

CITY OF DELAFIELD PUBLIC WORKS COMMITTEE MEETING MINUTES

1. Call meeting to order
Committee Chair Dan Jashinsky called the meeting to order at 6:30 P.M.

2. Roll call
Present Absent
Dan Jashinsky
Tim Aicher
Art Baumann
Pat Hawley
Rick Lieblang
Mark Millot (arrived 6:33 P.M.)
Harold Roberts

Also present

Mike Court, Engineer
Tom Hafner, City Administrator/ Director of Public Works

3. Approve minutes of January 7, 2014 Public Works Committee Meeting

P. Hawley requested corrections on Page 1, Item 4a, Paragraph 1, Sentence 7, change "The Walgreens would have a new entrance further left with reconfiguration of their parking lot." to "Walgreens would use the adjacent access to the east which would require reconfiguration of their parking lot." and on Page 2, Item 4a, Paragraph 2, Sentence 8, change "We could hold off on the east portion, have access through Kohl's parking lot and leave that construction for another year." to "We could hold off on the easterly portion, with the limits being Kohl's westerly drive."

A. Baumann requested corrections on Page 2, Item 4a, Paragraph 3, Sentence 3, change "A. Baumann suggested getting the east end done separately in three stages, the first being STH 83/Golf Road." to "A. Baumann suggested getting the east end done separately as a third stage being Highway 83/Golf Road."

H. Roberts requested correction of attendance as he was absent at the last meeting.

It was also noted that the verbiage in the motion to approve the December 4, 2013 Committee meeting minutes as amended should have shown the words, "real estate impacts" instead of "real estate impasse" in Sentence 1, and punctuation should be changed from "hump".. to "hump."

P. HAWLEY MOVED TO APPROVE THE JANUARY 7, 2014 PUBLIC WORKS COMMITTEE MEETING MINUTES AS AMENDED. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

Without objection from the Committee, D. Jashinsky moved to Item 5a.

5. New Business
 - a. Discussion and action on recommendation from Plan Commission for the Hillside Drive Medical Office Building Specific Implementation Plan, DELC 0804.984, Hillside Drive, Delafield. Owner: Dimitri Glavas. Applicant: Curtis Pascoe, P.E.

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P. Hawley recused himself from any discussion and action on this agenda item.

Curt Pascoe, of Ryan Companies US, Inc. and Matt Kocourek, of R. A. Smith National, were present. C. Pascoe explained the developer proposed constructing a 30,000 square foot medical office building on Hillside Drive. The general development area was east of Wal-Mart and north of the Pacific Bistro restaurant. The lot was platted in the early 1990's. The Specific Implementation Plan (SIP) was presented in January, 2014 to the Plan Commission with additional review by the Common Council taking place later this month.

M. Court explained the submitted plans had been reviewed and comments noted in the epacket for this meeting related to this item were resolved; however, there were a few additional items still requiring resolution. He stated the proposed plans should also include an evaluation of the stormwater system to ensure that the downstream buildings would not be flooded at any time in the future. He also requested additional calculations on the safe passage of stormwater flow and capacity of curbing, inlets, and a safe route of flow if inlets were plugged. He requested similar attention be given to erosion control efforts during construction. Minor detailed information should be provided related to potential connections with the lateral, as well as potential manhole sections, including flow liner, poured bench and external seal.

A. Baumann questioned the height of the retaining wall adjacent to the parking lot and proposed driveway. M. Kocourek stated the maximum height was three feet at this time. Discussions were underway regarding acquisition of an easement from the restaurant that would allow the wall to be removed in order for additional grading to take place onsite.

T. Hafner stated consideration should be given to a carriage walk on the west side of the parking area. C. Pascoe stated it would make sense to provide a walkway through the two parking islands as pedestrians would most likely traverse that area anyway. M. Court questioned whether the applicant had given consideration to having the sidewalk along the westerly side of the property. C. Pascoe explained this would not be in the best interest because it would impact the parking lot in that area a great deal as well as reducing the size of the drive isle. In addition, it would require stairs that would require continued future maintenance. The occupants of the medical building were concerned that the maintenance of the sidewalk might be left undone and would prefer to see the sidewalk along the easterly side of the project if possible. T. Hafner further explained the proposal had been altered to include two entrance locations and would require additional review by the Plan Commission in February as a result.

C. Pascoe explained a great deal of dirt would require exportation as the whole site would have to be lowered a few feet in order to make all potential proposed changes function appropriately.

Discussion ensued regarding how best to proceed in this matter. M. Court stated if the sidewalk was going to be placed as part of this project it would be prudent to construct it along all of Hillside Drive rather than just a portion along this property. C. Pascoe expressed concern as easements to gain space for a sidewalk could negatively impact the timeline of the proposed project.

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Discussion further ensued regarding how to proceed because no formal easement had been granted from the restaurant at this time to allow any recommendation on a sidewalk to take place in this matter.

M. MILLOT MOVED TO RECOMMEND APPROVAL OF THE SPECIFIC IMPLEMENTATION PLAN (SIP) TO THE PLAN COMMISSION AS PRESENTED WITH RESOLUTIONS PROVIDED TO THE ISSUES RAISED IN THE CITY ENGINEER'S LETTER AND TO CONTINUE PURSUIT OF A SIDEWALK AT THE EASTERLY ENTRANCE AND TO HAVE THIS SIP RETURN TO THE PUBLIC WORKS COMMITTEE FOR ANY CHANGES OR PROPOSALS FOR A WESTERLY ENTRANCE. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

P. Hawley returned to his chair on the Committee at this time.

- b. Discussion and action on recommendation from Plan Commission for the Kar-Tech modified Site Plan to accommodate building expansion, DELC 0794.023, 111 Enterprise Rd, Delafield. Owner: Touchal, Inc c/o Hassan Karbassi. Applicant: David Miller, Anderson-Ashton, Inc..

