

Public Works Committee
Monday, June 15, 2015 @ 6:00 PM
Hall of Fame Room @ City Hall – 381 E Main St

Members Present: Alderpersons Tom Majewski, Tom Selsor, Paul Lawrence and Mayor Olson

Absent & Excused: Sid Boersma

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

Guests: Scott Wegner Fire Dept, AJ Gillingham Human Resources, Cindy McGlynn Senior Center, Richard McDonald Sto. Library, Alderperson Mike Engelberger, Curt Hellmer, Tom Christian, John Neal, Ted Tobie

Call to Order: *Manthe* called the meeting to order at 6:10pm

- 1) **Elect Chair:** Motion was made to nominate Tom Majewski. **Motion carried 3-0 with Mayor voting.**
- 2) **Elect Vice-Chair:** Motion was made to nominate Tom Selsor. **Motion carried 3-0 with Mayor voting.**
- 3) **Communications:** 1) *Manthe* stated that the Turf Management Treatments would begin shortly in the parks with a delay in spraying Rotary Park. The parks are posted on the web with the scheduling pending. This is the third year Tru Green will be doing the treatments. This year at Race Track Park there is a project going on with UW-Madison. The park will be divided into the four ball fields – 1) nothing will be done, 2) organic product will be used, 3) one field the usual spraying/treating will be done and 4) UW will use their product. When completed, a report will be done on the findings. 2) Street construction projects will be starting the week of June 22 beginning with the alley. Letters are being sent out which include a contact person and phone number for questions and concerns.
- 4) **Activity Reports:** (*Manthe* reported)
 - May was very busy for the Streets & Parks Department as everything is in full swing.
 - Street sweepers were out sweeping city streets in the downtown area, Parade and Run routes for Syttende Mai Festival to help spruce up the city. Crews also haul sweepings to Dane County Landfill.
 - Other tasks performed by crews for Syttende Mai included; putting flags up, setting up barricades and cones for run and parades, programming and setting out message boards, painting finish line for run, sweeping streets downtown all weekend, setting out trash barrels and cleanup on Monday morning.
 - Second brush collection for season was week of May 4th. Crews hauled 51 large truckloads of brush to yard waste site. Next brush collection will be week of October 5th
 - Yard waste site has been very busy this spring with the grass growing quickly and spring cleanup. For the year, 649 (303 new permits for May) permits have been sold to city residents and 109 (53 new permits for May) permits issued to Dunkirk Township resident.
 - Crews watered the 41 trees planted earlier in the month by the contractor.
 - Crews continue to patch streets throughout the city. Still using cold patch and will soon change over to spray patching.
 - Construction projects for Washington Street & Fifth Street and the South Alley should start in early June and be completed by mid September.
 - First mowing of city greenways was completed. Street Department has 12 retention ponds/greenways that get mowed monthly. There is also a few that get mowed weekly by Parks Department crews.

- Crews trimmed weeds and Japanese Knotweed from dead-ends and along streams/greenways. Knotweed was sprayed to prevent grow back.
- Street crews installed some “No Parking” signs in the area of Stoughton Hospital to assist with Hospital construction project, “No Parking Here to Corner” in the downtown area where motorists have been parking illegally.
- Fleet Maintenance Manager continues to maintain city wide fleet. All summer equipment is ready to go and has been placed in service. Fleet Manager has been working on Street, Parks, Police, and Fire Fleet performing preventive maintenance.
- The Parks Department has been busy getting all the parks ready for the season. Crews have also started getting Troll Beach ready for the opening. The swimming facility is drained and new sand is brought in. Crews will start filling the swimming facility the first of June. Other tasks completed during the month include ball diamond improvements, mowing parks, park cleanup, and weed assessments.
- Other routine tasks completed during the month include; dumping trash barrels downtown and cemeteries, cleaning fleet and garage, check traffic signals, check flags downtown, monitor water levels at Fourth Street Dam, garage safety inspections (fire extinguishers, eye wash stations, exit lights, fall protection).
- Construction season is about to start, so please slow down and watch for workers.

Manthe stated that it has also been extremely busy with street openings & the yard waste site.

