LAKE GENEVA UTILITY COMMISSION

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

MEMBER OF AMERICAN WATER WORKS ASSOCIATION

Birdell Brellenthin
Utility Commission President

Kent Wiedenhoeft
Water Superintendent

Scott Tesmer
Wastewater Superintendent

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DATE: June 17, 2011

MEMORANDUM

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

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

SUBJECT: June 16, 2011 Public Works Committee Meeting Minutes

The Public Works Committee met at **6:00 PM** at City Hall.

Members in attendance:		**Staff Present:**	
Chairman Bill Mott	X	City Administrator Dennis Jordan	
Alderman Ellyn Kehoe	X	Director Daniel Winkler (DPW)	X
Alderman Arleen Krohn	X	Ron Carstensen (Street Supt.)	X
Alderman Tom Hartz	X	Mayor Jim Connors:	
Alderman Frank Marsala	X	Other:	

Public in attendance: Ken Etten, Mary Tanner, Marcie Douglas

Approval of the Minutes of the Prior (May 2011) Meeting:
It was moved by Hartz and seconded by Marsala to approve the minutes. The motion passed 5-0.

Public Comments:
Alderman Kehoe spoke in favor of the Railroad Sign at Sage Street.
Ken Etten requested placement of a railroad sign at Sage Street north of the existing City parking lot.

Communications:
DPW Winkler & Superintendent Ron Carstensen advised the Committee that Truck #25 will be having around $4,000 or more in repairs, mostly to the bed.

Agenda Items Discussed:

1. Seminary Park – Discussion/Recommendation of Sidewalk to the Open Shelter.
2. Seminary Park – Discussion/Recommendation of Possible Additional Decorative Trim to the Open Shelter.
3. Request for Approval to Install Historical Preservation Committee Sign By the Sage Street Parking Lot.
4. Discussion/Action of Distance Between Proposed Replacement Trees-Main Street East of Edwards Boulevard.

5. Discussion/Recommendation of Landscaping Areas in Flat Iron Park Per Prior Council Approval.
6. Discussion of Townline Road Diagonal Parking Striping & Centerline at Veterans Park.
7. Discussion/Recommendation of Additional Parking Space Paving Prices-Denison School.

Agenda Item No. 3 (Taken first out of order 5-0 on a motion by Hartz and second by Marsala)- Request for Approval to Install Historical Preservation Committee Sign By the Sage Street Parking Lot.

Mr. Etten explained the intent to create a railroad heritage trail with this sign being one of several planned. Krohn wondered if the sign placement would interfere with sidewalk clearing. Supt. Carstensen said no it should not. By consensus the Committee thought it was a good idea. It was moved by Hartz and seconded by Marsala to approve placement of the sign by the Street Department. The motion passed 5-0.

Agenda Item No. 1- Seminary Park – Discussion/Recommendation of Sidewalk to the Open Shelter.

DPW Winkler explained that a neighbor to Seminary Park has requested a sidewalk extension to the pavilion in the center of the park to provide wheel chair access. A plan was shown with the sidewalk extending about 80' to the east. At 5' wide, the cost would be $2,500 to $4,000 or so. It was moved by Hartz and seconded by Kehoe to approve the sidewalk installation. The motion was amended to include funding source be TIF #4 and the creation of two handicapped parking spots where the new sidewalk meets the Lakeshore Drive sidewalk. It was approved 5-0.

(This item needs to go to Finance and Council for consideration and approval).

Agenda Item No. 2– Seminary Park – Discussion/Recommendation of Possible Additional Decorative Trim to the Open Shelter.

DPW Winkler explained there was a request to upgrade the shelter to something more architecturally appealing than it is. Krohn wished to leave it as is and Marsala indicated we should focus on Flat Iron Park at this time. No other action was taken.

Agenda Item No. 4 - Discussion/Action of Distance Between Proposed Replacement Trees-Main Street East of Edwards Boulevard.

DPW Winkler explained the Beautification Committee would fund the installation. Hartz was concerned for the Public Works Committee making a decision on spacing when that should be done by the City's professionals. The concern overall was for potentially making the plantings look crowded. It was moved by Marsala and seconded by Kehoe to approve the 40' spacing with the final planting spacing to be decided by the City's Arborist. The motion passed 5-0.

Agenda Item No. 5– Discussion/Recommendation of Landscaping Areas in Flat Iron Park Per Prior Council Approval.

Chair Mott said that landscaping was part of the Council approval for the park and he wished to see it proceed. DPW Winkler explained 3 areas that made sense with the current approval. The areas were by Andy Gump, the 3 Graces Fountain and the SE corner to the parking lot. The PWC added the area around the power box located east of the Chamber of Commerce. Superintendent Carstensen expressed a concern for watering whatever goes in. It was moved by Marsala and seconded by Hartz to landscape the four discussed areas and with the design to be brought back to Public Works Committee and if acceptable than forward the recommendation to Park Commission for consideration. The motion was seconded by Hartz and approved 5-0.

Agenda Item No. 6 – Discussion of Townline Road Diagonal Parking Striping & Centerline at Veterans Park.

DPW Winkler explained that the Street Department striped the 45 degree diagonal parking along Townline Road at the park. After doing the striping, the original Council discussion was to shift the Centerline to the south but it appears that with the sharper diagonal parking angle, there may not be a need to grind off or paint the existing centerline black and re-stripe the double yellow over. Chair Mott read the minutes which covered the original approval. Superintendent Carstensen agreed the centerline as is may work fine. Chair Mott expressed concern to get the curb where the parallel parking was painted yellow for safety and to please install the no parking signs. It was moved by Marsala and seconded by Hartz to allow the striping on Townline Road to remain as is and revisit how it performed in October. The motion passed 5-0.

Agenda Item No. 7 – Discussion/Recommendation of Additional Parking Space Paving Prices-Denison School.

DPW Winkler reported back as requested with bid quotations for the additional parking spaces on the west end of the drive in front of Denison School. The low bidder was Amon at $7,200 with Payne and Dolan at $7,400. After some discussion, it was moved by Marsala and seconded by Hartz to proceed Amon in the amount of $7,200 funded by TIF. The motion passed 5-0.

(This item needs to go to Finance and Council for consideration and approval).

Motion to Adjourn:

The meeting was adjourned at 7:15 PM on a 5-0 vote after a motion by Hartz and second by Kehoe.

Cc: Mayor Jim Connors/Dennis Jordan/Jeremy Reale/Common Council Members not on Committee/File