Dave Miller, of Anderson-Ashton, Inc., was present regarding the request for a modified Site Plan to accommodate a building expansion for Kar-Tech located at 111 Enterprise Road in the Cushing Park Business Center. He explained the building was originally built in 1998 with an addition in 2007. Due to increased growth in the business an addition of 10,000 square feet was being proposed. The expansion would match the existing building exactly and there was no work required in the City's easement, property or utilities. He stated there were two retention ponds on the total business park property of 50 acres. Both were designed to capture stormwater runoff from the property and this had worked well over the years. The ponds had been updated seven years ago and continued to perform without complaint from any neighbors. In addition, D. Miller noted the slopes had been revised as requested in the engineer's letter as well.

M. Court explained the stormwater calculations provided for the detention basins at the time the basins were updated were still valid even with the proposed additional pavement. He stated the plans proposed clearing and grubbing the site. D. Miller explained the site had been cleared in 1998; however, there was a great deal of buckthorn and black locust trees on site that should be removed. D. Miller also explained all property owners in the Business Center shared the responsibility and cost of maintenance of the grounds.

T. Hafner stated there was no need for a Developer's Agreement at this time. In addition, outdoor storage of materials was not allowed anywhere in the Business Center.

A. BAUMANN MOVED TO RECOMMEND APPROVAL OF A MODIFIED SITE PLAN TO ACCOMMODATE BUILDING EXPANSION FOR KAR-TECH, DELC 0794.023, 111 ENTERPRISE RD, DELAFIELD. OWNER: TOUCHAL, INC C/O HASSAN KARBASSI. APPLICANT: DAVID MILLER, ANDERSON-ASHTON,

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INC. AS PRESENTED. P. HAWLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

Without objection from the Committee, D. Jashinsky moved to Item 4a on the agenda.

4. Unfinished Business

- a. Discussion and possible action on the Golf Road Project regarding updated cost estimates (including additional alternatives) prepared by Yaggy Colby.

M. Court explained updated cost estimates including additional alternatives had been prepared by Yaggy Colby and shared via epacket for the Golf Road project. The project had been scaled down to include the area located from Highway 83 to the first entrance for Kohl's' Department store. Even with the lowered profile and reconstruction of the intersection of driveways at Sports Authority and Walgreens, the anticipated cost for this scaled down version of the project would be slightly more than \$1,100,000.00. Questions also still remained regarding the necessary right-of-way dedications in this area that could also alter the cost.

Discussion ensued by the Committee regarding options that could be utilized moving forward. T. Hafner stated a short-term remedy to fix the condition of the pavement had performed well and an additional three to four years could easily be obtained prior to any new roadway work. Further discussion ensued regarding actions necessary should additional development take place to the south of the current Sports Authority location. T. Hafner also explained the cost to pulverize and resurface the roadway from Highway 83 to the Town of Delafield limits was \$500,000.00. The difference in cost between the two options was \$600,000.00. Further discussion ensued regarding the need to schedule a referendum on this project and if future City budgets could sustain the expenditure. A. Baumann suggested a survey be conducted at an upcoming election to poll residents regarding interest in proceeding with such a project prior to expenditures for a referendum. T. Aicher stated the cost for the roadway was expensive; however, the suggested plan was a practical approach to a realistic resolution of the roadway's issues. He stated he would share this information at the next Common Council meeting with possible consideration for inclusion of a referendum on roadway reconstruction as shared by M. Court in future annual City budgets.

- b. Discussion and action to approve plans for the 2014 Street Improvement Program including discussion on bicycle/pedestrian facilities along Oakwood Road and removing Dopkins Street from the project.

M. Court explained revised plans for the 2014 Street Improvement Program had been shared in the epacket for this meeting. One change included removal of Dopkins Street from the program because potential development that would include vacation of Dopkins Street was being considered by the owner in that area. In addition, the bricks and concrete ribbons at various locations along Main Street and Milwaukee Street were cracking and required repair. He further explained any potential bike facility along Oakwood Road would be impacted by the trees and slope on the south side of the roadway. Easements would also

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have to be granted for these impacts to be mitigated and then a bike or pedestrian facility could be constructed. Because of these negative factors, he suggested the roadway continue to be evaluated for a more significant length of trail connection. In addition, information was required from Oakwood Church regarding traffic counts in that area. If the church were required to expand, the roadway would require widening as well. It would seem prudent to wait until such time as this expansion occurred so that all could be completed at one time.

A. BAUMANN RECOMMENDED THE 2014 STREET IMPROVEMENT PROGRAM BE PUT OUT TO BID. P. HAWLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

5. New Business

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This item was discussed previously. See above.

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This item was discussed previously. See above.

6. Director of Public Works/City Engineer/Traffic Staff – Reports:

- a. Director of Public Works.

None.

- b. City Engineer.

None.

- c. Traffic Staff

None.

7. Correspondence

None.

8. Adjourn

P. HAWLEY MOVED TO ADJOURN THE FEBRUARY 5, 2014 PUBLIC WORKS COMMITTEE MEETING AT 7:57 P.M. H. ROBERTS SECONDED THE MOTION. ALL WERE IN FAVOR. MOTION CARRIED.