

**Public Works Committee**  
**Tuesday, August 18, 2015 @ 6:00 PM**  
**Hall of Fame Room @ City Hall – 381 E Main St**

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

**Absent & Excused:**

**Staff:** Street Superintendent Karl Manthe, and Street Department Secretary Vickie Erdahl

**Guests:** Kathleen Johnson, Charles Vervoot, Stephen Lawrence and Kevan Bard

**Call to Order:** *Majewski* called the meeting to order at 6:00 pm

1) **Communications:** *Manthe* stated that city staff is working with the school on a detour map of the construction area for buses and parents to know what to do when school starts.

2) **Activity Reports:** Manthe reported that the seasonal help will be leaving in the next couple of weeks and:

- Street crews continue to grind out tree stumps and fill with dirt, grass seed and straw matting. Replacement trees in some of these locations will be completed this fall or next spring.
- Street crews have been out spray patching streets throughout the city. Crews first focused on West Main Street (Van Buren St to Hoel Ave) and now have moved onto other streets throughout the city.
- Yard waste site has been very busy this year with plenty of rain and sunshine to help grass grow. For the year, 862 (85 new permits for July) permits have been sold to city residents and 135 (12 new permits for July) permits issued to Dunkirk Township resident.
- Like I had mentioned last month, still seeing residents placing brush out for collection. The city provides no curbside brush collection again until October. If you see any neighbors or friends, please let them know. Brush can be taken to the yard waste site at 1051 Collins Road.
- Street Department has new maintenance plan for retention, detention ponds and greenways in the city. With the new plan, you will see buffers of grass left around the ponds to help filter sediment and nutrients from entering ponds and water ways. Some areas will also see reduced mowing schedule. Crews will still monitor ponds and greenways after large rain events for debris or washouts.
- Street crews started street painting the last week of July. Crews will paint crosswalks, centerlines, parking stalls, curbs, and the other pavement markings that assist with turning. Painting normally takes about 2 weeks if the weather cooperates.
- Contractors have started painting the traffic signal poles, trombone arms, and control cabinets. The poles had faded to the point that some poles were white in color. Poles are being painted federal highway green.
- Street crews completed the monthly city wide street sweeping. Crews also continue to sweep downtown corridor and arterial streets every Friday mornings during summer months.
- Administrative Assistant is busy keeping inventories current for cemetery, trees and signs, processing invoices, tracking yardwaste permits, sales, and usage, computerizing employee timesheets, and addressing customer inquiries.
- Supervisors have been working on 2016 budget items, construction projects and inspections, and 5 year street construction and preventive maintenance schedule for CIP.

- Fleet Maintenance Manager continues to maintain city wide fleet to make sure it is available for daily tasks. Fleet Manager has also been working on EMS, Police, and Fire Fleet performing preventive maintenance.
- The Parks Department is in full swing and has been performing these daily tasks; park cleanup, diamond prep and improvements, shelter cleaning, mowing and trimming parks and city properties, playground inspections and repairs, placed manufactured wood chips in playground areas, trail maintenance, and Troll Beach maintenance.
- 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).

### **Old Business:**

- 3) **Update – Request from Stoughton Trailers to Install Street Light – Franklin St Parking Lot:** *Manthe* received emails from a couple of residents with comments for and against the lighting being placed in the lot.

*Majewski* stated that this is a residential area and doesn't want to see it flooded with lighting - but just enough to be efficient. *Manthe* stated the light height would be around 20 ft and shine 85 ft from the property line. Questions asked: 1) who was paying for the cost of installation, 2) do any the residents in the neighborhood utilize the parking lot and are there safety concerns.

A resident, *Kathleen Johnson*, stated the lighting is quite bright at night in the area especially in the winter when the trees are bare. Ms Johnson stated that Nelson St was actually darker and was more concerned with that path of travel. If the light is installed in parking lot, could the light be projected down and be a softer light.

*Lawrence* stated that new commercial building now needs to submit a light plan for their project and perhaps a light plan could be developed in this situation. *Mayor Olson* stated that this is called photometric's and the Planning Director Rodney Scheel should be contacted to assist in developing a plan.

**Motion by Lawrence, seconded by Boersma to recommend Planning Department staff develop a photometric lighting plan for the Franklin St Parking Lot. Motion carried 5-0 with the Mayor voting yes.**

- 4) **Stormwater Maintenance Plan for Eastwood Development Retention Pond:** *Manthe* stated that Mayor and himself met with the Eastwood Condo Association and developed a plan for the Eastwood Retention Pond.

