



## OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Public Works Committee of the City of Stoughton, Wisconsin will hold a regular Public Works Meeting as indicated on the date, time and location given below.

Meeting of the: **Public Works Committee of the City of Stoughton**  
Date /Time: **Thursday, November 17, 2022 at 6:00 pm**  
Location: **This meeting will be available as Hybrid meeting**  
**Stoughton Public Works Facility, 2439 County Rd A**  
**Virtual Meeting – Join from your computer, tablet or smartphone:**  
<https://meet.goto.com/638686885>  
United States: [+1 \(408\) 650-3123](tel:+14086503123)  
Access Code:  
638-686-885

Members:  
Tom Majewski, Jean Ligocki, Fred Hundt, Rachel Venegas, Kay Rashka, Jeffrey Bartzen and Mayor Tim Swadley

### Item # CALL TO ORDER

1. Communications
2. Approve Minutes of the September 15th, 2022 Meeting

### Item # OLD BUSINESS

### Item # NEW BUSINESS

3. Review and Approve the Proposed Cost Increase for Tree Procurement and Planting for 2023.
4. Review and Approve the Price Increase for Interments at the Riverside and Wheeler Prairie Cemeteries
5. Review 2023 Road Construction Initial Design Input as it Pertains to Sidewalks
6. Review and Approve the Tree Trimming Contract Extension for Tree Wise Men for 2023.
7. Future Agenda Items
8. Adjourn

### ADJOURNMENT

cc: Council Members, City Leadership Team, City Attorney Matthew P. Dregne,  
Library Administrative Assistant Sarah Monette, Stoughton HUB  
[stoughtonreporter@wcinet.com](mailto:stoughtonreporter@wcinet.com), [stoughtoneditor@wcinet.com](mailto:stoughtoneditor@wcinet.com)

**NOTE:** AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE CITY COUNCIL

**Public Works Committee  
Thursday, September 15th, 2022  
(Hybrid Meeting)**

**Members Present:** Tom Majewski, Jean Ligocki, Kay Rashka, Fred Hunt and Mayor Swadley

**Absent/Excused:** Rachel Venegas, Jeffrey Bartzten

**Staff:** Public Works Director Brett Hebert

**Guests:**

**Call to Order:** *Majewski* called the meeting to order at 6:00 PM

**1) Communications:**

- *Hebert* presented a breakdown of the 2022 Construction progress

**2) Approve August 18th, 2022 Meeting Minutes: Motion by Ligocki to approve and seconded by Rashka to approve the minutes. Motion carried 5-0.**

**Old Business:**

**New Business:**

**3) Acceptance of Public Improvements – Nordic Ridge Phase 5 and 6**

*Hebert* explained that staff has inspected the work that has been completed in Phase 5 and 6 of the Nordic Ridge subdivision and recommends to the committee and ultimately council to accepting the public improvements.

**Motion by Hunt to recommend to recommend acceptance of the public improvement to Phase 5 and 6 of the Nordic Ridge Subdivision to council, seconded by Ligocki. Motion carried 5-0.**

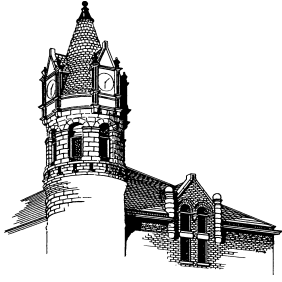
**4) Future Agenda Items:**

Minimum Terrace Width for New Development

Minimum Landscape Maintenance Standards for Commercial Properties

**5) Adjourn: Motion to adjourn by Ligocki, seconded by Hunt to adjourn the meeting at 6:08 pm. Motion carried 5-0**

Respectfully submitted by Brett Hebert 9/21/22



CITY OF STOUGHTON  
**PUBLIC WORKS DEPARTMENT**

2439 County Rd A, Stoughton, WI 53589  
(608) 877-8684 Office  
(608) 877-8387 Fax

BRETT HEBERT  
*Director of Public Works*  
BHebert@ci.stoughton.wi.us

Date: October 13, 2022

To: Public Works Committee

From: Brett Hebert, Director of Public Works

Subject: 2023 Tree Purchasing and Planting Costs

Public Works Committee Members,

Each year we review our cost for tree purchasing and planting for our infill program, development planting program and tree donation program. Until recently, we have been able to keep our costs, through the various nurseries, at or under \$300.00. This fall, our average cost to purchase and plant a tree is at \$306.00. After speaking with various nurseries, the cost for trees and plantings are expected to go up approximately another 5% in 2023, or an increase of just over \$15 per tree.

