

CITY OF DELAFIELD PUBLIC WORKS COMMITTEE MINUTES

6:15 PM – Site Visit

Well #2 Pump Station & Reservoir – 3001 Vettelson Road (Village Square Site)

Regular Portion of the Meeting to Commence Following the Site Visit
COUNCIL CHAMBERS

SPECIAL ORDER OF BUSINESS: Members of the Public Works Committee will meet at the above address to the Well #2 Pump Station & Reservoir Site.

- 1. CALL MEETING TO ORDER.

D. Jashinsky called the meeting to order at 6:50 p.m.

- 2. ROLL CALL

Present

Absent

Art Baumann
Pat Hawley
Dan Jashinsky
Dan Key
Rick Lieblang
Harold Roberts
Tom Hafner

Gerry MacDougall

Also Present

Mike Court

- 3. APPROVE MINUTES OF MAY 2, 2007 PUBLIC WORKS COMMITTEE MEETING.

A. BAUMANN MOTIONED TO APPROVE THE MINUTES FROM THE MAY 2, 2007 MEETING. D. KEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 4. OLD BUSINESS:

- a. REVIEW OF PROPOSED DRAFT OF AN UPDATED SEWER USE & USER CHARGE SYSTEM ORDINANCE FOR THE CITY.

A memo from T. Hafner dated June 6, 2007 which outlined proposed changes to the ordinance was distributed to the Committee members. The proposed changes and comments were reviewed with the Committee with additional changes being suggested by the Committee members.

This item will be reviewed again at the next Public Works Committee meeting.

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5. NEW BUSINESS:

- a. REVIEW OF PROPOSED SITE PLAN, GRADING PLAN, GRADING EASEMENT ON CITY PROPERTY AND STORM WATER MANAGEMENT FOR KETTLE COURT BUSINESS CENTER BY DBI INCORPORATED.

Without objection this item was taken prior to 4a.

M. Court has reviewed the project and stated that the comments have been addressed by the developer.

Robert Stensberg from DBI Incorporated was present at the meeting.

M. Court stated that one issue involves the easements being requested along the east property line of the property to do grading onto the City property. This would eliminate the retaining wall and would be a temporary easement. The question is whether the City wants to do this. The grading in the easement would mostly be a cut to the slope – it would redefine the spillway to make sure that the ditch is defined. D. Jashinsky did not see any adverse effect to this and thought that an easement would be in order. T. Hafner stated that pulling the seven evergreen trees further away from the tower should be done and that the City should work with the developer on this. The trees are large, but it was thought that an attempt should be made to transplant them. The Plan Commission had requested that the landscape and lighting plan be resubmitted.

P. HAWLEY MOTIONED TO RECOMMEND TO THE COUNCIL TO GRANT A TEMPORARY GRADING EASEMENT AND THAT IN CONJUNCTION WITH GRANTING THE EASEMENT THAT THE OWNER RELOCATE THE TREES ON THE WEST SIDE OF THE WATER TOWER BY A CONTRACTOR APPROVED OF BY THE CITY AND IF THE TREES DO NOT SURVIVE DURING THE FIRST YEAR FROM DATE OF TRANSPLANT THAT THE DEVELOPER REPLACE THE TREES WITH 6'-8' EVERGREEN TREES; IN ADDITION, THE PUBLIC WORKS COMMITTEE APPROVES OF THE GRADING PLAN. P. HAWLEY AMENDED THE MOTION TO ADD THAT IF THE TEMPORARY EASEMENT IS NOT APPROVED BY THE COMMON COUNCIL THAT THE RETAINING WALL SHOULD GO BACK TO STAFF FOR APPROVAL. D. KEY 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

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1. PROJECT UPDATES.

a. FISH HATCHERY DAM – CONTRACT AWARD AND CONSTRUCTION.

Three bids were received. Lunda was the low bidder and the contract was awarded to them. The preconstruction conference has taken place. Construction is anticipated to start in approximately two weeks.

b. CITY ENGINEER

1. PROJECT UPDATES.

a. VILLAGE SQUARE OFF-SITE IMPROVEMENTS – STH 83.

The rain has made caused some delays. The expected completion date is early August. The Highway 83 improvements are the critical path.

b. MISSION PRAIRIE.

Most of the grading is taking place. Pressure sewer will start soon.

c. THE SANCTUARY OF DELAFIELD – PUBLIC BID.

The utilities will be put in by the developer. Bid results for recommendation to award to a contractor will come back to the Public Works Committee at the next meeting for the roads. With all of the rain there are some erosion issues that are being dealt with. A meeting with the DNR will take place tomorrow.

d. VALLEY ROAD FARMS ADDITION #2.

A pre construction meeting will take place tomorrow and construction will start within the next two to three weeks.

e. MAIN STREET CONDOMINIUMS.

A few issues need to be resolved and approved at the staff level.

f. 2007 STREET IMPROVEMENT PROGRAM & MILWAUKEE STREET RECONSTRUCTION.

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This is 95% complete. Nagawicka Street has posed some problems and solutions are being worked on. The landscaping is being reviewed with the landscaper comparing what was on the plans and what was planted. A meeting will take place with the excavator tomorrow to do some of the landscaping. Milwaukee Street is going good – there is one issue with drainage at the northeast corner of Canal Street. Options are being reviewed to correct this. The final element of the street scaping (fencing on the curb) should be installed sometime this week.

g. OTHER PROJECTS.

The posts by the boat launch were discussed.

2. FEMA PROPOSED FLOODPLAIN REVISIONS – CITY APPEAL STATUS AND PUBLIC INFORMATIONAL MEETING (JUNE 13 AT 7:30 PM AT THE FISH HATCHERY).

M. Court distributed a document entitled “Items of Contention” and an email from Mark Mickelson of Yaggy Colby to Robert Watson of the DNR dated June 5, 2007 to the committee members. The documents were reviewed. M. Mickelson is starting the appeal process on behalf of the City of Delafield and will be present at the Public Informational Meeting on June 13th. The appeal should be submitted by June 20, 2007. Following the appeal period, the DNR has stated that it could be up to a year before the maps are adopted and finalized.

c. TRAFFIC COMMITTEE

No report.

7. CORRESPONDENCE

None.

8. ADJOURN

P. HAWLEY MOTIONED TO ADJOURN FROM THE MEETING. D. KEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:27 P.M.

Minutes Prepared By:

Accurate Business Communications, Inc.

June 6, 2007

6:30 PM

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