



# Public Works Committee

Alderman Bill Mott Chairman

Alderman Jeff Wall  
Alderman Al Kupsik

Alderman Gary Hougen  
Alderman Sarah Hill

Director of Public Works Daniel S. Winkler, P.E.  
Street Superintendent Ron Carstensen

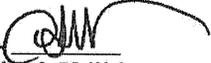
City of Lake Geneva      626 Geneva Street      Lake Geneva, WI 53147-1914  
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## MINUTES

**DATE:** October 11, 2013

## MEMORANDUM

**TO:** Chairman Bill Mott & Members of the Public Works Committee

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

**SUBJECT:** October 10, 2013 Public Works Committee Meeting Agenda Explanation

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

**Members in attendance:**

Chairman Bill Mott        X    
Alderman Gary Hougen   X    
Alderman Jeff Wall       X    
Alderman Sarah Hill     X    
Alderman Al Kupsik      X  

**Staff Present:**

City Administrator Dennis Jordan        X    
Director Daniel Winkler (DPW)            X    
Ron Carstensen (Street Supt.)                      
Mayor Jim Connors:                           X    
Other: \_\_\_\_\_

Public in attendance:   Cheryl Ryan, Andrea Christian  

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

Motion to approve Ald. Hougen and seconded by Ald. Hill. Motion passed 5-0.

**Public Comments:**

Mrs. Cheryl Ryan, Town of Lyons Resident, Curtis and Townline Road-Requested the City plow the bike trail from Townline Road south to South Street.

Ms. Andrea Christian, 250 Havenwood Drive-Concerned about the pedestrian buttons at Edwards and STH 50, particularly crossing from Mobil gas station to Walgreens.

**Communications:**

DPW-Projects Update, letter from Ms. Kristen Olson, 998 Lake Geneva Boulevard requesting crossing at South Street and Lake Geneva Boulevard, and memorandum from DPW Winkler regarding crackfilling bids.

**Agenda Items:**

1. CTH "H" George Street Paving Discussion.
2. East Main Street (STH 50) Request for Pedestrian Awareness Signage.
3. Concrete Repairs, Sidewalk by Riviera-Continued.
4. Crosswalk Request-South Street & Lake Geneva Boulevard.
5. Discussion-Road Maintenance Exchange Wilmot Road for North Half of Willow Road.
6. Edwards Boulevard Crack Sealing Project from 2012.
7. City Street Crackfilling Bid Results.
8. Remodeling of Various Areas within City Hall.

**Public Works Projects Update**

The list of projects was presented by DPW Winkler. Discussion included Broad Street Lighting which will most likely be done in the Spring of 2014 as the pole order would take 3 months to fill. An update discussion was also had on the 2013 Street Maintenance project which impressed everybody.

**Agenda Item No. 1-** CTH "H" George Street Paving Discussion.

Walworth County Highway Superintendent was unable to attend. It was moved by Ald. Hill and seconded by Ald. Hougen to continue this item to November. The motion passed 5-0.

**Agenda Item No. 2-** East Main Street (STH 50) Request for Pedestrian Awareness Signage.

Ms. Christian requested the City to post some kind of warning signage on STH 50 to warn of pedestrians walking the road shoulder and crossing the street. Of the two signs presented, the Committee liked the one listed below. It was moved by Ald. Kupsik to have Public Works order two diamond grade quality signs and have the Street Department install them at approximately the location shown on the included map. The motion was seconded by Ald. Hougen and passed 4-1 (Hill). During the discussion, Ald. Hill objected to the piecemeal nature of posting pedestrian signage and wished to pursue a master planning approach if possible.



**Agenda Item No. 3-** Concrete Repairs, Sidewalk by Riviera-Continued.

The PWC discussed the work and by consensus felt it needed to be done per the DPW's estimate. As the scope was over 4,000 square feet, it was determined that the DPW should bid the work and to include Mayor Connors recommendation that it include a unit pricing structure for miscellaneous concrete sidewalk replacement for 2014. It was moved by Ald. Hill and seconded by Ald. Hougen to direct DPW Winkler to bid out the sidewalk replacement work at the Riviera funded by TIF #4 as presented including a provision for obtaining a unit price for miscellaneous sidewalk work needed in 2014. The motion passed 5-0.

**Agenda Item No. 4-** Crosswalk Request-South Street & Lake Geneva Boulevard.

Ald. Jeff Wall discussed his request per Mrs. Olson's letter. The DPW explained that as there was no sidewalk to run a cross walk between, the best option is a pair of pedestrian crossing warning signs with arrow.



It was moved by Ald. Hougen and seconded by Ald. Wall to direct Public Works to order and install a pair of pedestrian crossing signs with arrow as shown above. The motion passed 4-0-1 abstention (Hill).

**Agenda Item No. 5**–Discussion-Road Maintenance Exchange Wilmot Road for North Half of Willow Road.

DPW Winkler presented the concept of maintenance of Wilmot Road off South Street for the north half of Willow Road from Old STH 120 (Pilgrim Church) west to the west City limits. The request appeared reasonable to the Committee. A motion was made by Ald. Hill and seconded by Ald. Wall to ask the City Attorney to follow-up with a draft maintenance agreement with the Town of Linn for exchanging maintenance of the two roads. The agreement term may be for 5 years or as agreed upon between both parties but shall not restrict either City or Town approval of access points to abutting properties just because either party is maintaining the road section of the other jurisdiction. The motion passed 5-0. **(City Attorney Draper and DPW Winkler need to meet to discuss this).**

**Agenda Item No. 6**– Edwards Boulevard Crack Sealing Project from 2012.

The Chair has some comments and concerns with the road with a slight bump at several of the joints. He and DPW Winkler explained it was settlement or cupping of the pavement at the joint. No action was taken.

**Agenda Item No. 7**– 2013 City Street Crackfilling Bid Results.

DPW Winkler provided a memorandum of the bid results from the 2013 City street crackfilling project. By consensus the Committee forwarded the information to the FLJ and Common Council for action. **(This item needs to go to FLJ and Council. Dennis should have the memorandum)**

**Agenda Item No. 8**– Remodeling of Various Areas within City Hall.

Chair Mott and Ald. Kupsik discussed changes to the Building Inspection entry and bulletproof glass for some locations including police dispatch. Discussion included removing the Finance Director's window and possible added protection of the exterior dispatch office windows. Administrator Jordan will get some pricing.

**Motion to Adjourn:**

It was moved by Ald. Hill and seconded by Ald. Wall to adjourn. Prior to that, Mayor Connors noted items for next month's agenda could include reconfiguring the Sage Street parking lot, discussion of street for the 2014 Street program including two segments of Main Street, and possible discussion of plowing the bike trail requested. The motion to adjourn passed 5-0 and the meeting adjourned at 7:16 PM.

Cc: Mayor Jim Connors/Dennis Jordan/Mike Hawes/Dan Draper/Common Council Members not on Committee/File