

**AGENDA
STORMWATER UTILITY
COMMITTEE**

*****PLEASE NOTE CHANGE IN DAY & TIME OF MEETING***
WEDNESDAY, JANUARY 23, 2013
ROOM 202
5:30 P.M.**

*Patrick Juliana, Chairman
Scott N. Gordon, Vice Chairman
Steve Bostrom*

*Eric Haugaard
Jan Michalski
G. John Ruffolo*

A. APPROVAL OF MINUTES

A-1 Approval of minutes of regular meeting held on January 7, 2013.

C. REFERRED TO COMMITTEE

C-1 Disbursements for the month of December 2012.

C-2 Addendum to Professional Services Agreement with Mandlik and Rhodes Information Systems, Inc., for Redemption Procession of Yardwaste Coupons.

INFORMATIONAL: Project Status Report

CITIZENS COMMENTS RELATED ONLY TO JURISDICTION OF STORMWATER UTILITY COMMITTEE

ALDERMAN COMMENTS

IF YOU ARE DISABLED AND IN NEED OF ASSISTANCE CALL 653-4050 BEFORE NOON ON THE DATE INDICATED FOR THIS MEETING.

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY BE PRESENT AT THE MEETING, AND ALTHOUGH THIS MAY CONSITUTE A QUORUM OF THE COMMON COUNCIL, THE COUNCIL WILL NOT TAKE ANY ACTION AT THIS MEETING.

STORMWATER UTILITY COMMITTEE
- MINUTES -

MONDAY, JANUARY 7, 2013
5:00 P.M.

Patrick Juliana, Chairman
Scott N. Gordon, Vice Chairman
Steve Bostrom

Eric Haugaard
Jan Michalski
G. John Ruffolo

The regular meeting of the Stormwater Utility Committee was held on Monday, January 7, 2013 in Room 202 of the Municipal Building. The following members were present: Chairman Patrick Juliana, Vice Chairman Scott N. Gordon, Aldermen Steve Bostrom and Jan Michalski. Aldermen Eric Haugaard, and G. John Ruffolo were excused. The meeting was called to order at 5:00 pm. Staff member in attendance was Mike Lemens.

- A-1 Approval of minutes of regular meeting held on December 17, 2012.
*It was moved by Alderman Michalski, seconded by Alderman Gordon to approve.
Motion passed 4-0.*
- C-1 Professional Services Agreement with Ruckert-Mielke for Storm Sewer Illicit Discharge Inspection.
*It was moved by Alderman Gordon, seconded by Alderman Michalski to approve.
Motion passed 4-0.*

INFORMATIONAL: Project Status Report

ADJOURNMENT - There being no further business to come before the Stormwater Utility Committee, it was moved, seconded and unanimously approved to adjourn the meeting at 5:02 pm.

