

PUBLIC WORKS COMMITTEE MINUTES
Tuesday, October 7th, 2025 at 5:30 p.m.
Allouez Village Hall, 1900 Libal Street

CALL TO ORDER/ ROLL CALL

Chairperson Genrich called the meeting to order at 5:30 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 SEPTEMBER 2ND, 2025 MINUTES

Lefebvre/Genrich moved to approve the September 2, 2025 minutes. Motion carried.

ANNOUNCEMENTS

- a. Fall Clean-up, October 20th thru November 21st

PUBLIC APPEARANCES

- None

LEBRUN STREET EXTENSION

S. Gehin:

- The City of De Pere is requesting to either extend LeBrun Street or construct a private driveway east of McCastlen Street to serve a proposed 5.5-acre multi-family residential development. The proposed development is located east of Manitowish Place in the City of De Pere.
- Village and City staff have met multiple times to determine how best to serve the proposed development while minimizing impacts to those abutting the LeBrun Street right-of-way.
- The following roadway access options were reviewed and discussed:
 - o Extension of LeBrun Street from McCastlen Street west 500' to a proposed Cul-De-Sac (Centered in R/W) – Construction of 24-ft wide roadway centered in the vacant street right-of-way. This option includes the engineering and grading of an 8-ft trail along the north side of the roadway for consideration in the future.
 - o Extension of LeBrun Street from McCastlen Street west 500' to a proposed Cul-De-Sac (Offset in R/W) – This option would shift the roadway south limiting the need of Village right-of-way to 5.5 feet. This option would also include the engineering and grading of an 8-ft trail along the north side of the roadway for consideration in the future. **Preferred Option.**
 - o Construction of a Private Driveway in the City right-of-way
 - o Extension of LeBrun Street from McCastlen Street to East River Drive – Option was eliminated due to the number of residential homes in close proximity to the LeBrun Street right-of-way.
- The preferred option works to create a greater buffer from the street to the homes located to the north, ensures the proper maintenance of the roadway pavement in the future, and furthers the collaboration between the Village and the City.

Scott Thoresen, City of De Pere, Public Works Director

- Discussed the proposed multi-family residential development (approximately 60 units) & gave an overview of the proposed plan for utilities.
- Preferred option includes construction of a 24' foot roadway, flange to flange which includes curb and gutter/asphalt & pavement. Due to the narrow roadway, no parking will be allowed on the street.
- If Allouez would like to see a private driveway, the City of De Pere would look at vacating the right-of-way & Allouez would be on their own for future trail or sidewalk.
- Current proposal would allow for joint/share between the City and Village.
- If proposal is agreed upon, intergovernmental agreement will need to be drafted for maintenance purposes.
- No plan to hold public informational meeting(s) (due to no changes to zoning)
- Grant funding available to assist in pedestrian trail/sidewalk

Lefebvre/Genrich moved to suspend the rules. Motion carried.

Cora Haltaufderheid, 3962 Presque Isle Court

- Built home in Allouez around 35 years ago and is disappointed neighbors did not hear about this topic sooner. There was an agreement established in 2013 to have a walking path on Lebrun Street.
- If there is no street parking on proposed driveway, the cul de sacs nearby will become parking lots. Believes LeBrun Street was closed originally due to the number of car accidents.

Joyce Lefebvre, 824 Ontonagon Court

- Height of proposed units/Fire Department access
- Where is cul du sac ending on the Allouez side?

Laurie Larson, 3963 Presque Isle Court

- What is the timeline of this project?
- Believes her property value will drop if LeBrun Street is extended.

Lefebvre/Genrich moved to pick up the rules. Motion carried.

Discussion:

- Proposed sewer and water plan
- Property is already zoned for multi-family use
- Lighting/landscaping requirements
- Difference in road width: 36 feet wide (Le Brun west of McCastlen St.), proposal (East of McCastlen) is 24 feet wide (too narrow for street parking)
- Parking/Sidewalk/Trail Maintenance
- Why doesn't LeBrun St. go all the way through to E. River Drive?

Lefebvre/Leiterman moved to recommend to the Village Board approval of the preferred option layout (Extension of LeBrun Street from McCastlen Steet west 500' to a proposed Cul-De-Sac (Offset in R/W) – option would shift the roadway south limiting the need of Village right-of-way to 5.5 feet. This option would also include the engineering and grading of an 8-ft trail along the north side of the roadway for consideration in the future.) pending City of De Pere and Village of Allouez work out the details and recommend having the developer create a plan to block the street lighting, the traffic noise, and landscaping. Motion carried.

LIBAL STREET ENGINEERING SERVICES AGREEMENT

- The Village of Allouez has received a Surface Transportation Block Grant (STBG) for the resurfacing of Libal Street from LeBrun Street to Hoffman Road.
- Estimated construction cost is \$1,424,100 with federal funding of \$1,139,280 (80%) and local share of \$284,820.
- A selection committee reviewed and ranked the proposals in order of preference based on qualification criteria, not by price.
- raSmith Inc's proposal scored the highest among the 5 proposals received. The qualification-based selection of raSmith Inc was approved by the Public Works Committee and Village Board on September 2nd.
- Proposal for professional fees from raSmith was received in the amount of \$309,269.84, after further review of the contract, Gehin since worked with the firm to lower the cost to \$285,615.89.
- Agreement does not include real estate acquisition services or purchase of.

Collison/Lefebvre moved to approve the Libal Street Engineering Services Agreement with raSmith, Inc. in the amount of \$285,615.89. Motion carried.

Leiterman/Collison moved to table items #7 (2026 Public Works Department Budget, #9 (Report- Water Distribution System- Water Usage) and #10 (2025 Construction Project Update) to the next Public Works Committee meeting due to time constraints. Motion carried.

ADJOURNMENT

Genrich /Lefebvre moved to adjourn at 6:27 p.m. Motion carried.

Minutes submitted by Carrie Zittlow, Clerk/Treasurer