



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: **Tuesday, September 17, 2013 @ 6:00 PM**
Location: **Hall of Fame Room, City Hall – 381 E. Main St, Stoughton, WI 53589**
Members: Michael Engelberger - Chair, Tom Majewski, Tom Selsor - Vice Chair, Sonny Swangstu, May Donna Olson

Item # CALL TO ORDER

- 1 Communications
- 2 Reports: Activity, Street Openings, Yardwaste

Item # OLD BUSINESS

Item # NEW BUSINESS

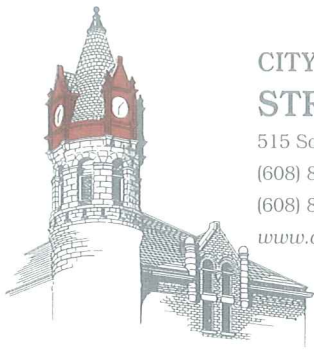
- 3 Approve August 20, 2013 Meeting Minutes
- 4 Presentation from AT&T on Installing Cabinets in Right of Way
- 5 Approve Street Department 5 Year Capital Improvement for Street Construction Projects
- 6 Future Agenda Items

ADJOURNMENT

cc: Council Members, City Leadership Team, City Attorney Matthew P. Dregne, Library Administrative Assistant Debbie Myren, Deputy Clerk Pili Hougan, Tim Onsager Stoughton School District, Deb Blaney, Bill Livick Oregon Observer, Stoughton Newspaper/WI State Journal/Capital Times, Gerald Olsen - 317 Prospect Lane, Kent Disch AT&T – kd073n@att.com

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

NOTE: For security reasons, the front doors of the City Hall Building (including the elevator door) will be locked after 4:30 p.m. If you need to enter City Hall after that time, please use the Fifth Street entrance or if you are physically challenged and are in need of assistance, please call 873-6677 prior to 4:30 p.m.



CITY OF STOUGHTON
STREET DEPARTMENT

515 South Fourth Street, Stoughton, WI 53589
(608) 873-6303 Ext. 622
(608) 877-8387 Fax
www.cityofstoughton.com

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

Activity Report
Streets & Parks
Department
July 15 – August 15, 2013



Hope everyone is enjoying the summer this year, a lot nicer than last year.

Crews have started street painting. Downtown and school crosswalks get completed first, followed up with parking stalls and parking lots. All painting will be completed before start of school.

Crews still continue to spray patch streets throughout the city.

Yardwaste Site has been extremely busy this year, especially with no brush collection during the summer months (June-September) and that people are still mowing their yards as compared to last year when they were burnt out by now. As of August 12, there have been 768 permits sold to city residents this season and 146 permits issued to Dunkirk Township residents.

Still have many residents who are placing brush out to the curb for collection. Have used door hangers, placed ad in Shopper, and provided article in Tower Times to remind residents no brush collection until October.

Tree removal has been slow this summer due to staffing issues.

Tree inventory completed, waiting for final tree management plan that will be written by Urban Tree Alliance and will be reviewed by Tree Commission and moved onto Council.

Street sweepers are out completing another round of sweeping all city streets. Street sweeping prevents debris from reaching stormwater system and helps keep our river clean.

Crews continue stormwater system maintenance with cleaning inlets, removing silt from greenways and repairing pipes.

The Fleet Maintenance Manager continues to keep the fleet in working condition and on the street and in the parks for many departments. Fleet Manager will soon be getting fall leaf removal equipment ready for season.



Parks Department summer activities have started to slow down now that many of the baseball and softball leagues are completed. Daily tasks include prepping athletic fields, cleaning shelters, doing park cleanup, and mowing parks.

Other routine tasks completed during the last month include; hauling yard waste, street sweepings, dumping trash barrels downtown and cemeteries, cleaning fleet and garage, repair downtown street lights and traffic signals.

Busy working on budgeting process, 2013 construction punch list, updating list for State property insurance, and addressing daily concerns.

