

Public Works Committee
Tuesday, February 21, 2017 @ 6:00 PM
Hall of Fame Room – 381 E Main St

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

Absent/Excused: Sid Boersma

Staff: Director of Public Works Brett Hebert and Vickie Erdahl

Guests: Streets Supervisor John Halverson, Alderperson Paul Lawrence, Residents Travis Needham, Tom & Gail Gomach, Sheri Evans-Piper and Elaine Brenz

Call to Order: *Majewski* called the meeting to order

1) **Communications:** *Hebert* reported:

- That he had reached out to Strand to find out how they communicate with other utilities when the street projects are going to move forward. Strand does reach out to the utilities to see if they want to be involved as costs / access are more favorable when roads are completely opened.
- The migration of Stormwater, plus the Tree and Sign Inventories has been completed by MSA for GIS mapping.
- The Emerald Ash Borer RFP's were sent to 13 vendors and are to be submitted by Thursday, March 2nd.
- Cummins was awarded a \$15,000 grant for environmentally sound projects which they will be giving to the City to use for boardwalks.

2) **Reports:** *Hebert* stated there has only been 13 openings so far this year which is quite normal for the season and that yard waste permits were just printed and will be on sale at the beginning of March with the site opening on April 2nd – weather permitting.

Old Business:

3) **Tree Planting Ordinance 10-2(d) Revised:** *Hebert* made more changes to the Ordinance removing the costs involved as each year they have the potential of changing, so will be stated on the permit form. Also the developers will now be allowed to plant their own trees provided the plan is approved and the arborist has reviewed the tree selections. Currently the Ordinance is being reviewed by the City Attorney.

4) **Public Works Facility Update:** The Public Works has requested to continue working with Angus Young and is waiting for Council review/approval on February 28 to move forward with the next phase.

The Hub will be publishing an article with information for the public.

New Business:

5) **Approve January 17, 2017 Meeting Minutes:** Motion by O'Connor seconded by Johnson to approve minutes. Motion carried 4-0 (w/Mayor voting yes).

6) **2017 Street Construction Plans / Sidewalk Installation Policy:** *Scheel* stated that an open house was held for the residents to review the plans. The streets presented are a total reconstruction with curb, gutter and installation of sidewalks if none are present or replacement of bad sidewalk sections. Streets reviewed were: Division St (Washington to just beyond Forton), Brickson St (Page to dead end), Manilla St (Forton to Brickson), Henry St (Ridge to Main), Park St (Lynn to Academy) & S Harrison St (Main to Hamilton). *Scheel* stated that there was an adjustment made on S Harrison to move the sidewalk closer to the curb and only have a four foot terrace area to address concerns raised by the adjacent property owners. The adjustment does impact some terrace trees. Multiple residents were concerned about safety. One property owner had installed a number of arborvitae shrubs in the right of way and expressed interest in transplanting them. They also constructed a retaining wall that extends into the right-of-way but the impact will be minimized by relocating the sidewalk closer to the curb and gutter. Alderperson Johnson had looked at the area and had a safety concern for a property. *Scheel* reported the City's policy is to install sidewalks on both sides of all streets that are being reconstruction and if there is interest to deviate from this policy, the Common Council would need to take specific action to do so.

The property owner (Gomach) at 209 S. Harrison stated that they had their property surveyed to find their stakes for the property lines. In discussions with the Planning Department about five years ago, the property owner reported he had located the property lines and their landscaping and retaining wall would be on private property; not in the right-of-way. It appears from the City's engineering survey that the property owner had not located the correct property iron.

Residents in this area would like to not have the sidewalk installed stating that there is little foot traffic and there is a sidewalk on the other side. Mayor Olson stated she understands losing the greenspace but also meetings that she has attended state that studies show that people want "walkability".

Also discussed in more detail was the Henry St reconstruction where a resident has arborvitae in the terrace area which are not acceptable trees for that space and with the installation of sidewalk it would be behind the trees. There is also, a triangle of vision problem with the trees. O'Connor stated he had a safety concern with the shrubs in the right-of-way.

Alderperson Johnson would like to review the areas again

Motion by O'Connor, seconded by the Mayor to approve the Street Constructions Plans as presented. Motion carried 3-1 (with the Mayor voting yes and Johnson voting no).

Scheel discussed the concept to allow angle parking on Hoel Avenue adjacent to the future Nordic Ridge Park. The group discussion included:

- Hoel Avenue will be a heavily traveled street
- Angle Parking does create concern about safety
- Traffic calming measures for the park and Hoel Avenue should be incorporated into the construction plans for this region
- This neighborhood is planned to have normal the standard City speed limit of 25 MPH
- Protection of as much green space as possible is important to the group

There was not a consensus whether to allow this type of street design or not and no action was taken.

