

**CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES**  
**TUESDAY, FEBRUARY 11, 2020 4:30 P.M.**  
**LAKE GENEVA CITY HALL; CONFERENCE ROOM 2A (UPPER LEVEL)**

**Members:** Chairperson Cindy Flower, Selena Proksa, Rich Hedlund, Tim Dunn, and Ken Howell

Chairperson Flower called the meeting of the Public Works Committee to order at 4:32 p.m.

**Roll Call**

**Present:** Howell, Flower, Dunn, Hedlund, and Proksa

**Absent:** None

**Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes**  
None

**Approve the regular Public Works Committee meeting minutes from January 14, 2020 as prepared and distributed**  
Motion by to Proksa approve the minutes, second by Dunn. No discussion. Motion carried 5-0.

**Discussion/Recommendation regarding estimates for City Hall Fire Alarm Panel Replacement Project**

Building Maintenance Supervisor Tom DeBaere addressed the committee regarding the need to replace the current fire alarm panel. This panel is currently 21 years old. He provided three quotes from Cintas, Johnson-Controls, and Southern Lake Alarm. DeBaere noted that Johnson-Controls would have proprietary control over the panel which means we would have to use them for maintenance. They also have been very expensive to use in the past.

Motion by Howell to award the bid to Cintas in an amount not to exceed \$ 13,915.87, second by Hedlund. DPW Director Earle stated the City does currently use this company for the Riviera and the City fire extinguishers. DeBaere stated that this project may take upwards to a month, but this work desperately needs to be complete. Motion carried 5-0.

**Director of Public Works Report**

DPW Director Tom Earle stated that during Winterfest he had staff on a 24 hour rotation from Wednesday through Sunday. There was only one issue with a bathroom being unlocked that did not have water, but that issue will be addressed at the post event meeting with the departments.

Earle stated that he was contacted by Walworth County due to the salt shortage and indicated that he would like to see the salt shed addition in the borrowing for 2021. He said that we currently have 250 tons in the shed and 50 tons left at the County. If the County runs out then the City will have to lay a salt/sand mixture which will cost the City more money as the City has to pay to dump the discarded sand.

Earle then gave his presentation regarding his department's processes and procedures for Snow Removal. He would like to see work done to work with the BID to inform the downtown businesses owners to use private lots versus on street parking. He would also like to see effort to reinforce the current ordinance that allows for a declaration for a snow emergency.

**Discussion/Recommendation regarding 2020-2025 Street Improvement Capital Improvement Project by Kapur**

City Engineer Greg Governatori outlined the 2020-2025 Street Improvement Capital Project and the amendments that were offered at the last meeting. He outlined that part of that project would include the possible inclusion of sharrows on Sage Street as the street is too narrow for a dedicated bike lane. Governatori stated that he would like to see the introduction of sharrows in phases to allow for public acclimation. He then reviewed the streets that are slated for the 2020 Street Improvement Project. Governatori stated that the Geneva Lake Manor subdivision has been added as its only stand-alone project for 2025 to be completed with the Utility Commission. Flower mentioned that there was discussion at the Joint Plan Commission and Council meeting regarding the expansion of sidewalks in various areas, especially near the Riviera. Earle stated that he does have that work in the borrowing.

Motion by Dunn to allow Charlene Klein to address the committee, second by Howell. Motion carried 5-0.

Klein stated that there has been complaints about Snake Road.

Motion by Flower to move forward with the 2020 plan as presented and schedule the plan for 2021 for discussion, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding alternatives for Bike Path located behind Lake Geneva YMCA

Greg Governatori reviewed the plan for the bike path alternatives near the Lake Geneva YMCA. He recommended that the current path be abandoned and that the path follow Darwin Street to Curtis Street. Earle stated that he is concerned with who will be responsible to maintain the path and would suggest that the ordinance be reviewed to make that responsibility clear. Governatori noted that the existing path wasn't all in poor condition and that there may be areas that just need to be patched. No action; continue to next month.

Discussion/Recommendation regarding Neighborhood Identification Street Signs

DPW Director Earle reviewed the different types of neighborhood identification street signs and where they may be placed. Flower would like to see this discussed at the March Committee of the Whole. No action taken.

Discussion/Recommendation regarding purchase of Turf Sweeper as part of the 2020 Equipment Replacement

Earle stated that he received three other manufacturers to find a replacement and that the only vendor that could offer anything comparable is a Sweep Star 48 H.

Motion by Hedlund to approve the purchase of the Turf Sweeper from Burris Equipment in an amount no to exceed \$24,932.44, second by Proksa. Motion carried 5-0.

Discussion/Recommendation regarding re-purpose of Public Works Vac-All Truck

Earle explained that he would like to repurpose the vac-all truck and turn it into a tandem truck. He would to part out the vac-all, sale the parts, and spend around \$10,000 to purchase a new box to place on the existing cab and chassis.

Motion by Flower to approve the re-purpose with the funds coming from the Equipment Replacement fund, second by Howell.

Discussion/Recommendation regarding declaration of equipment surplus for auction of the following items:

- a. Forklift
- b. Vac-All
- c. IH plow #22
- d. Toro stander mower (2)
- e. JD 2055 tractor
- f. JD 850 tractor
- g. Misc office products from City Hall
- h. Toro turf sweeper

Proksa left the meeting at 6:33 p.m.

Motion by Flower to declare the aforementioned items as surplus, second by Hedlund. Motion carried 4-0.

Proksa joined the meeting at 6:34 p.m.

Discussion/Recommendation regarding placement of surplus auction proceeds into the Equipment Replacement Fund

Motion by Flower to approve, second by Proksa. No discussion. Motion carried 5-0.

Discussion/Update regarding Bloomfield Rd Traffic Signals

Mayor Hartz stated that there will be a meeting to discuss this with Bloomfield and to discuss the shared use agreement. No action taken.

Discussion regarding Town of Lyons and Town of Bloomfield owned property within City Limits

Earle stated that he wanted the committee to be aware of the number of township owned parcels within the City limits. No action taken.

Future Agenda Items

-Parking Shuttle

-Plowing of Bike/Multi-Use Paths

-2021 Street Project

-Home Depot Agreement

-Native Plantings Presentation

-Residential Snow Removal on Sidewalks

-Leaf Mulch Disposal/Repurposing

Adjourn

Motion by Howell to adjourn the meeting, second by Flower. Motion carried 5-0. The meeting adjourned at 7:02 p.m.