

**PUBLIC WORKS COMMITTEE MINUTES  
TUESDAY, FEBRUARY 20, 2018 – 4:30 P.M.  
CITY HALL, MEETING ROOM 2A**

Meeting was called to order by Ald. Kordus at 4:41 p.m.

**Roll call: Present:** Alderman Kordus, Skates and Flower. **Absent:** Ald. Straube and Ald. Hedlund. **Also present:** City Administrator Oborn, DPW Earle, Superintendent Neil Waswo, Utility Director Josh Gajewski and Parking Manager Mullally. Mayor Kupsik arrived at 4:50pm.

**Members of the public present:** Jackie Mitch and Brian Musson from Vandewalle & Associates, Inc.

**Comments from the public limited to 3 minutes.**

Mary Jo Fesenmeier asked that the PWC do not recommend to council anything with the bike path or road, if it moves it into the State Park. She feels that the public have had no knowledge of this and it is not what the public want.

**Approval of Public Works Committee meeting minutes from January 16, 2018 as prepared and distributed.** Skates/Flower motion to approve. Passed 3-0.

**Director of Public Works Report**

- Earle detailed the problems with Windstream's equipment remaining on the utility pole that is due to be removed on Curtis Street. Alliant have issued a vacate order. Earle will continue to follow up on this.
- The Beautification Committee is communicating with Earle regarding the renovation of the Three Graces statue. There are details that need to be clarified before the statue is removed.
- Earle gave an overview of snow removal operations. He would like to post signs in accordance with our ordinances regarding parking downtown during snow events. He would also like snow emergencies declared as is done in other communities. There have been some complaints about the sidewalks but it is the business owner's responsibility to clear them.
- The smaller pond by the museum has previously been maintained by Z-Scape but there is no contract. Earle has included this as an addendum to the Landscaping Contract that is out for bid.
- Earle gave a shout out to his staff for their performance during Winterfest. They have streamlined the process to be very efficient and he praised their performance.
- A Main Street pre-construction meeting was held and Earle is looking into the permits that would be required to close the road. A preliminary schedule was included in the packet.
- The Visitor Center demolition is almost finished. Discussion was had on the plumbing and service lateral problems.
- Earle expressed concern over the current location of the Farmers Market and advised that he gets many complaints. It has grown significantly and is no longer meeting the terms of its conditional use permit. A new location needs to be considered.
- The alarm system at the Riviera keeps going off. The problem is one of the heads and Public Works have sourced one and will be installing it themselves as a quote from Cintas was very expensive.
- A homeowner has complained again about the light at the West End of Library Park but Earle and Waswo came in during the early hours of the morning to check it out and don't believe it is a problem.
- We Energies and AT&T want to trench in an alley on Center Street, Cook Street and Main Street. We are trying to have them coordinate so there is only one open cut. Timing with the Main Street Reconstruction needs to be considered.

**Discussion/Recommendation on Symphony Bay Easement Agreement** (approved by Utility Commission pending legal review February 24, 2018)

Earle explained that this is a non-typical easement agreement but it has been reviewed by the City Attorney. Discussion followed.

Kordus/Skates motion to approve. Passed 2-1. Flower voted No.

**Discussion/Recommendation on Cemetery Road Sanitary and Water Main Extension and potential Curb and Gutter Special Assessment**

Earle detailed the erosion problems in this area. If the water and sewer extensions go ahead he recommends that curb and gutter be installed at the same time. Gajewski explained that this is being looked at by the Utility Commission after they were approached by the owner of multiple lots on Cemetery Road. He explained that the Commission is looking for approval from the PWC to potentially spend over \$250K and to allow the special assessment. Oborn and Gajewski explained some of the processes for assessing a special assessment. Discussion followed.

Flower/Skates motion to proceed with the Cemetery Road Sanitary and Water Main Extension process and include potential Curb and Gutter and potential Special Assessments. Passed 3-0.

**Discussion/Recommendation on 2018 Street Paving**

Earle gave an update on the 2018 Street Paving plan. Public Works and the Utility Commission are working together to make sure problem areas are known before streets are repaved. Discussion followed.

No action taken.

**Discussion/Recommendation on Snow Plowing Operations**

This was covered by Earle under Directors Report. No action taken.

**Discussion/Recommendation on Flashing Signals in the Downtown Area of Main Street**

Earle said he gets only a handful of calls regarding the flashing lights on Main Street. Tapco said it would be about 90 minutes of work to change them. He reminded the committee that the lights were designed this way to keep East/West traffic moving. Flower said now that we have detection there's no reason to have the flashing lights. Discussion followed. Earle said there are plenty of options to change the timing. The consensus is to continue this item to next month's meeting.

**Discussion/Recommendation Traffic Flow during Major Events**

Kordus said he has spoken to the Police and Fire Departments as well as Public Works and this needs to be a coordinated effort. No action taken.

**Discussion/Recommendation on the Installation of Fencing around the Generator at 1065 Carey Street**

Earle said he asked multiple companies to quote on this and only two companies did. He recommends going with the lower quote from Aluminum Fence Corporation.

Skates/Flower motion to approve Aluminum Fence Corporation to install fencing around the generator at 1065 Carey Street with a not to exceed amount of \$2,600. Passed 3-0.

**Discussion/Recommendation/Update on Bicycle & Pedestrian Plan as presented by Vandewalle & Associates, Inc.**

Jackie Mitch gave a summary of the Open House and its outcomes. She explained that multi use trails have been shown going through Big Foot State Park and clarified that this is not a road through the State Park rather an effort to get pedestrian and bicycle traffic away from the road. Brian Musson clarified that he was not directed by City staff or elected officials to put this path in but it is his opinion that this is needed. Discussion was had on the outcome of the Open House. Earle clarified that you cannot ride your bike on the lake path. Musson said the idea is to encourage cyclists to park their bikes and then walk through downtown in the busy summer months. Skates said there would need to be a secure location to leave bikes as people won't leave their expensive bikes otherwise. When going over short and long term recommendations, Musson said that relationships with surrounding communities and the County are important when developing bike and pedestrian trails. Musson said that this is still a malleable plan. Flower/Skates motion to recommend the Bike and Pedestrian Plan as revised after the Open House to Planning & Zoning. Passed 3-0.

**Discussion/Recommendation on Brunk Pavilion Landscaping Plan** (forwarded to PWC from Board of Park Commissioners January 24, 2018)

The committee continued this item to next month's meeting by consensus.

**Discussion/Recommendation on Payment Request #1 from Sonrise Construction for the White River Disc Golf Course Bridge Replacement Project**

Earle said this is the first payment on this project and it covers the work performed so far and the actual cost of the bridge. The deadline to complete this is September 2018 but Earle believes that this will be finished before the deadline. Work is weather dependent.

Skates/Kordus motion to approve. Passed 3-0.

**Discussion/Recommendation on Cemetery Equipment Amortization and the Purchase of a Riding Lawnmower for the Cemetery** (lawnmower purchase approved by Cemetery Committee January 17, 2018)

Oborn said this was originally on the list for three years from now. Earle explained that we need a 48" deck as the mower cannot fit through the headstones at the cemetery. He said a 10 year plan for these mowers is not a realistic timescale and they need to be replaced sooner. Discussion was had regarding the Equipment Replacement schedule and what has already been approved. This item was continued to the next meeting by consensus.

**Adjournment**

Skates/Flower motion to adjourn at 6:44 p.m. Passed 4-0.

/s/ Jo Busch, Utility Office Manager

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PUBLIC WORKS COMMITTEE**