



AGENDA
PUBLIC WORKS COMMITTEE MEETING
Tuesday, August 5th, 2025 at 5:30 p.m.
Allouez Village Hall, 1900 Libal Street

1. CALL TO ORDER/ ROLL CALL
2. MODIFY/ADOPT AGENDA
3. APPROVAL OF JUNE 3RD, 2025 MINUTES
4. ANNOUNCEMENTS
 - a. The Hiring of Josh Wood, Equipment Operator, Street Department
5. PUBLIC APPEARANCES

NEW BUSINESS:

6. DISCUSSION/ACTION RE: AMENDMENT TO BULK AND BRUSH COLLECTION SCHEDULE

REPORTS:

7. REPORT RE: WATER UTILITY RATE CASE
8. REPORT RE: LIBAL STREET RESURFACING PROJECT - ENGINEERING SERVICES
9. REPORT RE: CHLORINE LEAK INCIDENT REPORT
10. REPORT RE: WATER SERVICE LINE INVENTORY AND LEAD SERVICE LINE REPLACEMENT
11. REPORT RE: 2025 CONSTRUCTION PROJECT UPDATE
12. FUTURE AGENDA ITEMS
13. ADJOURNMENT

NOTE: It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above noticed meeting to gather information; no action will be taken by any governmental body at the above noticed meeting other than the governmental body specifically referred to above in this notice.

PUBLIC WORKS COMMITTEE MEETING MINUTES

Tuesday, June 3rd, 2025 at 5:30 p.m.

Allouez Village Hall, 1900 Libal Street

CALL TO ORDER/ ROLL CALL

Chairperson Leiterman called the meeting to order at 5:31 p.m.

Present: Collison, Genrich, Lefebvre, Leiterman

Excused: Beyler

Also present: Sean Gehin, Jim March

MODIFY/ADOPT AGENDA

Genrich/Collison moved to adopt the agenda as presented. Motion carried.

APPROVAL OF May 6th, 2025 MINUTES

Lefebvre/Collison moved to approve May 6, 2025 minutes. Motion carried.

ANNOUNCEMENTS

- None

PUBLIC APPEARANCES

- None

REQUEST FOR ADDITIONAL DRIVEWAY ENTRANCES AT 655 SUNSET CIRCLE

S. Gehin:

- Request has been submitted by the property owner at 655 Sunset Circle for approval of two additional driveway entrances at the northwest corner of the site. Property Owner, Alex Miskella, was present to answer any questions from the Committee.
- Has reviewed existing site conditions and location of proposed driveways and doesn't believe improvement to have be impairment and/ or nuisance to neighbors.
- Glad to see eastern most driveway was moved away from east lot line, creating a greater buffer from neighbor's driveway.

Discussion:

- Enough space with the amount of frontage & many homes in the area have multiple driveway entrances
- Street is very narrow to begin with
- Standard driveway apron
- In the future does the code need to be amended to special assess driveway entrances that are greater than one?

Lefebvre/Collison moved to approve the permitting the additional driveway entrances at 655 Sunset Circle. Motion carried.

SANITARY SEWER UTILITY RATE INCREASE

S. Gehin:

- The sanitary sewer utility rate increase for 2025 was discussed at the May 19th Finance/Personnel Ad Hoc Committee meeting. The consensus of the committee was to recommend that the Village Board approve an increase to the rates effective with the June 2025 usage billed in July.

- In 2024, Ruekert-Mielke was contracted to perform a rate study of the Allouez sanitary sewer utility. Prior to this, the sewer utility rates were last updated in 2022.
- The rate study completed by Ruekert-Mielke proposed an increase to rates along with a recommendation to consider yearly and/or every other year rate increases.
- The consensus of the Village Board last year was to implement annual rate increases.
- The proposed rate increase was reviewed.

<u>Proposed:</u>	<u>Allouez</u>	<u>NEW Water</u>	<u>Total</u>
Fixed charge/month (based on ¾ meter)	\$4.50	\$9.00	\$13.50
Variable (volume) charge/1,000 gals	\$2.81	\$5.65	\$8.46
<u>Current:</u>			
Fixed charge/month (based on ¾ meter)	\$4.50	\$8.00	\$12.50
Variable (volume) charge/1,000 gals	\$2.56	\$5.46	\$8.02

*The above results in a monthly increase of \$2.32 for a customer using an average volume of 3,000 gallons of water per month.

Discussion:

- Fixed vs. volume charges (NEW Water)
- Smaller annual increases as opposed to large increases in future years

Collison/ Lefebvre moved to recommend to the Village Board approval of the proposed sanitary sewer rate increase. Motion carried.

AL-25-01 STREET RECONSTRUCTION CHANGE ORDER

a. IROQUOIS AVE. STORM OUTFALL REPAIR

S. Gehin:

- A repair to the Iroquois Ave. storm outfall at the Fox River is required. The deteriorated outfall varying in pipe size dates back to the railroad.
- The movement of pipe at an existing joint has led to an existing sink hole near the edge of the Fox River Trail.
- In an attempt to make the repair ahead of the upcoming Fox River Trail resurfacing project (June 9th) and for safety reasons, staff moved to change order storm sewer project to an existing Village Contract.
- Quotes from three Village Contractors were obtained. DeGroot Inc. provided the lowest quote in the amount of \$67,853.

