

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  
Beth Leonard  
Harold Roberts  
Tom Hafner

Rick Lieblang  
Bruce Neumiller

Also Present

Mike Court

- 3. APPROVE MINUTES OF JANUARY 3, 2007 PUBLIC WORKS COMMITTEE MEETING

**A. BAUMANN MOTIONED TO APPROVE THE MINUTES. B. LEONARD SECONDED THE MOTION. A CORRECTION WAS MADE ON PAGE TWO, FOURTH PARAGRAPH, LAST LINE. IT SHOULD READ “BLEEKER OR LAKE STREET BEING THE SECOND; WHICHEVER HAS THE BEST VISION.” ALL WERE IN FAVOR OF APPROVING THE MINUTES AS CORRECTED. MOTION CARRIED.**

- 4. OLD BUSINESS:

- a. REVIEW OF PLANS AND STORM WATER MANAGEMENT FOR RIVERVIEW CONDOMINIUMS OF DELAFIELD ON MAIN STREET.

Rob Davy, Engineer, from Lake Country Engineering was present along with the developer, Wally Neumann. Mr. Neumann noted that the name of the development has been changed to Main Street Condominiums of Delafield. The reduced plan set was included in the committee members’ packets along with a review letter from M. Court. The recommendations in the letter were reviewed. M. Court recommended approval contingent upon staff review. A. Baumann commented on the fourth page of the plan set, emergency spillway – it was clarified that this would be an emergency drain out of the pond and the grade would need to be verified. ADA issues in regards to the slope adjacent to the sidewalk were discussed. A. Baumann suggested that this be checked. The cross slope on the sidewalk needs to be verified. A profile of the sidewalk, side slopes, and profile is needed. The parking for the units and surface parking was discussed. The name of the complex will be changed on all documentation.

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**A. BAUMANN MOTIONED TO APPROVE SUBJECT TO STAFF REVIEW AND APPROVAL OF COMMENTS IN THE REVIEW LETTER DATED FEBRUARY 7, 2007 FROM M. COURT, REVIEW OF THE EMERGENCY SPILLWAY AND ASSURANCE THAT IT WILL FUNCTION, REVIEW OF THE CROSS SLOPE AND PROFILE OF SIDEWALK, AND THAT ADA REQUIREMENTS ARE MET ON THE SIDEWALK. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

5. NEW BUSINESS:

- a. RECOMMENDATION REGARDING BID RESULTS - BLEEKER STREET BOAT LAUNCH IMPROVEMENTS.

A strong response was received with a total of around nine bids being received. The low bidder was from Phenco in the amount of \$54,869.30. Synthetic type of decking was added to bring the amount to be recommended to \$59,069.

**A. BAUMANN RECOMMENDED APPROVAL OF THE CONTRACT TO THE COMMON COUNCIL TO PHENCO IN THE AMOUNT OF \$59,069. H. ROBERTS SECONDED THE MOTION. THE AMOUNT OF THE CONTRACT WAS DISCUSSED. ALL WERE IN FAVOR. MOTION CARRIED.**

- b. RECOMMENDATION REGARDING BID RESULTS – 2007 STREET IMPROVEMENT PROGRAM & MILWAUKEE STREET RECONSTRUCTION.

Five bids were received. The low bidder was Payne & Dolan in the amount of \$597,452.45. Approval of the contract to Payne & Dolan was recommended.

