



Public Works Committee

Alderman Bill Mott Chairman

Alderman Arleen Krohn

Alderman Gary Hougen

Alderman Al Kupsik

Alderman Sarah Hill

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

Street Superintendent Ron Carstensen

City of Lake Geneva

626 Geneva Street

Lake Geneva, WI 53147-1914

www.cityoflakegeneva.com

Phone: (262) 248-3673

MINUTES

DATE: December 17, 2012

MEMORANDUM

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

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

SUBJECT: December 13, 2012 Public Works Committee Meeting Minutes

The Public Works Committee is scheduled to meet at **6:00 PM** at City Hall.

Members in attendance:

Chairman Bill Mott X
Alderman Gary Hougen X
Alderman Arleen Krohn X
Alderman Sarah Hill X
Alderman Al Kupsik X

Staff Present:

City Administrator Dennis Jordan X
Director Daniel Winkler (DPW) X
Ron Carstensen (Street Supt.) X
Mayor Jim Connors: _____
Other: _____

Public in attendance: Mr. Chris Schultz

Approval of the Minutes of the Prior (November 2012) Meeting:

Motion to approve Ald. Kupsik and seconded by Ald. Hill. Motion passed 5-0.

Public Comments:

None.

Communications:

Sample memorandum from DPW Winkler regarding Item No. 7.

Agenda Items:

1. Main Street Storm Tunnel Rehabilitation-Continued Discussion.
2. Riviera Seawall Repair-Update.
3. Cook Street Traffic Signal-Estimated Cost & Design Proposal from Crispell-Snyder.
4. Riviera Washrooms-New Counter Tops-Bids.
5. Handicapped Parking Stall Additions – Downtown.
6. No Parking Zone Request – Park Row & Clover Street.
7. Communications Changes on Projects – Discussion.
8. Consideration of the Sale of Part of the City Property at the Street Department.

Agenda Item No. 1–Main Street Storm Tunnel Rehabilitation-Continued Discussion.

There was significant discussion regarding the format of the Crispell proposal and perhaps the City developing its own RFP form for the City Engineer. It was also asked by Krohn when the City Engineer's contact with the City for their services comes due. Administrator Jordan wasn't sure but thought it renews automatically. There was further discussion regarding how far we go down the design path to find out if the LOMAR analysis is required, as it is very expensive. The PWC wished to get that answer, whether or not the project could go to bid and construction by spring.

It was moved by Ald. Hill and seconded by Ald. Kupsik to continue this item to the next PWC meeting and give staff a chance to get the answers from the engineer. The motion passed 5-0.

Agenda Item No. 2– Riviera Seawall Repair-Update.

DPW Winkler presented a proposal in the amount of \$5,500 from Crispell to analyze and report on the seawall included an estimated cost to repair.

It was moved by Ald. Hill and seconded by Chair Mott to approve the proposal. The motion passed 5-0. **(This item needs to go to FLJ and Common Council for consideration).**

Agenda Item No. 3– Cook Street Traffic Signal- Design Proposal from Crispell-Snyder.

The DPW a revised Crispell-Snyder proposal to include the traffic counts discussed at the November meeting. The PWC was not sure what items nos. 1 & 2 would cost for the project to precede to the point of going to design.

It was moved by Ald. Hill and seconded by Ald. Hougen to proceed with items nos. 1 & 2 in and amount not-to-exceed \$2,000. The motion passed 5-0.

(This item needs to go to FLJ and Common Council for consideration).

Agenda Item No. 4– Riviera Washrooms-New Counter Tops-Bids.

The Director shared a memorandum with three bids for counter top replacements. The discussion was to go with the under counter sinks and new faucets as specified.

It was moved by Ald. Kupsik and seconded by Ald. Hill to go with the Humphreys Contracting low bid in the amount of \$24,050 in quartz as proposed by Administrator Jordan. They also wished to have any under counter cabinets refaced to match and wanted that price for consideration at award. The motion passed 5-0.

(This item needs to go to FLJ and Common Council for consideration).

Agenda Item No. 5-Handicapped Parking Stall Additions in the Downtown.

Photos and a location map were presented to the PWC by Director Winkler for comment. There was none and no action was taken.

Agenda Item No. 6- No Parking Zone Request – Park Row & Clover Street.

A letter with map was presented to the PWC for consideration of no parking signage on the south side of Park Row at the vision triangle with Franklin Street just west of Franklin.

It was moved by Ald. Kupsik and seconded by Ald. Hougen to approve no parking and ask the City Attorney to draft up any required ordinance for the Council to vote on. The motion passed 5-0.

(This item needs to go to the City Attorney for action and then to FLJ and Common Council for consideration).

Agenda Item No. 7- Communications Changes on Projects - Discussion.

DPW Winkler shared a draft memorandum of activity taking place in Public Works. The consensus was for the Director to provide such updates on a regular basis to keep the Aldermen informed.

Agenda Item No. 8- Consideration of the Sale of Part of the City Property at the Street Department.

Administrator Jordan explained that it was the 3rd time the request has been made and the property owner in question would like a final answer but she could not be at the meeting. Superintendent Carstensen indicated the area was vital as a snow depository.

It was moved by Ald. Hill and seconded by Ald. Hougen to continue the item to the next meeting to give the owner of the adjacent property the chance to appear. The motion passed 5-0.

