

Public Works Committee
Tuesday, May 3, 2016 @ 6:00 PM
Hall of Fame Room – 381 E Main St.

Members Present: Alderpersons Tom Majewski, Sid Boersma, Pat O'Connor, Kathleen Johnson, and Mayor Olson

Absent: None.

Staff: Street Superintendent Karl Manthe, Planning Director Rodney Scheel and Vickie Erdahl

Guests: Alderperson Tom Selsor and resident Charles Vervoort.

Call to Order: *Manthe* called the meeting to order at 6:02 pm

- 1) **Elect Chair & Vice Chair:** *O'Connor* nominated Majewski for Chair. Carried 3-0, with the Mayor voting yes. *O'Connor* nominated Boersma for Vice Chair. Carried 3-0, with the Mayor voting yes.
- 2) **Communications:** *Manthe* stated that *President Swadley* wanted all committees to review the Council Orientation Booklet and review the responsibilities of the committee on which they sit. *Manthe* also discussed the sub committees of Public Works – the Tree Commission and Cemetery Board. *Majewski* then appointed Sid Boersma to the Tree Commission and Kathleen Johnson to the Cemetery Board. *Manthe* stated that *Street Construction Projects* will begin the week of May 16th which includes Van Buren St, Clyde & Wilson. *Scheel* stated that the Van Buren St from Main to Jackson will be done first. *Scheel* also stated that there will be a Public Hearing on Tuesday May 24th for all projects to review special assessments and cost allocations. *Scheel* stated that he had also received calls regarding the bike lane on Kings Lynn Road and whether it could be eliminated and parking is available on both sides of the street.
- 3) **Activity Reports:** *Manthe* reported that crews have
 - Crews had a few snow events to take care of with plowing and salting streets, and cleaning sidewalks.
 - In addition to removing ash trees for EAB, strong winds caused some tree damage that crews had to respond to.
 - Street sweepers were out for the first time this year. One of the earliest they have been out in years. Spring sweeping is usually the heaviest sweeping of the year as all the trash, dirt and sand collects and builds up during the winter. Street sweeping will be done monthly now thru November, with weekly sweeping downtown every Friday.
 - Crews continue to address potholes throughout the city. Once the freeze/thaw cycle is completed and the spring rainy ends, the potholes patching will slow down.
 - Administrative Assistant is busy keeping inventories current for cemetery, trees and signs, processing invoices, e-waste sales, 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 attended a street sweeper maintenance class to learn new maintenance techniques for new street sweeper that will arrive shortly. Fleet Manager is starting to get some of the winter season equipment changed over to summer season.
 - Pedestrian signs were placed out again. Pedestrian signs are located downtown (2), Monroe Street & Main Street, and Hwy 51 and King Street Area.
 - Crews placed out new trash receptacles containers along Main Street. The new receptacles containers will separate recycling and refuse. We have been working on notify violators from private businesses and apartments who place their trash in these city receptacles.

- The Parks Department continues to work on trimming trees/underbrush along trail system, opening up shelter buildings, cleaning up trash and branches in parks and cleaning city owned sidewalks during snow events. Prepping baseball diamonds and soccer fields is right around the corner.
- Other routine tasks completed during the month include; dumping trash barrels downtown and cemeteries, cleaning fleet and garage, check traffic signals, monitor water levels at Fourth Street Dam, garage safety inspections (fire extinguishers, eye wash stations, exit lights, fall protection).
- After nearly 26 years of providing excellent work to the city, Roger Strandlie is retiring from the Street Department on April 1. It will be tough to replace Roger's wit and sense of humor, he definitely provided a work moral that enlighten everyone he met.

I wish Roger the best as he enjoys retirement. If you see Roger around, please offer your congratulations.

- On the other hand, I welcome Aaron Sokolik as the new Machine Operator for the Street Department. Mr. Sokolik brings excellent street construction experience and will be a great asset to the City of Stoughton.

Scheel stated there is discussion on the Nordic Ridge development and discussion on more development by A J Arnett on the north end of Page St.

