

Public Works Committee
Monday, April 20, 2015 @ 6:00 PM
Hall of Fame Room @ City Hall – 381 E Main St

Members Present: Alderpersons Tom Majewski, Tom Selsor, Ron Christianson, Tim Swadley and Mayor Olson

Absent & Excused:

Staff: Planning & Development Director Rodney Scheel, Street Superintendent Karl Manthe, and Street Department Secretary Vickie Erdahl

Guests: Robert Paydon and Sarah Nelson

Call to Order:

1) **Communications:**). 1) Arbor Day is Friday, April 24th and the 4th grade classes at the schools would be receiving tree seedlings. 2) Reconstruction bids for E Washington Street / Fifth Street and the South Alley are in and the pricing was good and has already been sent to Finance for approval. *Scheel* noted that special assessments will be done in May on these projects.

2) **Activity Reports:** (Manthe reported)

- With the curb lines exposed, street sweepers are out sweeping up all the litter and sand that accumulates over the winter. Crews will be out daily sweeping all city streets as spring sweeping is one of the heaviest times of the year for street sweeping.
- Crews also continued to trim/remove trees throughout the city this month. Once the weather warms up and the parkrow dry up, crews will start stump removal.
- Crews have been busy patching and will continue patching for quite a while. The spring freeze-thaw cycle we experience in the spring is tough on streets and is a major contributor to pothole creation. Crew is getting good use out of the new piece of equipment that heats the cold patch to make it more durable and tacky (although we have a few minor heating issues to resolve). Spray patch unit will be out once emulsion is available from vendor.
- Crews and staff are preparing for the opening of the yardwaste drop off site on Thursday April 2nd. Residents have already been purchasing yard waste permits at the Street Department office.
- Fleet Maintenance Manager continues to monitor winter equipment for repairs and has completed a good share of getting the spring & summer equipment ready for season (street sweepers, parks equipment, etc.). Also have some new equipment purchases that will need to be reviewed for proper operating and maintenance schedules.
- The Parks Department has starting getting ready for the season. Crews will soon be turning water back on at shelter buildings along with placing picnic tables and trash barrels out. First baseball game at Norse Park is scheduled for April 6th, so crews will be addressing ball field maintenance soon.
- Other routine tasks completed during last month include; dumping trash barrels downtown, cleaning fleet and garage, monitor water levels at Fourth Street Dam, garage safety inspections (fire extinguishers, eye wash stations, exit lights, fall protection).

Old Business:

3) **Update – Request from Homeowners to Vacate Alley behind 700 Block of Clyde Street {between Harrison Street & Johnson Street}:** This request originally came to Public Works in September of 2014; was reviewed and approved by the committee and sent to the Common Council. When Council reviewed the issue was tabled for further review by the Public Works

Committee. *Manthe* commented to the committee that there is no infrastructure in this area and that Stoughton Utilities had no objections to vacating the alley.

Residents within a 300 foot distance of the alley were invited to attend this meeting to discuss or ask questions on how vacating the alley would apply to them. The five residents requesting the City to vacate the alley, once approved by the Common Council, will incur all costs which include surveying for new property stakes and legal descriptions.

Majewski stated that he is not in favor of the City vacating property in case it would be needed in the future and that major road construction is planned for this street in 2016.

Motion by Selsor, seconded by Swadley to recommend to the Common Council to approve vacating the alley behind the 700 Block of Clyde Street {between Harrison Street & Johnson Street}. Motion carried 3-1 (with Majewski voting no).

If approved by the Common Council the plan to vacate would be contingent upon the residents providing written legal descriptions of their properties.

- 4) **Update – Building Use Policy:** *Scheel* stated that modifications are still in progress and that there are multiple conflicts that still need to be discussed. *Scheel* feels the first use should be the city government not for profit business and that the meetings should not be disruptive to city employees. This issue will be discussed further at the May meeting.

- 5) **Update – Ordinance Amendment Ord. 10-2 (c), (d) – Construction Standards:** *Selsor* along with *Scheel* has been working on this ordinance.

Selsor stated that this ordinance is related to sidewalks and street trees with regards to improvements that are not always being done. With the revisions to the ordinance the developer or property owner will now be required to complete the installation of sidewalks / trees before a final occupancy permit is issued. If the job is not completed, a fee will be held by the city to complete the work at a later date or when deemed appropriate.

After discussion the word “city” under (c) *sidewalk installation* needs to be changed to a specific designee.

Motion by Selsor, seconded by Swadley to recommend to the Common Council to approve the amendments to Chapter 10 – Building and Building Regulation to Require Street Tree Installation after changes are made in (c) to change “city” to a specific designee. Motion carried 5-0 (with the Mayor voting yes)

New Business:

- 6) **Approve March 17, 2015 Meeting Minutes:** Motion by Swadley seconded by Christianson to approve minutes. Motion carried 4-0.

- 7) **Municipal Stormwater Permit Annual Report:** *Scheel* presented the annual stormwater report to the committee. This report needs to be done on an annual basis and submitted to the Department of Natural Resources in order for Stoughton to obtain their stormwater permit.

Motion by Christianson, seconded by Selsor to recommend to the Common Council to accept the Stormwater Report as written. Motion carried 5-0 (with the Mayor voting yes)

- 8) **Snow Removal Procedures Downtown:** *Manthe* discussed the current procedure used to clean up the downtown area after a snowfall event. Crews start at midnight and the snow is pulled away from the curb where the business owners have pushed the snow out. It is then put into trucks and hauled away.

Manthe stated that he does make contact with business owners prior to winter asking that they follow the guidelines of shoveling the snow into the curb.

- 9) **Future Agenda Items:** Elect Chair / Vice-Chair, Bldg. Use Policy, Snow stock pile area

Moved by Selsor seconded by Swadley to adjourn meeting at 7:05 pm. Motion carried 4-0. Respectfully submitted by Vickie Erdahl, Admin. Asst. 4/22/15