Starting January 1, 2023, we are proposing to increase the cost for tree purchasing and planting to \$325.00 in order to cover our costs. If you have any questions or concerns, please let me know.

Regards,

Brett Hebert  
City of Stoughton  
Director of Public Works

CITY OF STOUGHTON CEMETERY'S GRAVE OPENING PRICE STRUCTURE 2023  
ATTENTION JEN WAGNER  
207 SOUTH FOREST STREET  
STOUGHTON, WI. 53589

There have been many changes in our procedures regarding my business and is directly due to Inflation, Cola, both around 10% Covid-19 Personal Protection requirements, and lengthy outdoors graveside services. Meitner's Land Service LLC will continue to adapt to the ever changing regulations and procedures, and we look forward to working with you in 2023

Effective the first billing period, January 2023, the following charges will be increased.

1. OPEN AND CLOSE GRAVES AND RESTORATION. \$670.00
2. SATURDAY BURIALS \$135.00 EXTRA.
3. SUNDAY AND HOLIDAYS \$220.00 EXTRA.
4. CLOSING BETWEEN 3 AND 5 P.M. \$110.00 EXTRA.
5. CLOSING AFTER 5 P.M. \$220.00 EXTRA
6. CREMATION OPEN AND CLOSING AND RESTORATION WILL BE \$350.00.
6. ADDITIONAL CHARGE OF \$55.00 FOR DOUBLE CREMATIONS.

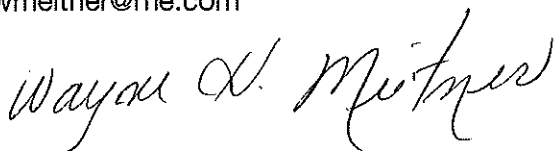
We look forward to your business in 2023.

Respectfully:

WAYNE MEITNER  
MEITNER'S LAND SERVICE LLC.  
372 CANAL ROAD  
MARSHALL WI. 53559

608-576-3809

wmeitner@me.com







# CITY OF STOUGHTON

## Cemetery Rate Schedule Effective 2/1/2022

Department of Public Works  
2430 County Hwy A  
Stoughton, WI 53589  
Phone 608-873-6303  
Fax 608-877-8387

### Grave Cost

Wheeler Prairie .....	\$ 525.00
Riverside (Full).....	NA

### Perpetual Care Costs

Cost is per grave and must be paid at time of purchase.....	\$ 400.00
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### Grave Opening and Closing

#### Full Burial

Monday thru Friday* .....	\$ 610.00 <del>\$670.00</del>
Saturday.....	\$ 735.00 <del>\$805.00</del>
Sundays, Holidays & After 5:00 PM.....	\$ 970.00 <del>\$890.00</del>

#### Cremations

Monday thru Friday.....	\$ 320.00 <del>\$350.00</del>
Saturday.....	\$ 550.00 <del>\$485.00</del>
Sundays, Holidays & After 5:00 PM.....	\$ 700.00 <del>\$570.00</del>

Double Cremations (\$50.00 Extra added to listed fees) ~~\$55.00~~

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Transfer of Deed Cost.....	\$ 15.00
Custom work performed by land services contractor per hour...	\$ 100.00

\*Call for price for oversize graves ----- Standard Size: 40 X 96 X 54 (full burials)



CITY OF STOUGHTON  
DEPARTMENT OF  
PLANNING & DEVELOPMENT  
207 S. Forrest Street, Stoughton, WI. 53589

(608) 873-6619 [www.ci.stoughton.wi.us](http://www.ci.stoughton.wi.us)

RODNEY J. SCHEEL  
DIRECTOR

Date: October 12, 2022  
To: Public Works Committee  
From: Rodney J. Scheel  
Director of Planning & Development  
Subject: 2023 Projects – Initial Design Input

As we are beginning to coordinate initial survey work for the 2023 Street Projects, we have identified a couple of areas where we need your early input.