Lefebvre/Genrich moved to recommend to the Village Board to award the Iroquois Ave. Storm Outfall Repair Project to DeGroot Inc. in the amount of \$67,853 and to change order work to the AL-25-02 project. Motion carried.

HAVEN WAY CONDOMINIUM ENGINEERING AGREEMENT

S. Gehin:

- Owners of the property will be constructing 48 condo units at the corner of Libal Street and St. Joseph Street
- The proposed sanitary sewer and watermain to be owned and maintained by the Village. Owner agrees to transfer and dedicate ownership to the Village after the successful installation of the utilities.
- Storm sewer to be private.
- Gave an overview of the agreement, owner responsibilities, and layout of the property.

WATER DISTRIBUTION SYSTEM – WATER VOLUME

S. Gehin:

- The Water Department is currently monitoring flow data for a potential leak in the system.
- The difference in volume between the bulk water purchase and the billed consumption shows signs of a significant leak and/or leaks in the system.
- The leak has not come to the surface yet.
- Waterwise Utility Solutions has been retained to complete the annual leak detection survey. He is scheduled to complete the survey in July, but staff is hopeful that survey can start sooner in an attempt to locate leak(s).

CHLORINE LEAK INCIDENT REPORT

- Item was tabled to the July 1st Public Works Committee meeting

2025 CONSTRUCTION PROJECT UPDATE

S. Gehin:

- Gave an overview of 2025 construction projects:
 - o Street reconstruct project on Park Drive, St. Francis Street and Crescent Drive began last week with the installation of sanitary sewer
 - o Greene Avenue and Regina Street improvement project has not started yet but is anticipated to begin June 9th.
 - o Sewer Lining Project prep work and televising has started with lining to follow
 - o Street Resurfacing Project work to begin early to middle of July
 - o Iroquois Storm Outfall to begin June 9th
 - o Reservoir Roof Replacement and overflow project plans are being finalized. Will submit a permit application to the DNR at the end of this month. Bidding advertisement will be in August and anticipated construction start date in September
 - o East River Driver Water Main Replacement Project is anticipated to begin June 16th

FUTURE AGENDA ITEMS

- None

ADJOURNMENT

Lefebvre/Genrich moved to adjourn at 6:21 p.m. Motion carried.

Minutes submitted by Kim Siudzinski, Deputy Clerk.

VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2850

Department of Public Works

07/31/2025

SPECIAL EQUIPMENT OPERATOR HIRE

We are pleased to announce the hiring of Josh Wood as a special equipment operator. Josh will be responsible for street operation duties including garbage and recycling, refuse and brush collection, snow plowing and other department duties. Josh's first day of work was on Monday, the 28th of July.

Josh recently worked as a truck driver delivering logs to various mills in Washington state. Josh has over 20 years of experience operating trucks and front-end loaders.

We welcome Josh to our Public Works team, and we look forward to working with him.

Department of Public Works

Bulk / Brush/ Yard Waste Schedule Updates

2-YEAR PILOT PROGRAM

August 5, 2025



Reason for change

- Major changes to the operation/schedule were last made around 20 years ago.
- Monthly volume data.
- Street maintenance needs.
- Being good stewards of the taxpayer's money means reviewing policies and procedures on a regular basis.

Method

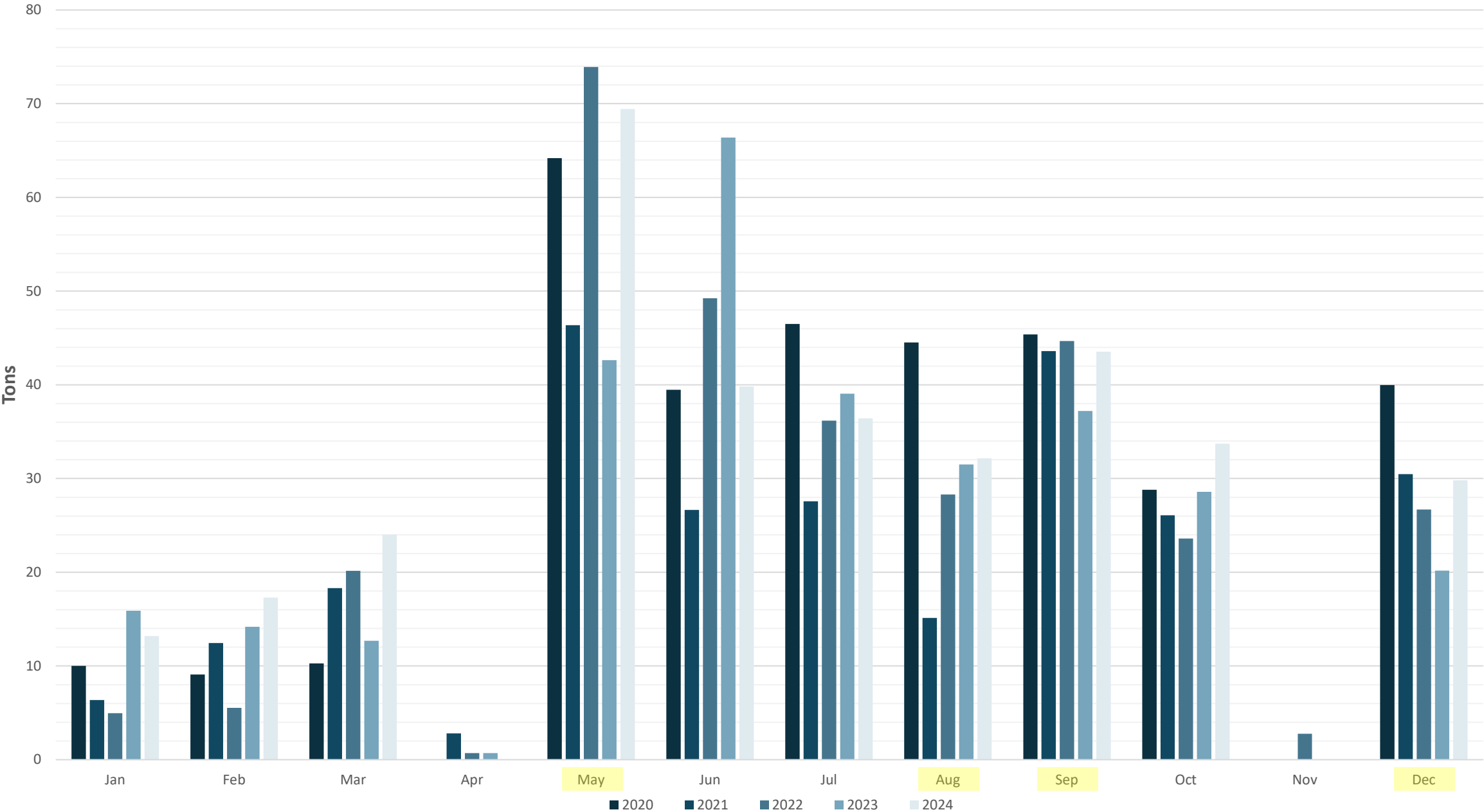
- A committee of staff members was convened.
- Monthly collection data was reviewed and analyzed.
- Prioritizing and scheduling of street maintenance activities.
- Potential cost savings.
- Municipal service comparisons.
- Staff developed their ideal schedule.
- The options were discussed and refined over several meetings.