Motion to Adjourn:

It was moved by Ald. Hougen and seconded by Ald. Kupsik to adjourn. The motion passed 5-0 and the meeting adjourned at 7:28 PM.

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



LAKE GENEVA UTILITY COMMISSION

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



Birdell Brellenthin
Utility Commission President

Kent Wiedenhoeff
Water Superintendent

Scott Tesmer
Wastewater Superintendent

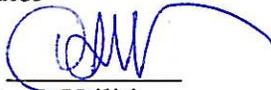
361 Main Street • P.O. Box 187 • Lake Geneva, WI 53147 • Phone (262) 248-2311 • Fax (262) 248-0589

DATE: December 13, 2012

MEMORANDUM

DRAFT

TO: Dennis Jordan, City Administrator

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

SUBJECT: Public Works Operations & Projects Update

BACKGROUND

This memorandum provides an update on what is happening in Public Works.

DISCUSSION

Operations-Street Department has shifted its equipment from the last of leaf and brush collection to winter salting and plowing operations. At this time of year they also begin service and maintenance on summer use equipment. They just placed the two benches ordered and paid for by Yogi's ice cream and one bench ordered by the Cook family on the lakefront in Library Park. Staff has also been replacing miscellaneous signs on the bike trail. Dead and dying tree removals will take place over the next 3 months as will pruning activities. Staff is also assembling and installing the replacement LED retrofit kits in the downtown as time allows. The lights on columns at the old McCollough parking lot have been replaced with LEDs. All the drinking fountains and non-heated public restrooms have been shut down and winterized for the year. The street sweeper has been traversing the City almost daily when the weather permits and will do so during the winter months on nice days to collect sand.

Projects-Tennis courts striping and surfacing will be installed first thing in the spring. The 2011 street maintenance contract work is finished and final paperwork is in process. The 2012 street maintenance contract has been closed out for the year. Traffic signals are being finished this week and the system is in full operation. The project includes emergency pre-emption devices on all traffic signals in the City. The DPW provided a memorandum explaining the different features of the old system compared to the new much more efficient operation. Quotations for new counter tops at the Riviera have been received and will be considered by the PWC and Council. Proposals have also been obtained from Crispell for inspection/reporting on the Riviera seawall, Cook Street traffic signals, and the White River storm tunnel under Main Street. The downtown concrete repair work is nearing completion with only a few items remaining. We are keeping that contract open for the time being. Bike trail maintenance items are complete and the City is in the process of obtaining final grant reimbursements. Fall tree planting work is over 90% complete with the remaining trees to be planted in the spring after the City finishes some removals at the same locations. Dunn Field Restroom replacement architectural RFP was revised and provided to Administration to circulate area-wide for proposals.

Other-Windstream Wireless has been working on a plan to extend their service to Peller & Main Street from Wells and Townline Road. Another cellular carrier is considering an installation from northwest of the City, along Grant Street, down Sheridan Springs and Edwards Boulevard to Main Street and east out of the City. Staff would like both projects to get the nod from Plan Commission and Council when formal submissions occur. Ads have also been placed in the paper regarding snow removal and street parking.



LAKE GENEVA UTILITY COMMISSION

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



Birdell Brellenthin
Utility Commission President

Kent Wiedenhoeff
Water Superintendent

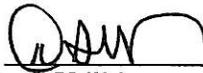
Scott Tesmer
Wastewater Superintendent

361 Main Street • P.O. Box 187 • Lake Geneva, WI 53147 • Phone (262) 248-2311 • Fax (262) 248-0589

DATE: December 12, 2012

MEMORANDUM

TO: Dennis Jordan, City Administrator

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

SUBJECT: Riviera Counter Top Replacement Bids

Background

Bids were opened to replace seven (7) laminated counter tops in the public restrooms with solid surface counter tops as requested by the Public Works Committee at its November meeting. This memo discusses the bids.

Discussion

The above subject work was bid for counter tops at the Riviera. The results are:

<u>Contractor</u>	<u>Base Bid</u> <u>(Reusing Exist. Sinks)</u>	<u>Total with Alt. Bid</u> <u>(New Under. Sinks)</u>
Humphreys Contracting Lake Geneva, WI	\$16,350.00	\$24,050.00
Mohr Construction Kenosha, WI	\$14,890.00	\$25,790.00
Lynn C. Allen	\$34,596.00	\$34,390.85

If the PWC and Council wishes to replace the counter tops only and reuse the drop in sinks and faucets, Mohr Construction is low at \$14,890.00. If they wish to install new drop in sinks and automatic faucets, then Humphreys is low at \$24,050.00. The Humphrey bid, per the attached email, is for granite or corian, or any solid surface the City wishes. A 3rd bid was received from Lynn Allen. His number was higher for both but did include approximately \$4,000 for cabinet replacements but did not include the beneath counter barrier.

Recommendation

It is up to the Council which option it would like to pursue. Color to be selected by City Administration.

Budget & Staffing Impact

The project is funded through TIF #4.

Cc: File

Daniel Winkler

From: Chris Humphreys <chrishumphreys99@gmail.com>
Sent: Tuesday, December 11, 2012 10:23 PM
To: Daniel Winkler
Subject: Riv bathrooms

Just a note to clarify my quote on the riv bathrooms. I bid either corain or granite or any solid surface that the city wants. It was my hope to do granite because i think it is a huge upgrade and i can do it for the same money as the others. I believe under mount sinks or moulded sinks with the new faucets would also set these rooms off.
Chris