

Public Works Committee
Tuesday, October 20, 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: Alderperson Tom Selsor

Staff: Street Superintendent Karl Manthe and Vickie Erdahl

Guests: Alderperson Ron Christianson

Call to Order: *Majewski* called the meeting to order at 6:03 pm

- 1) **Communications:** *Manthe* stated: that the sediment removal at the Eastwood Pond was successful. A hole was dug on city property to put the sediment in because of proximity of the wetlands. If other ponds are done in the future the sediment will be bagged. He also stated that on Monday October 27th a contractor will begin planting 60 trees on E Washington Street, Fifth Street and surrounding area.

Majewski stated that he had spoken with Rodney Scheel about the vision triangle stipulations and the concern is more about short trees being planted (i.e. crab) that are hard to see around.

Boersma stated the Tree Commission (Friends of the Arboretum) was going to have a second work day for the Heggstad Crabapple Arboretum

- 2) **Activity Reports:** *Lawrence* asked Manthe about a brush situation on Kings Lynn Road and whether the brush collection guidelines need to be tweaked.

Reports include the following information;

- Crews removed 18 trees during the month. Contractor removed 34 stumps for city and street crews are cleaning up debris and filling with dirt/grass seed.
- Crews trimmed branches hanging over streets at various locations.
- Crews were out with cold patch patching streets throughout the city. Some larger potholes developed after a couple larger rainfall events.
- Yard waste site has been steady this month. For the year, 930 (25 new permits for September) permits have been sold to city residents and 142 (1 new permit for September) permits issued to Dunkirk Township resident. The all time record for permits sold in a season is 934. Street crews haul yard waste to organic farmer and also to city site to make own compost material for future projects.
- Street sweepers were out to complete another round of sweeping all city streets. Crews also sweep every Friday morning in the downtown district
- Stormwater inlets were cleaned after a couple major rainfall events. Crews also made last mowing of season for greenways and detention ponds. Stormwater structure by old lumber yard was cleaned.
- Crews completed painting pedestrian crossing symbols on West Main Street to help raise awareness to pedestrian crossings. Public Works & Public Safety Committees are looking to make more improvements downtown and W. Main Street to improve pedestrian safety.
- 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 has fall leaf equipment ready for the season. 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, athletic field prep (soccer & football), shelter cleaning, mowing and trimming parks and city properties, playground inspections and repairs, and trail maintenance. Shelter building restrooms will be closed and winterized in early October.
- 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) **Veterans Park Tennis Court Project - Update:** *Manthe* collected more information and costs for the extended fencing for the court on the sides (\$2,220), higher ends (\$6,830) and a practice board (\$1,000) installed for a total cost of \$10,050.00 which would bring the project over budget. *Manthe* suggested converting the area into four Pickleball courts or monitor court usage when playing tennis to determine fencing heights, and fund the remaining costs from the 2016 budget.

If the court was converted to Pickleball, would a shed be needed for storage and what about bathroom facilities?

Majewski stated that there are two issues that need to be addressed no matter which direction is taken: 1) the overhead power lines need to be buried underground for safety issues and 2) an ADA accessible path needs to be installed.

With the season almost over for tennis, it would be best to review all possibilities and work on a plan during the winter season to address the needs.

Direct staff to obtain more information on Pickleball, to include getting information from Recreation Director Tom Lynch and current citizens who play Pickleball at East Park.

- 4) **Discussion on Pedestrian Safety in Downtown District:** Committee discussed the different types of safety improvements and costs involved over the years. A suggestion made was that two temporary signs could be placed downtown at the cost of approximately \$300.00 each and if they needed to be replaced in the following year, it is still a cheap investment to provide pedestrian safety and awareness.

Public Works Committee would like to have a joint meeting with the Public Safety Committee to discuss other intersections (not in the downtown area) which need different solutions. A list will be developed of discussion points before a meeting is held.

Motion by Lawrence, seconded by Boersma to direct staff to purchase two (2) portable in street crosswalk signs to be used downtown at Forrest & Water Streets intersections. Motion carried 4-0 with Mayor voting yes.

New Business:

- 5) **Approve September 15, 2015 Meeting Minutes:** Motion by Boersma seconded by Lawrence to approve minutes. Motion carried 4-0. (Mayor voting yes)

- 6) **Discussion & Approval: Transportation Investment Coalition Resolution - #JustFixItWI:** *Mayor Olson* wrote a letter to Governor Walker, Senator Mark Miller and Representative Gary Hebl to support/release funding for transportation projects which have decreased and has adversely affected funding to repair local roads. *Mayor Olson* would like the City Council to let all representatives know how important these projects are for the City of Stoughton.

Motion by Lawrence seconded by Boersma to approve the resolution – Transportation Coalition - #JustFixItWI. Motion carried 4-0 (Mayor voted yes)

- 8) **Future Agenda Items:** Veterans Park Tennis Court, Joint Meeting with Public Safety – Pedestrian Crossings, Stoughton Street Department – Designate as Emergency Personnel

Moved by Lawrence seconded by Boersma to adjourn the meeting at 6:44 pm. Motion carried 4-0 (with the Mayor voting). Respectfully submitted by Vickie Erdahl Administrative Assistant – 10/21/15