MEMO

DATE: February 17, 2010

TO: Laurie Sullivan
Finance Committee

FROM: Vickie Erdahl, Staff Member
Public Works Committee

SUBJECT: Referral from the Public Works Committee

There was one item referred to the Finance Committee from Public Works,

1) **Coopers Causeway Signage Changes with Recommendations to Council:**

To allow the Street Department to order a 4 x 10 reflective piece of material with the cost not to exceed $500.00 with the monies being used from the contingency fund.

CC: Karl Manthe
Street Department

6. **Discussion & Recommendation to Adopt Resolution for Japanese Knotweed Moratorium:** *Todd Fossum, Chair of Stoughton Tree Commission* discussed that this plant is an invasive species that can grow l0 ft in height and spread 30 ft in one year. It will take over other plants and is very hard to dispose of. A ¼ "piece is enough to start it growing again. The Tree Commission stated that people are not aware of what it is and put it in with their brush which is then chipped and the chips are delivered to other homes. Streets would like the Knotweed to be separated so that it can be burned and also proposed the moratorium so that no more Knotweed will be planted to help to control the spread. The Public Works Committee suggested that the public be informed with an article, picture and links to Web sites published in the next Tower Times and also put on the City's main Web page under Latest News & Events. The year at the bottom of the resolution needs to be changed from 2009 to 2010. **Motion by Swangstu, seconded by McKichan to recommend to Common Council to pass the Resolution Relative to Japanese Knotweed Planting Moratorium. Motion carried 3-1 with McKichan in opposition.**

7. **Paradise Pond Update:** *Scheel* addressed the committee regarding the progress he feels that has been made working with the DNR. The City Attorney will be meeting with the Bureau Director of the DNR on Wednesday, February 17, 2010. *Scheel* also asked the committee whether he should use the Bid Bridge program to bid out pumping equipment to be used for this project as *Scheel* would like to start the bid process soon. **Motion by Scovotti, seconded by McKichan to support and direct staff to move forward with bids at this time for Paradise Pond. Motion carried unanimously.** The committee supports using Bid Bridge to bid pumping equipment in the construction contract. Once both bid packages are obtained, we can evaluate the best value for the City.

   The Council will have final action to award the bids so they can evaluate the status of our Individual Discharge Permit for Paradise Pond. Currently City staff and legal counsel are working on two fronts related to the Individual Permits. First, we are questioning the applicability or need to have a permit at all. Secondly, we are working to understand and negotiate the draft permit requirements and appropriateness of all standards and requirements.

   The committee continues to support this approach.

8. **Coopers Causeway Signage Changes with Recommendations to Council:** *Carter* wanted to clarify the resolutions on the signs and send to the appropriate committees. **Motion by Carter, seconded by Swangstu to direct the Street Department to remove the existing "No Honking" sign and replace with a sign which reads "Caution – Stop and Proceed Slowly Thru Underpass". Motion carried 4-0.**

   Motion by Swangstu, seconded by Scovotti to recommend to the Finance Committee to allow the Street Department to order a 4 x 10 reflective piece of material with the cost not to exceed $500.00 with the monies being used from the contingency fund and then proceed to Common Council for approval. Motion carried 4-0.

9. **Discussion & Recommendation "Rules & Regulations Cemetery Board":** *Manthe* stated that the Cemetery Board had met in January. There were concerns expressed with regards to headstones in the Cemetery and keeping them flush to the ground. By doing so maintenance will be easier and mower damage will be minimized. The rules and regulations were last updated in 2004 and numerous changes have occurred since that date. **Motion by Scovotti, seconded by Swangstu to recommend to Common Council to approve the Rules & Regulations of the Cemetery Board as submitted. Motion carried 4-0.**

10. **Discussion & Recommendation "Street Closing Permit":** *Manthe* discussed with the committee that he had been working with *City Clerk Luann Alme* to revise the Street Closing Permit. The permit

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KARL D. MANTHE
Street Superintendent
kmanthe@ci.stoughton.wi.us

Date: February 9, 2010

To: Public Works Committee

From: Karl D. Manthe – Street Superintendent

Subject: Coopers Causeway Signage Changes

This item was discussed at the January 19, 2010 Public Works Committee Meeting with a motion to direct staff to install new signs (Caution – Stop and Proceed Slowly Thru Underpass) and install 4x10 stainless steel mirror. The motion should contain a recommendation to Council for approval. The estimated cost is $469.00 dollars for the mirror and $150.00 for the signs. The mirror is a special item not included in the Street Department sign budget and would appreciate funding the mirror from another source. Please let me know if you have any questions

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Printed with soy ink on recycled paper

Scheel discussed the progress made regarding sidewalks and snow removal. The average ticket is approximately $170.00 and is placed on the homeowners tax roll – Scovotti asked what the guidelines are for the word "clear" which means to the pavement and side to side. Also questioned where the responsibilities for corner lots which the homeowner should shovel to the gutter line and Streets will handle the rest.

Manthe also stated that when the weather was nice Streets would pick up brush from the December storm damage. Some has been picked up, but a lot is still frozen in the snow or in yards.

