



# Public Works Committee

Alderman Bob Kordus Chairman

Alderman Chris Gelting  
Alderman Ken Howell

Alderman Al Kupsik  
Alderman Sarah Hill

Director of Public Works Daniel S. Winkler, P.E.  
Assistant Director of Public Works Tom Earle

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## MARCH 17, 2016 Meeting Minutes

**DATE:** March 18, 2016

### MEMORANDUM

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

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

**SUBJECT:** March 17, 2016 Public Works Committee Meeting Minutes

The Public Works Committee is scheduled to meet at **5:03 PM** at City Hall.

**Members in attendance:**

Chairman Bob Kordus   X    
Alderman Chris Gelting   X    
Alderman Sarah Hill \_\_\_\_\_  
Alderman Al Kupsik   X    
Alderman Ken Howell   X  

**Staff Present:**

City Administrator Blaine Oborn   X    
Director Daniel Winkler (DPW)   X    
Mayor Jim Connors   X    
Assistant DPW Tom Earle   X    
Street Foreman Neil Waswo   X  

Other: \_\_\_\_\_Ms. Sylvia Mullally, Parking Enforcement, Ald. Elizabeth Chappell\_\_\_\_\_

Public in attendance: \_\_\_\_\_Miss Khloe Chappell\_\_\_\_\_

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

Motion to approve the minutes of the prior meeting by Ald. Kupsik and seconded by Ald. Gelting.  
The motion passed 4-0.

**Public Comments:**

None.

**Communications:**

None.

**Agenda:**

1. Parking Lot Naming & Parking Space Discussion on Main Street Between Center and Mill Streets (Sylvia Mullally).
2. Acceptance of Lake Geneva Jaycees Tool Donation to the Street Department.
3. Consideration of Bio-Aquatics Algae Treatment Contract Renewal Proposal for 2016.
4. Equipment Replacement Schedule Priorities Review for the Street Department.
5. Main Street Sidewalks Bids.

### **Agenda Continued:**

6. Main Street Widening Bids.
7. Alliant Energy Main Street Underground Agreement.

### **Public Works Projects Update**

DPW Winkler discussed the master projects schedule. There were questions about the sequencing of all the related projects and if we are still on schedule and under budget. Ald. Gelting also asked the schedule for Big Foot. DPW Winkler indicated it was the first project after we get all the TIF projects committed.

### **Agenda Items:**

#### **1. Parking Lot Naming & Parking Space Discussion on Main Street Between Center and Mill Streets (Sylvia Mullally).**

Ms. Mullally discussed the two memoranda on the above items. The parking lot designations D thru H were approved 4-0 on a motion by Chair Kordus and a second by Ald. Gelting. The diagonal parking was discussed at length. Concerns were for how many spaces would be gained, visibility for backing out and for pedestrians at the Mill Street crosswalk, restriping the left turn lane westbound to make extra room, and for designating the spaces for compact cars. By consensus the Committee asked PW staff to follow up on these issues, take measurements and come back with a final recommendation.

**(This Parking Lot naming portion of this item needs to go to the Council for a referral to the City Attorney to draft an ordinance).**

#### **2. Acceptance of Lake Geneva Jaycees Tool Donation to the Street Department.**

Assistant DPW Earle explained the Jaycees have offered to donate a drill set and an automotive body repair kit to the Street Department. The Director's report indicated the retail value is approximately \$730. It was moved by Ald. Howell and seconded by Ald. Gelting to accept the donation. The motion passed 4-0.

**(This item needs to go to the FLR and Council for action).**

#### **3. Consideration of Bio-Aquatics Algae Treatment Contract Renewal Proposal for 2016.**

DPW Winkler explained the renewal contract with Bio-Aquatics. He pointed out the language in the agreement calls for coordinating the treatments at the beach with the Street Department. He said it would be Mr. Earle, thus eliminating the confusion which took place last year with multiple persons involved. As the contractor had held the price the same for the past 2 seasons and is doing so again, Ald. Kupsik recommended we extend it to a 2-year contract if they are willing to keep the rates the same in the second year.

