



# 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.

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## March 2014 Meeting Minutes

**DATE:** March 11, 2014

### MEMORANDUM

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

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

**SUBJECT:** March 13, 2013 Public Works Committee Meeting Agenda Explanation

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 Jeff Wall   X    
Alderman Sarah Hill   X    
Alderman Al Kupsik   X    
Public in attendance:   Ms. Nancy Russell, Mr. Marty Smith  

**Staff Present:**

City Administrator Dennis Jordan   X    
Director Daniel Winkler (DPW)   X    
Mayor Jim Connors:   X    
Other:   Ald. Ellyn Kehoe    
Other: \_\_\_\_\_

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

Motion to approve by Ald. Wall and seconded by Chair Mott. The motion passed 4-0 (Hill late).

**Public Comments:**

Ms. Russell spoke complimenting the Street Department on the job it has done with snow this winter. She also said Walworth County was looking forward to working with the City on the George Street improvement.

**Communications:**

1. 2013-2014 Winter Snow Update-DPW Winkler provided an update on the snow removal effort to date.
2. Projects Update-DPW Winkler provided updates on the various projects currently underway.

**Agenda Items:**

1. CTH H (George Street) Discussions with Walworth County.
2. Discussion Regarding Sharing Equipment with Other Jurisdictions.
3. Parking Structure-Discussion.
4. Holiday Decorations.

**Agenda Item No. 1**– CTH H (George Street) Discussions With Walworth County.

Administrator Jordan and DPW Winkler provided a summary of discussions to date with the County. The summary also included a discussion of underground utilities. Ms. Russell said the County is looking forward to working with the City on the project and that she felt something can be worked out on maintenance. What was presented by staff was a cooperative arrangement whereby the City plows and street sweeps the new section of pavement and the County stripes and crackfills when needed. The consensus of the Committee was to continue discussions and bring a final recommendation to Council in the near future.

**(When Administration negotiates a final proposal, this item needs to go to Finance and Council for approval).**

**Agenda Item No. 2**- Discussion Regarding Sharing Equipment with Other Jurisdictions.

The subject of lending, borrowing and storing of intergovernmental equipment was discussed. The PWC had concerns for damage to our equipment when used by others, development of a list of equipment we would consider lending out, and whether we wished to loan out equipment or provide storage for the equipment of others. It was moved by Ald. Hougen to develop a policy with the City Attorney on lending out of City equipment including a list. The motion was seconded by Ald. Wall and passed 5-0.

**Agenda Item No. 3**– Parking Structure-Discussion.

Administrator Jordan went through the slide presentation. There was discussion of the process and Parking Commission's recommended site behind the theater. The consensus was that the old theater parking lot was the best and most logical choice. Mr. Tom Hartz mentioned that there were parking studies which clearly show a shortage of parking in the downtown. Mr. Marty Smith said the last time a City survey was conducted, that 60% of the public supported a ramp. No formal action was taken.

**Agenda Item No. 4**– Holiday Decorations.

The DPW brought a sample of the old holiday decorations for North Broad Street to the meeting. He explained we had around 15 of the candle decorations and at least 2 or 3 dozen artificial wreaths (belonging to the BID) in storage. The discussion was to declare them all as surplus and find funding for new LED decorations for the 2014-2015 holiday season. It was moved by Ald. Hill and seconded by Ald. Kupsik to declare the wreaths and candle decorations as surplus for disposal. After discussion of funding possibilities for new decorations, the motion passed 5-0.

**(This item needs to go to Finance and Council for approval).**

**Motion to Adjourn:**

It was moved by Ald. Wall and seconded by Ald. Hill to adjourn. The motion passed 5-0 and the meeting was adjourned at 7:30 PM.

Cc: Mayor Jim Connors/Dennis Jordan/Tim Neubeck/Common Council Members not on Committee/File