Old Business:

- 5) **Discussion & Recommendation of Building Use Policy:** *Scheel* pointed out to the committee that there was no user fee schedule during business hours and there is one for after hours – that the fees should be the same for outside users. *Mayor Olson* commented that some of this discussion started when the Fire Dept couldn’t use its own facility for training as it was booked up into the future. The city should have primary use of their buildings and other companies can rent rooms from other facilities in the city. Other issues were the use of the city equipment while using the room, wear & tear on the facility itself and security in the building especially if no city staff is on site. Liability issues should be discussed with risk management.

Majewski asked if groups can be cancelled out if necessary and the answer is yes. Also how do other cities handle this situation? This was looked into and fees are charged for rooms.

Lawrence being new to the committee asked if he could have more time to review the draft of the policy.

New Business:

- 6) **Approve April 20, 2015 Meeting Minutes:** Motion by *Selsor* seconded by *Lawrence* to approve minutes. Motion carried 4-0. With the Mayor voting yes.
- 7) **Set Meeting Date & Time for Future Public Works Meetings:** Meetings will remain on the third Tuesday of each month at 6:00 PM.
- 8) **Maintenance Issues of Water Detention Pond – behind Eastwood Estates:** *Lawrence* requested this item to be placed on the agenda after meeting with the condo association and

discussing their concerns with the condition of the pond and what level of maintenance should the pond receive. This pond is located near the west end of the dead end of Eastwood Drive near the wetlands.

Attending the meeting were four board members - multiple members were for building and grounds. John Neal: President of the condo association presented a time lapse slide show of how the pond has looked since 2008 to present. The association is concerned with the deterioration and all the algae now present on the pond. Also presented was information from the DNR website and meetings with the DNR.

Manthe met with Mr. Neal to discuss the pond. At that time a company "Greenscapes" was hired to cut out the cat tails surrounding the pond. The contractor obtained the permit to spray cattails. City has been applying Muck Away and Pond Clear (permit not needed because they are natural bacteria products). *Manthe* stated that this is the only pond where chemicals are used and that the algae is not harmful – just unpleasant but may be good for the habitat in the pond. Over the years *Manthe* has worked with Mr. Neal trying several different approaches to handling the different issues each time surrounding the pond.

Majewski feels that chemicals are only treating a symptom - ponds / lakes simply go through cycles as they mature. Also the designs were different back when this pond started and can't be compared with newer ones that were engineered differently when they were designed.

Neal stated that the chemicals used were not successful and were never shown to work in studies that he read. He also stated that Greenspace didn't even follow their own specs and did not complete the work as they never returned to clean up the cat tails. He stated that the DNR recommends a product know as "Cutrine Plus" and would like to see this product used along with cutting the cat tails below the water or perhaps dredging the pond. He feels these are easy to do solutions. *Neal* also questioned where the monies are being spent that are in the budget for stormwater and that the city is responsible for this pond.

Manthe said dredging would have to be contracted out as the city does not have proper equipment to it. Dredging would be very expensive option as the materials would have to be hauled away. *Majewski* also feels dredging is too expensive and the city should continue with manual cutting of cat tails with chemical treating being the last resort for an aquatic site.

Scheel stated there are limited funds for the maintenance of ponds thorough out the city.

Selsor directed staff and Mr. Neal to draft a proposal plan on how to approach the maintenance of this pond for discussion at July Public Works meeting.

- 9) **Library Exterior Maintenance:** *Majewski* requested this item to be placed on the agenda as several people had inquired about maintenance issues and concern for the safety on the _____ accessible ramp. *Scheel* stated that the issue had been brought to his attention and was concerned about the integrity of the ramp and railing. *Scheel* has made contact with the Joe Daniels Construction Co that is doing work on the library on the second floor to review the site. If necessary a change order will be done to the re-model project to accommodate the ramp repair. *Scheel* will also look into window cleaning for the building.

- 10) **Future Agenda Items:** Street Light – Franklin St Parking Lot, Eastwood Estates Condo Pond

Moved by Lawrence seconded by Selsor to adjourn the meeting at 7:32 pm. Motion carried 3-0. Respectfully submitted by Vickie Erdahl, Admin. Asst. 6/17/15