**Felland Street – Kings Lynn to Hyland Drive**

This section is slated as a pulverization project and generally new sidewalk installation is not considered for this type of project. There is one segment (about one parcel) on the south side of Felland Street just west of Sundt Lane that is missing. Infilling this segment will be challenging and costly. **We want to determine if we should include this segment into the design or not.** The east end of this project does not have sidewalks on either side of the street nor is there sidewalks on Hyland Drive at Felland Street. Sidewalks are not planned for this project area unless determined otherwise by the Committee/Council.

**Roby Road – USH 51 to Kings Lynn Road**

This project is slated as a pulverization project from USH 51 to Silverado Drive. A stormwater force main will be installed from USH 51 to approximately Kings Lynn Road but the street will only be patched east of Silverado Drive. In this area of Jackson Street, the right-of-way width is 80-feet and a terrace width of about 13-feet. We are speculating that a shared-use path would be a good feature to replace the sidewalk on the south side of Jackson Street at some point. This project is not a complete street reconstruction project but we want to discuss whether the **Committee/Council would like to convert the southern sidewalk to a 10-foot shared use path as part of this project or not.** It should be noted that sidewalk was recently installed on the south side of Jackson Street at USH 51 (Funeral Home Property). Additionally, the trail along the west side of Paradise Pond is planned to be widened to accommodate a 10-shared use path from Jackson Street to Roby Road in 2023.

We look forward to discussing these items with you at your next meeting.

If you have any questions, please contact me.