Respectfully Submitted,

Karl D. Manthe

Karl D. Manthe
Street Superintendent

2013 Street Opening Permits

[illegible]

1=Ok, 2=Sawcut, 3=Terrace, 4=Other, 5=Not Completed

2013 Street Opening Permits

#	Street Name	Block	Date		By	Amt Paid	Date Paid	Contact	Phone	Reason For Opening	Date Closed	Status #
1	Water St	211	1/1/13	Util		\$ 100.00	4/16/13	Roger Thorson	877-7422	repair water main	1/1/13	1
2	Main St W	277	1/11/13	Alliant		\$ 100.00	1/9/13	Steve Schuett	877-1650	disconnect gas service	4/15/13	1
3	Wilson St W	404	1/29/13	Util		\$ 150.00	4/16/13	Roger Thorson	877-7422	repair water main	1/29/13	2
4	Coolidge St	908	1/29/13	Util		\$ 100.00	4/16/13	Roger Thorson	877-7422	repair water main	1/29/13	2
5	McKinley & Grant	inter	1/30/13	Util		\$ 150.00	4/16/13	Roger Thorson	877-7422	repair water main	1/30/13	2
6	East Street	100	Mar '13	Alliant		\$ 50.00	2/12/13	Tim Klemme	877-1641	replacing poles	Mar '13	5
7	Clyde St	820	2/11/13	Util		\$ 100.00	4/16/13	Roger Thorson	877-7422	repair water main	2/11/13	2
8	Jackson St	1717	2/25/13	H J Pertzborn		\$ 50.00	2/28/13	Craig Glinski	256-3900	repair sanitary sewer lateral	2/25/13	3
9	Hilldale Lane	724		Alliant		\$ 50.00	4/2/13	Rob Nachreiner	877-1642	install natural gas service		1
10	Division St (alley)		3/21/13	Util -WW				Roger Thorson	877-7422	sewer main repair	3/21/13	2
11	Taft St, E	201	4/8/13	Alliant		\$ 100.00	3/29/13	Steve Schuett	877-1650	install gas service	5/15/13	2,3
12	Milwaukee St E & Summit Ave	multi		Alliant				Steve Schuett	877-1650	repalcing gas main & services		5
13	Milwaukee St	2300	4/8/13	Alliant		\$ 50.00	4/2/13	Rob Nachreiner	877-1642	install natural gas service	5/6/13	1
14	Veterans Rd	1111	4/10/13	Charter		\$ 50.00	4/5/13	Nick Fischer	209-8655	install fiber optic cable	4/30/13	1
15	Hillside St	All	4/15/13	Alliant		N/C		Steve Schuett	877-1650	relocate / replace gas mains	5/17/13	5
16	Milwaukee St, 100 & 200 & Fourth St, 700 & 800	Blocks	4/22/13	S & L		N/C			493-4149	street reconstruction	6/28/13	5
17	Hillside St, 100 & 200 & Ridge St, 500 & 600	Blocks	4/22/13	S & L		N/C			493-4149	street reconstruction	6/28/13	5
18	Milwaukee St, W	2301	4/30/13	Alliant		\$ 50.00	4/24/13	Rob Nachreiner	877-1642	install gas service	5/30/13	1
19	Prairie St, S	217	5/7/13	Alliant		N/C		Steve Schuett	877-1650	retiring gas service	6/21/13	1
20	Hwy 51-138	1523	5/20/13	Daniel Const		\$ 50.00	5/14/13	Joe Daniels	271-4800	new water service	5/24/13	1
21	Meadow Dr	1809		Badger						install 4" sump pump drain		
22	Dunkirk Ave	508	5/29/13	Basements		\$ 50.00	5/16/13	Dale W	800-262-1880	repair service - new c/s	5/29/13	
23	Harrison St, N	622	6/13/13	Fuller Exc		\$ 150.00	6/13/13	Martin Seffens	873-3379	sewer lateral	6/13/13	
24	Lincoln & Kriedeman	multi	6/20/13	Alliant				Craig Fuller	873-7098	replace gas main & services	7/26/13	
25	Roosevelt Rd	924	7/8/13	Alliant				Steve Schuett	877-1650	replace gas service	8/16/13	
26	Park St	708	6/11/13	Util				Steve Schuett	877-1650	replace gas service	8/16/13	
27	Hilldale Lane	773	6/25/13	Alliant		\$ 50.00	6/21/13	Bob Kardasz	873-7730	repair service leak	6/11/13	
28	Division St N,	103	6/28/13	Util				Rob Nachreiner	877-1642	install gas service	7/25/13	
29	Fieldview Ln	2225	7/11/13	Alliant		\$ 50.00	7/9/13	Sean Grady	877-7430	water main break	6/28/13	
30	Pleasant View Dr	1808	7/31/13	Alliant		\$ 50.00	8/9/13	Rob Nachreiner	877-1642	install natural gas service	8/7/13	
								Steve Schuett	877-1650	install gas service	8/30/13	

