



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

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914
www.cityoflakegeneva.com Phone: (262) 248-3673

APRIL 14, 2016 Meeting Minutes

DATE: April 21, 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: April 14, 2016 Public Works Committee Meeting Minutes

The Public Works Committee is scheduled to meet at **5:05 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 _____

Other: _____

Public in attendance: _____ None. _____

Approval of the Minutes of the Prior (March) Meeting:

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

Public Comments:

None.

Communications:

Agenda:

1. **Parking Lot Naming & Parking Space Discussion on Main Street Between Center and Mill Streets –Continued for Public Works Staff Recommendation.**
2. **Equipment Replacement Fund Bid Quotation Pricing (Mowers & Trucks).**
3. **Request to Pursue a Lesser Cost for Larsen Landscaping to Assist the City with Watering the New Trees or a Request an Additional Seasonal Employee at the Street Department for Watering.**
4. **Funding for bringing in Arbor Images to clean up fallen trees along the White River-Discussion.**

5. **Installation of a Sidewalk Strip at the Skate Park.**
6. **Installation of a Brick Walk in the Narrow Parkway Strip on Wrigley Drive between the Chamber Building and 3-Graces Fountain.**
7. **Acceptance of a Donation for Arbor Day from ATC.**

Public Works Projects Update

DPW Winkler went through the master projects schedule and answered questions.

Agenda Items:

1. **Parking Lot Naming & Parking Space Discussion on Main Street Between Center and Mill Streets –Continued for Public Works Staff Recommendation.**

DPW Winkler explained that as directed by the PWC, staff evaluated and measured the proposal to convert parallel parking to angle parking on Main Street eastbound by between Mill and Center Streets, and due to safety concerns recommended adding the two desired spaces to the east of the last spot by the crosswalk.

It was moved by Ald. Gelting and seconded by Ald. Howell to proceed per staff recommendation with adding the two parallel parking stalls. It was discussed to proceed with the work when striping this spring. The motion passed 4-0.

2. **Equipment Replacement Fund Bid Quotation Pricing (Mowers & Trucks).**

DPW Winkler and Assistant DPW Earle went through proposals for one mower tractor, one 1-ton dump truck and two 5-yard dump trucks with winged plows. After discussion of funding set aside and equipment pricing, it was moved by Chair Kordus and seconded by Ald. Hedlund to recommend proceeding with the John Deere 5085 Tractor with Diamond Mower for \$70,160.96, the Chevrolet 3500HD 4WD cab and chassis from Lynch for \$30,586.36 (State of WI bid pricing), and 2 International 7400 5-yard dump Trucks with box, plow, salter, spreader and wing 36 (State of WI bid pricing) for \$314,134.53. The bid pricing for the 1-ton truck would be forthcoming at a later date. The motion, which included declaring the other trucks and equipment as surplus, passed 4-0.

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

3. **Request to Pursue a Lesser Cost for Larsen Landscaping to Assist the City with Watering the New Trees or a Request an Additional Seasonal Employee at the Street Department for Watering.**

DPW Winkler and Assistant DPW Earl explained that with the planting of 302 trees, that to keep the trees watered would require employment of another seasonal employee or a change order to Larsen Landscaping for his bid \$75.00/tree price, or \$22,650. After discussion of the merits of hiring a seasonal or Mr. Oborn's suggestion of utilizing TIF funds for the expense, it was moved by Ald. Kupsik and seconded by Ald. Gelting to take advantage of the \$75.00/tree price in his 2016 Spring Tree Planting contract to water the 302 trees this season in the amount of \$22,650.00.

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

4. **Funding for bringing in Gifford Tree Service to clean up fallen trees along the White River-Discussion.**

DPW Winkler and Assistant DPW Earle explained that there were still trees which were knocked over in last year's tornado that were blocking flow on City property along the White River. It was further discussed that the \$12,000 price from Gifford Tree Service, who is the only firm in the area with a portable tub grinder, to clear most of the offending trees was still valid, with funding from Account No. 11-32-13-5346 which we believe has \$20,000 for trees in 2016.

It was moved by Ald. Kupsik and seconded by Ald. Gelting to approve expending \$12,000 from Account No. 11-32-13-5346 for tree removals & tub grinding with Gifford Tree Service. The motion passed 4-0. **(This item may need to go to the Finance and Council for action).**

5. Installation of a Sidewalk at the Skate Park.

At Mayor Connors suggestion, consideration of a 4'x50' sidewalk was discussed through a worn area in the lawn. It was noted as Council for Humphreys Contracting and would cost us \$5.85/SF or \$1,170.00 for the one sidewalk. A second sidewalk was also discussed around the roadway gate to the dog park, and Ald. Gelting wished a 3rd area at the skate park in mud also addressed. Staff was asked to measure and include the 3rd area. The work was to be funded by TIF #4 (\$1,170, \$1,170, and \$4,329).

It was moved by Ald. Gelting and seconded by Ald. Kupsik to proceed with the 3 sidewalk areas at Dunn Field in a total amount of \$6,669.00 as funded from TIF. The motion passed 4-0. **(This item needs to go to the Finance and Council for action).**

6. Installation of a Brick Walk in the Narrow Parkway Strip on Wrigley Drive between the Chamber Building and 3-Graces Fountain.

DPW Winkler and Assistant DPW Earle discussed the possibility of filling in the narrow strip of grassed parkway in Flat Iron Park along Wrigley Drive with sidewalk or brick over sidewalk as funded from TIF #4. After evaluating the related costs, it was moved by Ald. Kupsik and seconded by Ald. Gelting to proceed to install sidewalk only at a cost of \$5.85/SF or \$9,360.00 based upon estimated square footage involved, as funded through TIF #4. The motion passed 4-0.

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

7. Acceptance of a Donation for an Arbor Day Tree-ATC

Mr. Oborn explained ATC provided a \$250 check to the City to pay for our Arbor Day Tree and they requested an acknowledgement as required by law for tax purposes. It was moved by Chair Kordus and seconded by Ald. Howell to accept the donation. The motion passed 4-0.

(This item needs to go to the Council for acceptance).

Motion to Adjourn:

Motion to adjourn by Ald. Kupsik and seconded by Ald. Howell. The motion passed 4-0 and the meeting was adjourned at 6:18 PM.

Cc: 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**