2025 Brown County Municipal Refuse Services Comparison

Municipality	Scheduled Bulk Pick Up	Frequency- Bulk Pick Up	Contracted Refuse Service?	Annual Service Fee	Frequency- Garbage	Frequency- Recycling	Municipal Bulk Waste Site
ALLOUEZ	Yes	10x per Year	No	No	Weekly	Bi-Weekly	No
ASHWAUBENON	Yes	Apr-Sep by Request (Fee by Volume)	No	No	Weekly	Bi-Weekly	No
BELLEVUE	No	By Request (Additional Charge)	Yes (Harter's)	\$168.00 (Utility Bill)	Weekly	Bi-Weekly	No
DE PERE	Yes	2x per Year	No	No	Weekly	Bi-Weekly	Yes
GREEN BAY	Yes	2x per Year	No	No	Weekly	Bi-Weekly	Yes
HOBART	No	By Request (Additional Charge)	Yes (GFL)	\$165.00 (Property Tax Bill)	Weekly	Weekly	No
HOWARD	Yes	By Request	No	No	Weekly	Bi-Weekly	No
LAWRENCE	No	By Request (Additional Charge)	Yes (Harter's)	\$193.76 (Property Tax Bill)	Weekly	Bi-Weekly	No
LEDGEVIEW	No	By Request (Additional Charge)	Yes (Harter's)	\$243.00 (Property Tax Bill)	Weekly	Weekly	No
SUAMICO	No	By Request (Additional Charge)	Yes (Harter's)	\$190.00 (Property Tax Bill)	Weekly	Bi-Weekly	No

Municipality	Scheduled Brush Pick Up	Frequency- Brush Pick Up	Scheduled Leaf Collection	Frequency- Leaf Collection	Holiday Tree Collection	Municipal Yard Waste Site	Site Hours
ALLOUEZ	Yes	8x per Year	Yes	Spring/Fall	Yes	Yes	24/7
ASHWAUBENON	Yes	By Request (Fee by Volume)	Yes	Spring/Fall	By Request	Yes	24/7
BELLEVUE	Yes	2x per Year	No	-	Yes	Yes	6:30am - 8:00pm Permit Required
DE PERE	Yes	3x per Year	Yes	Spring/Fall	Yes	Yes	Daily Dawn-Dusk
GREEN BAY	Yes	Continuous*	Yes	Spring/Fall	Yes	Yes	Summer- 6:00am - 8:00pm Winter- 7:00am - 5:00pm
HOBART	No	-	No	-	No	Yes	24/7
HOWARD	Yes	By Request	Yes	Spring/Fall	Yes	Yes	24/7
LAWRENCE	No	-	No	-	No	Yes	24/7 Permit Required
LEDGEVIEW	Yes	2x per Year	No	-	No	Yes	Daily Dawn-Dusk
SUAMICO	No	-	No	-	No	Yes	Daily Dawn-Dusk

Village of Allouez
Volume of Waste Collected During Bulk Pick-Up Weeks 2020-2024



2025 Brush / Bulk Collection Schedule

Waste must be out to the curb by **6 a.m.** on your garbage day for pick-up, but no sooner than 6 p.m. the day before.

January Christmas tree pick up is during brush week.

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2026 Brush / Bulk Collection Schedule (draft)

Waste must be out to the curb by **6 a.m.** on your garbage day for pick-up, but no sooner than 6 p.m. the day before.



