

Public Works Committee
Thursday, November 15, 2018 @ 6:00 PM
Hall of Fame Room, 381 E Main St

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

Absent/Excused:

Absent: Sid Boersma

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:

- Leaf collection is in progress and will continue until November 30th (weather permitting)
- Final brush collection was at the end of October. Brush was brought out afterwards and these sites were tagged. Still trying different outlets for better communications with residents
- Riverside Park will be completed in the spring of 2019. Crews could not get to the stock pile of black dirt due to wet weather
- Ash trees being removed along the Yahara Trail is nearly completed.

Old Business:

2) **Public Works Facility Update:** *Hebert* reported that December 28th is the completion cut-off date. Currently the walls are being painted, trees and shrubs have been planted and electricians and HVAC installer and plumbers are making good progress. The solar panels have been installed on the roof.

3) **Reports:** *Erdahl* stated that street opening permits are still at a consistent level and 986 yard waste permits have been sold for the year. In January the new permits will be ordered including updating the permit site sheets to include sales to non-residents.

Hebert stated the new street opening permit, which will be titled "Excavation in the Right of Way", is currently being reviewed by city staff and the attorney. There will be an application process before a permit is issued. The permit will have a pricing structure in place based on the size of the project. A tiered pricing system based on the PASER rating of the affected street will also be in place.

New Business:

4) **Approve September 20, 2018 Meeting Minutes:** Motion by Majewski, seconded by Reeves to approve the minutes. Motion carried 4-0. (Mayor voted yes)

5) **Overview of Public Works Winter Operations:** The committee reviewed the policy. Under the category – Salt & Sand Mixture paragraph three there was language that has been revised. City staff will not deliver salt/sand mix to residents.

Hebert informed the committee that cul-de-sacs will be done using a loader and that a new sand/salt box has been built for city residents to get salt from PW. When the box is placed at the new Public Works Facility there will be a camera monitoring its usage. In the past, contractors have emptied the mixture which is for the city residents.

Hebert went through the Winter Road and Sidewalk Procedure manual with the group. Letters will be sent out to downtown property owners, much like in years past, do talk about the **Mayor Swadley requested staff to present the Power Point of the policy at the next Common Council meeting.**

- 6) **Stoughton Compost Facility Status Update:** *Hebert* reported the initial DNR site inspection and composting application has been approved. An application has been submitted for a license to compost on the site. *Hebert* anticipates getting the actual license before the end of the year.

The Town of Dunkirk has been notified that the city is not going sign an agreement for 2019 to use the Dunkirk yard waste site and that if the township residents would like to use the cities new site the charge will be \$25.00 for a non-resident permit.

Cummins has donated some concrete blocks which will be used at the new site to create bunkers for wood, dirt, etc.

- 7) **Discussion and Approval of the 2019 Street Project Sidewalk Installation Pursuant to the Sidewalk Installation Policy:** *Hebert* stated we are having this discussion on sidewalk projects earlier so that the city can get finalize project design and engineering to present to the public before the end of the year. This will provide time to get the final bid documents together for bidding in early 2019 to hopefully attract more bidders. Staff recommended to the committee the following:

1) Patterson St – There is currently sidewalk on the north side of the street. Sidewalk will be installed on the south side of the street per the sidewalk installation policy.

2) Monroe St – Sidewalk will be installed to fill any gaps on Monroe St within the construction area. Sidewalk is also recommended to be installed outside of the project area on the east side of Monroe St from Lowell to Milwaukee to make sidewalk contiguous.

3) Lowell St – There is existing sidewalk on the north side of Lowell St except for the easternmost parcel near Page St. Sidewalk is to be infilled on the one parcel on the north side to make sidewalk continuous for the full length of Lowell on the north side. Due to limited right-of-way on the south side of Lowell Street, sidewalk will likely not be incorporated into the design on the south side of the street. Staff recommends adding sidewalk on the west side of Page St from Lowell to Milwaukee to make the sidewalk continuous.

4) Grant St – (Prospect to Taft) – Grant St from Taft to McKinley is scheduled to be pulverized in 2019 and Grant from McKinley to Prospect is scheduled to be reconstructed in 2020 along with Prospect. After further analysis of both segments of Grant St, staff recommends combining the two projects into one reconstruction project in 2020 and incorporating sidewalk at that time likely incorporating sidewalk on only the west side of the street for this two block stretch. This may allow for better pricing and less disruption to the neighborhood.

Motion by Bartlett, seconded by Majewski to move forward with staff recommendations for the designs of Patterson St (Monroe St to Harrison St), Monroe St (Patterson St to Lowell St), Lowell St (Monroe St to Page St) and moving the Grant St project (Taft St to McKinley) to 2020 as a reconstruction project. Motion carried 4-0 (with Mayor voting yes).

- 8) **Acceptance of Nordic Ridge Public Improvements – Phase III:** Public Improvements are nearly completed for Phases I, II & III of Nordic Ridge. Strand Engineering & city employees have inspected the site and developed a list of remaining items (punch list) that will need to be completed in the spring. The reduced letter of credit is more than enough to cover the remaining items in the event the developer defaults on this work obligation.

Motion by Reeves, seconded by Majewski to recommend to the Common Council to approve the acceptance of Certain Public Improvement made by Harvest Farms, LLC for Nordic Ridge Phase III. Motion carried 4-0 (with Mayor voting yes).

- 7) **Future Agenda Items:** Minimum Maintenance Standards, Zoning update for parking lots, Street Opening Application /Permits – Pricing Structure, Sump pump discharge to right-of-way and tree planting for in-fill areas

Moved by Majewski seconded by Reeves to adjourn the meeting at 7:40 pm. Motion carried 4-0. Respectfully submitted by Vickie Erdahl Administrative Assistant –. 11/19/18