4. **Activity Report:** *Manthe* reported: Crews have been busy salting, plowing, and hauling snow for much of the last month. We have experienced a few breakdowns with the plow trucks that has made cleanup a little challenging this year.

   The new refuse and recycling collection has started and John's Disposal is doing a great job. Just need to get residents to read the info provided.

   - Christmas Tree Collection
   - Trim Hanging Branches from Snow Storm
   - Trash Collection Downtown
   - Hauling Snow
   - Fleet Maintenance

   Scovotti questioned whether you could have an additional recycling cart and what the cost would be and *Swangstu* asked if the American Legion could have a cart and would they be charged of if they would have a special charge as they are a nontaxable organization.

5. **Discussion & Recommendation: Options to Eliminate Honking Horns traveling Underneath Railroad Overpass at Coopers Causeway & Division Street:** *Carter* stated that eight people had registered to speak. Five were in favor and three opposed to converting to a one way street. The other main concern seem to focus on safety as there is more traffic and pedestrians in the area now that there is a foot bridge. The main goal is to reduce the honking in a cost effective manner as installing lights would be expensive. The committee discussed an idea proposed by a resident for reflective metal to be installed on the side of the underpass to alert to oncoming traffic. **Motion by Swangstu, seconded by Scovotti to direct staff to remove the no honking horn signs, install a stop- proceed with caution sign in each direction and also install a 4 x 10 ft stainless steel reflective metal piece on the west side of underpass. Public Works would also like to review this situation in six months. Staff will also check to see if there was an ordinance made to install the no honking signs, if so, there is no need to come back to Public Works Committee but send directly to the Common Council to amend. Motion carried 3-0.**

6. **Paradise Pond Update:** *Scheel* distributed another letter that was sent to the Department of Natural Resources (DNR) with regard to the unresolved issues of installing a permanent pumping station at Paradise Pond. *Scheel* is also talking with an attorney to see what approach or options the City has in this situation and would like to continue working/negotiating to get the issues resolved with the DNR before the permit is issued since this is a five year permit.

7. **Future Agenda Items:** Cemetery Board – markers in cemetery, Street Closing Permit – make administrative process, Noxious Weeds, Paradise Pond, Stormwater Utility, Tree Commission – Tree Ordinances and Japanese Knotweed Moratorium

Moved by Swangstu, seconded by Scovotti to adjourn meeting at 7:25 pm. Carried 3-0.

Respectfully submitted by Vickie Erdahl, staff member 1/20/10

LINK TO MAIN PAGE

100-53300-340 MATERIAL/SUPPLIES/EQUIPMENT
100-53310-340 MATERIAL - SNOW REMOVAL
100-53400-340 MATERIALS & SUPPLIES
100-53420-340 STREET LIGHTING
100-53440-340 MATERIAL - STORM SEWERS
100-53620-340 RECYCLING/YARD WASTE (STREETS)

ITEMIZED EXPENSE

Description of Item	Unit Cost		Quantity		Total Cost
Material/Supplies - Daily Operations	35,000	X	1	=	35,000
Material Snow Removal - Salt	62	X	800	=	49,600
Material Snow Removal - Sand	10	X	150	=	1,500
Materials Snow Removal - Blades	10	X	400	=	4,000
Material & supplies (paint, cones)	10,000	X	1	=	10,000
Traffic Lights	750	X	12	=	9,000
Maintenance Contract TAPCO	800	X	1	=	800
Street Lighting	10,000	X	12	=	120,000
Material Storm Water Maintenance	14,000	X	1	=	14,000
Recycling Yardwaste - Streets		X		=	
(worksheet completed garbage section)		X		=	0

Total Budget Request **243,900**

In the box below, enter your narrative or justification for request.

Material/Supplies Operations: Purchase parts to repair and perform preventive maintenance for Street & Parks Dept Fleet, purchase hand tools, small power tools, materials for projects (hardware, lumber, etc), repair parts.
Materials Snow Removal: Purchase salt, sand, plow blades for snow and ice removal. Salt quote from State is $62 dollars per ton up from $46.35 per ton last year.
Material & Supplies (paint, cones): Purchase street paint, cones, signs, barricades, flashers.
Traffic Lights: Utilities for traffic lights, replace LED bulbs, maintenance
Maintenance Contract TAPCO: Contract to maintain Traffic Signals, yearly inspection. **Street Lighting:** Account is for street lighting throughout city. **Materials Storm Water Maintenance:** Used to purchase pipe and materials (inlets, grates) for the repair of storm water sytem

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12 Ga.48x120	177	$683.00	$510.00	$492.00	.105/2.5mm
14 Ga.48x120	126	$506.00	$344.00	$332.00	.075/2.0mm
16 Ga.48x120	101	$399.00	$317.00	$277.00	.060/1.5mm
18 Ga.48x120	81	$365.00	$268.00	$232.00	.050/1.2mm
20 Ga.48x120	61	$317.00	$214.00	$195.00	.036/.9mm
* 22 Ga.48x120	51	$269.00	$214.00	$196.00	.032/.8mm
24 Ga.48x120	41	--	$191.00	$177.00	.024/.6mm
25 Ga.48x96	29	$230.00	--	--	.019/.5mm

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48 X 120	$200.00

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