

**CITY OF DELAFIELD PLAN COMMISSION  
& GENESEE STREET STEERING COMMITTEE  
MINUTES**

CALL MEETING TO ORDER

Mayor Craig called the meeting to order at 6:02 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Plan Commission - Present

Mayor Paul Craig (exited at 7:01 p.m.)  
Phil Schuman  
Mike Court  
Beth Leonard  
Matt Carlson  
Marilyn Czubkowski  
Tom Hafner

Plan Commission - Present

Chrys Mursky  
Robert Transon  
Dick Kuchler  
Roger Dupler  
Tom Maney

Genesee Street Steering Committee - Present

Bob Davidovich  
Corlis McKittrick  
Jerry Koehler  
Gary Gorski  
Suzanne Schroeder  
Jeff Forslund

Also Present

Bruce Morrow, Schreiber Anderson Associates  
Gil Jevne, Schreiber Anderson Associates  
Mark Cornelius, Musson Brothers  
Mike Skima, Musson Brothers  
Steve Young, Earthtech  
Scott Steinhorst, Edward Jones  
Kelly Smith, Lake Country Publications  
Scott Solverson, Earthtech  
Jay Neider, Wisconsin Department of Transportation

1. CITIZENS COMMENTS ON ITEMS PERTAINING TO THIS AGENDA

None.

2. OLD BUSINESS

**CITY OF DELAFIELD PLAN COMMISSION  
& GENESEE STREET STEERING COMMITTEE  
MINUTES**

a. REQUEST FOR DIRECTION AND RECOMMENDATIONS REGARDING  
PLANTER BOXES AS PART OF GENESEE STREET RECONSTRUCTION  
PROJECT

G. Jevne stated that based on the workmanship out on the Genesee Street project, he and B. Morrow performed sample review. The planter box at the DPW is supposed to be the standard of construction for the Genesee Street project. They felt that the sample is not being adhered to. They performed a detailed site visit last Friday and a copy of the field report was available.

M. Carlson stated that the issues are that the Common Council requested a meeting to direct the contractor to suspend the installation of the planters until the quality issues of the planter boxes could be addressed. Tonight, it is hoped to find solutions to fix the present planter boxes and to address a better work product on the west side of the street. The second issue is to address the design and to give Staff direction.

B. Leonard addressed the rendering showing what the streetscape is supposed to look like. It was displayed. Gil stated that this was used to visualize how some of the elements would look and was representational of these elements.

1) DESIGN CONSIDERATIONS

Gary Gorski stated that it is looking a lot different than they anticipated.

M. Carlson stated that the planter boxes near the City Hall are on quite a slope. One of the boxes will be repaired as the forms slipped after the concrete was poured. B. Morrow has performed calculations on the three boxes by City Hall and stated that the elevations of the planters were built as per design. They were designed the planter boxes in this fashion in order to utilize standard fencing rather than custom fencing.

Extensive discussion took place on the footings for the boxes. It was clarified that the boxes could be built without a footing by using 18" of gravel and then the box. M. Cornelius thought that a footing could be put in. This would make it a firmer structure and would expedite the construction of the planters.

B. Morrow stated that the original design called for gravel with an aggregate footing of 2' because of utilities. They did not want to tell the contractor how to build it. They thought that this would be adequate without a footing. They based their decision after conversations with Ruckert-Mielke. He stated that the footing that the contractor wanted to put in was not below frost.

G. Jevne stated that the planter should not retain water.

**CITY OF DELAFIELD PLAN COMMISSION  
& GENESEE STREET STEERING COMMITTEE  
MINUTES**

M. Sikma stated that problems started to occur after a rain had taken place and that footings were then put in. They are proposing putting in footings in on the remainder of boxes. There are two planters by Daybreak that do not have footings. The cost of footings is approximately \$12/linear foot with 2100 linear feet of wall.

S. Solverson stated that the footings are something to expedite the project, and the contractor should be responsible for the extra cost since if he puts in footings, it is saving him labor time.

It was stated that the design was made as a self-standing structure and footings were not necessary. It would not add to the effects in the long term time period. There are planter boxes that have cracked that are on footings.

The design consultant, Ruekert-Mielke is not recommending putting in footings.

