

MINUTES OF A MEETING OF THE BOARD OF PUBLIC WORKS OF THE CITY OF  
CUDAHY, WI HELD AT THE CUDAHY MUNICIPAL BUILDING, 5050 SOUTH LAKE  
DRIVE, CUDAHY, WI ON

Monday, February 24, 2014 @ 5:30 PM

**ROLL CALL**

The Meeting was called to order by Ald Litkowiec at 5:31 P.M. with the following answering “present” to roll call: Ald Hollenbeck, Mr. Clark, & Mr. Lohr. & Mr. Loferski.

Also Present: DPW Director Mary Jo Lange, DPW Superintendent Luke Stern, Finance Director Bruce Schuknecht & Mayor John Hohenfeldt

Proper open meeting statement was made at this time.

Motion made by Lohr seconded by Clark to approve the Minutes of the January 27, 2014 meeting. All voted in favor.

**NEW BUSINESS**

1. **Discussion & action regarding Advanced Disposal’s proposal to include the collection of curbside household recyclables with the collection of curbside solid waste within the same 5 year contract.** Director Lange told the Board that while negotiating elements of the Refuse contract with Advanced Disposal, Advanced asked the City if they were interested in a combined 5-year refuse & recycling contract. The current recycling collection contract between the City and Advanced Disposal will end December 31<sup>st</sup> of this year. Director Lange stated that they submitted language and prices to include the recycling portion. Under the proposed contract, the current cart price of \$2.83 per cart remains the same for 2014. Annual increases would be at CPI with no fuel surcharge. The current contract includes a fuel surcharge and a price to include a minimum CPI of 2%. Lange stated that the recycling portion of the contract appears to be better than the previous contract and would result in a small savings. It would also be advantageous to have the same contractor doing both recycling & refuse as there would only be one number to call regarding complaints. Motion was made by Clark seconded by Hollenbeck to combine the contracts. Loferski & Lohr voted no, Clark, & Hollenbeck voted yes. Chair Litkowiec voted yes to break the tie vote. Motion passed.
2. **Discussion & action regarding Advanced Disposal’s Solid Waste Collection, Disposal & Processing contract or Solid Waste & Recyclables Collection, Disposal & Processing contract.** Director Lange stated that the Board had a copy of the refuse & recycling contract for their review. Lange stated that she had made many changes and this was the final accepted copy. She will submit it to the City attorney for review. Clark

made the motion to approve the contract pending review and approval by the City Attorney. Motion seconded by Hollenbeck. Clark, Hollenbeck & Lohr voted yes. Loferski abstained. Motion passed 3-0 with one member abstaining.

3. **Presentation of Drop-Off Center Audit to the Board of Public Works by Mayor Hohenfeldt.** The Mayor presented information relative to an internal audit regarding the fund balance in the Recycling fund. He stated that the revenues projected for the Drop-Off site did not meet projection. Finance Director Bruce Schuknecht stated that the revenue projection for the Drop-Off revenue did not make projections but that it relates to many factors. When the fee was instituted in 2012 the Department did not have any historic data to go off of. So it will take a few years to get some good data to project the actual revenue. The Mayor also stated that as a result of charging a fee we are discouraging people from dropping off their metals and are losing about \$15,000 in annual revenue. He suggested that the use of the Drop-Off Site be free and to increase the cart fee to offset reduction. He also requested that if the Board continued with a Drop-off fee that the fee structure and procedures at the Drop-off Site be changed.
4. **Discussion and action on Mayor Hohenfeldt's recommended changes to the Drop-Off Center fees.** The Board reviewed the request from Mayor Hohenfeldt to eliminate the fees at the Drop-Off site and increase the cart fee. Member Lohr stated that the reason the Board instituted a user fee as opposed to increasing the cart fee was to make those using the Drop-Off site pay for it. Lohr stated that when they looked at the issue a year or so ago it was found that a small portion of people used the Drop-Off site on a regular basis. Those people were usually self employed contractors. Lohr stated that it was the feeling of the Board that it was wrong for people to have to pay if they don't use the Drop-Off site. So they stayed away from increasing the cart fee. Chair Litkowiec stated that the other intent of the Board at the time was to discourage use by people from other communities. If there are less people using the Drop-Off there is less waste to dispose of – so the City should be saving money. Litkowiec stated that the City went from disposing around 300 roll-offs annually to 13 since the fee was instituted. Much discussion followed with a motion made by Lohr seconded by Clark to maintain the policy of collecting a fee at the Drop-Off site with the Board reviewing the fee structure at a future meeting. All voted in favor.
5. **Discussion & action regarding the placement of “Lakeside District” signage on various street rights of way as part of the initiative to rebrand a section of the City as the Lakeside District. Request from Alderperson Moralez.** Ald. Moralez explained the idea of installing “Lakeside District” signs to identify the lakeside neighborhood. The Lakeside District is an area defined by Lake Drive and an area on the northeast side of the City in Aldermanic District 1. Ald Moralez showed examples of the signage but did not have a size or number of installations. He stated that the Common Council approved it in concept. His next step was to get input from the Board of Public Works and to have them approve the concept of installing signage within the right of way. Member Loferski stated that he thought it was a matter for the Plan Commission not the Board of Public Works. Director Lange stated that because the signs would be located in the right of way that the Board should give an approval on the concept. He

would be required to meet sign code requirements. Lohr made a motion to approve the concept of installing “Lakeside District” signs in the right of way with the condition that he come back for approval on the size and number that would be installed. Loferski seconded the motion. All voted in favor.

6. **Discussion & action regarding the engineering contract from R.A Smith National to provide a feasibility study on the northeast sanitary sewer options.** Director Lange told the Board that the contract that was in their packets was for engineering analysis regarding feasible options to relay the old Patrick Cudahy sewer on the northeast side of the City. The sewer is a very large sewer and is over 100 years old. The City has three options but does not have the staff or engineering software to analyze the alternates. R.A. Smith does the City’s sewer flow monitoring and is very familiar with the sewer flows in this area so the Department asked them for a proposal. The proposal also includes the time that the consultant will spend with MMSD to get their approval on the alternate. Clark made a motion to approve the contract with R.A. Smith seconded by Hollenbeck.
7. **Review & Discussion of the required annual Board of Public Works report that will be submitted to the Common Council in March.** Lange stated that according to State Statutes the Board of Public Works is to prepare and submit an annual report to the Council by March. Lange stated that the report is very short and is a summary of the Board of Public Works meetings. She hopes by next year that the Department’s new software will be functioning so that she can provide more data. No motion required.

Motion made by Lohr seconded by Clark to adjourn meeting. All voted in favor.

Meeting Adjourned: 7:35 p.m.