

**PUBLIC WORKS COMMITTEE MINUTES  
TUESDAY, JULY 18, 2017 – 5:00 P.M.  
CITY HALL, MEETING ROOM 2A**

Meeting was called to order by Ald. Kordus at 5:00 p.m.

**Roll call:** Present: Alderman Kordus, Hedlund, Flower, Skates and Straube. Also present: City Administrator Oborn, DPW Earle, Mayor Kupsik, Parking Manager Mullally. Members of the public present: Greg Governatori, Kapur & Associates; David Lindelow, Board Chairman of Visit Lake Geneva; Greg Odden, Glen Fern Construction; Ken Etten, McCormack & Etten Architects LLP.

**Comments from the public limited to 3 minutes.** None

**Approval of Public Works Committee meeting minutes from June 20, 2017 as prepared and distributed Skates/Hedlund motion to approve. Passed unanimously.**

**Director of Public Works Report**

DPW Earle reported they have been working on the flood damage and we continue to have catch basins that are failing. He presented a list of the damage to date but warned that there could be more. The Streets Department is feeling the pressure of a reduced workforce during the busy season. The lights along Main Street are in the process of being installed now. They are working on the last base before the light poles are fitted and then the only thing left will be landscaping and trees. Ald. Hedlund asked about Field 5 at Veterans Park. Earle reported that water runs from the roadway and pushes the sod and gravel onto Field 4. Ald. Skates said that he was called out to Veterans Park and saw the damage himself. He would like to shut this field down as we continually have to spend money to repair it. Discussion followed.

**Discussion/Recommendation on reconstruction of the roadway on the 900 block of Main Street including consideration of a new water main**

Earle reported that the road in this area is very problematic and we have repaired it multiple times. There is concrete underneath the road that is very old and is crumbling which causes the road to fail. His recommendation is to spend the money on reconstructing this stretch of the roadway including new curb to collect the water that currently just runs into the road. Discussion followed. Mr. Governatori said this would need to be bid separately as the project would cost too much for a change order and it is not currently in the Street Improvement Plan as a reconstruction. *Kordus/Hedlund motion to bid out the reconstruction of the roadway on the 900 block of Main Street including consideration of a new water main with an alternate bid for the 1000 block of Main Street.*

Ald. Flower is concerned that she has not seen any plans for the Road Improvement Program and she feels that we jump all over the City repairing roads which she feels is inefficient. She said money was just spent to patch this section of road and there are other roads in the City that need repair. Discussion followed. Earle said there are 49.5 miles of road in the City and we only have a certain amount of money to spend each year. He has to pick which roads take priority. He agrees that we could get better prices if we concentrate repairs to one ward but in the past this has resulted in multiple complaints that the City is favoring one ward over another. Ald. Skates said that it is this body of people and the City Council who need to make the decision to change the way we repair roads in the future. If that is what is needed, we can give direction starting in 2018. Discussion continued. Ald. Flower asked who would pay for the new water main and Earle said that he always checks with the Utility Commission when selecting roads and the Utility Director is open to the possibility of installing a new main along this stretch of road. The Commission would pay for the new water main.

*Passed unanimously.*

**Discussion/Recommendation on the 2017 Street Improvement Program bid award**

Earle said that we would need to pull the 900 block of Main Street from the bid as this was included as a mill and overlay not a reconstruct. Ald. Flower asked if there is a map showing the roads to be reworked. Earle said that there is a map as part of the bid packet and he will make sure to send it to the committee.

*Hedlund/Skates motion to approve the 2017 Street Improvement Program Bid Award to Payne & Dolan for an amount not to exceed \$525,942.84.*

*Passed unanimously.*

*Kordus/Hedlund motion to suspend the rules and move item 9 above item 8 on the agenda.*

*Passed unanimously.*

**Discussion/Recommendation on the installation of cantilever crosswalk signs at the crosswalks on Main/West and Main/East**

Earle reported that we have had multiple calls/complaints from Havenwood residents regarding the crosswalks in this area. This is also where the bike trail crosses. Earle said his concern is that we just spent a lot of money to bury everything as part of the widening project and a cantilever sign would be mounted in the air on the south side. However, he has personally witnessed people trying to cross the road and now there is an extra lane to cross. We do have signs at the side of the road but they are hard to see. Earle is looking for direction. Ald. Kordus said maybe we could install the solar powered flashing signs. Ald. Flower feels that the only signs that drivers heed are the ones in the middle of the road. Earle said that we have lost four of those signs already since the road reopened a month ago. They cost approximately \$250 each. Ald. Flower asked what kind of road painting we have for the crosswalks and could we put in the piano key painting. Earle said that there is money in the TIF to pay Payne & Dolan to do this. Ald. Kordus asked that this agenda item be moved to next month's agenda. Discussion followed.