*Manthe* also stated that the following maintenance was addressed – 1) cattails were removed by a private company which the City paid for its services, 2) the Cutrine chemical were not applied, 3) a mowing maintenance plan was put in place with additional mowing only upon request, 4) other routine maintenance will be followed per the Maintenance Plan for Retention Ponds & Greenways.

The Condo Assc. is reviewing muck removal contractors and will make the plans to hire a contractor to vacuum the sediment. The companies would like to be able to dump the sediment close to the site and there is limited space that the city owns otherwise the costs increase significantly to haul the muck away. There will be a discussion with a private land owner near the pond to get permission to dump or see if there is property in the near area to haul away and find out what the hauling costs would be. This will be brought back to the committee.

## New Business:

- 5) **Approve July 21, 2015 Meeting Minutes:** Motion by Lawrence seconded by Boersma to approve minutes. Motion carried 5-0. (Mayor voting yes)

- 6) **Request from Stoughton Community Farmers Market to Relocate to an Alternate Location:** *Kevan Bard* discussed the site conflict and why the Market was requesting an alternative space if necessary. A site proposed was Water St (north of main) – of course all businesses would have to be contacted and agree. The current conflict is a onetime issue with road construction near the location. Having several locations will help if there are unforeseeable conflicts - of course the closer to downtown on Main Street will be the most desirable location. *Bard* also discussed the request from the SCFM board members to seek a multi-year agreement. A longer agreement is a good selling point to get more people to participate in the market.

The committee feels that the market has not been in place long enough to make a decision on a longer term commitment and would like the SCFM to come with a specific proposal to review then revisit this issue after the market closes this year to evaluate what worked and what didn't work for them.

- 7) **Recommendation and Approval to Increase Street Opening Permit Fees:** *Manthe* stated that costs and materials involved with the street work have increased and is requesting a slight increase of \$25.00 if work is done on the road. **Motion by Lawrence, seconded by Selsor to recommend to the Common Council to approve the \$25.00 increase of the Street Opening Permit Fees. Motion carried 5-0 with the Mayor voting yes.**

- 8) **Recommendation and Approval to Start Charging Fees for E-Waste:** *Manthe* stated that John's Disposal, effective immediately, is charging a fee to dispose of the electronics. *Manthe* reviewed the amount of electronics the street department had received and dumped. *Manthe* calculated that a \$10.00 fee per TV or Computer would cover the fees the city is being charged. Other communities and businesses already have had fees in place for years and these dumpster remaining in the city resolves residents having to drive a great distance to dispose of and John's charges the same amount to pick up at a residence if called.

*Majewski* stated that he was concerned that people will start dumping everywhere and stated that people leave a lot of junk out on the public property near Petesville. *Manthe* stated that residents sometimes use bulk pick up incorrectly and those people are notified.

**Motion by Lawrence, seconded by Selsor to recommend to Common Council to approve charging a fee of \$10.00 to dispose of TV's & Computers at the Street Department. Motion carried 5-0 with the Mayor voting yes.**

- 9) **Review Stream Bank Maintenance Policy and Update of Current Maintenance Status:**

There is no management plan for river bank vegetation.

- 10) **Discussion on Land Programming of Public Land near the Yahara River:**

*Majewski* has concerns with the Street Department storing spoil piles on land along and near the Yahara River and that the programming of said land should be considered for recreational or conservation purposes specifically....

Majewski would like to consider having the cemetery property used to support outdoor recreation activities such as parking for the fishing pier and dam area, picnic area or open space. There is also the concern of vehicle traffic on parkland.

*Lawrence left the meeting at 7:15 pm*

11) **Discussion on Use of Native Vegetation on Public (Greenways, Right-of-Ways, Detention/Retention Ponds, Drainage Ways, etc.)** Majewski believes the City should consider turning city open spaces along waterways, greenspace not used as parkland and along trails be converted to conservation type management by the use of native plantings to be guided by appropriate consultants. Majewski suggested that the City contact Naturally Stoughton to gauge interest in participating thru adoption of an area....

12) **Future Agenda Items:** Ordinance for Retention/Detention Ponds, Franklin St Parking Lot

**Moved by Selsor seconded by Boersma to adjourn the meeting at 7:30 pm. Motion carried 5-0.** Respectfully submitted by Vickie Erdahl, Admin. Asst 8/19/15