

CITY OF DELAFIELD PUBLIC WORKS COMMITTEE MINUTES

- 1. CALL MEETING TO ORDER.

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

- 2. ROLL CALL.

Present

Absent

Art Baumann
Dan Jashinsky
Dan Key (entered at 6:32)
Rick Lieblang
Gerry MacDougall
Harold Roberts
Tom Hafner

Pat Hawley

Also Present

Mike Court

- 3. APPROVE MINUTES OF JULY 11, 2007 PUBLIC WORKS COMMITTEE MEETING.

A. BAUMANN MOTIONED TO APPROVE THE MINUTES FROM THE JULY 11, 2007 MEETING. R. LIEBLANG SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 4. OLD BUSINESS:

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

The committee members had a draft copy of the Sewer Use & User Charge System Ordinance. T. Hafner thought the document was approximately 95% complete. He asked the committee to review this prior to its next meeting and that a recommendation be finalized at that time. The existing ordinance is available online. This new ordinance incorporates all of the changes discussed previously. The City Attorney will double check the ordinance.

- b. RECOMMENDATION OF PROPOSED 2008 – 2012 CAPITAL IMPROVEMENTS PROGRAM BUDGET.

Highlights:

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NE Regional Stormwater pond – A 25% construction contingency was included. This is a placeholder at this time.

St John's Park Fishing Pier – There were concerns that \$12,000 was not an adequate amount to cover costs. Pictures and cost estimates were included in the committee members' packets. In addition, T. Hafner displayed a past proposal, but he felt that the DNR would not allow something as extravagant as that designed and proposed by the Park & Recreation Commission in 1993. He felt that something could be built for \$12,000 but thought that perhaps the pilings should be "beefed up" in the present proposal. Discussion took place on what would be proposed in terms of design. G. Mac Dougall thought that the Park & Recreation Commission should come forward with a more definitive design before the PWC goes any further on this as PWC is not a design committee. Since this item is listed in the CIP as a Park & Rec expenditure, it should go back to the Park & Rec. The \$12,000 amount was specifically approved by the Common Council last year. Composite decking instead of wood decking and upsizing the pilings would contribute to an increase in the cost.

R. LIEBLANG MOTIONED TO PUT \$20,000 IN THE BUDGET IF THIS DESIGN IS USED, TO USE COMPOSITE DECKING, REFER THIS BACK TO THE PARK & RECREATION COMMISSION TO CONFIRM THAT THIS DESIGN IS WHAT THEY ARE ENVISIONING AND IF THEY ARE ENVISIONING MORE THAT THE COST BE INCREASED. D. KEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

Annual Tree Replacement" (\$7,600 per year). This line item was added on the recommendation of the City Arborist. It covers replacement of approximately 5% of the trees per year.

Open Space Conservancy Program – this was in the CIP five years ago. An explanation of this program written by Beth Leonard was given to the Committee members. It proposed \$50,000 in 2008; \$200,000 in 2009; and \$250,000 in 2010. Clarification on the costs and the deliverables are needed. R. Lieblang would like to take this out of the budget. G. MacDougall felt that there was no basis to approve it.

G. MAC DOUGALL MOTIONED TO REMOVE THE OPEN SPACE CONSERVANCY PROGRAM FROM THE BUDGET UNTIL MORE INFORMATION WAS PROVIDED. R. LIEBLANG SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

Other highlights were: \$50,000 for Master Plan/Feasibility Study for the Southeast Quadrant; \$30,000 for the multi-modal master plan; and \$75,000 for 2009 for the Golf Road reconstruction study.

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A. BAUMANN MOTIONED TO RECOMMEND APPROVAL TO THE COMMON COUNCIL OF THE CIP SUBJECT TO PROVISIONS PASSED BY PREVIOUS MOTIONS. H. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. REVIEW OF PROPERTY OWNER REQUEST TO ENCLOSE DITCHES ON LOT(S) 6 AND/OR 7 IN DELAFIELD COMMONS.