0-1

ART DATE FOR SUMMARY: 12/01/12 END DATE FOR SUMMARY: 12/31/12

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
122294	12/05	OFFICEMAX	501-09-50101-311-000	11/12 SW #2348 OFFC	170.94
122298	12/05	MANDLIK & RHODES INFORMATION	501-09-50102-219-000	11/12 YW COUPON PRG	1,332.12
			501-09-50102-219-000	11/12 YW COUPON PRG	436.98
			501-09-50102-219-000	11/12 YW COUPON PRG	436.96
			 TOTAL	2,206.06
122300	12/05	CICCHINI ASPHALT LLC	501-09-50105-219-000	11/09 ASPHALT INSTL	690.56
122306	12/05	TREES "R" US, INC.	501-09-50106-219-000	09/12 CONTINGENCY	9,670.25
			501-09-50106-219-000	09/12 PARKWAY TREE P	7,277.50
			 TOTAL	16,947.75
122358	12/07	A & R DOOR SERVICE	501-09-50105-246-000	11/12 ST DOOR REPAIR	224.50
			501-09-50105-246-000	11/12 ST DOOR REPAIR	64.00
			 TOTAL	288.50
122369	12/07	LEE PLUMBING, INC.	501-09-50105-241-000	11/12-ST FURNACE MNT	81.00
122380	12/07	FASTENAL COMPANY	501-09-50104-344-000	11/12 SW TOOLS/MATER	211.00
122432	12/07	KNUTSEN, BILL	501-09-50103-261-000	11/28-30 202 MILES	112.11
122442	12/12	M A TRUCK PARTS	501-09-50105-344-000	11/12 SW MATERIALS &	158.63
122456	12/12	TDS METROCOM	501-09-50101-227-000	12/12 MAIN LINES	134.10
			501-09-50101-225-000	12/12 MAIN CALLS	16.14
			 TOTAL	150.24
122466	12/12	WASTE MANAGEMENT OF WI	501-09-50104-253-000	11/12 154.30 TONS	3,521.13
			501-09-50104-253-000	11/12 WDNR TONNAGE	2,005.90
			501-09-50104-253-000	11/12 FUEL SURCHARGE	298.17
			501-09-50104-253-000	11/12 ENVIRO SURCHG	108.00
			 TOTAL	5,933.20
122511	12/14	BUMPER TO BUMPER	501-09-50104-344-000	11/12-SW PARTS/MATER	532.49
			501-09-50105-385-000	11/12-SW PARTS/MATER	171.78
			 TOTAL	704.27

ART DATE FOR SUMMARY: 12/01/12 END DATE FOR SUMMARY: 12/31/12

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
122520	12/14	MINNESOTA LIFE INSURANCE	501-00-16250-000-000	01/13 PREMIUM	24.70
			501-00-16250-000-000	01/13 PREMIUM	22.39
				TOTAL	47.09
122521	12/14	RODE'S CAMERA	501-09-50103-388-000	11/12-SW SUPPLIES/PR	174.00
122628	12/19	MANDLIK & RHODES INFORMATION	501-09-50102-219-000	11/12 YW COUPON PRG	1,687.82
			501-09-50102-219-000	12/12 YW COUPON PRG	755.04
			501-09-50102-219-000	10/12 YW ADMIN FEE	350.00
				TOTAL	2,792.86
122630	12/19	JAMES IMAGING SYSTEMS, INC.	501-09-50101-232-000	12/12 PW-COPIER CHGS	88.29
			501-09-50101-232-000	11/12 PW-OVERAGES	71.62
			501-09-50105-232-000	12/12 ST-COPIER SERV	15.60
				TOTAL	175.51
122636	12/19	VERIZON WIRELESS	501-09-50101-226-000	11/24-12/23 SERVICE	27.98
122653	12/19	UW MADISON	501-00-16250-000-000	KUHLMEY 1/09-11	995.00
122677	12/19	BOLDT COMPANY	501-00-21128-000-000	ESCROW-10400 75 ST	5,000.00
122732	12/21	HOLLAND SUPPLY, INC.	501-09-50104-344-000	12/12-ST HYDRAULIC F	93.50
			501-09-50104-344-000	12/12-ST HYDRAULIC F	15.00
				TOTAL	108.50
122741	12/21	US CELLULAR	501-09-50103-226-000	12/12 SW-CELL AIRTM	25.65
			501-09-50103-226-000	12/12 SW-CELL SERVC	3.00
				TOTAL	28.65
122756	12/21	MENARDS (KENOSHA)	501-09-50105-344-000	11/12-SW MERCHANDISE	82.99
122770	12/21	TURNING POINT SYSTEMS GROUP	501-09-50105-235-000	GSM MODEM KIT	1,333.34
			501-09-50105-235-000	LABOR	662.00
				TOTAL	1,995.34
122801	12/28	KEN-CRETE PRODUCTS CO., INC.	501-09-50105-355-000	12/12-CONCRETE/MATER	72.45
122833	12/28	T-MOBILE	501-09-50103-226-000	11/08-12/07 WIRELESS	42.19

