

CITY OF DELAFIELD PUBLIC WORKS COMMITTEE MINUTES

1. CALL MEETING TO ORDER

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

2. ROLL CALL

Present

Absent

Art Baumann  
Pat Hawley  
Dan Jashinsky  
Beth Leonard  
Bruce Neumiller  
Harold Roberts  
Tom Hafner

Rick Lieblang

Also Present

Mike Court

3. APPROVE MINUTES OF SEPTEMBER 6, 2006 PUBLIC WORKS COMMITTEE MEETING

A. Baumann stated that on page two, ninth line from the bottom of the paragraph preceding the motion, the word “regarding” should be changed to “regrading”.

**A. BAUMANN MOTIONED TO APPROVE THE MINUTES WITH THE ABOVE NOTED CORRECTION. B. NEUMILLER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

4. OLD BUSINESS:

None.

5. NEW BUSINESS:

a. GENERAL SITE PLAN AND STORM WATER REVIEW FOR PJ’S STORAGE ON LOTS 3 & 4 IN THE CUSHING PARK BUSINESS CENTER

Bob Buchta from Oliver Construction was present at the Public Works Committee meeting. The Common Council has recommended approval of a storage facility in the Cushing Park Center. This was referred to the Public Works Committee for review of the storm water and general site plan. M. Court has done an engineering review on the stormwater. A

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letter dated October 4, 2006 to T. Hafner was distributed to the committee members. B. Buchta reviewed the plans. A grading plan has been done, but adjustments are being requested by the City of Delafield. M. Court indicated that the water quality and infiltration requirements must be met. In addition, the established drainage patterns must be respected. The approval of ATC must be obtained in order to perform work under the lines within the easement. D. Jashinsky recommended that this project come back next month after refinements have taken place.

b. REVIEW OF PROPERTY OWNER REQUEST TO ENCLOSE DITCHES ON LOT 7 IN DELAFIELD COMMONS

Gary Schroeder, 352 Woodberry was present with his landscaper at the meeting. He asked if they could rectify a drainage issue in their backyard. He distributed a photo to the committee members. Between Lots 6 & 7 they would like to enclose the side yard ditch in addition to the area along the back of the lot. There is an easement on Lot 7 that encompasses some of the pond. M. Court stated that the area between the lots would be feasible to do. Calculations would need to be done on volume and it would also need to be determined how much needs to be filled in on the back of the lot. Discussion took place on the lot elevations as they appeared different on the photos than on the drawings. T. Hafner stated that if the developer would have brought this to the City with pipes in place, the pipes would have been analyzed to convey the ten year storm through the pipe and safe passage through a swale for the 100 year storm to the pond. These conditions must be met if the pipes are put in now. B. Neumiller expressed concern with lots 8 and 9. T. Hafner proposed that this would be a private drainage system, however M. Court stated that the City would want control over the maintenance or the right to go in and inspect it. T. Hafner stated that in most cases the Association would maintain the pipes and the City would have the authority to go in and inspect it. B. Leonard would like the homeowners association to sign off on this drainage project. D. Jashinsky stated that calculations would need to be provided showing that the pipe(s) were properly sized. It was the consensus was that the concept was okay but that the project come back before the committee. There was no objection expressed by the committee that the property owners hire Yaggy Colby to work on this project for them. Approval from the homeowners association needs to be obtained for the concept and indicate that they would agree to maintenance. In addition, B. Neumiller would like to see the owners of lots 6 and lot submit a letter of approval. The recommendation was to engineer the project and have it reviewed again by the Public Works Committee.

6. DIRECTOR OF PUBLIC WORKS/CITY ENGINEER/TRAFFIC COMMITTEE – REPORTS

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a. DIRECTOR OF PUBLIC WORKS

1. UPDATE REGARDING WELL #2 PUMP STATION & RESERVOIR CONSTRUCTION

The reservoir needs to be complete by October 24<sup>th</sup>. They are ahead of schedule. After the reservoir is complete, they will frame up the building.

2. UPDATE REGARDING FISH HATCHERY DAM DESIGN

GAS is the design engineer on the project. The plans were submitted to the DNR on September 29<sup>th</sup>. The City review of the plans will be concurrent with that of the DNR. Lake levels are regulated by the DNR. The repair of the dam will not affect lake levels. Construction is expected to start in April/May and will take approximately three months.