It was moved by Ald. Kupsik to approve the proposal from Bio-Aquatic Services, LLC for algae control at the City's ponds and the lakefront for 2016 in the amount of \$4,675 plus WDNR permitting fees with the offer of extending the contract for 2017 if the cost structure remains the same. Motion passed 4-0.

**(This item needs to go to the FLR and Council for action).**

#### **4. Equipment Replacement Schedule Priorities Review for the Street Department.**

Administrator Oborn provided an updated Capital Equipment Replacement schedule and financial funding document. DPW Winkler provided a report on the Street Department equipment due for replacement, and Assistant DPW Earle provided an explanation for each item up for replacement and why. DPW Winkler explained the financial benefit to the City of bidding the two 5-yd dump trucks (2016 and 2017) at the same time and paying for the 2017 truck in January of 2017 if needed. It was also noted the sale of surplus equipment would fetch \$20,000 to \$30,000 which would go back into the fund as well as moving one of the sold trucks to the WWTF and selling their truck.

It was moved by Ald. Kupsik and seconded by Chair Kordus to bid the subject equipment including the 2017 dump truck with the option to accept it or not depending upon the savings. Mr. Oborn said there was sufficient funding to cover all the equipment and he would send a budget resolution through the Council for approval if approved. The motion passed 4-0.

**5. Main Street Sidewalks Bids.**

DPW Winkler explained that bids were opened Wednesday morning for the Main Street Sidewalk which also includes concrete and brick paving at the Riviera front lawn and some miscellaneous curb & gutter replacement around the City. He noted from the bid tabulation form that 5 bidders responded and that Humphreys Contracting of Lake Geneva is the low bidder in the amount of \$44,826.96. Mayor Connors suggested the City also accept his unit prices for the rest of 2016 for additional concrete work around the City if he is willing to extend his prices to other jobs that come up.

It was moved by Ald. Howell to approve the low bid of Humphreys Contracting in the amount of \$44,826.96 and if the contractor is agreeable, to accept his unit pricing for work which takes place in 2016. The motion was seconded by Ald. Gelting and passed 4-0.

**(This item needs to go to the FLR and Council for action).**

**6. Main Street Widening Bids.**

DPW Winkler reported that bids were opened Thursday morning for the Main Street widening project, and Stark Asphalt bid \$209,544.00 and Payne & Dolan bid \$182, 948.12. He also provided a bid recommendation from Kapur who checked the math and made unit price corrections. Payne & Dolan is the low bidder in the adjusted amount of \$183,218.17 and Stark's bid was actually calculated at \$209,994.00. Mayor Connors pointed out the project is funded through TIF #4 and is well under the original \$500,000 budget estimate. At that price the PWC wished to include more milling and resurfacing up to East Street to match up the paving with the shoulder. DPW Winkler will obtain that cost and initiate a change order for further consideration.

It was moved by Ald. Kupsik and seconded by Ald. Gelting to award the Main Street Widening contract to Payne & Dolan in the amount of \$183,218.17. The motion passed 4-0.

**(This item needs to go to the FLR and Council for action).**

**7. Alliant Energy Main Street Underground Agreement.**

DPW Winkler provided Alliant's undergrounding of the overhead wires proposal which had been reviewed by the City Attorney. The consensus was the project was already approved and the agreement was more or less a formality at this point. It was moved by Ald. Kupsik and seconded by Ald. Gelting to have Administrator Oborn get the agreement signed and to send it to the Council for official approval at its next meeting. The discussion was to continue moving forward with the work. The motion was approved 4-0.

**(This item needs to go to the FLR and Council for action).**

**Motion to Adjourn:**

Motion was made to adjourn by Ald. Gelting, and seconded by Ald. Howell. The motion passed 4-0 and the meeting was adjourned at 6:32 PM.

Cc: Mayor Jim Connors/Blaine Oborn/Sabrina Waswo/Common Council Members not on Committee/File

**MINUTES  
OF THE PRIOR  
MEETING**

**AGENDA ITEM  
NO. 1**

**AGENDA ITEM  
NO. 2**

**AGENDA ITEM  
NO. 3**

**AGENDA ITEM  
NO. 4**

**AGENDA ITEM  
NO. 5**

**AGENDA ITEM  
NO. 6**

**AGENDA ITEM  
NO. 7**