

**PUBLIC WORKS COMMITTEE MINUTES  
TUESDAY, OCTOBER 17, 2017 – 4:30 P.M.  
CITY HALL, MEETING ROOM 2A**

Meeting was called to order by Kordus at 4:32 p.m.

**Roll call:** Present: Alderman Kordus, Hedlund, Skates and Flower. Alderman Straube absent. Also present: Mayor Kupsik, City Attorney, DPW Earle and Parking Manager Mullally.

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

**Approval of Public Works Committee meeting minutes from September 19, 2017 as prepared and distributed.**

Hedlund/Skates motion to approve. Passed 4-0.

**Director of Public Works Report – Tom Earle**

Leaf season started on Monday. Bridge opening for disc course starts Friday. Eight plan holders as of today. Alderman Flower asked for details. Tom stated they would come when the bids were in. There is a spec set for the bidders to follow in the packets given out last year. Main Street set to start next year, and the water main between Cook/Broad will impact West bound lane only. The 2017 paving is complete. There are two lights on Main St. still out. Contracts are in. Finger pointing match to finish.

**Parking Manager Revenue Report**

Summary year to date does not include the credit card fees or taxes, but we saw a 10% increase and are up \$112,000. The change to the lake zones from \$1 - \$2 was an increase of \$136,000 in a couple of months, from July 1<sup>st</sup>. The 700-800 block decreased by 4%, and the Library Park saw a decrease where residents park. The Center lot was the same as last year and it's a good candidate for increase. The Parking app saw an increase of about \$6,000.00 and we anticipate \$20,000 by year-end. Overall positive. The kiosk in front of Oakfire was removed during construction and has since been put back.

The Committee would like the Parking Manager to be included as a standard agenda report item after the DPW's report.

The committee requested for the end of season beach pass revenue.

**Discussion on Parking Department's acceptance of GEM Car from the Police Department**

Sylvia still researching where to store GEM car.

Kordus/Skates motion to continue. Passed 4-0.

**Discussion/Recommendation on placement of Historical Markers representing Railroad Roundabout (requested by Lake Geneva Historical Committee) - Ken Etten present.**

Would like a special budget meeting to find out the cost of the pavers and installation. Showing on map the location for the Roundabout. Cost will be \$2200.00 for 360 8x8 pavers. Cost will be \$5400.00 to install 360 pavers. \$7600.00 total cost. \$3500.00 in 2017 budget. \$1000.00 from Nancy Yaeger, raised at Memorials. \$3500.00 from 2018 budget. Possible teaming up with Museum to raise funds or more Memorial donations to cover some of the cost.

Tom Earle likes the idea that the area at the Roundabout would be improved as it would be easier to take care of.

There is a concern that the 2018 budget will be left with only 400.00 for remaining projects. There is a concern that the 2017 budget money will be lost if not used by year end.

Flower/Hedlund motion to approve placement of ghost bricks at Sage St Railroad site. Passed 4-0.

**Discussion/Recommendation on request from Lake Geneva Business Improvement District to install Christmas lights above the roadway in the downtown area**

Bridget described the placement of the lights and it was decided they will not work. Moved on to Garland w/ lights to sweep across Main St. attaching garland building to building with cable. Treasure Hut would have to prove they have insurance. Holding the City harmless.

Hedlund/Skates motion to approve lights and garland across Main St and Broad St. Passed 4-0.

**Discussion/Recommendation on request from WE Energies for an easement on Manning Way Tax Key Parcel ZYUP00190**

Kordus/Skates motion to approve. Passed 4-0

**Discussion on possible abandonment of Manning Way Tax Key Parcel ZYUP00190**

Tom Earle explained it is impossible to maintain the easement that backs up to other properties. Dan explains that home owners will acquire a portion of the 10 foot easement if city abandons the property.

Flowers asked to continue. No action taken.

**Discussion/Recommendation on 2017 Fall Tree planting bid award to Dan Larsen Landscaping in an amount not to exceed \$9,242.00**

Skates/Flower motion to approve. Passed 4-0.

**Discussion/Recommendation on bid approval for Generator Set including fencing at 1065 Carey Street to be funded from Capital Projects**

Generac Generator. \$4100.00. Full Warranty. With permits and labor to cost \$6000.00. These are at a premium need to get on list or could wait 2 years. On capital borrowing budget for 2017.

Hedlund/Kordus motion to approve the bid from Giraffe Electric for a 20kw Generator with permits, labor and an Automatic Transfer Switch not to exceed \$6000. Passed 4-0.

Fence around generator. Only one bid has been received to date for a 12x12 foot fence around the generator. Request for more than one bid before approval.

**Discussion/Recommendation on Payne & Dolan's Pay Request #1 for the 2017 Street Improvement Program in the amount of \$433,950.18 funded from Capital Projects**

Hedlund/Skates motion to approve. Passed 4-0.

**Adjournment**

Hedlund/Skates motion to adjourn at 6:06 p.m. Passed 4-0.

/s/ Martha Nyrkkanen

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