Bill Barthel, Upper Nemahbin Lake Management District was present at the meeting. Tim Binkowski and Gayle Gaborsky were also present. B. Barthel expressed concern about lake levels. They have accumulated four years of USGS data regarding flows that passed by the monitoring station. They were interested in the minimum flow required by the DNR. T. Hafner stated that there were no minimum flow requirements on the dam. This project would be governed by the DNR.

3. UPDATE REGARDING NEW BRUSH DROP-OFF SITE & VOLUNTEER PROGRAM

A handout was provided to the committee members regarding the relocation of the site. The site is voluntarily staffed and will be open from 9 a.m. – 1 p.m. every Saturday from April – October and during the second Saturday of the month during November – March. B. Leonard stated that some people are concerned about the small amount of time that they have to get their brush to the site. She requested that the City reinstate one or two home pick-ups per year. T. Hafner stated that the data would be available for the Council if they wished to consider adding it to the budget.

4. UPDATE REGARDING VILLAGE SQUARE & KMEF CHURCH SANITARY SEWER EXTENSIONS

The sewer project in Village Square is going well. The entire length along Vettelson Road is in place along with the laterals. The binder course pavement was put back in place on October 3, 2006; the road is now open. Surfacing will not take place this year so that there is an opportunity for settling to take place. The

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Campbell Trace section is nearly complete. KMEF Church is planning on pulverizing the pavement by the trench and will start trenching sometime next week. The plan is to get everything installed on Hirschman Lane and then finish the project off in the field.

5. UPDATE REGARDING DRAINAGE AT 211 N. CUSHING PARK ROAD

The property owners, Mr. & Mrs. Farnam, were present at the meeting. T. Hafner stated that the situation at this property was handled consistent with the way other issues in the City were handled. The property owners would like to see a ditch enclosure in front of their home with the expense being borne by the City.

Photos were distributed. The property constantly has standing water on each side of the driveway. Efforts taken by the City have not helped much. Because of the situation, mowing cannot take place in this area.

T. Hafner stated that when they looked at it there was an indication that water may be coming from a source other than precipitation since water is present even during dry conditions. It was stated that there were problems by a neighboring property several years ago. B. Leonard would like to know more regarding the history of the work that the City has done in this area.

A. Baumann thought that a profile of the ditch is necessary. T. Hafner stated that there is a 1% slope going across the property. The owner stated that there is also a back-slope. When T. Hafner was present at the property on September 7, 2006, there was no standing water in the ditch, although the ground in the area was spongy. It was clarified that the owner would be willing to work with staff to do the work.

It was stated that if the owners wanted to perform work, they could obtain a street opening permit as long as their work plans met the approval of the Public Works Committee.

B. Neumiller asked that it be determined what work was done before by the City. A. Baumann requested a survey profile of the ditch to make sure that there is no blockage. If there is not blockage, then the City has done its job. B. Neumann also requested that it needed to be understood what was done, and if work performed in the past did not cause this problem, that the City work together with the owners to develop a plan for the owners to implement.

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6. UPDATE REGARDING SUPERINTENDENT HIRING PROCESS

Resumes were received and reviewed. An interview panel consisting of T. Hafner, Police Chief S. Taubel, J. Nurenberger, D. Jashinsky, and R. Lieblang was formed. Interviews were conducted on Friday, September 29<sup>th</sup>. Background checks are now being conducted. It is hoped that an offer will be made to one of the candidates by the end of next week. There were nine applicants for the position.

7. OTHER

In addition to other items, the next agenda will include a review of plans for the dam and the Trillium project. T. Hafner will be at a conference when the meeting is held, so committee members were encouraged to contact him prior to the meeting with any concerns/comments.

b. CITY ENGINEER

1. UPDATE REGARDING DRAINAGE ISSUE AT 1325 NAGAWICKA STREET.

A copy of an email from the City Attorney was provided to the committee members. It was the attorney's opinion to get written permission from the property owners after a plan has been developed for the area. B. Neumiller stated that the City should work with the property owner and if the section of the street is redone by 1325 Nagawicka that the City work with the property owner to re-do their driveway (at the owner's expense) with a better defined swale. The property owner would have the opportunity to re-do their driveway at the same time, but if they chose not to, the swale would still be worked in at no cost to the owner. The first step is to get permission from the property owner and the adjacent property owner.

c. TRAFFIC COMMITTEE

No report.

7. CORRESPONDENCE

None.

8. ADJOURN

**B. NEUMILLER MOTIONED TO ADJOURN FROM THE MEETING. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER**

**October 4, 2006**

**6:30 PM**

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**DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING  
ADJOURNED AT 7:55 P.M.**