

Public Works Committee
Thursday, September 20, 2018 @ 6:00 PM
Hall of Fame Room, 381 E Main St

Members Present: Alderpersons Sid Boersma, Lisa Reeves, Tom Majewski and Matt Bartlett

Absent/Excused: Planning Director Rodney Scheel

Staff: Mayor Swadley, Public Works Director Brett Hebert and Vickie Erdahl

Guests:

Call to Order: *Bartlett* called the meeting to order

1) **Communications:** *Hebert* reported:

- Bridge repair has started by Norcon. They are crack filling with epoxy, repairing the railing and structure which should be completed by the end of September.
- Brush door tags were left where residents were out of compliance and eight citations were given. The collection is published in multiple locations and also a sign board has been used to inform the residents.
- In October the Virgin Lake Boardwalk will be placed. The wood for the boardwalk is reclaimed wood from the ash trees that were removed in Stoughton.
- A RU Grant (recycling) has been submitted for in the amount of \$36,000
- 130 trees will be planted in the next several weeks
- Public Works will also be working with Stoughton Utilities on their 2019 bidding packet for tree trimming

Mayor Swadley reported:

- He has requested that *Hebert* give a presentation to the Council on the CIP overview of street projects
- He has also requested *Hebert & Glynn* to discuss and provide information on a proposed development to convert land to a park on Chalet Dr. Currently this property is owned by Todd Nelson. *Majewski* stated that Alderperson *Hirsch* would like the city to have this property.

Boersma reported:

- The Tree Commission is submitting paperwork for Tree City USA & Growth Award. Also for Arbor Day in 2019, the committee is thinking of having an event for youth education.

Old Business:

- 2) **Public Works Facility Update:** *Hebert* reported that walls are up, the roof is in and the floors are being poured for the cold storage unit. Drains will be going in shortly. The project is still on target for completion by the end of the year.
- 3) **Reports:** *Erdahl* stated that street opening permits are at a consistent level and yard waste permit sales have slowed down – currently 960 permits have been sold.

New Business:

- 4) **Approve August 16, 2018 Meeting Minutes:** Motion by Boersma, seconded by Majewski to approve the minutes. Motion carried 5-0. (Mayor voted yes)

- 5) **Discussion and Possible Action Regarding the 2019 Fee Structure for Use of the Yard Waste and Compost Facility:** The new Yard Waste Compost site is under construction.

Permits were submitted and approved and the Public Works crews are installing the road.

The cities contract with Dunkirk will expire at the end of 2018 and the land that the city currently uses to dispose of leaves and yard waste has now been sold. *Hebert* wants the site finished in order to begin storing & composting leaves at the new site in the fall of 2018. The DNR permits have been submitted and when the road is completed the site will be inspected for use. The new yard waste site will be operational in the spring of 2019.

Hebert collected data on the current operating costs and presented his findings to the committee along with three options for fees at the new site fee structure. Only city residents have been charged in the past and now the plan is to offer Dunkirk residents an option to use the new city site but also at a fee.

- 1) Option A – Residents \$20 – Dunkirk \$25
- 2) Option B -- Residents \$20 – Dunkirk \$20
- 3) Option C – Residents \$15 – Dunkirk \$20

Current operating costs are \$18,000 which includes grinding, utilities and on site staffing. Office & crew hours are not accounted for in the amounts shown.

Hebert also asked if the committee wanted to consider lower pricing for late season with a time frame being decided. The committee did not want to do this and after a short discussion choose Option A for the fee permit structure.

Motion by Boersma, seconded by Reeves to recommend to the Common council to select Option A (\$20 residents/\$25 non-residents) for permit fees beginning with the 2019 season. Motion carried 4-0.

- 6) **Emerald Ash Borer Program Update:** *Hebert* explained the EAB tree removal and replacement of trees was originally funded for two years with 2018 being the second year, along with a chart to show the progress of the work completed and monies spent along with the remaining balance. At this time *Hebert* would re-allocate the remaining funds into the regular tree removal account.

The city currently treated 91 ash trees and they will continued to be monitored for survival. The trees planted for this project have come with a one year warranty from the nursery and the survival rate has been good and also saved the city money.

Majewski stated the trees are a city asset and if the Forester was out checking on their progress during and after warranty, could perhaps use a few watering bags if he saw trees that were struggling or if there was a possibility of sub-contracting for watering.

- 7) **Future Agenda Items:** Ord – Tree Replacement of Commercial Properties Property Maintenance, Zoning update for parking lots, Street Opening Permits – Pricing Structure (multiple holes on one permit)

Moved by Majewski seconded by Reeves to adjourn the meeting at 7:00 pm. Motion carried 4-0. Respectfully submitted by Vickie Erdahl Administrative Assistant –. 9/24/18