RT DATE FOR SUMMARY: 12/01/12 END DATE FOR SUMMARY: 12/31/12

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
122839	12/28	MANDLIK & RHODES INFORMATION	501-09-50102-219-000	12/12/YW COUPON PRG	622.11
122846	12/28	US CELLULAR	501-09-50103-226-000	12/12 SW-SERV/AIRTM	21.27
122870	12/28	MENARDS (KENOSHA)	501-09-50105-344-000	12/12-SW MERCHANDISE	49.95
122896	12/28	DANIELS, LEWIS	501-09-50101-433-000	2012 SWU-PROP SOLD	7.68

GRAND TOTAL FOR PERIOD ***** 39,897.83



C-2

ENGINEERING DIVISION
SHELLY BILLINGSLEY, P.E.
CITY ENGINEER
CATHY AUSTIN, P.E.
ASSISTANT CITY ENGINEER
BILL KNUITSEN
SOIL EROSION SPECIALIST

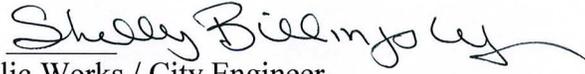
STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

DEPARTMENT OF STORMWATER UTILITY
MICHAEL M. LEMENS, P.E., DIRECTOR
SHELLY BILLINGSLEY, P.E., DEPUTY DIRECTOR

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TELEPHONE (262) 653-4050 · FAX (262) 653-4056
EMAIL SWU@KENOSHA.ORG

January 17, 2013

To: Patrick Juliana, Chairman
Stormwater Utility Committee

From: Shelly Billingsley, P.E. 
Deputy Director of Public Works / City Engineer

Subject: *Addendum to Professional Services Agreement with Mandlik and Rhodes Information Systems, Inc. for Redemption Processing of Yardwaste Coupons.*

BACKGROUND INFORMATION

The Kenosha Stormwater Utility has received an addendum to extend the Mandlik and Rhodes Information Systems, Inc. Professional Service Agreement until December 31, 2013. This contract allows the Stormwater Utility to begin the 2013 Yardwaste Coupon Program into 2013.

The annual administrative cost to Mandlik and Rhodes, dependent upon the number of coupons processed and participating stores, would be approximately \$4,200. The coupon redemption cost will be \$2 per box or bundle of 10 biodegradable bags with an additional \$0.08 retailer incentive per coupon, \$150 coupon setup fee and postage fees.

The Stormwater Utility will offer the \$2 coupon to be used on any box or bundle of 10 City approved biodegradable bags, Bag to Nature, BIOBAG and ECOGUARD.

The coupons will be available once the coupons are printed (an example of the coupon is provided). The Yardwaste Coupon Program is planned to be in place prior to the Spring Yardwaste Curbside Collection Season.

RECOMMENDATION

Approve the Addendum between the Kenosha Stormwater Utility and Mandlik and Rhodes Information Systems, Inc to extend their current contract until December 31, 2013, authorize the Director to execute the contract and approve the 2013 coupon layout. The funding for the yardwaste coupons will be paid for out of the Stormwater Utility account 501-09-50102-219 from which the yardwaste coupon program was budgeted \$69,150.

**ADDENDUM
EXTENSION OF THE TERM OF AGREEMENT**

THIS ADDENDUM is made part of, and incorporated into, 'Mandlik and Rhodes Information Systems, Inc. Coupon Redemption Processing Agreement' made as of 09/15/2009' of Coupon Processing Services With the **City of Kenosha** referred to hereafter as CLIENT and Mandlik & Rhodes Information Systems, Inc. referred to hereafter as MRIS, signed on 9/15/2009 by CLIENT and 10/02/2009 by MRIS, respectively. As stated under clause 'C' on page 5 of the agreement which states as below:

"The term of this Agreement shall commence as of September 1, 2009 and shall end August 31, 2010."

CLIENT and MRIS, collectively known as the parties agree as follows:

"The term of the abovementioned Agreement is extended until December 31, 2013. The term of the agreement will be in effect until canceled by either party by giving 90 days notice in writing."

