, modeling studies and ordinance and program development activities.

The plan will: 1) document modeling methodology, 2) compile annual TSS and TP pollution loadings into appropriate tabular format(s), 3) document the pollution control (TSS and TP) achieved by existing management measures, and 4) identify the alternative new BMP TSS/TP removal efficiency and estimated construction cost.

Additionally, for each alternative BMP evaluated for future installation for improved water quality, MSA will perform and document the following tasks:

- *Perform Groundwater Protection Screening:* MSA will create maps of wellhead protection areas, potential groundwater contamination and areas of high groundwater which may prohibit or negatively affect the performance of proposed BMPs which rely on infiltration. Mapping will be completed using readily available mapping resources and will be used to identify locations where future BMPs will not be allowed.
- *Perform Wetland Screening:* MSA will overlay conceptual BMP design footprints with maps of wetlands and wetland indicators using the Wisconsin Wetland Inventory Maps USDA Natural Resources Conservation Service soil maps (which will be used to indicate areas of 'somewhat poorly, poorly and very poorly drained soils' which are soil types typically found within areas designated as wetlands). WDNR and ACOE are not likely to permit BMP construction projects within wetland areas.
- *Prepare BMP Concept Plans:* MSA will develop preliminary concept designs for purposes of identifying BMP footprint and basic geometry for determining land acquisition requirements and construction quantities.
- *Prepare BMP Cost Estimates.* MSA will prepare preliminary construction cost estimates for each BMP. Cost estimates will include major elements include property acquisition, earthwork, storm sewer modifications and site restoration. Allocations for additional site investigation (geotechnical, wetland delineation), engineering design and contingency will be included.
- *Develop Priority Ratings.* MSA will determine the cost-benefit ratio of each alternative water quality management facility (pounds of TSS removed per dollar of construction cost) and will prioritize each BMP according to its rank.

DELIVERABLES. MSA will provide three (3) color hard copies and one (1) electronic copy in PDF format of the final plan document to the City. MSA will provide to the City one (1) electronic copy in GIS format of critical water quality modeling data including subwatershed boundaries, BMP locations, and land use. MSA will provide to the City one (1) electronic copy in electronic format of all WinSLAMM models used in this study. MSA will provide one (1) electronic copy in PDF format of water quality BMP inspections forms.

ASSUMPTIONS

1. The City shall furnish MSA all available maps, orthophotographs, stormwater conveyance system drawings, stormwater management plans, parcel graphical and tabular data, previous stormwater management and utility planning data (land use/impervious area data), and other relevant stormwater management data, all of which may be relied upon without independent verification in performing the Scope of Work. It is also assumed that the above information will be provided at no cost to the project. Data files will be provided digitally to MSA if available or paper copy format (if a digital format is not available). This City shall also furnish MSA with a copy of the current SWU database that includes the customer number, parcel number, owner name and site address (if available), land use (if available) and current ERU rate.
2. Some information provided by the City may be inaccurate or unreliable. MSA cannot be responsible for inaccuracies in the data supplied by the City. Field verification of the data is not included in the Scope of Work.
3. Preparation of design plans, specifications, or construction documents are not included in this scope of work.
4. MSA will require the assistance of the City in securing meeting rooms, identifying meeting audiences, and preparing and distributing invitations to desired attendees of meetings described in this scope of work.

**ATTACHMENT A:
RATE SCHEDULE
MARCH 2015/2016***

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Architects	\$125-\$151.00/hr.
Clerical	\$56-\$78.00/hr.
CAD Technician	\$47-\$103.00/hr.
Geographic Information Systems (GIS)	\$71-\$125.00/hr.
Housing Administration	\$55-\$103.00/hr.
Hydrogeologists	\$99-\$142.00/hr.
Planners	\$83-\$160.00/hr.
Principals	\$142-\$175.00/hr.
Professional Engineers	\$85-\$175.00/hr.
Project Manager	\$62-\$170.00/hr.
Professional Land Surveyors	\$88-\$145.00/hr.
Staff Engineers	\$76-\$115.00/hr.
Technicians	\$47-\$103.00/hr.
Wastewater Treatment Plant Operator	\$71-113.00/hr.

REIMBURSABLE EXPENSES

Copies/Prints	Rate based on volume
Fax	\$1.00/page
GPS Equipment	\$40/hour
Mailing/UPS	At cost
Mileage – (currently \$0.56/mile)	Rate set by Fed. Gov.
Nuclear Density Testing	\$25.00/day + \$10/test
Organic Vapor Field Meter	\$100.00/day
PC/CADD Machine	Included in labor rates
Robotics Geodimeter	\$30/hour
Stakes/Lathe/Rods	At cost
Total Station	Included in labor rates
Travel Expenses, Lodging, & Meals	At cost
Traffic Counting Equipment & Data Processing	At cost

* Labor rates represent an average or range for a particular job classification. These rates are in effect until March 1, 2016. After March 1, 2016, these rates may increase by not more than 5% per year.