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2013 July Yard Waste Report

July	
Day of Week	Users
Tues.	520
Thurs.	229
Sat.	559
Total:	1308



July	
Day of Week	# Bags
Tues.	1934
Thurs.	818
Sat.	1284
Total:	4036



Public Works Committee
Tuesday August 20, 2013 at 6:00 PM
Hall of Fame Room, City Hall, 381 E Main St

Members Present: Alderpersons; Tom Selsor, Michael Engelberger, Sonny Swangstu, Mayor Donna Olson, Planning Director Rodney Scheel, and Street Superintendent Karl Manthe

Absent/ Excused: Tom Majewski

Guests: Alderpersons – David Kneebone, Matt Bednarski and Tyler Smith from GRAEF

Call to Order: Engelberger called the Public Works Meeting to order at 6:10 PM

- 1) **Communications:** *Manthe* reported that Rodney Scheel, Bob Kardasz and himself attended a meeting with A T & T regarding large boxes (used for upgrading their system) that they would like to place in multiple park rows throughout the city in 2014 – 2015 and wanted to know what the permit process and costs would be. A T & T will attend the September meeting.
- 2) **Activity Reports:** (Manthe reported)
 - Crews have started street painting. Downtown and school crosswalks get completed first, followed up with parking stalls and parking lots. All painting will be completed before start of school.
 - Crews still continue to spray patch streets throughout the city.
 - Yardwaste Site has been extremely busy this year, especially with no brush collection during the summer months (June-September) and that people are still mowing their yards as compared to last year when they were burnt out by now. As of August 12, there have been 768 permits sold to city residents this season and 146 permits issued to Dunkirk Township residents.
 - Still have many residents who are placing brush out to the curb for collection. Have used door hangers, placed ad in Shopper, and provided article in Tower Times to remind residents no brush collection until October.
 - Tree removal has been slow this summer due to staffing issues.
 - Tree inventory completed, waiting for final tree management plan that will be written by Urban Tree Alliance and will be reviewed by Tree Commission and moved onto Council.
 - Street sweepers are out completing another round of sweeping all city streets.
 - Crews continue stormwater system maintenance with cleaning inlets, removing silt from greenways and repairing pipes.
 - The Fleet Maintenance Manager continues to keep the fleet in working condition and on the street and in the parks for many departments. Fleet Manager will soon be getting fall leaf removal equipment ready for season.
 - Parks Department summer activities have started to slow down now that many of the baseball and softball leagues are completed. Daily tasks include prepping athletic fields, cleaning shelters, doing park cleanup, and mowing parks.
 - Other routine tasks completed during the last month include; hauling yard waste, street sweepings, dumping trash barrels downtown and cemeteries, cleaning fleet and garage, repair downtown street lights and traffic signals.
 - Busy working on budgeting process, 2013 construction punch list, updating list for State property insurance, and addressing daily concerns.

Old Business:

- 3) **Riverside Drive Trail Update:** Earlier this year there was much discussion on making Riverside Dr safer for pedestrians. After the discussion to make the drive one-way failed, staff was requested to provide estimates for a trail along the river. *Manthe* is requesting that a feasibility study be done in 2014 with Graef-USA Inc for a total cost of \$7,900.00 - \$4,900 for the study and \$3,000 for soil borings. Mr. Matt Bednarski stated he was going to develop 2-3 alternative solutions but keep in mind that there are many limitations on the north side of the street. Mr. Bednarski will also look for funding and grants.
- 4) **Tree Grates Update:** *Manthe* informed the committee of the inventory he conducted on the downtown grated area. Breakdown as follows:
- 24 tree grates/trees (13 south side, 11 north side)
 - Tree diameter ranges from 20" to 33" with a average of 26"
 - One tree is dying and needs to be removed (246 E. Main St - Post Office).
 - Three broken grates.
 - Six locations that have tripping hazard.

With that said, the plan is to remove the dead tree, replace broken grates, repair tripping hazards and to continue checking into different types of grates to use – ask other communities what they have used.