City of Kenosha:

By: _____

Name: _____

Title: _____

Date: _____

MRIS:

By: _____

Name: Pradeep Mandlik

Title: _____

Date: _____

DRAFT

**\$2.00
OFF**

(Box or Bundle of 10 bags)
NO CASH VALUE

MAIL TO:

City of Kenosha
c/o Mandlik & Rhodes
PO Box 490, Dept #1044
Tecate, CA 91980

OFFER CODE: XXXXXX



**CITY OF KENOSHA, WI - APPROVED
BIODEGRADABLE YARDWASTE BAGS**
For City of Kenosha Residents ONLY

- **BIOBAG®**
- **BAG TO NATURE™**
- **ECOGUARD™**

**LIMIT: One
Coupon per box.
Limit of four (4)
coupons per visit.**

"To encourage composting and help offset the cost of biodegradable bags."

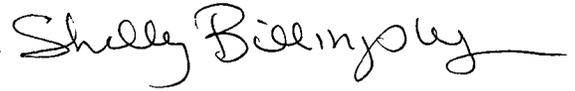
**DOESN'T APPLY TO PREVIOUS PURCHASES
VALID ONLY AT KENOSHA-AREA RETAILERS**

**Expiration Date:
12/31/2013**

January 17, 2013

TO: Michael M. Lemens
Director of Public Works / Stormwater Utility

FROM: Shelly Billingsley
Deputy Director of Public Works / City Engineer



SUBJECT: Project Status Report

Project #09-1121 Forest Park Evaluation – Staff is in the final phases of finalizing the report. Final comments are being drafted and will be submitted to Strand. (1)

Project #10-1126 Wetland Mitigation Bank – [Wetlands and Waterways Consulting LLC] The consultant has received comments from the DNR regarding the proposed plan. Changes have been made to the report and is being reviewed by the DNR before the report can be finalized. (16)

Project #10-1131 River Crossing Swale Restoration – [Applied Ecological Services] Applied Ecological Services has begun the treatment of the invasive and non-native species. Future maintenance will be completed next spring. (17)

Project #11-1128 Multi-Plate Pipe Storm Sewer Inspection and Evaluation – [Ruekert-Mielke] The consultant will be submitting a draft report for Staff to review and discuss repair alternatives. (2 and 7)

Project #11-1125 Pennoyer Beach Outfall Stormwater Infiltration Basin (GLRI Grant) – Punchlist items remain (1 and 6)

Project #11-1135 Stormwater Management Plan Development – Contract has been executed work has begun. Staff met with Consultant to review the progress of the first major drainage area and is working on the next area. (City wide)

Project #11-1137 Pike River Monitoring (WI Coastal Management Grant) – The City of Racine has begun monitoring. Staff will be receiving the draft report soon. (1 and 4)

Project #12-1111 Misc. Storm Sewer – Sump Pump Connections – Staff will be sending out 30 day notices for property owners to abate. After the 30 days City staff will investigate the site. (12)

Project #12-1136 Pike River Monitoring (Fund for Lake Michigan Grant) – The City of Racine has begun monitoring. Staff will be receiving the draft report soon. (1 and 4)

Project #12-1140 Detention Basin Certifications – [Clark Dietz] – the City has contracted Clark Dietz to perform sounds on the city owned detention basins and the basins which we have functional maintenance on through maintenance agreements. (City wide)

Project #12-1420 Shagbark Trail Development – [SAA] Design works has been started by SAA as outlined in the Stewardship Grant. Construction is scheduled for 2013. (10)

Design Work- Staff is working on the following projects:

Sump Pump Priorities, SWPPP Updates, Website Design, GPS Data Forms, Storm Sewer Investigation for Roadway Projects, Permit Compliance, SWU Reporting, Pollution Prevention Structures, Stormwater Management Facility Inspections, Miscellaneous Storm Sewer projects for contractor and SWU crews.