

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

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

Absent & Excused: Tom Selsor

Staff: Planning Director Rodney Scheel and Street Superintendent Karl Manthe

Guests: Alderperson Greg Jenson, Sylvia Lawrence

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

- 1) **Communications:** *Boersma* reported about a work day scheduled for Friday October 2, 2015 from 12 noon to 2:00 pm to move wood mulch away from base of crabapple trees at Racetrack Park. This is the Heggstad Crabapple Orchard and is being organized by Tree Commission member Dave Moyer.

Manthe reported that asphalt binder is planned for this Thursday for the Washington Street construction project and that crews are painting pedestrian safety markings at crosswalks on W. Main St.

- 2) **Activity Reports:** Reports include the following information;

- 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 finished spray patching streets throughout the city. Crews first focused on West Main Street (Van Buren St to Hoel Ave) and now have completed spray patching the city.
- Yard waste site has been slowed down this month with the lack of rain. For the year, 905 (42 new permits for August) permits have been sold to city residents and 141 (5 new permits for July) permits issued to Dunkirk Township resident.
- Letters have been sent out to residents who have placed brush in the street. 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.
- Stormwater inlets were cleaned after a couple major rainfall events. Crews also took advantage of dry weather to mow greenways and detention ponds in areas that are normally wet ground.
- Street crews are near completion of street painting. Crews paint crosswalks, centerlines, parking stalls, curbs, and the other pavement markings that assist with turning. To help raise awareness to pedestrian crossings on W. Main Street, crews have painted additional pavement markings near the crosswalks.
- Contractors completed painting the traffic signal poles, trombone arms, and control cabinets. The newly painted poles look just brand new again.

- 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.
- Fleet Maintenance Manager continues to maintain city wide fleet to make sure it is available for daily tasks. Fleet Manager will soon be changing equipment over for fall activities. Fleet Manager has also been working on EMS, Police, and Fire Fleet performing preventive maintenance.
- The Parks Department continues to keep very busy with daily park cleanup, diamond prep, shelter cleaning, mowing and trimming parks and city properties, playground inspections and repairs, and trail maintenance. The season has ended at Troll Beach, so crews have completed removing the playground devices in pond and will be getting the pool ready for the winterized for the season.
- 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: *Scheel* explained that the city doesn't have the required computer software to complete a photometric lighting plan and that he interpreted the information from Stoughton Utilities to height and distance needed for the installation for the street light in the Franklin Street Parking Lot and it meets the requirements.

Majewski wanted to know what the feedback was from the neighbors at the last meeting, which *Manthe* mentioned they received emails from a couple of residents with comments for and against the lighting being placed in the lot. One additional resident attending the meeting with some concerns, but was ok with installation

Majewski would like to see LED lighting installed.

Lawrence mentions that this is a public safety issue with limited budget impact and meets the specification and does not violate light pollution policy.

The light will be installed on the east end of the parking lot and be paid out of street lighting account.

Motion by Lawrence seconded by Boersma to direct Common Council to approve street light at Franklin Street Parking Lot and request Stoughton Utilities to install a LED street light and to have light directed in a downward direction. Motion carries 4-0 with Mayor voting yes.

New Business:

4) Approve August 18, 2015 Meeting Minutes: Motion by Lawrence seconded by Boersma to approve minutes with the correction of removing Planning Director Rodney Scheel from being present. Motion carried 4-0. (Mayor voting yes)

5) Discussion on Veterans Park Tennis Court Project: *Manthe* explained the tennis court project and the issues that needed to be dealt with. The projects started out as a overlay matting for the tennis court, similar to the East Park tennis court, although after plans had

been made to do the overlay, the contractor said he could not do it on the current surface. The decision was made by city staff to re-construct the tennis court, which has been completed. While re-doing the fencing at the court, the fence contractor recommended 6 foot fence on each end and a portion of the side.

Lawrence is concerned with balls going over fence on the ends and out into the Page Street on the sides.

Majewski had concerns with the recommendation from the fence contractor and thought that staff should have gotten information from Wisconsin Recreation & Parks Association, US Tennis Association, or Wisconsin Department of Natural Resources for proper height of tennis court fences. Neighboring resident Sylvia Lawrence expressed concerns over balls landing in her yard and street.

Manthe presented solutions of adding netting or extending chain link fencing to make fence 10 on ends and sides.

Majewski would like to see chain link used and also install wood practice panels on one end. *Majewski* would also like to make sure it is ADA compliant. Committee sees this as a safety issue if balls go out into the street.

Motion by Lawrence seconded by Majewski to direct staff to work on remediation plan for the fence and bring back bids to committee. Motion carries 3-0 with Mayor abstaining.

- 6) **Discussion on Pedestrian Safety in Downtown District:** *Lawrence* expressed his concerns about pedestrian safety in the downtown district and wants the city to do more to improve the safety for pedestrians in crosswalks as defined by state law.

Manthe reported on past efforts by the city to provide pedestrian safety and the costs associated with the products used. State law requires motorists to “Yield” to pedestrians in the crosswalk, not “Stop”.

Scheel explained an experience that happened to him on his way to the meeting where pedestrians don’t make the initial eye contact, leaving motorists unsure what the pedestrian’s intentions are.

Committee members all agree that pedestrian safety is a priority and the committee needs to continue to discuss this more. Public Safety Committee is also reviewing pedestrian safety in the downtown district. This item will be brought back to the next Public Works Committee meeting to continue discussions and find a solution.

- 7) **Discuss Adams Outdoor Advertising Billboard:** *Scheel* wanted to know if the committee wanted to end the lease with Adams Outdoor Advertising for the billboard located in the front of City Hall. The lease doesn’t expire until 2015, and the early intentions of the committee are to end the lease. *Scheel* will draft a resolution for the next Public Works meeting and more discussion will take place on this item.

- 8) **Future Agenda Items:** Bids to add additional fencing at Veterans Park Tennis Court, Adams Outdoor Advertising Billboard

Moved by Lawrence seconded by Majewski to adjourn the meeting at 6:50 pm. Motion carried 4-0 (with the Mayor voting). Respectfully submitted by Karl Manthe, Street Superintendent 9/16/15