

# PUBLIC WORKS COMMITTEE

## MINUTES

**DATE:** July 13, 2012

**TO:** Chairman Bill Mott and members of the Public Works Committee.

**FROM:** Dennis E. Jordan  
City Administrator

The Public Works Committee met on July 12, 2012 at 6:00 pm at City Hall.

**Members in attendance:**

**Staff Present:**

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

City Administrator Dennis Jordan X  
Director Daniel Winkler DPW excused  
Ron Carstensen St. Supt. X  
Mayor Jim Connors X

**Approval of minutes of the prior (June 2012) meeting:**

It was moved by Kupsic and 2<sup>nd</sup> by Haugen to approve the minutes of the prior meeting.  
Passed unanimously.

**Agenda Item 1 – Request for additional signage on Main Street for the museum.**

The museum was requesting additional signage on Main Street for the museum. There were four sign designs and four locations shown. It was expected that Mr. Buelter would be in attendance, but he was unavailable. The Committee continued the item till the next meeting.

**Agenda Item 2 – Request for additional signage on Broad Street by Simple Restaurant-Historical Preservation Committee.**

Kupsik made a motion to allow Mr. Etten to address the Committee, seconded by Haugen. Passed unanimously. Mr. Ken Etten displayed a sign that the Historical Society would like to place by Simple Restaurant. The Historical Society would like to install the sign in the landscaping bed north of Simple Restaurant and east of the sidewalk. Mott made a motion to recommend approval by the Common Council to place the sign seconded by Kupsik. Passed unanimously.

**Agenda Item 3 - Scoreboards – Veterans Park.**

City Administrator Jordan gave an update on the scoreboards explaining that letters were sent to five social organizations asking them if they would be interested in sponsoring one or more of the scoreboards. He will give an update at the next meeting. Mott made a motion for the administrator to proceed with finding sponsors for the scoreboards seconded by Kupsik. Passed unanimously.

**Agenda Item 4 – Pedestrian Crossing Lights.**

There was a discussion of the rapid fire flashers including the need to determine and prioritize the locations of such lights. After discussing several locations, the committee decided to place one of the pedestrian crossing signs the City currently has at the Street Department at the crosswalk at

Celebrations. Moved by Hill to recommend the placement of a flashing warning sign by the crosswalk at Celebrations on Wells Street, seconded by Kupsik. Passed unanimously.

**Agenda Item 5 – WDOT STH 120 Interchange Sidewalk.**

The Committee had discussed this at their June meeting, but had some questions they wanted answered by the DOT. The City Administrator contacted the Engineer representing the DOT to see if there was any leeway on placing the sidewalks only on the south side of the roadway. The DOT stated that they would only pay to have the sidewalks placed on both sides of the roadway. After discussing the pros and cons of the DOT's offer, a motion was made by Kupsik to recommend to the Common Council that sidewalks be placed on both sides of the road and the City would maintain them seconded by Haugen. Passed three to one. Hill voting no.

**Agenda Item 6 – Project Approval – McCullough and Theatre Parking Lot Resurfacing.**

The Committee discussed the repaving and re-striping of the above parking lots with TIF #4 funds. Both lots have cracks in them and sunken areas from the weight of the tires of the parked cars. The Public Works Director has estimated that it would cost approximately \$150,000 for the two lots depending on the thickness of the overlay required and any base patching needed. It was moved by Kupsik to recommend to the Common Council to approve an RFP to repair, repave and re-stripe the parking lots seconded by Mott. Passed unanimously.

**Agenda Item 7 – Project Approval – Crack Filling.**

Crackfilling was in the CIP for \$25,000 in 2011 and \$20,000 in 2012. It was suggested that Baker Street and South Center Street locations, Edwards Boulevard and other locations to yet be identified by the Public Works Director and Street Superintendent. Once the priority list is approved, work will be done going down the list till the money is expended. Moved by Hill to recommend to the Common Council to approve sending an RFP for bids for crackfilling, seconded by Mott. Passed unanimously.

**Agenda Item 8 – 2012 Street Maintenance – Survey Results on Conant Street Curb and Gutter Assessments.**

A survey was sent to residents on Conant Street to determine if there was interest in placing curb and gutters along their properties for which they would be assessed. From the surveys received, there were 15 in favor and 3 against the installation of curb and gutters. Mott made a motion

**Agenda Item 9 – White River Tunnel Rehabilitation – Discussion.**

The Committee discussed the tunnel rehabilitation, but decided to wait for Mr. Winkler to return and find out exactly what the DNR would require if repairs were made by digging out the old tunnel and replace it. It was decided to move on to the next agenda item.

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**Agenda Item 10 – Dunn Field East Driveway Closure – Discussion.**

The Committee discussed the closure of the Dunn Field driveway. After much discussion, Mott made a motion to get design plans and costs to put gates where the driveway meets Waverly Street and at the south end just east of the parking lot, seconded by Kupsik. Passed unanimously.

**Agenda Item 11 – TIF #4 Projects to Include Tree Plantings and Alley Rehabilitation.**

The Committee reviewed the list of trees provided by the City Arborist for planting either this fall or next spring depending on weather conditions. Hill moved to send the list to the Tree Board for their review and recommendation and to have staff prepare an RFP to send the tree purchases out to bid, seconded by Mott. Passed unanimously.

The Committee also discussed using TIF #4 funds to improve the alley north of Wisconsin Street between Broad and Center Streets. It was moved by Kupsik to recommend to the Common Council to improve the alley, seconded by Haugen. Approved unanimously.

**Agenda Item 12 – Private Drive Recommendation, Maytag Road by the City Administrator.**

The City Administrator explained the research he has done relating to private drives. In the case of Maytag Drive (What is now Maytag Drive was called Ceylon Court Drive on City maps back in the late 1960's and early 1970's), he found that Ceylon Court Drive was dedicated to the City in 1973. In the past 20 years the City has improved Maytag Drive twice and has provided all City services to the area. Because of the lack of documentation in the City files, he is recommending that the City accept Maytag Drive as a dedicated street. It was moved by Hill to recommend to the Common Council to accept Maytag Drive as a dedicated City Street, seconded by Haugen. Passed three to one. Mott voting no.

**Agenda Item 13 – Adjournment**

Moved by Hill and seconded by Kupsik to adjourn at 8:20 pm. Passed unanimously.

Respectfully Submitted by

Dennis E. Jordan

City Administrator

July 13, 2012