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Bulk Pick-Up

Bulk waste is defined by the Village as "miscellaneous waste material of such size as is not normally collected with garbage, including but not limited to furniture, plumbing fixtures, manufactured-processed wood or wood by-products, and small amounts of concrete waste not exceeding a five-gallon bucket in volume." Bulk does **not** include appliances, electronics, gas powered equipment, or cardboard.

Brush Pick-Up

Brush is defined by the Village as "trimmings/woody material from shrubs, trees, and stalks from garden plants (e.g., rosebush and bamboo)". Brush does **not** include tree roots, root balls, yard waste, leaves, or grass.

Spring / Fall Clean-Up

Spring / Fall Clean-Up is the collection of leaves and yard waste which is defined by the Village as "all materials originating in the yard and garden which are capable of natural decomposition (e.g. leaves, plants, flowers, etc.)". Grass is not permitted. There is **no** brush or bulk collected in April or November during spring and fall clean-up.

The last day to put leaves/yard waste to the curb for pick-up.

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Pros and Cons of New Schedule

Pros:

- More effective and efficient operation.
- Open staff availability for other street activities: HMA patching, Spot repair of curb and sidewalk, Yard Waste Site maintenance, and street sweeping.
- Less wear and tear on equipment and decreased gas/fuel expense.
- Still offering above-and-beyond services compared to neighboring municipalities.

Cons:

- Initial learning curve for residents and staff members.
- Difficult to change long-standing practices.
- Fewer pick ups.

Timeline

- Take sample schedule and code changes to the Public Works Committee meeting, then to the Village Board for approval.
- Update code to allow new collection schedule.
- Get the new information into the “All about Allouez” magazine (October 2025 Deadline)
- Education campaign using the magazine, website, Facebook, and email list.
- Revisit the schedule in June of 2027, revise for 2028 if needed.

Questions?

2026 Brush / Bulk Collection Schedule (draft)

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VILLAGE OF ALLOUEZ

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Department of Public Works

07/31/2025

2025 Water Utility Rate Case

In the coming weeks the Village Water Utility with the assistance from a local consultant will begin a water rate study. The rate study will determine if water rates are adequate to meet utility operational and maintenance costs. Outcome will likely lead to an application to the Public Service Commission to raise rates.

A study is necessary due to the increased cost to operate the Village's water distribution system and repair of aging infrastructure. The last water rate case was completed in January of 2022.

The sanitary sewer and stormwater utility rates were last raised in June of this year and May of 2024, respectively.

Sean J. Gehin, P.E.
Director of Public Works

VILLAGE OF ALLOUEZ

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Department of Public Works

07/30/2025

LIBAL STREET RESURFACING PROJECT – ENGINEERING SERVICES

The Village of Allouez has received a Surface Transportation Block Grant (STBG) for the resurfacing of Libal Street from LeBrun Street to Hoffman Road. The estimated construction cost is \$1,424,100 with federal funding of \$1,139,280 (80%) and local share of \$284,820.

The program funding does not cover design, r/w acquisition and public utility improvements (sanitary sewer and watermain).

In general, the proposed street project includes:

- Mill and resurfacing of the existing pavement
- Spot repair of defective curb and gutter and sidewalk
- Upgrading of curb ramps to ADA standards
- Spot repair of storm sewer
- New sidewalk along the east side of Libal St. from LeBrun St. to Longview Ave
- Addition of marked bike lanes. Parking on one side of the street will be eliminated to accommodate the marked bike lanes.

A Request for Proposal (RFP) has been sent to a handful of civil engineering consultants to provide design for the federally funded street improvement project. Those firms include Ayres, JT Engineering, Graef, Mead and Hunt, and RaSmith. The RFP is attached for your review.

A selection committee will rank the firms in order of preference based on qualification criteria, not by price. The consultant's price will be negotiated after the selection process.

Sean J. Gehin, P.E.
DPW



Public Works Department
1900 LIBAL STREET, GREEN BAY, WI 54301
Phone: (920) 448-2802
Fax: (920) 448-2850
www.villageofallouez.com

Request for Proposals - Scope of Services Narrative

SOLICITATION DATE July 28, 2025	RFP DUE DATE August 15 th , 2025, 12:00 p.m.
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Location/Description

WisDOT ID 4517-07-70

Libal Street

LeBrun St to Hoffman Rd (CTH XX)

Village of Allouez, Brown County

Anticipated Design Start Date:

October 2025

Anticipated Design Completion Date:

January 2028

Project Purpose and Need

Existing Facility

Libal Street is a 2-lane urban collector with a pavement width of 41-feet. The existing right-of-way width is 80 feet. Libal Street was last improved in 2003 from LeBrun St. to Vande Hei Rd and in 2005 from Vande Hei Rd to Hoffman Rd (CTH XX). The existing asphalt surface with areas of longitudinal and alligator cracking, is in fair condition with a PASER rating of 6. Overall, the existing concrete curb and gutter is in good condition. There is existing sidewalk on the westside of street from LeBrun St. to Longview Ave. and on both sides of the street for the remainder of the project. The existing curb ramps do not meet ADA requirements. Existing Bike accommodations are not currently marked. There are no railroad facilities located within 1,000 feet of the project limits.