*Skates/Flower motion to move the installation of cantilever crosswalk signs at the crosswalks on Main/West and Main/East to next month's meeting.*

*Passed unanimously.*

**Discussion/Recommendation on Street Department brush pickup schedule**

Mayor Kupsik feels that we should do one extra round of brush pickup due to the storm especially if there is an opportunity for reimbursement. Earle said he'd driven round and most piles are garden waste and not storm related. Ald. Skates said he had a tree limb fall and was told it wouldn't be picked up so he hauled it himself and told his neighbor to do the same. Earle said that if we put on an extra pickup those residents that have already cleared their own piles will be calling to complain. He did call Yard Dogs for a price for them to do it but he had not heard back from them yet. Mayor Kupsik said this would be a scheduled pickup that we announce to the public. Ald. Hedlund said that we may not even get funding for this. Ald. Flower feels that if we do this, the public would expect us to do it again for the next storm.

*No action taken.*

**Discussion/Recommendation on Visitors Center Remodeling**

*Kordus/Skates motion to suspend the rules to allow Ken Etten, Greg Odden and David Lindelow to participate in the discussion. Passed unanimously.*

Oborn said at the last meeting the committee had expressed reservations about doing the remodeling as two separate projects. VISIT Lake Geneva is already doing the roof and the fascia on the side of the building as a separate project which has already been approved. If VISIT Lake Geneva also wishes to do their part of the interior remodel as a separate project, they need to make a case for that. Mr. Lindelow presented a drawing of their final plan and said besides the fact that Mr. Odden has put in a lot of time and effort into the design; they don't have a problem with it being completed as one project. They have approximately \$35K to spend and would put that in as their share of the cost. Mayor Kupsik stated that if this is done as one project it would have to go out for bid. Mr. Lindelow said they know this and if additional cost is incurred they would need to know what that cost is. Mr. Etten said before he could finish the drawings he needed to know if this was going to be one project and now he knows that he can proceed. Ald. Flower asked if someone looked into the structural concerns. Mr. Odden said that the wall is not a load bearing wall. Mayor Kupsik said the whole purpose of the remodel is to have the bathrooms open year round. He said we have to make sure there is a separate heating system and a separate hot water system for the bathrooms. Discussion followed. Mr. Etten is to come back next month with the final design.

*No action taken.*

**Discussion/Recommendation on Payne & Dolan Main Street Widening Contract Change Order #3 with increase from the TIF4 Escrow Contingency**

*Hedlund/Skates motion to approve. Passed unanimously.*

**Discussion/Recommendation on TIF4 Escrow Payment Request #5 to Payne & Dolan for the Main Street Widening Project in the amount of \$38,604.19**

*Skates/Hedlund motion to approve. Passed unanimously.*

**Discussion/Recommendation on TIF4 Escrow Payment Request #2 to System Design for Main Street Widening Project in the Amount of \$2,897.78**

*Skates/Flower motion to approve. Passed unanimously.*

**Discussion/Recommendation on replacement of the Street Department Scag Mower funded from Equipment Replacement Fund**

Earle said this was included in the Equipment Replacement Fund so the money is already there. We are replacing our current Scag Turf Tiger II mower which has served us well. He went over the differences in the three models being presented.

*Flower/Skates motion to approve the Scag Turf Tiger II for an amount not to exceed \$11,798.00. Passed unanimously.*

**Discussion/Recommendation on remodeling the overhead door at 1070 Carey Street to accommodate equipment heights**

Earle said the doors at 1070 Carey Street are 12 feet tall and as equipment designs change to meet new standards they are getting taller. Right now we have two pieces of equipment that require some disassembly to get in and out of the building. The other buildings at the Street Department already have doors that are 14 feet tall. The committee agrees that they would like to consider this remodel and they asked DPW Earle to obtain more than the one quote he already has.

*No action taken.*

**Discussion/Recommendation on Designation of the City's Center Street north property (Tax Key No. ZSR00169 and approximately 43 acres) as a City Park and Trail (approved by Park Board, June 28, 2017)**

Ald. Skates questioned why this has to come to Public Works? He thought it would go from the Park Board to the Planning Commission and then to Council? Oborn said ultimately the Council will make the final decision on this. Ald. Hedlund asked what advantage there would be to making this a park. Oborn said it is currently just forest land that the City owns. Ald. Skates said there are private business owners in town that would be interested in donating money to have this as a park. He understands that the City doesn't want to spend money on this but there are private citizens and business owners that do. Discussion followed. Ald. Kordus said in the past when people have donated to us like that we have then had to take it over and maintain it at our cost. Ald. Skates said he wouldn't be pursuing this if he felt that would be the case. Earle asked if this was an open or closed area. If it's open then we are required to maintain it. Ald. Kordus asked if we make it a park do we have to make it accessible. Discussion continued. Ald. Kordus said the only decision to make is whether we are going to make it a City Park and Trail and designate it as such. What happens to the property after that is not on the agenda.

*Skates/Flower motion to send this item to the Planning Commission without recommendation. Passed unanimously.*

**Adjournment**

*Hedlund/Skates motion to adjourn at 6:37p.m. Passed unanimously.*

/s/ Jo Busch, Utility Office Manager

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