Old Business:

- 4) **Review and Recommendation Street Tree Ordinance 10-2:** *Scheel* presented the new draft of the Ordinance Chapter 10-2 and also made a change from street tree to terrace tree and he also discussed the removal of Section 66-904 (13) as it was not longer needed because of incorporation in Chapter 10-2. *Manthe* questioned to make sure the ordinance included a way to increase fees without having to change the ordinance each year. *Scheel* stated that it was in the ordinance but suggested that the City keep track of costs for justification for changing the fees.

Motion by O'Connor, seconded by Mayor Olson ? to recommend to the Common Council to approve the changes to Section 10-2 Construction Standards – Chapter 10-2 Terrace Tree Installation and also to approve the removal of Sec 66-904 (13) Street Trees. Motion carried 4-0 with the Mayor voting yes.

- 5) **Pedestrian Bridge Update – Grant Opportunities:** *Manthe* had checked with the Wisconsin Dept of Transportation to see if there were any available grants to use for the Pedestrian Bridge. State grants do not cover bridges, however, the Transportation Alternatives Program could be used but the grant cycle has been closed for 2016 but the city could try in 2017. *Manthe* said that the bridge will be inspected this year and the city would have a better feel for what is needed to restore the bridge. *Majewski* stated to check with the DNR – Outdoor Recreation Grants and perhaps meet with the Rivers & Trails Task Force and work together.

Sid Boersma arrived @ 6:23 PM

- 6) **Emerald Ash Borer Update – Draft Request for Proposals:** *Manthe* informed the committee that Randy Nelson was breaking the city into zones and schedule the tasks over several years which includes; removals, stumps and replanting. Request for bids are currently being drafted for each of the categories. *Manthe* stated the smaller local companies probably won't be able to handle this type of situation and the bids would also be sent to larger companies thorough out the area.

Selsor had run some preliminary numbers for costs but wanted to state that he feels the ash trees that are currently being treated should continue to be treated unless they start dying. At best it would buy the city time and some trees would be left standing so the removal process isn't so devastating. *Selsor* also suggested allowing citizens to adopt a tree to inject provided it met the requirements. These suggestions and ideas will be forwarded to the Tree Commission for discussion.

New Business:

- 7) **Approve March 15, 2016 Meeting Minutes:** Motion by O'Connor seconded by Boersma to approve minutes. Motion carried 5-0 (with Mayor voting yes).
- 8) **Recommend and Approve 2016 Street Pulverization Projects – Local Road Improvement Program: Chapin Lane:** *Manthe* stated that three bids were received. The city budgeted \$945,000.00 for 2016 Street Pulverization. *Manthe* is recommending that the committee accept the low bid of \$ 884,755.26 from Payne & Dolan. The city has used Payne & Dolan in the past and has been satisfied with the work. *Manthe* stated that Chapin Lane is a part of the Local Road Improvement Program and required to have committee and council approval in order to receive reimbursement and is recommending approval to proceed with the work.

Motion by Boersma, seconded by O'Connor to recommend to the Finance Committee to accept and award the bid to Payne & Dolan for the amount of \$ 884,755.26 and then forward to the Common Council.

The committee also recommend to the Common Council to approve the work to be done on Chapin Lane to receive the reimbursement under the Local Road Improvement Program. Motion carried 5-0 with the Mayor voting yes.

- 9) **Discussion on Succession Plan for Wood Lot in Lowell Park along Milwaukee St:** *Majewski* stated that the trees in this area are Aspens and the whole lot is failing as the trees are mature. The concern is that the lot is next to a park and more specifically the play area, parking area and there are trails through the lot. The Tree Commission will be reviewing and developing a plan for this area. *Majewski* had someone suggest that the area be converted to a prairie and would like to see a joint meeting with the Parks & Recreation Committee to review the possibilities. *Mayor Olson* stated that Parks & recreation are reviewing/assessing all the Parks in the city at this time. Currently the Parks & Recreation Committee meets the 4th Tuesday of each month.

- 10) **Future Agenda Items:** Emerald Ash Borer

Moved by Boersma, seconded by Johnson to adjourn the meeting at 7:02 pm. Motion carried 4-0. Respectfully submitted by Vickie Erdahl Administrative Assistant – 5/4/2016