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TO: Public Works Committee

FROM: Jeremiah Wendt, Public Works Director

DATE: April 2, 2015

RE: Sidewalk Construction/Repair Policy

Background

Based on feedback from the Committee at the January 19, 2015 meeting, City Staff and the City Attorney have drafted revisions to Ordinance 70-3 related to sidewalk construction and repair. The revised ordinance is attached to this memo, showing the proposed changes from the existing ordinance. Key highlights of the revised ordinance, requested by the Committee, include:

- Costs of new and replacement sidewalk would be split between the City and the adjacent property owner.
- Assessments can be repaid in one lump sum, or over a set time period with an interest rate to be determined by the City.
- A plan for sidewalk construction and replacement would be developed annually by the Public Works Committee and submitted to the Common Council for approval.
- Multi-use trails are not included in the policy, as staff did not find this to be standard practice.

If this revision to the ordinance is recommended for approval by the Public Works Committee, it would be put on the agenda for consideration by the Common Council at the April 13th meeting.

Sec. 70-3. - Sidewalk construction and repair.

(a)

Procedures. Not less than annually, the Public Works Committee will make a recommendation to the Common Council for the construction of new sidewalks, and the repair/replacement of existing sidewalks. The Common Council may determine that sidewalks be constructed and establish the width, determine the material and prescribe the method of construction of standard sidewalks pursuant to this section.

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(b)

Cost of new construction. If the Common Council determines that a new sidewalk shall be constructed in a location where no sidewalk currently exists, the costs of the sidewalk construction shall be shared between the City and the abutting property owner, with each entity paying 50% of the cost to construct the sidewalk. The cost to construct the sidewalk will be determined each year based on current market pricing, and applied on a per lineal foot basis when calculating the abutting property owner's share. The City will construct the sidewalk, and the City Clerk-Treasurer shall bill 50% of the cost thereof (as established in paragraph b) to the Property Owner. The property owner shall have the option to pay the bill in one lump sum or to have it placed upon the tax roll as a special tax against said lot or parcel of land, to be repaid over 10 years at an annual interest rate of 6%. The property owner shall be responsible for the payment of new sidewalk construction, repair or reconstruction of curb and gutter and shall pay said costs in accordance with the terms and policies of the Common Council of the City.

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(e)

Repair or replacement. Pursuant to Wis. Stats. § 66.0907, the Common Council may order at any time property owners to repair or remove and replace any sidewalk abutting their property which is unsafe, defective or insufficient, or which is damaged by the acts of the property owner or his agents.

(1) If the property owner complies with the City's order, the City shall reimburse the property owner for 50% of the cost of the sidewalk project at the lineal foot rate as established in paragraph b.

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(2) If the property owner shall fail to so repair or remove and replace such sidewalk within 20 days after service of the notice provided in Wis. Stats. § 66.0907(3)(c), the Common Council or its designee shall repair or construct such sidewalk and the City Clerk-Treasurer shall enter bill the total 50% of the cost thereof (as established in paragraph b) to the Property Owner. The property owner shall have the option to pay the bill in one lump sum or to have it placed upon the tax roll as a special tax against said lot or parcel of land, to be repaid over 10 years at an annual interest rate of 6%.

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If an emergency situation exists which is caused by a sidewalk in need of repair, the Common Council or its designee shall immediately direct the property owner to immediately make repairs. If the property owner shall fail to repair such sidewalk within the required period, the Common Council shall make the necessary repairs and the City Clerk-Treasurer shall enter the total cost thereof on the tax roll as a special tax against said parcel.

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(e)

(11)

Minor repairs. Nothing in this section shall apply to minor repairs, the cost of which does not exceed \$100.00; such repairs may be made at the direction of the Council without notice, and the cost thereof may be charged to the abutting property owner in the same manner as provided in this section for major repairs will be borne by the City.

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(c)

Permit. No person shall hereafter lay, remove, replace or repair any public sidewalk within the City unless he is under contract with the City to do such work or has obtained a permit therefor from the Street Superintendent or his designee at least seven days before work is proposed to be undertaken. No fee shall be charged for such permits. Such a permit shall be issued upon a showing that there will be compliance with all applicable, laws, standards and ordinances.

(d) (f)

Nonconforming sidewalks. No sidewalk which shall be constructed contrary to the provisions of this section shall be considered a legal sidewalk and the same may be ordered to be replaced with a legal sidewalk and with one that is in conformity with this section, the same as if no sidewalk whatever had been built or constructed in the place where any such sidewalk is located.

Sidewalk specifications.

(1)

General. Concrete sidewalk construction shall meet the specifications and provisions set forth in this section and shall be constructed in locations and to line and grade as established by the City.