Jackson Street

Legend

Nygaard Street

Jackson St

Dvorak Ct

Silverado Drive

Google Earth

700 ft



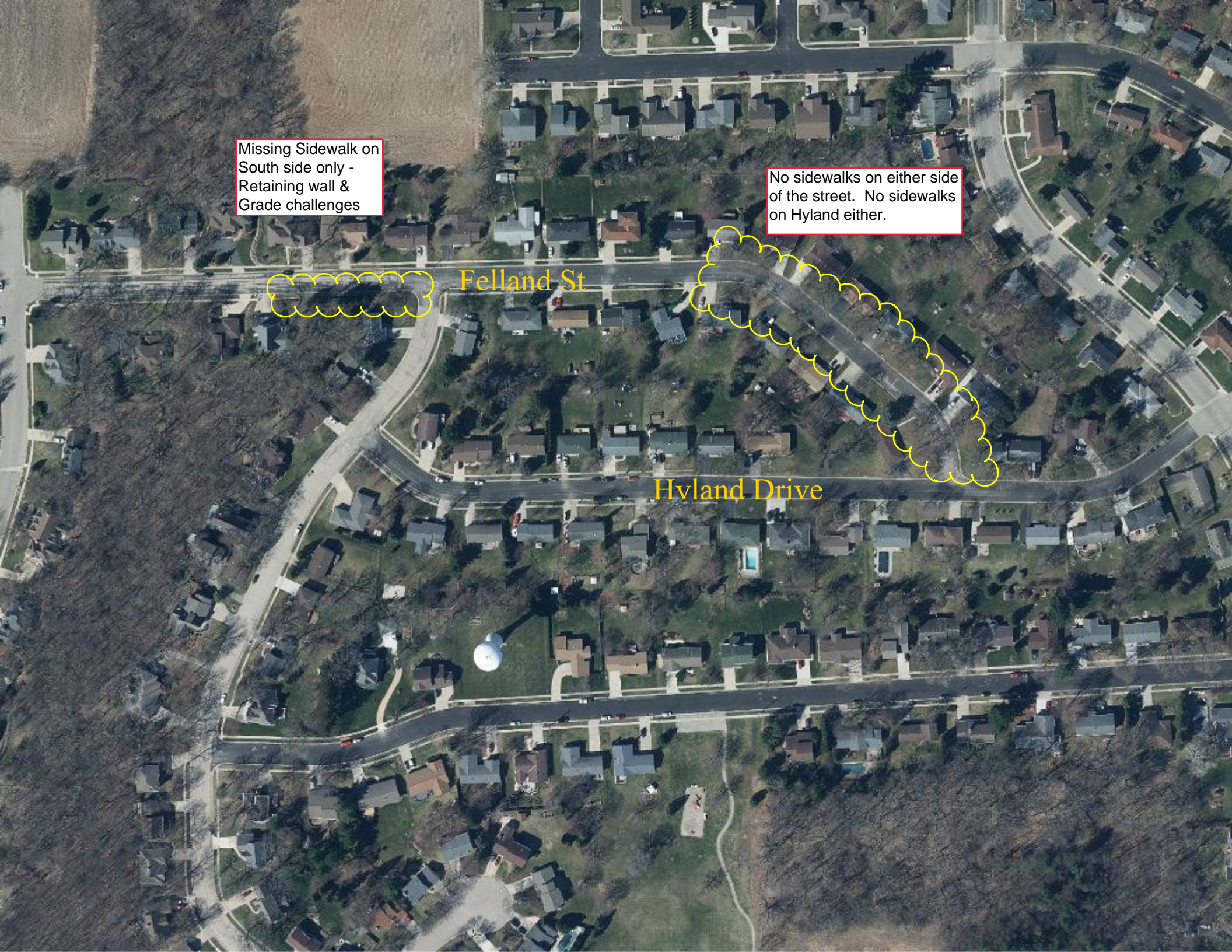


Missing Sidewalk on South side only - Retaining wall & Grade challenges

No sidewalks on either side of the street. No sidewalks on Hyland either.

Felland St

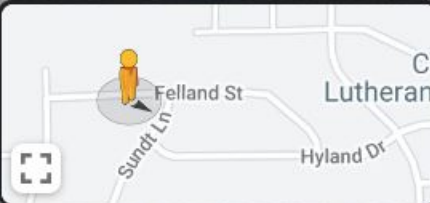
Hvland Drive





1516 Felland St  
Stoughton, Wisconsin  
Google  
Street View - Aug 2011

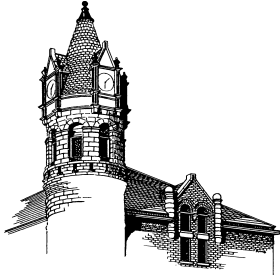
Felland St



Google







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BRETT HEBERT  
*Director of Public Works*  
BHebert@ci.stoughton.wi.us

**City of Stoughton Tree Trimming Contract Extension**

November 17, 2022

Tree Wise Men,

Per the current City of Stoughton 2021 Tree Trimming Contract, the City has the option to extend the tree trimming contract for an additional year twice upon mutual agreement of both parties. The City of Stoughton and Tree Wise Men already extended the contract for 2022 and wishes to extend the current contract, and the terms therein, for the 2023 calendar year. If you agree to extend the contract an additional year (2023) and agree to use the same terms that were agreed to by both parties in 2021, please sign below.

Item No.	Item Description Diameter Classes (DPH)	Unit Price (per DBH)
1	7-14 Inches	\$ 4.65
2	15-24 Inches	\$ 4.85
3	25-36 Inches	\$ 5.20
4	37 Inches or Greater	\$ 6.00

By signing this document, you agree to abide by the terms of the 2021 contract and fee structure. If there has been any changes to your insurance, please send proof of insurance to the city at your earliest convenience.

Regards,

Brett Hebert  
City of Stoughton  
Director of Public Works

IN WITNESS WHEREOF, the parties hereto executed, or caused to be executed by their duly authorized officials, this Contract Agreement in each of which shall be deemed an original on the date first above written.

**OWNER (Mayor)**

**City Clerk**

Mayor (Signature) \_\_\_\_\_

Clerk (Signature)\_\_\_\_\_

Mayor (Print)\_\_\_\_\_

Clerk (Print) \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**CONTRACTOR (Owner/Authorized Representative):**

Company Name \_\_\_\_\_

Authorized Representative (Signature) \_\_\_\_\_

Authorized Representative (Print) \_\_\_\_\_

Authorized Representative Title \_\_\_\_\_

Date\_\_\_\_\_