**H. ROBERTS MOTIONED TO RECOMMEND ACCEPTANCE OF THE CONTRACT TO THE COMMON COUNCIL. P. HAWLEY SECONDED THE MOTION. T. HAFNER DISCUSSED THE NAGAWICKA STREET PORTION – THE COST OF THIS AREA WAS REVIEWED. D. JASHINSKY REVIEWED WHAT THE PUBLIC WORKS COMMITTEE DISCUSSED IN THE PAST. THIS AREA IS DIFFERENT THAN OTHER AREAS SINCE THE CITY PREVIOUSLY ALTERED THE DRAINAGE IN THIS AREA. T. HAFNER QUESTIONED THE COST BENEFIT OF THE EXISTING PROBLEM COMPARED TO THE SOLUTION. COST SHARE OF UP TO \$1,000 HAS VERBALLY BEEN AGREED TO BY THE OWNER OF THE DRIVEWAY IN THE AREA. THE COMMITTEE EXPRESSED THAT NAGAWICKA STREET SHOULD BE INCLUDED IN THE IMPROVEMENT PROGRAM. T. HAFNER CLARIFIED THAT THE PRICES ASSUME THAT THE WORK WILL NOT BE DONE EARLY OR LATE (BID PRICES DID NOT INCLUDE INCENTIVES OR DECENTIVES). A CONTINGENCY ON THE UTILITY WORK PERMIT WILL BE RESEARCHED SO THAT THE UTILITY WORK DOES NOT DELAY THE STREET WORK ON MILWAUKEE STREET. H. ROBERTS**

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**AMENDED THE MOTION TO INDICATE THAT A COST SHARE WITH THE OWNER OF THE DRIVEWAY OF \$1,000 BE INCLUDED. P. HAWLEY AGREED WITH THE AMENDMENT. ALL WERE IN FAVOR. MOTION CARRIED.**

c. DISCUSSION REGARDING SIDEWALK/PATH/TRAIL PLANNING.

A memo from Sarah Binkowski to M. Court dated February 7, 2007 was provided to the committee members along with other documentation. The memo identified code references and the different documents that the City has for reference. The document should be reviewed and discussed at the next Public Works Committee meeting. In addition to proposed paths, a plan should include funding. Different segments should be identified as to composition, type, and triggers for construction. An RFP approach could be taken so that it could be included in the 2008 budget.

**B. LEONARD MOTIONED THAT THE PUBLIC WORKS COMMITTEE STRONGLY RECOMMENDED THAT THE CITY BEGIN TAKING STEPS TO DEVELOP A COMPREHENSIVE NON-MOTORIZED TRANSPORTATION PLAN FOR DELAFIELD THAT LATER COULD BE INCORPORATED INTO THE CITY'S SMART GROWTH PLAN AND TO GUIDE THE CITY'S REQUIREMENTS FOR DEVELOPERS FOR NONMOTORIZED FACILITIES. IT IS RECOMMENDED TO INCLUDE THIS IN THE 2008 BUDGET. IN ADDITION TO RFP'S, THIS SHOULD INCLUDE PUBLIC INVOLVEMENT. 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

D. Jashinsky and P. Hawley of the Public Works Committee met with T. Hafner to interview candidates for a newly created second foreman position within the Department of Public Works. Two employees applied for the position. M. O'Brien was selected and promoted to the foreman position. A laborer will be hired to fill his former position within the DPW. Applications for the laborer position are due by February 27, 2007.

The City Attorney is working on the detention pond leak.

Repair of the Hirschman Lane sewer pipe took place today. Televising will be completed early next week.

b. CITY ENGINEER

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The Common Council approved a referendum for \$21,150,000 for the space needs projects for all departments in the City. T. Hafner generally reviewed the configuration/layout. The DPW's salt storage and fueling station would need to be relocated. The Council will review whether to have multiple referendum questions on the ballot for various combinations of the project at their next meeting.

c. TRAFFIC COMMITTEE

The Kettle Moraine Evangelical Free Church will obtain a temporary occupancy permit so that they can be in their building by Palm Sunday and Easter. A police officer will be present during services and if necessary will direct traffic until the intersection improvements can be completed. M. Court reviewed the improvements that need to be made.

7. CORRESPONDENCE

None.

8. ADJOURN

**B. LEONARD 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 8:12 P.M.**

Minutes prepared by:

Accurate Business Communications, Inc.