- 7) **Construction and Post Construction Ordinance Changes:** *Scheel* discussed the changes made to this Ordinance in order for the City to be in compliance and keep its stormwater permit. The changes meet the Department of Natural Resources (DNR) and Dane County standards. Currently the City Attorney is reviewing the changes.

Motion by O'Connor, seconded by Johnson to recommend to the Common Council to approve the changes to portions of the Erosion Control and Stormwater Management Code Sec's 10-122, 10-127, 10-129, 10-130 and 10-131. Motion carried 4-0 (with Mayor voting yes)

- 8) **Stormwater TMDL – Status Report:** *Scheel* provided an update on the status of the stormwater study that has been in process for several months. Currently, the DNR is reviewing the draft version. The remaining draft schedule was discussed
- 9) **Yahara Wins – Participation Report:** *Scheel* provided a report that highlighted the national attention this program is achieving as we work with other municipalities and agencies to address stormwater quality improvements on a regional basis. Stoughton is an active member of the Yahara Wins program.
- 10) **Pollution Prevention Plan:** *Scheel* discussed and reviewed the draft Stormwater Pollution Prevention Plan (SWPPP) for the Public Work Facility. This plan will replace the previous version and provides more guidance on appropriate housekeeping and maintenance requirements for the facility than the previous version. This updated plan is a necessary component of the City's stormwater discharge permit. *Hebert* stated that the staff will have more training on the practices outlined in the document. This document will also be incorporated into the City TMDL Study that is currently underway.

Motion by O'Connor, seconded by Mayor Olson to recommend to the Common Council replace the previous policy and adopt the Stormwater Pollution Prevention Plan. Motion carried 4-0 (with the Mayor voting yes).

- 11) **Tiered structure for street opening repair:** *Hebert* submitted a draft of the new street opening permit in which a PASER rating will now be recorded on the permit and if the rating is a seven (7) or higher there will be more criteria required when replacing the roadway which are stated in the Special Provision section of the permit. The charges for the permits remains unchanged.

Motion by O'Connor, seconded by Johnson to approve the changes to the Street Opening Permit. Motion carried 4-0 (with the Mayor voting yes)

- 12) **Bridge Inspection Report:** *Hebert* provided the committee with the report from the State from the 2016 inspections. Each bridge has some repair work that needs to be done and the Jefferson St footbridge was recommended to be replaced. Alderman *Majewski* suggested that the footbridge project be put into the CIP due to the cost of meeting the recommended requirements and would also like to see some different options.

Item will be placed on March's agenda.

- 13) **Downtown Improvements (Crosswalks, Drinking Fountains, Flowers):** *Hebert* presented some information on costs for installing drinking fountains which he was directed to research into at a previous meeting. The costs of a drinking fountain and installation would be

somewhere between \$18,000 - \$25,000 per fountain. At this time the committee feels the costs are high and won't pursue. *Hebert* also explored the costs to have stone planters (downtown area) and costs for soil and plants. The issue still remains, once the planters were filled who would pay for the products and also maintain them. The committee would like to have more discussion on the subject and look into the possibilities of volunteers – such as Garden Clubs, Chamber etc.

Item will be placed on March's agenda.

Also the Lazzaros's, who maintain the Memory Garden Park on S Page St have asked if there is anyone who can volunteer to help with the park as they are elderly and it's becoming harder for them.

14) Discussion of Tree Pruning Procedures: Tabeled.

15) Stoughton Community Farmers Market: *Hebert* stated he received an email from Kevan Bard a board member for the Stoughton Community Farmers Market requesting that the farmers market be able to continue using Forrest St {Main to north alley} on Saturday mornings from 8am-1pm for the period {May 27 – Oct 28, 2017}. Mr. Bard still needs to submit a street closing form signed by the surrounding businesses that will be affected by the closure and a valid insurance certificate of liability insurance as part of the process.

Motion by Mayor Donna Olson, seconded by Johnson to allow the closure of Forrest St (Main to north alley) to accommodate the Stoughton Community Farmers Market on Saturdays May 29 – October 28, 2017. Motion carried 4-0 (with the Mayor voting yes)

16) Future Agenda Items: Bridge Inspections, Planters/Flowers, Annual Stormwater Report, Pruning Policies

Moved by O'Connor seconded by Johnson to adjourn the meeting at 7:45 pm. Motion carried 3-0. Respectfully submitted by Vickie Erdahl Administrative Assistant – 2/22/17