

CITY OF DELAFIELD PUBLIC WORKS COMMITTEE MINUTES

- 1. CALL MEETING TO ORDER

Chairperson D. Jashinsky called the meeting to order at 6:30 p.m.

- 2. ROLL CALL

Present

Absent

Art Baumann  
 Pat Hawley  
 Dan Jashinsky  
 Ed Marek  
 Harold Roberts  
 Tom Hafner

Ron Miskelley  
 Bruce Neumiller

Also Present

Mike Court

- 3. APPROVE MINUTES OF MAY 4, 2005

**H. ROBERTS MOTIONED TO APPROVE THE MINUTES OF MAY 4, 2005. P. HAWLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- 4. OLD BUSINESS

None.

- 5. NEW BUSINESS

- a. CUSHING ELEMENTARY SCHOOL – REVIEW OF PROPOSED ACCESS DRIVEWAY OFF OF BUTLER DRIVE FOR BUS AND MAINTENANCE VEHICLE TRAFFIC.

Steve Schmidt and Larry Rigman were present and gave a summary on the project at Cushing Elementary School. The access would be for bus and maintenance traffic with the goal being to alleviate traffic on Genesee Street. The proposed revisions look at separating the bus traffic out with an ingress and egress to Butler and parent pick up to circulate in the northeast quadrant of the lot. This will be a great improvement to the traffic flow and will add 20+ stalls to the parking. The access will be a gated access to ensure that it is only used for the maintenance and bus vehicles. The radius is sized for the buses and has been worked on with the bus transport company.

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M. Court had a review letter included in the commissioner's packets. The angle of entry was discussed. A meeting took place with Del-Hart and the approach angle will be changed. The gate has been approved by the Plan Commission and Del-Hart. The gate will be controlled, but the actual control mechanism has not been worked out. Discussion took place regarding the plowing of the road and cul de sac. The width is going to be adjusted through the Del-Hart easement. Del-Hart was not in favor of having shoulders on the access portion located on the Del-Hart property. Instead, grass will be shown up to the edge of the pavement. It is the intention to use gravel next to the pavement with seeded top soil on top. M. Court's recommendation was to approve with the condition of final submittal of plans to staff. A. Baumann expressed concern about traffic back-up if the area was not one-way. Visibility of the handicapped parking was discussed. Six inch yellow painted bollards and pavement markings will be used. The northwest part of the parking lot would be used for staff and the northeast for parents.

**A. BAUMANN MOTIONED TO APPROVE AT STAFF LEVEL, WITH THE COMMENTS IN CITY ENGINEER'S LETTER OF MAY 27, 2005 BEING ADDRESSED, AND TO HAVE THE SHOULDER WITH GRAVEL EXTENDING BEYOND THE PAVEMENT COVERED WITH TOP SOIL. H. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

b. DIVINE REDEEMER LUTHERAN CHURCH – SITE PLAN & STORM WATER MANAGEMENT PLAN REVIEW

Heather Turner and Rich Sorenson were present at the meeting. They gave a presentation on the proposed addition to the church, specifically the parking lots, traffic lanes, decel and accel lanes, storm water management, and fire hydrants. They were not asking for formal approval tonight, but did request feedback.

M. Court reported that the major consideration is whether they will be using municipal sewer and water or well and septic system. A letter dated May 27, 2005 was included in the commissioner's packets.

T. Hafner stated that this body should address the sewer/water issue in a technical nature, not political. A. Baumann expressed concern as to whether the fire department would be able to fight a fire without municipal water. H. Turner stated that they would need to install a new well and that regardless, the both the new and existing building will be protected by a sprinkler system. Extensive discussion took place regarding the sewer/water issue. M. Court stated that the lands to the north should be considered when sizing the pipes. E. Marek stated that he could not give direction regarding sewer/water at this time as there were too many open ended questions. The other commissioners agreed. More investigation needs to be done on this issue before a

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recommendation from the Public Works Committee can be made. Discussion took place on the City's requirements of having to connect being voluntary or mandatory. No recommendation regarding the hook-up of utilities was given.

A. Baumann discussed the parking lots on the east and west side and whether the lots would be connected. The west parking lot would be used for the school and the east for church. H. Turner stated that the lots would be restricted to their respective uses and that no connection road was being planned.

c. **LAKE COUNTRY LUTHERAN HIGH SCHOOL – REVIEW OF PROPOSED WATER MAIN EXTENSION THROUGH CITY RIGHT-OF-WAY.**

Dave Witzwell and Craig Coursel were present at the meeting and briefly reviewed their project. The commissioner's had plans included in their packets.

