

**PUBLIC WORKS COMMITTEE MINUTES
THURSDAY, NOVEMBER 10, 2016 – 5:00 P.M.
CITY HALL, MEETING ROOM 2A**

Meeting was called to order by Chairman Kordus at 5:01 p.m.

Roll Call: Present: Chairman Kordus, Ald. Skates and Hedlund. Absent: Ald. Gelting and Flower. Also Present: City Administrator Oborn, Mayor Kupsik, City Attorney Draper, Director of Public Works Earle, Street Superintendent Waswo and Parking Manager Mullally. Public Present: Ken DePratt of KD Poolscales.

Approval of Public Works Committee meeting minutes from October 13, 2016 as prepared and distributed
Kordus/Hedlund motion to approve minutes as presented. Motion carried 3 to 0.

Comments from the public limited to 5 minutes. None.

Skates/Hedlund motion to suspend the rules and move agenda item 8 (ROW permit application for 736 Pine Tree Lane) to the next item after public comments. Motion carried 3 to 0.

Discussion/Recommendation on ROW permit application from KD Poolscales Inc. for Bryan and Mary Durkin at 736 Pine Tree Lane.

The permit application is a request to remove the existing flagstone wall and replace it in the same location with blocks. The problem is that the existing wall is in the City's right of way and this could be a liability issue. Various options were discussed including rebuilding the wall on the homeowner's property line instead of in the City right of way. DPW Earle has the authority to issue a permit for excavation in the City's right of way so that the wall can be removed and dirt hauled away. If the homeowner wishes to rebuild the wall, he will need to apply for a variance. No further discussion.

Discussion/Recommendation on upgrading the parking meter modems.

Parking Manager Mullally is recommending upgrading the parking meter modems as approved by the Parking Commission on July 20, 2016. The Luke II machines were installed in 2012/2013 and are a hybrid of cellular and wifi modems that are solar powered. At the time of installation there was talk of installing a wifi tower in the City but this has not happened. There have been problems where batteries need to be changed once or twice a month. This reduces the integrity of the system which is designed to be continuous. When testing with the new modem, the batteries only needed to be changed once or twice a year. The new modems would come with a 5 year warranty and funding would come from the parking budget. The committee discussed whether or not we should be looking at hard wiring the Luke II machines and asked Mullally to come up with a list of machines that could be hard wired.

Kordus/Hedlund motion to continue this item to the next Public Works meeting. Motion carried 3 to 0.

Discussion/Recommendation on WisDot Lake Geneva/Williams Bay UA Functional Classification.

DPW Earle explained that after every census the DOT does a reclassification of the roads in the municipality. The DOT is looking to modify the process of approving these reclassifications by appointing one person within the City to have the authority to approve them. DPW Earle does not recommend this and would like all reclassifications from the DOT to go through the Public Works Committee. All agreed; no further discussion.

Discussion/Recommendation on possibility of creating a one-way for the alley between Wheeler and George Street, west of Tollman Street.

The property on the corner of the alley has requested a permit through the building inspector to replace an existing fence. The permit was approved by the planning commission but when DPW Earle looked at the plans he noticed that the fence would be in the City's right of way. The planning commission only has the authority to approve work on private property not in the City's right of way. The existing fence is not solid and can be seen through but you would not be able to see through the proposed new fence which could be a hazard. The Police Department suggested that the City look at making the alley one way which would solve the sight line problem the fence could create. DPW Earle is looking for direction from the Public Works Committee as to whether they wish to pursue making the alley one way. They do not. No further discussion.

Discussion/Recommendation on purchase of two (2) leaf-vac machines from Equipment Replacement Fund.

DPW Earle presented two bids. It is only possible to obtain two bids as there are only two manufacturers that make this design. The cost for replacement is already included in the 2016 Equipment Replacement Fund. DPW Earle recommends purchasing from Dinkmar.

Hedlund/Kordus motion to approve the purchase of two leaf-vacs from Dinkmar Manufacturing from R.N.O.W. Inc. with a cost not to exceed \$111,124.00 from the equipment replacement fund from 2016 and to dispose of the two existing machines through WI Surplus. Motion carried 3 to 0.

Discussion/Recommendation on purchase of used one ton bucket truck from Equipment Replacement Fund.

DPW Earle said that these trucks are very hard to find used. They have looked at one and have another one to look at in North Carolina. Discussion followed regarding transporting the truck here from out of state.

Kordus/Skates motion to purchase a Terrex 2010 F550 diesel 2x4 with a price not to exceed \$43,375 including delivery. Motion carried 3 to 0.

Closed Session

Kordus/Skates motion to go into closed session pursuant to Wis. Stat. 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session concerning the purchase of property lot located on Conant Street and to include City Administrator Oborn, City Attorney Draper, Mayor Kupsik and DPW Earle.

Roll call: Kordus, Skates, Hedlund voting “yes”. Motion carried 3 to 0.

The committee entered into closed session at 6:07pm

Open Session

Kordus/Hedlund motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items in closed session.

The committee entered into open session at 6:18 pm.

Hedlund/Skates motion to instruct staff to negotiate as discussed in closed session. Motion carried 3 to 0.

Adjournment.

Skates/Kordus motion to adjourn at 6:20 pm. Motion carried 3 to 0.

/s/ Jo Busch, Office Manager

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