



# Public Works Committee

Alderman Bob Kordus Chairman

Alderman Ellyn Kehoe  
Alderman Rich Hedlund

Alderman Al Kupsik  
Alderman Sarah Hill

Director of Public Works Daniel S. Winkler, P.E.

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## February 12, 2015 Meeting Minutes

**DATE:** February 13, 2015

### MEMORANDUM

**TO:** Chairman Bob Kordus & Members of the Public Works Committee

**FROM:** Daniel S. Winkler, P.E. \_\_\_\_\_  
Director of Public Works & Utilities

**SUBJECT:** February 12, 2015 Public Works Committee Meeting Minutes

The Public Works Committee is scheduled to meet at **6:00 PM** at City Hall.

**Members in attendance:**

Chairman Bob Kordus   X    
Alderman Ellyn Kehoe \_\_\_\_\_  
Alderman Sarah Hill   X    
Alderman Al Kupsik   X    
Alderman Rich Hedlund   X  

**Staff Present:**

City Administrator Dennis Jordan   X    
Director Daniel Winkler (DPW)   X    
Mayor Jim Connors:   X  

Other:   Assistant DPW Tom Earle, Street Foreman Neil Waswo, Mr. Terry Krohn  \_\_\_\_\_

Public in attendance: Mr. & Mrs. Jeff & Beverly Leonard, Mr. Chris Schultz, Mr. Mike Franzine, and Mr. Dick Melmin.

**Approval of the Minutes of the Prior (January) Meeting:**

Motion to approve by Ald. Kupsik and seconded by Ald. Hedlund. The motion passed 4-0.

**Public Comments:**

Mr. and Mrs. Leonard spoke on behalf of requesting a street light on Cook Street in front of their business, Delaney Street.

Mr. Mike Franzine spoke on behalf of doing something with the snow from the road onto his sidewalk in front of his home. He also read a letter by Mr. Dave Rieff who is his neighbor. Chair Kordus requested the letter be distributed along with the minutes of the meeting.

**Communications:**

1. DPW Winkler provided the updated listing of Projects & Activities. The one active project is the HVAC work at 1065 Carey Street.
2. Chair Kordus explained that the DNR Master Planning Schedule for Big Foot State Park was provided by them and is in the packet for information.

**Agenda Item No. 1-Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.**

DPW Winkler explained that the existing lights on the east side of the road do an effective job of illuminating Cook Street, and the reason they are not on the west side was due to the tree canopies. Ald. Hedlund mentioned the lights probably should be staggered. DPW Winkler explained that the location of trees on the west side pretty much dictated location as two trees were removed since the lights were installed. Ald. Hill wished to investigate the costs to install 3 single head lights on the west side and ask where the funds would come from. DPW Winkler explained that in the past the BID made the light request and purchased the lights with the City's TIF district paying for the installation. It was moved by Ald. Hill to continue the discussion to a future meeting and have staff research options for 2015 funding. The motion was seconded by Ald. Kupsik. Ald. Hill stated she would inquire of the BID regarding the purchase of the light or lights for the west side of the street. The motion passed 4-0.

**Agenda Item No. 2- Signage in the Downtown-Discussion Regarding Making Uniform-Continued from January Meeting.**

Mr. Schaefer of the Chamber was unable to attend. It was moved by Chair Kordus to continue the item. The motion was seconded by Ald. Hill and passed 4-0.

**Agenda Item No. 3- Snow Removal Policy Review (Downtown, Mailbox Damage, Picking up of Piles, and Salt/Sand Mix Percentage).**

**DOWNTOWN**

DPW Winkler, Assistant DPW Earle, and Street Foreman Waswo discussed how snow is handled in the downtown. It was explained that the timing of the storm, duration, temperatures, and accumulation all play a role in the plowing and snow pick up. The procedure, which doesn't change, is that the merchants are given an opportunity the first working day after the storm to get the snow to the gutter. The Street Department then windrows that remaining snow to the center of the street and picks it up with the snowblower mounted on our front end loader and dump trucks.

**MAILBOX**

DPW Winkler and Assistant DPW Earle discussed the policy in brief and provided a copy of the policy in the packet. The point emphasized was that the Street Department responds to every mailbox complaint and tries to reset boxes that are not damaged. And if the plow blade hits the mailbox, not just snow rolled off from the road, then the policy is to provide a \$50 reimbursement to the owner.