New Business:

- 5) **Approve July 16, 2013 Meeting Minutes:** Motion by Selsor seconded by Swangstu to approve minutes. Motion carried 4-0 with the Mayor voting yes.
- 6) **Discussion on Stormwater Drainage at 1812 Pleasant View Drive:** *Manthe* was contacted by a gentleman who was interested in purchasing the property on Pleasant View Drive and is concerned about the pooling of water in the right of way. This water runs off from an adjacent property and also borders a rural subdivision which limits the solutions. There is no easy fix for the situation and the city has no funds available at this time to re vamp the area. At this time there are no flooding issues – the water only pools in the right of way. No action was taken.
- 7) **MAMSWap Intergovernmental Agreement:** *Planning Director Scheel* discussed the agreement which the city has been a member of for the last five years. The cost of \$22,567.00 will be paid in increments each year. This cost is calculated into the stormwater fee the city charges out for every property in Stoughton. Motion by Swangstu, seconded by Selsor to approve the MAMSWaP Resolution (R-119 – 2013) and Recommend to Council. Motion carried 4-0 with Mayor voting yes.
- 8) **Discussion & Recommendation: Streets / Parks Department Space Needs Study:** *Manthe* discussed the submitted plan from Angus & Young. The plan included a break down and cost for each area of the main buildings and other buildings that would be located on the site. The site used was the Listol property on Cty Rd A. Currently the city has an accepted offer on the property which has not been finalized but should be by the end of the year. The city is pursuing annexing the property into the city limits - it is currently in the Dunkirk Township. There is a house on an adjacent property that may need to be obtained. At this time Angus & Young have completed their study. Many questions remain as to what to do for funding to build on the land and what to do with the current Street/Park site. This issue needs to be discussed at the next CIP meeting. *Manthe* will talk with the *Finance Director Sullivan* to prepare different scenarios and include costs to evaluate what direction should be taken at this time.

9) **Discussion & Recommendation: East Main Street Pavement Repairs:** Manthe stated that the Council accepted the resolution to retain \$107,000.00 as a settlement and release the contractor. These funds will be used to repair E Main St. *Manthe* stated the following options the city could pursue:

- Mill off 2" of pavement and overlay pavement and reinstall pavement marking.
- Crack seal open seams/cracks and monitor street pavement for future preventive maintenance in the near future (boiler slag).
- Do nothing at this time and complete preventive maintenance in a few years.

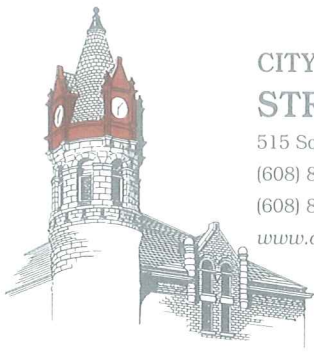
Manthe recommended that crack sealing be done this fall and re-evaluate in the spring of 2014. *Manthe* estimates the cost of crack sealing to be approximately \$8,000.00 and that the rest of the funds be kept for repairs after evaluating next year. **Motion by Swangstu, seconded by Selsor that after the settlement is finalized to direct staff to get quotes for crack sealing from multiple companies, then have the crack sealing done this fall and re-evaluate in the spring of 2014. Motion carried 3-0.**

10) **Request from Tree Commission to Support Additional Forestry Staff:** *Manthe* stated that the Tree Commission wanted the committee to be aware of the situation and concerns regarding trees and what will happen if EAB is found in Stoughton. The 2014 budget is extremely tight and may not allow for additional employees in any department. *Swangstu* suggested some seasonal help to do the less risky part of jobs which would leave more time for the professional staff to assist on tree work. *Mayor Olson* suggested contracting out some of the tree work to assist in the overload in this area. *Selsor* stated that more staff needs to be assigned to trees consistently in order for them to be trained adequately or we will be continually behind. The Public Works members will recommend/advocate more staff in this area if possible and/or funds could be reduced in another area and put towards catching up with tree work.

11) **Future Agenda Items:** AT & T – boxes

Moved by Swangstu, seconded by Selsor to adjourn meeting at 7:35 pm. Motion carried 3-0.

Respectfully submitted by Vickie Erdahl, Admin. Asst. 8/21/13



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

Date: September 11, 2013
To: Public Works Committee
From: Karl D. Manthe – Street Superintendent
Subject: AT& T Cabinets in Right of Way

Representatives from AT&T will be present to answer any questions related to the placement of cabinets in right of way easements to improve the telecommunication services that are offered to Stoughton residents.

I have included in the packet the locations for the proposed sites for the first cabinets to be installed and some current locations in Madison where you can view the size and look of cabinet.