M. Court reviewed the project and stated that owners from the north lot and the south lot of the two lots getting the ditches were asked for their approval along with that of the subdivision association. Two of the three approvals have been received.

John Kent, (neighbor) 841 W. Devonshire Rd. was present and wanted to make sure that his property was protected and that he had written documentation if something happened.

Bryan Menning, Eagle, Wisconsin (installer) was present at the meeting and distributed the plans.

M. Court stated the agenda should have read lots 7 and/or 8 (this was determined to be a typo). The owner to the south (lot 9) had reservations on signing off on the multiple lots.

John Kent distributed a sheet with his concerns. The Homeowner's Association was the responsible party if more water runs towards his lot. He was concerned that the Homeowner's Association was aware of their responsibility if a problem arises. He would like the set back from his patio to be 25'.

T. Hafner stated that in an emergency, the City would go in and make repairs. If it was not an emergency, it would be on a notice procedure. Much of this is explained in the Stormwater Maintenance Agreement.

The PWC felt that this was a Homeowner's Association situation. D. Key stated that as per motions made in a previous PWC meeting, lot 7 could go forward with construction, but since Lot 8 did not have the neighbors' approval, it could not go forward. T. Hafner felt that a pipe was not that different from a ditch. City responsibility/liability was generally discussed. M. Court stated that the culvert is oversized to accommodate the flow and that in his opinion there should not be any problems.

D. JASHINSKY MOTIONED THAT LOT 7 HAS SATISFIED THE ORIGINAL AGREEMENT AND COULD PROCEED, BUT LOT 8 HAS NOT. WHEN LOT 8 GETS AGREEMENT FROM LOT 9, THEY CAN MOVE FORWARD. WHEN THIS AGREEMENT IS OBTAINED, A COPY

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SHOULD BE PROVIDED TO THE CITY. R. LIEBLANG SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

5. NEW BUSINESS:

a. REVIEW OF SEWRPC REGIONAL TRANSPORTATION PLAN.

A memo dated August 1, 2007 was distributed to the Committee Members from M. Court summarizing possible impacts the document may have on the City of Delafield. SEWRPC would like endorsement from the City on the plan. Recommendations from this Committee are needed to be sent to the Plan Commission and Common Council.

A. Baumann stated that the plan shows an off street bike path (page 272) and an on-road pathway in Delafield.

It was thought that many of the items included in the report have already been incorporated in one form or another. A draft resolution endorsing the plan was included in the front of the document. The plan can be viewed on the SEWRPC website, www.sewrpc.org.

D. KEY MOTIONED TO RECOMMEND THAT THE PLAN BE USED AS A GUIDE FOR THE CITY'S FUTURE PLANNING AND THAT THE CITY MAY INTEGRATE THE RECOMMENDATION OF THE PLAN INTO ITS LOCAL PLANNING, REGULATORY AND OTHER ACTIVITIES RELATED TO TRANSPORTATION. R. LIEBLANG 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. PROJECT UPDATES.

The dam project is going well and is on schedule. DNR personnel have been very active supervising city projects.

b. CITY ENGINEER

1. PROJECT UPDATES.

Village Square Highway 83 improvements – the surface course is now scheduled for Saturday, August 4. This is progressing well. Improvements at the Cardinal intersection are taking place. If all

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is done at the Capital intersection with the lights being operational and the ramps functional, Village Square could open.

Oakwood Church (Oakwood and 83 intersection improvements) were delayed but are now back on schedule.

Paving punch list items are being worked on.

Public improvements for road on Trillium –the laying of utilities is still taking place. It appears that road construction will begin in late August/early September.

c. TRAFFIC COMMITTEE

No report.

7. CORRESPONDENCE

None.

8. ADJOURN

A. BAUMANN 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 7:57 P.M.

Minutes Prepared By:

Accurate Business Communications, Inc.