Proposed Improvement

To extend the service life of the existing pavement it is being proposed to mill and resurface the 0.7 mile street segment. To improve pedestrian and bike accommodations, new sidewalk is being proposed on the eastside of the street from LeBrun St. to Longview Ave. and parking on one side of the street will be eliminated to allow for marked bike lanes. The street lighting system to remain without change. Acquisition of temporary limited easements in total of less than ½ acre is anticipated for the project.

This project has received State Transportation Block Grant (STBG) funding through the Wisconsin Department of Transportation and Brown County MPO. This project has a scheduled let date of 3/14/2028, with final PS&E of November 1st, 2027.

Project Description and Scope of Services

The Village-selected consultant will provide preliminary and final design services for this improvement project. The project will follow the Wisconsin DOT Local Program design and PS&E process.

The consultant should develop a design proposal with an understanding of the following. The selected consultant to review and verify design considerations for the maintenance of the pavement, street widths, sidewalk and curb & gutter repair, bicycle and pedestrian accommodations.

General Design Considerations

LeBrun St. to Hoffman Rd. (CTH XX)

To prolong the service life of the existing pavement, it is the Village's intent to mill and resurface the existing asphalt (2-inches) and spot repair defective curb and gutter. Some base patching of the lower layer of asphalt is anticipated.

The existing sidewalk constructed in the 1970's is in fair condition. The structural condition and the ADA accessibility of the sidewalk to be inspected. Moderate spot repair will be required.

To improve pedestrian and bicycle accommodations new sidewalk on the eastside of the street from LeBrun St. to Longview Ave along with marked bike lanes is being proposed. Non-complaint curb ramps to be improved to ADA requirements.

The proposed typical section includes a shift of the pavement crown, 12-foot lanes, marked bike lanes, and on-street parking (limited to one-side).

The existing storm sewer and storm laterals installed in the 1970's to be analyzed for integrity, with moderate spot repairs expected. The Village to televise the existing storm sewer and storm laterals for Village and Consultant review. The location of the storm laterals as provided for in the televising to be shown and labeled on the plans. The hydrologic and hydraulic condition of the existing storm sewer from Kenny St. to Longview Ave. to be analyzed.

The existing watermain and sanitary sewer relayed in 2002 and 2005 are assumed to be in good condition. A review of the sanitary sewer and watermain to be completed by the Village during the design. The selected consultant to incorporate the adjustment of manholes and valves into the project plans and specifications. The location of existing sanitary and water laterals to be shown graphically on the plans. An as-built to be provided describing location of sanitary laterals.

Topographic Survey and Base Mapping

The survey to include the location and depth of the existing watermain (Village to provide depth of watermain), storm and sanitary sewer. The existing watermain, storm and sanitary sewer to be drawn and detailed in the profile view of the existing base mapping.

An inspection of the existing storm manholes and inlets to be completed to include picture, structure number, pipe sizes and condition of structure. A copy of the Village's inspection report to be provided.

Utility Coordination

Existing private utilities shall be identified, and utility relocations avoided when possible. The consultant will perform all necessary utility coordination.

Right-of-Way

Acquisition of temporary limited easements is anticipated for the project. The consultant will provide necessary plat and right-of-way acquisition documents. The Village plans to contract directly for real estate negotiation services.

Environmental Documentation and Agency Permitting

The consultant will make all coordination with local, state, and federal agencies as required for this type of project. This may include County and/or local zoning, WDNR, USACE, and other agencies.

Deliverables

The selected consultant will complete these deliverables following the typical WisDOT PS&E process: topographic survey, design reports, utility coordination, agency coordination and permitting, right-of-way plat, preliminary and final plans, public involvement meeting(s), project specifications, and construction estimates.

Final plans are expected to include: title sheet, general notes, construction details, erosion control plans, temporary traffic control and detour plans, road plans, catch basin lead profiles (spot repair), signing and marking plans, miscellaneous quantities, plat, road and utility plan & profile, earthwork quantities and cross-sections.

Anticipated Schedule for deliverables

Item	Completion Date
Topographic Survey	Fall 2025
Pavement design review	Fall 2025
30% Plan	Spring 2026
Public Involvement Meeting	Spring 2026
Environmental Document	July 2026
Traffic Management Plan	July 2026
60% Plan, quantities and estimates	September 2026
Design Study Report	September 2026
Traditional Right-of-Way Plat	October 2026
Utility coordination	June 2027
90% Plan, quantities and estimates	September 2027
Final Plans, specs, and estimate	November 1 st , 2027
WisDOT Bid Letting	March 14, 2028

Village provides

- Storm Sewer Televising
- Village Inspection Report Form
- Past Roadway Plans
- Village Standard Detail Drawings and Special Provisions.
- Village utility GIS and As-built Information

Consultant requirements (listed in approximate rank order of importance)

- Project management and public involvement skills
- Knowledge and experience in urban roadway design
- Familiarity with WisDOT, FDM and PS&E processes
- Experience working with the WisDOT local program
- Knowledge and experience in structure hydraulic analysis and design
- Knowledge and experience with erosion control requirements

Contact Information

Any questions about this project should be addressed to Sean Gehin, P.E., Village of Allouez Director of Public Works, by phone: (920) 448-2802, or by Email: sean.gehin@villageofallouezwi.gov

Consultants are encouraged to ask questions regarding the project to better understand project scope and proposal requirements. The deadline for questions is Thursday, August 7th, 2025. On-site review meetings with the consultant will not occur.

