

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES

TUESDAY, MAY 12, 2020 4:30 P.M.

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (LOWER LEVEL)

Members: Chairperson Cindy Flower, Mary Jo Fesenmaier, Rich Hedlund, Tim Dunn, and John Halverson

Chairperson Flower called the meeting to order at 4:32 p.m.

Roll Call

Present: Flower, Fesenmaier, Hedlund, Dunn & Halverson

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 March 10, 2020 as prepared and distributed
Motion by Hedlund to approve, second by Dunn. No discussion. Motion carried 5-0.

Director of Public Works Report

-COVID-19 Response

-Brush/Leaf Pickup

-Equipment/Vehicle Update

Public Works Director Earle stated that currently the Parks are closed due to COVID-19. He added that the department has taken precautions in that no more than three DPW employees can gather at any time, that he or the Superintendent punch in the time for the employees to limit the touching of the time clock, all machinery and offices are disinfected at least twice a day. He added that the benches and City owned property in the parks are being cleaned and sanitized. He did add that the playground equipment is still closed at this time and will remain closed until there is a plan to effectively clean them.

Earle stated that the brush pickup has been extremely busy and has gone well. He did want to state a reminder that grass clippings cannot be picked up the brush, but that the grass dump site is open seven days a week.

Earle noted that there have been some issues with some of the equipment. Most have been resolved with minor repairs, but an older Freightliner will need to be replaced in the near future. No action taken.

Parking Manager Report

Parking Manager Seth Elder stated that he and the team are feeling good and healthy. He stated that the Wayfinding signs are being put up along with the new kiosks. Elder noted that to date eighteen of the fifty new kiosks had been installed and were working well. With the reduction of kiosks from sixty-three to fifty so this has left Elder to determine which kiosks are to be replaced and which kiosks will simply just be removed. He further added that staff are sanitizing the equipment as they pass them when enforcing; they are encouraging guests to download the Parkmobile App to reduce the number of people that need to touch the kiosks. No action taken.

Discussion/Recommendation regarding the potential postponement purchase of a Ventrac Sidewalk plow to be purchased with funds from the 2020 Capital Borrowing

Earle stated that he had found this replacement this in stock as no new used are available and this one was available to cost no more \$42,000. He added that this plow would be used on the sidewalks in the parks down town. The committee discussion included the possibility of postponing this purchase due to the City's budget shortfall. Earle stated that they could but worried that postponing the purchase could lead to a price increase by 2% or 5%. The committee asked that Earle contact Burris Equipment to determine the very last date that this could be purchased.

Motion by Flower to continue this item to the June Public Works Meeting, second by Hedlund. Motion carried 5-0.

Motion by Flower to move the item "Discussion/Recommendation regarding updating existing Kapur Task Order to include engineering work for possible changes to Edwards Blvd & Highway 50" to discuss next, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding updating existing Kapur Task Order to include engineering work for possible changes to Edwards Blvd & Highway 50

Kapur Engineer, Greg Governatori, addressed the committee regarding the task order. He added that this would include Main Street and Edwards Blvd for reconstruction. He added that there would need to be a traffic analysis completed during the summer, as this time usually provides the most traffic volume. The task order would be for work to be completed in 2021 and that this would include the design, engineering, and implementation. Flower questioned if the City would be able to provide a grant application for the Highway Safety Improvement Program. Governatori stated that could be researched and that he thought the deadline for the grant was the end of August. As the HSIP grant would help pay for the traffic analysis, he would remove that provision from the task order for the time being. The committee discussed authorizing a portion of the task order without the traffic analysis; this would reduce the task order cost by \$25,000.

Discussion/Recommendation regarding updating existing Kapur Task Order to include possible Special Assessments for Sidewalk work

The Committee included this agenda item with the discussion of the previous agenda item. The committee discussed the process of exercising special assessment powers and Governatori indicated that Kapur would help the City through this process. The committee discussed that there needs to be sidewalks installed between the magic theater and Ridges development on Edwards Blvd. The magic theater was required to put in the sidewalks as part of the development and the committee would like to see that sidewalks be required to be installed for every development. The committee also discussed the potential need to easements from the property owners to install the sidewalks.

Motion by Flower to approve the task order for Kapur to prepare the HSIP application for Edwards Blvd & Hwy 50 not to exceed \$5,000, second by Hedlund. Motion carried 5-0.

Motion by Hedlund to approve updating the existing Kapur Task Order to include possible Special Assessments for Sidewalk work but to not include the traffic and pedestrian analysis in the amount of \$25,000 until further advisement; the task order amount not to exceed \$108,998.00, second by Flower. Motion carried 4-1, with Fesenmaier voting no.

Discussion/Recommendation regarding 2020 Street Improvement Project to include possible ADA issues/compliance
Wyatt Poeltz, with Kapur Engineering, addressed the committee regarding the potential ADA issues as it relates to the 2020 Street Improvement project. He indicated that there are several sidewalks on Dodge Street/Sage Street and Water Street/Sage Street. Poeltz noted that these sidewalks have an extremely high elevation that can be fixed but would take considerable reconstruction. This work could cost roughly \$26,895 and would be based on having to reconstruct forty feet of the sidewalk leading up to the intersection. He recommended that this be completed as the residents in the area had described the difficulties with the extreme elevation of the sidewalk. The committee discussion included directing Poeltz to gather more data points and to consider the placement of obstructions in the right-of-way. He was instructed to obtain a survey of Dodge Street for further consideration. No action taken.

Discussion/Recommendation regarding potential postponement of the 2020 Street Improvement Project until Fall 2020 due to City of Lake Geneva revenue shortfall

Earle addressed the committee regarding the 2020 Street Improvement project; he noted that the overall project is going to cost \$810,000. He added that Kapur is ready to start advertising this project with potential bid opening in late June. Governatori explained that the potential bike path and sharrows were slated to be installed in the 2021. Fesenmaier questioned in Main Street is about of the 2020 Street Improvement project as there are significant potholes in desperate need of patch. Earle stated that this will be resolved through a separate proposal. No action taken.

Discussion/Recommendation regarding application for WI DNR Shoreland & Wetland Delineation Permits as it relates to the possible restoration of Tax Key Parcels: ZOP00302, ZOP00004, & ZOP00004A

Motion by Hedlund to continue this item, second by Flower. Motion carried 5-0.

Discussion/Recommendation regarding potential repairs to Bigfoot Beach as it relates to beach erosion & access

Fesenmaier stated that she had requested this item be on the agenda as she had concerns with the area of Bigfoot Beach. She wanted the committee to explore potential solutions for the erosion other than adding more sand. DPW Director Earle noted that the road by the beach is owned by the City and that the DNR had worked with the WI DOT on that project sometime back. He added that DNR maintains the area from the edge of the road to the water. He added that he would contact the DNR to address this issue. Hedlund stated the City had placed riprap in this area and that it was very expensive to do. No action taken.

Future Agenda Items

- Bigfoot Beach
- 2020 SIP Sidewalks
- 2020 Street Improvement Project
- Townline RD Issues
- Ventrac Purchase
- Disc Golf Course Bridge
- Plantings in traffic circles

Adjourn

Motion by Hedlund to adjourn the meeting, second by Halverson. Motion carried 5-0. The meeting adjourned at 6:20 p.m.