

**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

Pat Hawley  
Dan Jashinsky  
Dan Key  
Rick Lieblang  
Tom Hafner

Absent

Art Baumann  
Gerry MacDougall  
Harold Roberts

Also Present

Mike Court

3. APPROVE MINUTES OF AUGUST 1, 2007 PUBLIC WORKS COMMITTEE MEETING.

**D. KEY MOTIONED APPROVAL OF THE AUGUST 1, 2007 PUBLIC WORKS COMMITTEE MEETING MINUTES WITH CORRECTION ON PAGE 4, ITEM 6B1, SENTENCE 1, CHANGE THE "SURFACE CORE" TO "THE SURFACE COURSE." R. LIEBLANG SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

Without objection from the Committee, D. Jashinsky moved to Item 5 on the Agenda for this evening.

4. OLD BUSINESS:

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

Engineer Hafner distributed and explained a memo dated 9/5/07 to the Public Works Committee (PWC) outlining final staff recommendations to the proposed draft of the updated Sewer Use and User Charge System Ordinance reviewed at the most recent meeting of the PWC. He noted there were three revisions and two proposed additions to be labeled Items 5f and 5g respectively in the proposed draft and thus, the current items labeled 5f and 5g should become Items 5h and 5i respectively. It was also suggested in Item 2 of the memorandum, to clarify the last paragraph on Page 20 – it should be revised to include improved grammatical structure.

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Discussion ensued by the Committee regarding clarification of charges, process for review of charges, and appropriate placement for terms defined in the document.

D. Jashinsky complimented T. Hafner on his efforts to clarify and improve the proposed draft ordinance.

**R. LIEBLANG RECOMMENDED APPROVAL OF THE PROPOSED DRAFT OF THE SEWER USE & USER CHARGE SYSTEM ORDINANCE TO THE COMMON COUNCIL, AS PROPOSED BY T. HAFNER, WITH REVISIONS AND ADDITIONS FROM THE MEMORANDUM DATED 9/5/07 TO THE PUBLIC WORKS COMMITTEE INCORPORATED INTO THE DRAFT ORDINANCE. P. HAWLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

5. NEW BUSINESS:

- a. REVIEW OF PLANS & STORM WATER MANAGEMENT FOR LYONS ELECTRIC BUILDING ADDITION AT 75 ENTERPRISE ROAD.

Dave Miller, architect for the Lyons Electric Building Addition Project, 75 Enterprise Road, was in attendance and reviewed a proposed plan for the site. He stated the City Engineer had concerns regarding the regional detention basin drainage. After much discussion, a solution to expand the basin to bring it into compliance as well as incorporation of a water quality element had been accepted by all parties involved in the project. M. Court stated that final site and grading plans were expected by the end of this week and he recommended approval of this project, contingent on Staff recommendations. He also noted the presence of Jerry Lyons, owner of Lyons Electric, in the audience, and explained that Mr. Lyons had agreed to enter into a Stormwater Management Agreement with the City of Delafield. D. Jashinsky stated that on Page 3, Item 6, of that agreement, a reference to the "Wal-Mart development" should be revised.

Mr. Miller went on to explain the proposed layout of the building, architecture, and additional paved areas.

**P. HAWLEY MOTIONED TO APPROVE THE PLANS AND STORMWATER MANAGEMENT FOR LYONS ELECTRIC BUILDING ADDITION AT 75 ENTERPRISE ROAD TO THE COMMON COUNCIL, SUBJECT TO STAFF RECOMMENDATIONS AND FINAL REVIEW BY ENGINEER COURT. R. LIEBLANG SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

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Mr. Miller stated he appreciated the cooperation of the City and the Public Works Committee on this project and thanked them for their time.

D. Jashinsky returned to Item 4 at this time and continued with the Agenda for this meeting.

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

T. Hafner explained that the construction of the dam was progressing; however, there had been an increased time in the concrete form removal. This caused a setback in the completion date for the project. He stated that City Staff had communicated this setback to the Department of Natural Resources (DNR), and representatives of the DNR had agreed to grant one extension of the deadline for the project. City Staff would continue to investigate the problems with the concrete form removal and report back to the Committee at a later date on this matter.

M. Court noted that progress on the Trillium project was moving slowly due to the recent inclement weather. The underground utilities should be completed within the next two weeks and then the roadways would be constructed by the City's contractor, Payne and Dolan. D. Jashinsky questioned the length of the pipe near the retention pond in this area and questioned its installation. M. Court noted that installation would take continue to take place and possible revisions to the pipe or construction of a drop structure might need to be made.

In response to a question by D. Jashinsky, M. Court explained that the lining of the pipe under Main Street had not yet taken place. At this time, a permit has not been completed for a model building.

Various committee members questioned the lighting in Village Square. R. Lieblang noted the lighting style on the Village Square project matched the lights in the downtown area of the City of Delafield. T. Hafner explained the chronological "burn in" period for lighting and noted the visual impacts to the lighting in various parts of the City. A brief summary of the photometric measurements for the site was shared by T. Hafner. He explained there was a great deal of photometric data being compiled in order to ensure the lighting would remain in compliance with City ordinances and adjustments would continue to be made as needed.

M. Court explained that the street improvements near the Oakwood Church would be starting in the next two weeks and would take approximately three to four weeks to complete. He noted that the improvements planned near Cardinal Lane had not yet taken place.

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- b. CITY ENGINEER.

There was nothing further to report on at this time.

- c. TRAFFIC COMMITTEE.

None.

- 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 7:14 P.M.**

Minutes Prepared By:

Accurate Business Communications, Inc.