Please let me know if you have any questions



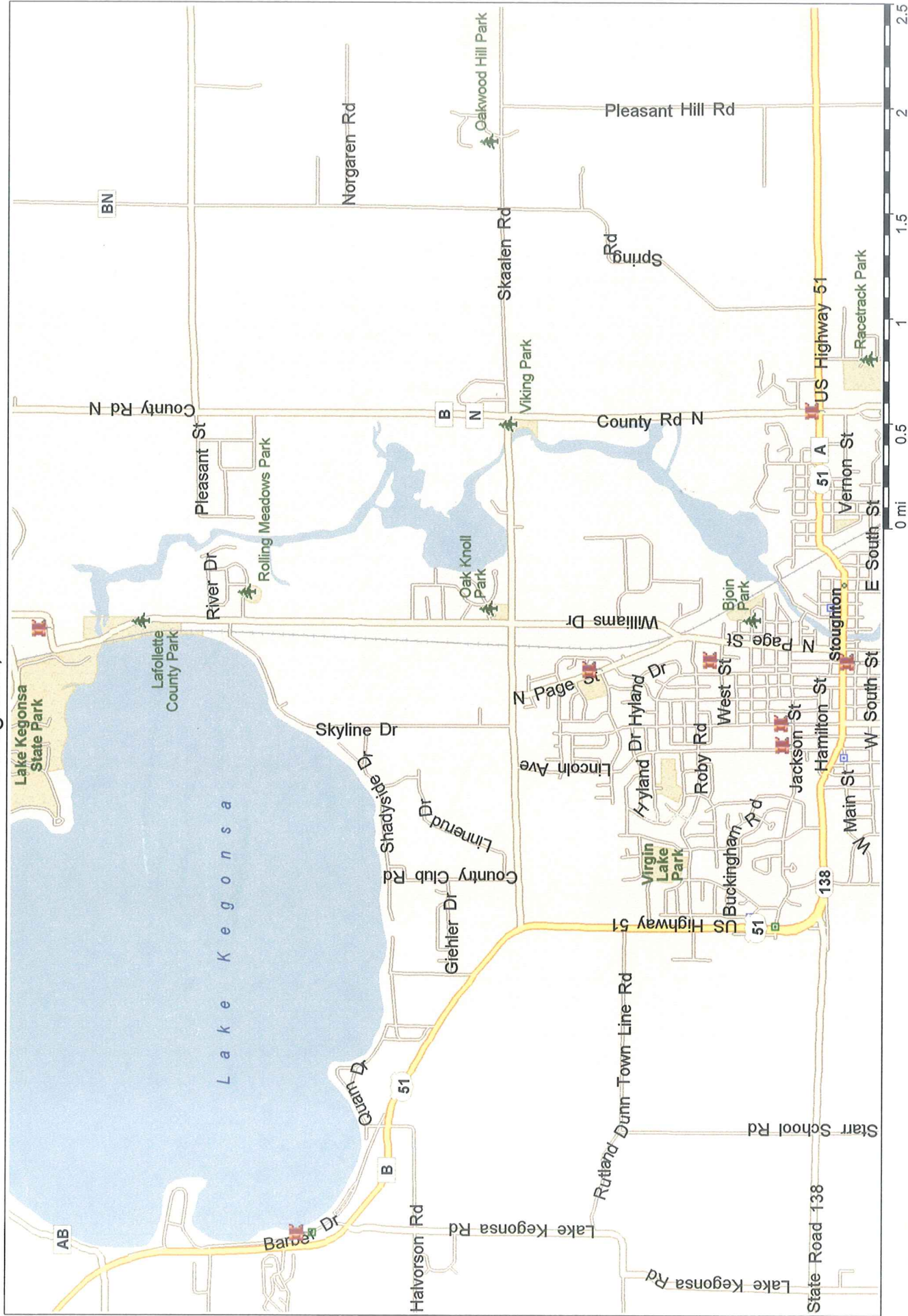
Proposed sites for the 2014 FTTN build in Stoughton WI

1. 2013 Barber Drive, proposing road row
- ② 1602 Page St, proposing road row REAR
3. 309 Van Buren St, proposing a private easement
- ④ 432 West, proposing public utility easement REAR
5. 1070 Jackson St, proposing a private easement (city land)
- ⑥ 409 Prairie St, proposing road row FRONT - AT&T utility easement only
- ⑦ 125 Veterans Rd, proposing inside our hut or in road row Hut @ VFW
8. 2301 Williams Dr, proposing a private easement
- ⑨ 1117 Overlook Dr, proposing road row Front