M. Court submitted a letter dated May 27, 2005 regarding the project which was included in the commissioner's packets. An easement is being worked on between the Village, City, and Town. The street restoration would require the contractor to pull a street opening permit. Discussion took place regarding possible water main connection for the apartments south of Easy Street and west of Palmer Drive. It was noted that the centerline of the road is the boundary line between the City of Delafield and the Town of Merton. T. Hafner stated that the paving of Campbell Trace is still being worked on between the City of Delafield and the Village of Hartland. It was suggested to open discussions with the Village on a land swap involving Easy Street and Campbell Trace. Further discussion took place regarding boring under Highway 16 and costs associated therewith.

**E. MAREK MOTIONED TO APPROVE CONTINGENT ON THE APPROVAL OF THE AGREEMENT BEING WORKED OUT CLARIFYING RESTORATION IN THE SOUTH LANE WITH THE PAVEMENT BEING FULLY RESTORED IN THAT LANE, AND TO PROVIDE THE OPPORTUNITY OF SERVICE TO THE APARTMENTS. P. HAWLEY SECONDED THE MOTION. THE CROSSING IS EXPECTED TO BEGIN IN AUGUST 2005. ALL WERE IN FAVOR. MOTION CARRIED.**

d. **REVIEW OF CITY'S CONNECTION POLICIES FOR MUNICIPAL SANITARY SEWER AND WATER MAIN.**

The proposed ordinance regarding sanitary and water connections put together by the City's attorney were included in the commissioner's packets.

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The sewer ordinance was reviewed. The current ordinance allows for properties on private sewage systems to stay on their system as long as the county certifies that their system is working properly on a yearly basis. The exemption must presently be approved by the Common Council. The proposed ordinance removes the Council's consideration. The \$2,000 limit is being proposed to be removed from the ordinance.

The water ordinance currently requires that if water is available connection must take place within one year. The resolution allows for connection of the properties on the current project to be completely voluntary. T. Hafner stated that his experience has shown that in order for a utility to be financially solvent and to have reasonable rates, it must maximum its utility base. He suggested a ten year compromise. Funding of the water line if all of the hook-ups were voluntary was discussed. Discussion took place regarding putting all of the required laterals in immediately versus after the system is up and running. There is an unknown factor involved with properties that are undeveloped at this time. Discussion took place regarding the funding and special assessments. T. Hafner addressed the radium issue.

The commissioners discussed the proposed sewer ordinance. **E. MAREK MOTIONED TO INCREASE THE \$2,000 AMOUNT TO \$20,000, CHANGE THE WORD(S) "PRIVY" OR "PRIVY VAULTS" TO "PRIVATE WASTEWATER DISPOSAL SYSTEMS", AND TO DELETE THE PHRASE "OR THE OWNER IS REQUIRED TO OBTAIN A PLUMBING PERMIT FROM THE CITY PLUMBING INSPECTOR FOR ANY REASON". A. BAUMANN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

Water resolution. Discussion took place on special assessments, the boundaries of the district, and how to pay for construction. T. Hafner suggested putting a timeframe on the connection date for existing developed lands.

**E. MAREK MOTIONED TO ADD TO THE LAST SENTENCE, "BUT NOT TO EXCEED A TEN YEAR TIMEFRAME." P. HAWLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

6. DIRECTOR OF PUBLIC WORKS/CITY ENGINEER/TRAFFIC COMMITTEE – REPORTS
  - a. DIRECTOR OF PUBLIC WORKS
    1. UPDATE ON CURRENT CONSTRUCTION PROJECTS.

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- The paving project starts on June 13, 2005 and should be complete by August 19, 2005. This includes the Milwaukee Street restoration.
- Construction of the Cushing Park restrooms starts next week.
- The Dix Pond project is substantially complete and will be done by June 15, 2005.

2. UPDATE REGARDING I-94 RESURFACING PROJECT IN 2006.

Two pages of information regarding the I-94 resurfacing project were included in the commissioner's packets.

b. CITY ENGINEER

1. PRESENTATION ON ALTERNATIVE STORMWATER MANAGEMENT PRACTICES/"GREEN" INFRASTRUCTURE MEASURES FOR SUSTAINABLE SITE DESIGN.

M. Michelson was present at the meeting and discussed a document entitled "Alternative Stormwater Management Practices". The practices include rain barrels, rain gardens, bio-retention/constructed wetlands, bio-infiltration, soil amendments, porous pavements, permeable pavers, turf block, green roofs, stormwater treatment trains, and conservation design/low impact design. Discussion took place on Delafield's existing stormwater techniques, the stormwater regulations of the WDNR, WDNR NR 151, and the City of Delafield's Ordinance.

c. TRAFFIC COMMITTEE

1. CONSIDERATION OF RECOMMENDATIONS FROM TRAFFIC COMMITTEE MEETING ON MAY 31, 2005.

A Traffic Committee Summary dated May 31, 2005 was distributed to the commissioners.

a. REQUEST TO RESTRICT PARKING ON 1<sup>ST</sup> STREET AND REVIEW OF THE HISTORY OF PARKING IN THE 1<sup>ST</sup>, 2<sup>ND</sup>, 3<sup>RD</sup>, AND MILWAUKEE STREET AREA.

