



# Public Works Committee

Alderman Bill Mott Chairman

Alderman Jeff Wall

Alderman Gary Hougen

Alderman Al Kupsik

Alderman Sarah Hill

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

Street Superintendent Ron Carstensen

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## Minutes

**DATE:** July 17, 2013

### MEMORANDUM

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

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

**SUBJECT:** July 18, 2013 Public Works Committee Meeting Minutes

The Public Works Committee met 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  Excused

Alderman Al Kupsik  X

Public in attendance:  Mr. Todd Krause

**Staff Present:**

City Administrator Dennis Jordan  X

Director Daniel Winkler (DPW)  X

Ron Carstensen (Street Supt.)  X

Mayor Jim Connors:  X

Other:  City Attorney Dan Draper

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

Motion to approve by Ald. Wall, Seconded by Ald. Kupsik and passed 4-0.

**Public Comments:**

None.

**Communications:**

DPW Winkler provided a capital projects update.

**Public Works Projects Update**

Below please find an update on Public Works projects:

- ✓ Broad Street Lighting-The demonstration light head has arrived and the pole is scheduled for an early August delivery. The pole will be installed by mid-August if it arrives on schedule. The DPW met with Alliant to scope the project and sent plans to Time Warner for their comment as there will be cable relocation costs to the City as part of abandoning the ole light poles on the north end of the project.

- ✓ Disc Golf Course Design-Watch It Bend will be in tentatively August 3<sup>rd</sup>. The DPW has received equipment quotes and is reviewing them.
- ✓ Tennis Courts Replacement-The project is finished and final payment will be going to Council on 7/22.
- ✓ Downtown Concrete Repairs-Humphreys is finished with the additional list of work. We will be finalizing quantities and closing out the contract in the next 30 days.
- ✓ Dunn Field Restroom Replacement-Demolition may begin as soon as July 29<sup>th</sup>.
- ✓ Public Parking Lot Repairs/Repaving-DPW has the project out for bids with the bid opening 8/1.
- ✓ Riviera Seawall-The DPW will be working on the plans and specifications for late year construction.
- ✓ Cook Street Traffic Signal-C-S conducted traffic warrants evaluation/counts this week.
- ✓ Main Street Storm Tunnel-Crispell is in Phase II design. The Administrator a letter to the DNR requesting to bypass lake flows around the pipe rehabilitation project. Construction is slated for the fall.
- ✓ 2013 Street Maintenance Program-C-S has the project out for bids with a bid opening of 8/1.
- ✓ Lagoon Dredging-Dredging is postponed until fall. The lake is overtopping the dam by about 4", and the goal is to do this project the same time as the storm pipe project under Main Street while the lake is drawn down to the top of the dam.
- ✓ Veterans Park Equipment-Scoreboard is onsite and installation to coincide with the concrete pads under the Field #5 player benches. The benches will be formed Wed or Thurs and poured the next day. Batting cages are ordered.

**Agenda Item No. 1**– Police Department Expansion into the Second Floor Senior Center–Discussion.

Options were discussed, and it was decided that it must be a City facility, and parking and ease of access are high priority. Possibilities included the Riviera, Fire Department, Library and Museum. Of these, the one that best fit the need was determined to be the museum meeting room. City Administrator Jordan mentioned that he spoke with Jim Ghee of the museum and that they indicated they could work out something on the Monday/Thursday schedule. Mr. Jordan said he would confirm the relocation with the seniors and provide feedback to the Park Commission. By consensus the new location with its kitchen and more user friendly environment was approved contingent upon no problems with the seniors.

**Agenda Item No. 2**- Right-of-Way Vacation Request – Edgewood Drive & LaSalle Street (Continued).

DPW Winkler mentioned the staking was done and provided the engineer's opinion that drainage would not be adversely impacted on LaSalle Drive. After some discussion it was moved by Ald. Kupsik to vacate the right-of-way as requested for \$1,500, two trees planted on the site, and all transaction costs paid by the property owner. The motion was seconded by Ald. Wall. The discussion included a referral to the City Attorney and if he says this item needs to go to Plan Commission, it would go there first before consideration by FLJ and Council. The motion passed 3-0 as Ald. Hougen had to be excused.

**Agenda Item No. 3**– Flat Iron Park Proposed Pavilion.

Mr. Todd Krause of the Beautification Committee gave the Committee a presentation and the response was by consensus very favorable. Ald. Hougen asked about cost and Krause indicated that the hope was to fund as much as possible by donations including one from the Beautification Committee. Administrator Jordan indicated there were monies from TIF that could also be used. Another suggestion was to maybe sell bricks. Ald. Kupsik liked the plan but wanted to see the trees and berm behind the stage removed. Chair Mott wanted to see drop screens. Nobody had a problem with naming rights. Next step is to go back to Park Commission with the final rendering and get final Park Commission recommendation and then to Plan Commission.

**Agenda Item No. 4-** Replacement Front End Loader for the Street Department. (Taken second on the agenda 4-0 on a motion by Chair Mott and second by Ald. Kupsik).

DPW Winkler explained the situation with the loader and its role in snow removal and usage on the Riviera Beach. It was moved by Ald. Kupsik and seconded by Ald. Wall to go to bids for a new loader. The specification should include Caterpillar, John Deere and any other reputable manufacturer with the hope to obtain at least 3 bids. Jordan indicated the funding could come from the capital equipment replacement fund and TIF #4. Use of TIF funds was confirmed by the City Attorney as he was still at the meeting. The motion passed 4-0.

**Agenda Item No. 5-** Shore Erosion in Front of Big Foot State Park. (Taken first on the agenda 4-0 on a motion by Chair Mott and second by Ald. Wall).

City Attorney Draper was there to explain that he was asked to research who had maintenance responsibility for an erosion problem along the 2000' shoreline in front of Big Foot State Park. He indicated that the State has authority up to the high water mark, and that he looked over the WDOT's abandonment agreement with the City. It wasn't fully clear if the City owned and controlled the road which included the shoreline to the high water mark. There was lots of discussion and the first course of action, as recommended by Mayor Connors, was to have Administrator Jordan get answers from the WDOT, WDNR and possibly Senator Kedzie on ownership, control and maintenance responsibility before continuing with any formal course of action. This approach passed by consensus.

**Motion to Adjourn:**

Motion to adjourn by Ald. Wall and seconded by Ald. Kupsik. The motion passed 3-0 and the meeting adjourned at 7:25 PM.

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