**PILES**

Snow piles that are pushed into the street were discussed. The Committee didn't give direction but had concerns for some of the locations and the impacts of pushing the snow into the street.

**SALT/SAND MIXTURE**

It was discussed that our standard snow plow runs go with the 80/20 sand to salt mixture and how the snow policy has a section discussing the use of abrasives versus salt as well as pre-wetting of the material in the back of the truck. Staff explained how depending upon weather conditions, salt/sand mix is effective versus not and that we have been optimizing application rates in response to weather conditions. Assistant DPW Earle and Foreman Waswo explained how the City was getting more effective snow removal by gearing what we put down toward the actual weather conditions and temperatures. A secondary benefit is a cost savings in material applied to the road, savings in tipping fees at the landfill getting rid of the sand, savings of wear and tear on equipment, and savings in manpower removing the sand in the road by sweeper and in storm manhole sumps with the vacator machine. DPW Winkler explained the application rate of salt on the roadway has not changed, only the percentage of sand mixed in with it. After further discussion, it was the direction of the Committee to continue to evaluate application rates and their effectiveness, and come back to them with recommended revisions to the snow and ice policy and ultimately City ordinance.

**Agenda Item No. 4- Snow Piles/Removal from Sidewalk or Roadway Shoulder on Walworth County Section CTH “H”/Interchange North Between Grant Street & Geneva Square Traffic Signal.**

DPW Winkler explained that the City has entered into a jurisdictional transfer agreement with Walworth County and we presently maintain CTH “H” from William Street to the northwest City limits while the County continues to plow from George Street to USH 12. It was further explained that the City picks up snow on our section of William Street and has extended pick up in the agreement to include the County’s section of William Street from George Street to Grant Street due to sidewalk on both sides of that section being very close to the road. A map was provided to the PWC depicting the one problem area where the road narrows for a left turn northbound onto Center Street going up the hill. DPW Winkler explained that more consideration must be made toward a solution as the City Attorney may have a concern for diverting cars around the snow on the shoulder from the straight lane and into the left turn lane.

Staff was asked by consensus to continue to explore options, recognizing that however we approach excess snow on the sidewalks close to CTH “H” between Grant and USH 12 during the big snow storms probably will not be solved this winter.

**Agenda Item No. 5- Fueling System Pump Controls Replacement Proposals-Street Department.**

This item was continued by consensus pending a second bid price. Ald. Kupsik did inquire as to the scope. Assistant DPW Earle stated it was the control system and the pumps and tanks are fine.

**Agenda Item No. 6- No Fee Permit Application for Agricultural Equipment.**

DPW Winker recommended the No Fee Permit (Ag-CMV) for implements of Husbandry using only the approved roadways through the City as shown on the map. After discussion of the routes, it was moved by Ald. Kupsik to recommend approval. The motion was seconded by Ald. Hedlund and passed 4-0.

Later in the meeting Mayor Connors noted that Bloomfield Road east of Edwards Boulevard was not included on the approved map as a route. After some discussion of whether or not it is City control, it was moved by Ald. Kupsik to amend his motion to include that section of Bloomfield Road from Edwards Boulevard to the east. The amended motion was seconded by Ald. Hedlund and approved 4-0. **(This item needs to go to the Common Council for final approval)**

**Agenda Item No. 7- Dog Park Fencing Bids (misabeled on the explanation sheet).**

DPW Winkler reported that bids were received and publicly opened earlier in the day for the fencing and provided a memorandum recommending Aluminum Fence in the base bid amount of \$19,389 from park funds. After comment by Ald. Hill regarding how close the bids were in price, it was moved by her to approve Aluminum Fence of Kenosha, WI in the base bid amount of \$19,389. The motion was seconded by Ald. Kupsik and approved 4-0.

**(This item needs to go to the Common Council for final approval)**

**Motion to Adjourn:**

It was moved by Ald. Hill and seconded by Ald. Hedlund to adjourn. The motion passed 4-0 and the meeting was adjourned at 7:31 PM.

Cc: Mayor Jim Connors/Dennis Jordan/Sabrina Waswo/Common Council Members not on Committee/File