J. Eimer was present at the meeting and stated that he had given incorrect addresses – it should be 513 and 515.

T. Hafner reviewed, noting that the conclusions drawn were considering the addresses of 515 and 517. It was the Traffic Committee's recommendation to deny the request and to go to the Fire Chief with a request to tour the area

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with emergency vehicles during peak parking times. T. Hafner stated that the issue changes now that the addresses are different, however the additional loss of parking in this area would still create a problem for the local restaurant and would likely result in additional parking complaints elsewhere. H. Roberts felt that the Public Works Committee needs to view this area. It was suggested to meet as a committee at the intersection of 1<sup>st</sup> and 3<sup>rd</sup> Streets at 6 p.m. on the date of the next meeting (with the meeting moving to the Council Chambers after viewing) and to seek an opinion from the fire chief.

**P. HAWLEY MOTIONED TO TABLE PARKING ON 1<sup>ST</sup>, 2<sup>ND</sup>, AND 3<sup>RD</sup> STREET UNTIL THE JULY MEETING. A. BAUMANN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- b. REQUEST FOR DEER CROSSING SIGNAGE ON MISSION AVENUE BETWEEN MERTON FARM AND NASHOTAH HOUSE

It was the recommendation of the Traffic Committee to deny the request for deer crossing signage, but to post 35 mph speed limit signs in both directions on Mission Avenue and to monitor for pattern of deer related accidents in the future.

**P. HAWLEY MOTIONED TO APPROVE THE POSTING OF THE 35 MPH SPEED LIMIT SIGNS PER STAFF'S RECOMMENDATION. E. MAREK SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- c. CONSIDERATION OF PAINTED STOP LINES AT STOP SIGNS ON GENESEE STREET AT THE INTERSECTIONS WITH MILWAUKEE STREET AND WELLS STREET

The Traffic Committee recommended painting the stop bars.

**A. BAUMANN MOTIONED TO PAINT STOP BARS PER THE TRAFFIC COMMITTEE'S RECOMMENDATION. E. MAREK SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

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- d. CONSIDERATION OF INSTALLING A STOP SIGN ON THE CEMETERY ROAD AT THE INTERSECTION OF POPLAR PATH

This was recommended by the Traffic Committee.

**H. ROBERTS MOTIONED TO INSTALL THE STOP SIGN. E. MAREK SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- e. CONSIDERATION OF COMPLAINT RECEIVED REGARDING THE SAFETY OF THE TWO-WAY LEFT TURN LANE IN GOLF ROAD

The Traffic Committee recommended no further changes.

A. Baumann suggested changing the TWDL to a stripped left turn lane. Discussion took place.

**A. BAUMANN MOTIONED TO INVESTIGATE FURTHER AND SEE IF THERE ARE ANY LOW COST SOLUTIONS. M. COURT SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- f. VISION OBSTRUCTION CAUSED BY TREES WHEN EXITING THE SHOPPES FROM THE ACCESS DRIVE NEAR Q-DOBA.

The Traffic Committee suggested having T. Hafner draft a letter requesting the developer to remove the second pine tree in, to further evaluate the other pine trees in the area, and to consider putting a modified landscape plan for the City's consideration.

**H. ROBERTS MOTIONED TO APPROVE THE TRAFFIC COMMITTEE'S RECOMMENDATION. E. MAREK SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

7. CORRESPONDENCE

- a. LETTER DATED MAY 24, 2005 REGARDING REVIEW OF TRAFFIC SAFETY CONCERNS AT THE CROSSWALK IN FRONT OF CUSHING SCHOOL.

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The opinion expressed in the letter was that the measures that are in place are appropriate.

- b. LETTER DATED MAY 25, 2005 REGARDING VISION OBSTRUCTION AT INTERSECTION OF NAGAWICKA SHORES DRIVE AND NAGAWICKA ROAD.

M. Court met with the property owner regarding vegetation growth. The property owner was agreeable to trimming the plant and maintaining.

- 8. ADJOURN

**E. MAREK MOTIONED TO ADJOURN FROM THE MEETING. P. HAWLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 10:11 P.M.**

Minutes Prepared By:

Accurate Business Communications, LLC