Deb Brimmer - AT&T

252-4609

Stoughton, Wisconsin



Karl Manthe

From: BRIMMER, DEBRA E [db2731@att.com]
Sent: Friday, September 06, 2013 3:00 PM
To: Karl Manthe
Cc: BRIMMER, DEBRA E; SCHOLZ, BRIAN A
Subject: Telephone pad mount equipment in Road right of way

Mr. Manthe,

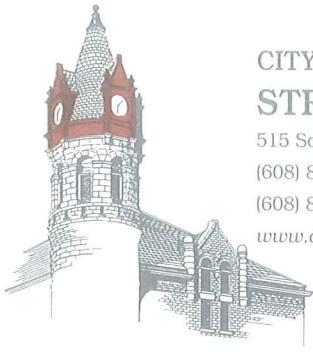
Below are locations with VRAD cabinets that are located in Road right of way in the Madison area.

302 Elmside (corner of Atwood Av/Elmside by Daisy Café)
1101 Fish Hatchery Rd (close to the Park St intersection)
4424 Milwaukee St (in front of Karmenta Nursing Home)
221 Fair Oaks Av (close to intersection with Atwood Av)

I know there are more, but these happen to be the ones I have passed lately.

Please feel free to email or call if you have further questions/concerns.

Thank you,
Deb Brimmer
AT&T Planning



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

Date: September 11, 2013
To: Public Works Committee
From: Karl D. Manthe – Street Superintendent
Subject: 5 Year Street Improvement Plan

I have enclosed for the September 17, 2013 Public Works Committee Meeting, the 5 Year Street Improvement Plan. Approval of this is needed to qualify for the 2014-2015 Local Road Improvement Plan (LRIP). The City has been very successful in receiving funding from the LRIP program, since 1992 we have received \$280,000 dollars.

Let me know if you have any questions.



CITY OF STOUGHTON

5-YEAR STREET CIP CONSTRUCTION PLAN

2014

R-Williams Drive (Page St to Entrance BPN)	\$900,000
R-Williams Drive (Entrance BPN to Hwy B)	\$470,000
R-Church St (Main/Ridge)	\$250,000
R-Ridge St (Hillside/Church)	\$175,000
R-Park St (Lynn/Academy)	\$100,000
R-South Alley (Division/Forrest)	\$170,000
P-Palmer D (Lincoln/Smedal)	\$120,000
P-Smedal Dr (Lincoln/Van Buren)	\$110,000
P- S. Harrison St (Main/Hamilton)	\$75,000
P-Oakwood Ct	\$90,000
P-Sundt La (Roby/Oakwood)	\$175,000

2015

R- E. Washington St (Division/Fifth)	\$700,000
R-Fifth St (North/Main)	\$175,000
P-Brewer Ct	\$55,000
P-Harrison Ct	\$50,000
P-Gjertson St (Main/Hamilton)	\$90,000
P-Industrial Circle	\$185,000
P-Ortega Dr	\$50,000
P- Chapin Lane (Holton/Sundt)	\$85,000
P- Truman Rd (Riverview/Van Buren)	\$50,000

2016

R- W. Main St (Page/Van Buren)	\$800,000
R-Rowe St (Main/Hwy51)	\$90,000
R-Pine St (Schefelker/Dead-end)	\$100,000
R- Academy St (Veterans/East)	\$625,000
P-Grant St (Taft/McKinley)	\$45,000
P-Skinner La	\$50,000
P-Patterson St (Monroe/Harrison)	\$65,000
P-Hillcrest (Roby/Holton)	\$40,000
P-Holton Rd (Hillcrest/Chapin)	\$105,000

2017

R- S. Monroe (Main/Milwaukee)	TBD
R-Brickson St (Page/Dead end)	TBD
R-Manilla (Forton/Brickson)	TBD
R- Henry St (Main/Ridge)	TBD
R-Prospect St (Page/Dead end)	TBD
P-Jackson St (Lincoln/Kings Lynn)	TBD
P- Lincoln Ave (Eisenhower/Wilson)	TBD

2018

R – Lowell St (Monroe/Page)	TBD
P- Lincoln Ave (Wilson/Hamilton)	TBD
P- Norse Parkway (Kriedeman/Greig)	TBD
P –Kriedeman Dr (Lincoln/Page)	TBD

R = Full Reconstruction Project

P = Pulverization & Overlay Project

TBD = Cost to be determined

Drafted May 23, 2013

Updated September 11, 2013