Instructions for consultants:

Submittals shall be in accordance with the following criteria:

- **Complete proposal submittal shall be a maximum of ten (10) – 8.5” x 11” pages.**
- **Appropriate font sizes shall be used.**
- **Submittals will be accepted by E-mail attachment only, to be easily printable in MS Word or Adobe PDF format. Please submit proposals to sean.gehin@villageofallouezwi.gov**
- **Submittals are due on or before 12 pm, Friday August 15th, 2025.**
- **Provide the following information, in this order:**
 1. Project manager contact information, including phone number & email address.
 2. Submit credentials, qualifications and years of experience for the project manager and key members of the project team you would assign to this project.
 3. Describe the staff's capacity, availability and their ability to perform the work based on the proposed schedule.
 4. List relevant, recently completed or substantially completed projects and provide a reference contact for each.
 5. Provide your understanding and approach to the project in regards to the following: knowledge of the project, experience with local program projects, design concerns, bike and pedestrian accommodations, environmental issues, utility coordination, and public agency concerns.

5/5/2025 Chlorine Leak Incident Report

Village of Allouez Waterworks

Vande Hei Pump Station

141 Vande Hei Rd., Green Bay, WI 54301

07/30/2025

Overview:

The Central Brown County Water Authority (CBCWA) is the supplier of drinking water to the Village of Allouez. Lake Michigan is the source of our drinking water. It is treated, chlorinated and pumped by the Manitowoc Public Utilities. On a seasonal basis (spring and fall), conditions may warrant the need for the Village to add chlorine to the drinking water. The Village adds chlorine to the incoming water when chlorine levels drop below 0.65 mg/l.

Summary:

On 5/5/2025 at 10:49 am a chlorine gas leak began in the chlorine room of the AZ-2 Water Connection Station located at 141 Vande Hei Rd, Green Bay, WI 54301. One Water Department Operator was present in the room at the time of the leak. Once the Operator evacuated the chlorine room 911 was contacted. Green Bay Metro Fire Department HazMat team was deployed to the scene to contain the situation. A timeline of events leading to, during, and after the leak are detailed below.

Pre-incident Timeline of Events (5/5/2025):

- The residual chlorine of the incoming water (from CBCWA) dropped below 0.65mg/L around 1:00 am on 5/5/2025. This prompted the chlorine booster pumps to activate.
- A water department operator arrived at the AZ-2 connection station (141 Vande Hei Rd) at 7:15 am to perform the daily rounds at the station. Upon arrival he noticed that the chlorine booster pumps were running, but no chlorine was being added.
- Upon investigation, the operator noticed that the manually operated valves on chlorine gas tanks were in the closed position.
- The operator manually turned the operating valve on chlorine tank 2 a quarter turn to the on position.
- The system began to pump chlorine as normal.
- The pre chlorine level reached 0.75mg/L at 8:05 am and automatically turned off the chlorine booster system.
- The Operator returned to AZ-2 to investigate a slight chlorine smell around 10:30 am. The Operator began investigating the leak using a bottle of ammonia.
 - Ammonia vapors are wafted around the chlorine system connections. If chlorine gas is present, a visible vapor will form when the ammonia and chlorine gas combine.

- A leak was detected at the connection point between the Regal Automatic Switchover Gas Chlorinator and the Chlorine Gas Cylinder Valve.
- The Operator turned to grab a wrench that was located on the windowsill behind him (south wall of the chlorine room). At this time the chlorinator disconnected from the cylinder valve and began leaking chlorine gas.
- The Operator immediately left the room and called the water utility foreman.

Chlorine Leak Timeline 5/5/2025:

- **10:49 am** – The Operator calls the water utility foreman to inform of chlorine leak. The foreman sends another operator to the site and prepares to alert emergency response.
- **10:55 am** – Water Utility Foreman calls 911
- **11:15 am** - Emergency response team begins to arrive onsite (141 Vande Hei Rd) and begins setting a perimeter of the area.
- **11:35 am** – Green Bay Metro HazMat team contains the leak and begins monitoring ambient air.
- **12:10 pm** – The Operator is transported via ambulance (non-emergency) to Aurora BayCare Medical Center for further evaluation.
- **2:00 pm** – The Operator is released from Aurora BayCare Medical Center.

Post Incident Investigation (5/6/2025):

- It was discovered that two lead seals were present at the connection point of the chlorinator and the chlorine cylinder valve. It is believed that this caused an insufficient connection between the regulator and the chlorine cylinder ultimately causing the chlorine leak.
 - Every time the chlorinator is removed from a chlorine gas cylinder valve, the lead seal should be removed and replaced.
 - Chlorine Cylinder installation instructions are posted on the wall in the Chlorine Room.
 - Instructions for the removal and replacement of the lead seals is also posted on the chlorinator next to the connection point.

Regulatory Reporting:

Accident was reported to both the WDNR and EPA.

Chlorine Tank Information:

Last tank exchange was January of 2024.

Josh Ritchie, Water Foreman

CYLINDER CHANGING PROCEDURE

For Chlorinators, Sulphonators and Ammoniators

(Post Near Gas Cylinders in a Conspicuous Place)

IMPORTANT

READ and OBSERVE these and all related instructions thoroughly before proceeding.

KNOW and OBSERVE proper safety procedures when handling gas cylinders and related equipment.

ENSURE that all required safety equipment is in place and in good working condition.