(2)

Subgrade. Subgrade shall be two inches of sand fill, thoroughly and uniformly compacted and brought to correct grade placing of concrete and thoroughly wet down immediately before concrete is placed. Soft, porous and unsuitable subgrade material shall be removed and replaced with sand or other satisfactory material, and the subgrade shall be thoroughly and uniformly compacted and moistened immediately before the concrete is placed. On embankments, the subgrade shall extend at least one foot beyond each edge of the sidewalk.

(3)

Concrete. The minimum quantity of cement per cubic yard shall be six sacks of 94 pounds each. Concrete shall be mixed for at least one minute. Gravel shall be of good quality and washed. Concrete shall test 3,000 pounds compression in 28 days.

(4)

Forms. Concrete shall be placed in straight forms of wood or metal of sufficient strength to resist springing, tipping or other displacement during the process of depositing and

consolidating the concrete. Concrete shall be placed in the forms on a moist subgrade, deposited just above the finished grade and consolidated and spaded sufficiently to bring the mortar to the surface and to prevent honeycombing. It shall then be struck off level with the top of the forms and finished with wooden flats. Forms shall be securely fastened, staked, braced and held firmly to required line and shall be sufficiently tight to prevent leakage of mortar, and all forms shall remain in place for 24 hours after pour.

(5)

Jointing, floating and finishing. Soon after screening and while the concrete is still plastic, the surface shall be floated with wood, cork or metal floats or by a finishing machine. At all places where the sidewalk intersects another sidewalk or curbline, a one-half inch expansion joint shall be placed. Transverse expansion joints of one-half inch thick and four inches wide and five feet long or premolded material shall be located every 30 feet. Sidewalks must be marked off to make blocks five-foot square and be at right angles to the parallel lines. Any new sidewalk adjoining an old sidewalk or a sidewalk which abuts curb and gutter shall have one-half by four-inch expansion joints of premolded material.

(6)

Slope. All forms must be approved by the Street Superintendent or designee before concrete is poured. To provide adequate drainage, the sidewalk shall slope toward the curb at a minimum rate of one-fourth inch per foot of width of sidewalk. All joints and edges shall be finished with a one-fourth inch radius edging tool. Sidewalks shall be constructed within the limits of the street, and unless otherwise specifically indicated, there shall be a one-foot strip of street property left between the property line and the edge of the sidewalk.

(7)

Width and thickness. Residential walks shall be 4½ feet in width and not less than four inches thick, except within driveway approaches where the minimum thickness shall be six inches, provided that walks in residential areas may be repaired or replaced to a width not less than the existing width. Sidewalks in front of commercial or industrial establishments shall have a width as determined by the Common Council and be five inches thick, except within driveway approaches where the minimum thickness shall be seven inches.

(8)

Finishing. The concrete shall be struck off true to grade, finished smooth and given a broom finish in transverse direction. Edges and joints shall be given a finish with a one-quarter inch radius edging tool. Dry cement shall not be spread on a wet surface to take up excess water. Finishing operations shall be delayed until water has disappeared. No tool marks shall be left on exposed surfaces. In case of rain, the walk shall be covered to protect the surface from being damaged. Walks shall be kept free from all traffic at normal temperatures for 48 hours and in cold weather (below 50 degrees Fahrenheit) for 96 hours.

(9)

Curing and drying. As soon as any of the concrete work herein before mentioned has been finished and hardened sufficiently to prevent excessive marring of the surface, it shall be cured and protected against rapid drying. Failure to comply with this requirement shall be deemed sufficient cause for suspension of the work. Curing shall be accomplished by the impervious coating, wet fabric or paper methods. For impervious coating or membrane curing, only those materials meeting requirements of ASTM Spec. C156-44T, "Method of Test for Efficiency of Materials for Curing Concrete" shall be used. Said specifications are hereby adopted by reference as if fully set forth herein.

(10)

Cold weather requirements for forms. When the temperature is less than 40 degrees Fahrenheit, all concrete placed in the forms shall have a temperature between 50 degrees Fahrenheit and 70 degrees Fahrenheit and shall meet the requirements as per Wisconsin Department of Transportation specifications for cold weather concrete.

(11)

~~*Minor repairs.* Nothing in this section shall apply to minor repairs, the cost of which does not exceed \$100.00; such repairs may be made at the direction of the Council without notice, and the cost thereof may be charged to the abutting property owner in the same manner as provided in this section for major repairs.~~

(e)

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(f)

~~*Nonconforming sidewalks.* No sidewalk which shall be constructed contrary to the provisions of this section shall be considered a legal sidewalk and the same may be ordered to be replaced with a legal sidewalk and with one that is in conformity with this section, the same as if no sidewalk whatever had been built or constructed in the place where any such sidewalk is located.~~



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www.newrichmondwi.gov

TO: Public Works Committee

FROM: Jeremiah Wendt, Public Works Director

DATE: April 2, 2015

RE: 2015-2016 Street and Utility Improvements

Background

Staff is working with SEH to develop a contract for design of the 2015-2016 Street and Utility Improvements, as directed by the City Council. We will provide an update on the status of this work at the Public Works Committee meeting.