

**PUBLIC WORKS ADMINISTRATION
COMMITTEE MEETING MINUTES
JULY 8, 2013**

Chairperson Dan Harrington called the meeting to order at 6:00 p.m. Committee members present were Andy Eiche and Chad Shelton. Also present were Marlys Daniels, Greg Park, Danielle Moe, Nick Helstern, Bill Sumner, Patti Fox, Mitch Fox, Teresa Anderson, Brent Edlin, Jamison Wendel, Steven Rohow, Carri Rohow, Vern Redlich, Ron Fox Shelley Fox, Bill Jenderny and Brad Pederson.

A public hearing was held on the proposed special assessments for the 2013 projects. Nick Helstern noted he has multiple lots and will need an additional driveway apron. Members from Theatre in the Woods (TITW) questioned if the alley next to the theatre will be changed. Teresa Anderson said there would be little change except the apron. The width of First Street was discussed. TITW requested they be placed on the August 7, 2013 Public Works Committee agenda. TITW representatives said they will probably eliminate the south steps from the street to the sidewalk. They will check with their Board and let the City know. Erosion control was discussed. Brad Pederson explained the proposed terms for the assessments will be a ten year term at 3.75% interest. Brad explained the assessments can be paid off at any time. Teresa said they will try to keep a construction schedule at City Hall and we will try to keep it updated on the City's website. Steven Rohow reminded Teresa that they have a combined driveway approach with their neighbor. It was questioned if property owners can retain wood from the boulevard trees in front of their lots for firewood. Teresa will check with the contractor on this. Shelton moved, seconded by Eiche, to close the public hearing. The motion carried.

Committee member Josh Buckridge arrived.

Making a recommendation to the City Council on awarding the 2013 project was discussed. It was questioned if awarding the contract would jeopardize the City's chances to receive a CDBG grant. The possibility of recommending awarding the bid but delaying the notice to proceed pending grant determination was discussed. Eiche moved, seconded by Shelton, to recommend the City Council table the bids until it is known whether or not we will receive CDBG funding. The motion carried.

Resolution #13-09 FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY IN THE CITY OF SHELL LAKE, WISCONSIN was reviewed. Eiche moved, seconded by Buckridge, to recommend the City Council adopt Resolution #13-09. The motion carried.

It was reported the deadline for bids for the Old County B Project is July 15, 2013. Eiche moved, seconded by Shelton, to request the City Council grant the Public Works Committee the power to act in awarding the bid(s). The motion carried.

Eiche moved, seconded by Shelton, to adjourn at 6:55 p.m. The motion carried.

_____, City Administrator