TO CHANGE CYLINDERS

- 1** Using cylinder wrench, turn cylinder valve stem clockwise to close. Be certain cylinder valve is closed before removing regulator.
- 2** With water supply to ejector (vacuum to regulator), ensure that rotameter ball drops to zero indicating no residual gas flow through regulator.
- 3** If no gas flow exists, remove regulator by loosening yoke handle and lifting regulator from cylinder valve. Turn off water supply to ejector.
- 4** Replace cylinder. Remove protective hood and MAKE SURE the gas valve is closed, then remove the valve cap. Ensure valve outlet is clean and free of dirt and residue.
- 5** REMOVE OLD LEAD GASKET FROM REGULATOR AND DISCARD. Replace with new lead gasket. NEVER re-use old lead gasket.
- 6** Position regulator on cylinder valve ensuring lead gasket is in place. Tighten yoke handle clockwise until secure and lead gasket is slightly compressed.
- 7** Open cylinder valve slightly and quickly re-close.
- 8** Test for gas leaks using accepted procedures.
- 9** If a leak is detected and appears to be from the cylinder or the regulator, MAKE SURE the gas valve is closed and remove regulator/inlet adapter assembly. Repair leak and repeat this procedure starting with step #5 above.
- 10** After ensuring no leaks exist and with regulator properly installed, open cylinder valve approximately 1/4 turn. Cylinder wrench should always remain on cylinder valve when in use.
- 11** Turn on ejector water supply and set proper feed rate on regulator.

ADDITIONAL INFORMATION

Refer to Manufacturer's Instruction Bulletins and Operating Manuals for specific information and operation procedures.

Other sources of information include your gas supplier, equipment supplier and the Chlorine Institute.

SAFETY IS NO ACCIDENT

VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2853

Department of Public Works

2025 Street and Utility Construction Project Update

July 28th, 2025

This 2025 construction season has begun in the Village of Allouez on some or all of the streets listed below:

Reconstruction Projects:

The reconstruction projects include:

- Replacement of existing water main, sanitary and storm sewer where necessary.
- Removal and replacement of existing water, sanitary and storm sewer laterals to the property line.
- Placement of new concrete curb & gutter and driveway aprons. The existing driveway width at the property line will be matched.
- Removal and replacement of the asphalt pavement.
- Voluntary replacement of private side sanitary sewer lateral.
- Construction of new sidewalk on Greene Avenue along the southside of the street from Libal St. to East River Dr.
- Pedestrian crossing improvements at the Greene Ave. and Webster Ave. (CTH X) intersection.

The following streets will be completed this year:

- Park Dr. – St. Francis Dr. to Arrowhead Dr.
- St. Francis Dr. – Langlade Rd. to S. Webster Ave.
- Crescent Dr. – St. Francis Dr. to Arrowhead Dr.
- Greene Ave. - Libal St. to East River Dr.
- Regina St. – Simonet St. to Greene Ave.

Project Update:

Weather permitting the anticipated project schedule is as follows:

Park Dr. – St. Francis Dr. to Arrowhead Dr.

Weather permitting the anticipated project schedule is as follows:

- Work to Begin – Week of June 2nd
- Substantial Completion Date – Mid October

Project Status:

Road excavation has been completed with Private Side Sanitary Sewer Lateral installation and concrete work (curb and driveway aprons) to follow. Project is on schedule.

St. Francis Dr. – Langlade Rd. to S. Webster Ave.

Weather permitting the anticipated project schedule is as follows:

- Work to Begin – Week of May 26th
- Substantial Completion Date – Mid October

Project Status:

Storm sewer main installation to continue this week. Temporary water to be installed between Crescent Dr. and Webster Ave. later in the week. Watermain installation between Crescent and Webster to follow. Project is on schedule.

Crescent Dr. – St. Francis Dr. to Arrowhead Dr.

Weather permitting the anticipated project schedule is as follows:

- Work to Begin – Week of May 26th
- Substantial Completion Date – Mid October

Project Status:

Road excavation has been completed with Private Side Sanitary Sewer Lateral installation and concrete work (curb and driveway aprons) to follow. Project is on schedule.

Greene Ave. – Libal St. to East River Dr.

Weather permitting the anticipated project schedule is as follows:

- Work to Begin – Week of June 9th
- Substantial Completion Date – Mid October

Project Status:

Watermain installation to continue between Regina and Greenwald. Storm sewer main installation to begin mid-week. Project is slightly behind schedule due to extra work added.

Regina St. – Simonet St. to Greene Ave.

Weather permitting the anticipated project schedule is as follows:

- Work to Begin – Closer to the End of July
- Substantial Completion Date – Mid October

Project Status:

Project to begin after contractor completes work between East River Dr and Greenwald.

*Webster Avenue Crossing – Webster Ave at Greene Ave

Weather permitting the anticipated project schedule is as follows:

- Work to Begin – Week of August 4th
- Substantial Completion Date – Mid August

Project Status:

Beginning on August 4th, the Village of Allouez, in partnership with the Brown County Highway Department, will be closing the outside north and southbound lanes at Webster Ave. (CTH X) and Greene Ave. intersection. The closure is necessary to make improvements to the existing pedestrian crossing including new ADA curb ramps, rapid flashing beacons, pavement markings and signage. To stay up to date on project activities and schedule changes as construction progresses, please visit the Village's website at www.villageofallouezwi.gov or follow our Facebook page, [Facebook.com/Villageofallouez](https://www.facebook.com/Villageofallouez).