**P. SCHUMAN MOTIONED TO RECOMMEND TO THE COUNCIL THAT IF THE CONTRACTOR WANTED TO PUT THE FOOTINGS IN TO EXPEDITE THE CONSTRUCTION, AT THEIR COST, TO DO SO. B. LEONARD SECONDED THE MOTION. M. CARLSON ASKED IF THERE WAS A LONG TERM BENEFIT OF INSTALLING A FOUNDATION. IT WAS STATED THAT THERE WAS NOT A BENEFIT AT THAT LOCATION. B. MORROW STATED THAT IF THE FOOTING WAS TO DO ANY GOOD, IT WOULD HAVE TO BE AT FROST. THE CONTRACTOR IS TRYING TO GET A FOOTING AT MID-FROST LEVEL. ALL WERE IN FAVOR OF THE MOTION. MOTION CARRIED.**

**G. GORSKI MOTIONED TO CONCUR WITH THE PLANNING COMMISSION. M. DANIELS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

The height and length of the planters was discussed. The fencing would be about 18". The measurements are off of the new grade. The planter boxes by the City Hall consist of two at 36' and one at 21'. The planters are level so that the fence did not have to be custom made if the style of the fence were to be vertical. G. Jevne thought that the planters would look fine with the present design. To soften the ends of the planters, he recommended purchasing additional benches.

**P. SCHUMAN MOVED THAT THE PLANTER DESIGN NOT BE CHANGED. B. LEONARD SECONDED. THE STEERING COMMITTEE AGREED WITH G. JEVNE 'S RECOMMENDATION AND THAT IT WOULD NOT BE PRACTICAL TO CHANGE THE DESIGN, BUT THAT THE PROJECT SHOULD BE KEPT MOVING FORWARD. IT WAS NOT FELT THAT THERE WERE ANY SAFETY ISSUES. C. MCKITRICK SUGGESTED HAVING A NEW ARTIST 'S RENDERING OF HOW THIS IS**

**CITY OF DELAFIELD PLAN COMMISSION  
& GENESEE STREET STEERING COMMITTEE  
MINUTES**

**REALLY GOING TO LOOK. ALL WERE IN FAVOR. MOTION CARRIED.**

**M. DANIELS MOTIONED TO KEEP THE DESIGN AS IS AND MOVE FORWARD. G. GORSKI SECONDED. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

2) WORKMANSHIP ISSUES

Gill Jevre stated that based on the workmanship out on the Genesee Street project, he felt that the sample is not being adhered to. He did a detailed site visit last Friday and did a report outlining problem areas.

M. Sikma stated that concrete is going to crack and can be attempted to be controlled by joints. J. Neider of the DOT stated that they would like some sense of what the rationale is why it is doing what it is doing.

The photos were discussed and suggestions were made on correcting the problems (grinding, etc.). G. Jevne stated that he would use better forming work, not use plywood but use solid wood or metal on the chamfer strips, have the forms inspected, coat the forms. B. Morrow suggested to miter the joints. J. Neider stated that there are different expectations. They will assess the contract, who is responsible, and make sure that the contractual relationships are being adhered to. S. Young stated that Schreiber Anderson's role would be expanded. If it goes over the budget cap it would be the City's responsibility to pay for this. It was not expected to happen. There are no planter boxes that are 100% complete. P. Schuman stated that the City wants them to look good and they should be done correctly. The contractors stated that they are not the designers on this job.

The contractor will respond to G. Jevne's report.

S. Young stated that the punch list is much earlier in the process and much more detailed. They will make the repairs based on G. Jevne's input and their own inspection. This happens on every project. The City will have an opportunity to do a final inspection at the end of the job.

M. Carlson stated that the timing of this job is critical.

3. ADJOURN

**G. GORSKI MOTIONED TO ADJOURN THE MEETING. S. SCHROEDER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 7:32 P.M.**

Respectfully submitted:

Minutes Prepared By:

September 9, 2003  
Page 5 of 5

6:00 PM

**CITY OF DELAFIELD PLAN COMMISSION  
& GENESEE STREET STEERING COMMITTEE  
MINUTES**

Marilyn Czubkowski, CMC  
City Clerk/Treasurer

Accurate Business Communications LLC