Sanitary Sewer Lining Project:

The sanitary sewer lining projects include:

- CIPP lining of existing sanitary sewer.

The following sanitary sewer segments will be lined this year:

- St. Francis Dr. – Langlade Rd. to S. Webster Ave.
- Crescent Dr. – St. Francis Dr. towards Arrowhead Dr.
- Greene Ave. Sanitary Sewer Easement – Behind Libal St. Mall

- Regina St. – Simonet St. towards Greene Ave.
- E. Ledgeview St. – S. Webster Ave. to S. Clay St.
- Gwynn St. – S. Clay St. to Delahaut St.
- Longview Ave. – Ulmcrest Ct. to East River Dr.
- Riverside Dr. – Spot Repair near Stambaugh Rd.

Project Update:

Weather permitting the anticipated project schedule is as follows:

St. Francis Dr. – Langlade Rd. to S. Webster Ave.

Weather permitting the anticipated project schedule is as follows:

- Work completed – Wednesday June 18th

Project Status:

Work completed.

Crescent Dr. – St. Francis Dr. towards Arrowhead Dr.

Weather permitting the anticipated project schedule is as follows:

- Work completed – Wednesday June 18th

Project Status:

Work completed.

Greene Ave. Sanitary Sewer Easement – Behind Libal St. Mall

Weather permitting the anticipated project schedule is as follows:

- Work completed – Monday night into Tuesday morning (June 16 & 17).

Project Status:

Work completed.

Regina St. – Simonet St. towards Greene Ave.

Weather permitting the anticipated project schedule is as follows:

- Work completed – Monday June 9th.

Project Status:

Work completed.

E. Ledgeview St. – S. Webster Ave. to S. Clay St.

Weather permitting the anticipated project schedule is as follows:

- Work completed – Monday June 19th.

Project Status:

Work completed.

Gwynn St. – S. Clay St. to Delahaut St.

Weather permitting the anticipated project schedule is as follows:

- Work completed – Friday June 20th.

Project Status:

Work completed.

Longview Ave. – Ulmcrest Ct. to East River Dr.

Weather permitting the anticipated project schedule is as follows:

- Work completed – Thursday June 18th.

Project Status:

Work completed.

Riverside Dr. – Spot Repair near Stambaugh Rd.

Weather permitting the anticipated project schedule is as follows:

- Work completed – Thursday July 17th

Project Status:

Work completed.

East River Dr. Watermain Relay:

Replacement of the East River Dr. watermain from Riviera Rue to Broadview Dr.

Project Update:

Weather permitting the anticipated project schedule is as follows:

East River Dr. – Riviera Rue to Broadview Dr.

Weather permitting the anticipated project schedule is as follows:

- Work completed – July 14th

Project Status:

Work completed. Road restoration to be completed under separate contract in August.

Street Resurfacing Project:

The resurfacing projects include:

- Removal and replacement of the asphalt pavement.
- Replacement of defective concrete curb & gutter, sidewalk, and driveway aprons.
- Evaluation of the existing gravel base and replacement when needed.
- Manhole & catch basin repairs.
- Landscape restoration

The following streets will be completed this year:

- E. Ledgerview St. – S. Webster Ave. to S. Clay St.
- Gwynn St. – S. Clay St. to Libal St.
- Normandy Ln. – Hoffman Rd. to the Cul-De-Sac
- East River Dr. – Hoffman Rd. to Broadview Dr.
- Braebourne Ct. – Du Charme Ln. to the Cul-De-Sac
- W. Mission St. – West of Du Charme Ln. (200 feet)

Project Update:

Weather permitting the anticipated project schedule is as follows:

E. Ledgerview St. – S. Webster Ave. to S. Clay St.

Weather permitting the anticipated project schedule is as follows:

- Project Anticipated to Begin – 7/14/25
- Substantial Completion Date – Early October

Project Status:

Concrete work has been completed pavement removal to begin week of August 4th.

Gwynn St. – S. Clay St. to Libal St.

Weather permitting the anticipated project schedule is as follows:

- Project Anticipated to Begin – 7/14/25
- Substantial Completion Date – Early October

Project Status:

Concrete work is currently in progress. Minor utility work and pavement removal to follow.

Normandy Ln. – Hoffman Rd. to the Cul-De-Sac

Weather permitting the anticipated project schedule is as follows:

- Project Anticipated to Begin – 7/14/25
- Substantial Completion Date – Early October

Project Status:

Concrete removal and replacement to begin this week with minor utility work to follow.

East River Dr. – Hoffman Rd to Broadview Dr.

Weather permitting the anticipated project schedule is as follows:

- Project Anticipated to Begin – 7/14/25
- Substantial Completion Date – Early October

Project Status:

Concrete removal and replacement to begin soon with minor utility work to follow.

Braebourne Ct. – Du Charme Ln. to the Cul-De-Sac

Weather permitting the anticipated project schedule is as follows:

- Project Anticipated to Begin – 7/14/25
- Substantial Completion Date – Early October

Project Status:

Concrete work has been completed pavement removal to begin week of August 4th.

W. Mission St. – West of Du Charme Ln. (200 feet)

Weather permitting the anticipated project schedule is as follows:

- Project Anticipated to Begin – 7/14/25
- Substantial Completion Date – Early October

Project Status:

Concrete work has been completed pavement removal to begin week of August 4th.

Sincerely,



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