

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

Art Baumann
Pat Hawley
Mike Lamont
Rick Lieblang
Dan Jashinsky
Harold Roberts (exited at 8:00 P.M.)
Tom Hafner

Absent

Ron Miskelley

Also Present

Mike Court

3. APPROVE MINUTES OF APRIL 2, 2008 PUBLIC WORKS COMMITTEE MEETING

A. BAUMANN MOTIONED TO APPROVE THE APRIL 2, 2008 PUBLIC WORKS COMMITTEE MEETING MINUTES AS PRESENTED. P. HAWLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. OLD BUSINESS

- A. SPECIAL ASSESSMENT AND UTILITY EXTENSION POLICIES – REVIEW LIST OF ITEMS TO CONSIDER FOR SPECIAL ASSESSING

D. Jashinsky noted these items had been discussed at the most recent meeting. T. Hafner compiled a list of items to consider for special assessment. He recommended all items be left open for further consideration and discussion in the future as certain items could be considered on a case by case basis as well. D. Jashinsky noted Council would have the final consideration on each item as part of the approval process for policy decisions.

Items from the list were then reviewed for discussion.

Special consideration was given to pavement resurfacing of roadways in a residential area, work on Heritage and Golf Roads, road or pavement removal, curb and gutter, service walks, sidewalks, traffic calming measures, and sewer and water, as well as dredging. After several lengthy discussions, the Committee noted almost any item on the list could be considered on a case by case basis depending upon the situation at hand. Specifically, the Committee noted criteria for future consideration might include the purpose of the project, who requested

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the project, and whom the project would benefit upon completion. Also, the Committee discussed options for cost sharing possibilities in certain items on the list such as certain traffic calming measures, road pavement removal, or reconstruction, depending upon the timing of the project within the City's capital budget.

Discussion further ensued regarding the possibility of reviewing and utilizing all or portions of the previous City assessment policy that had been developed in the 1990's as many of these issues for consideration had not changed significantly. T. Hafner stated he would review this assessment policy and return with discussion points for the next PWC meeting.

With regard to assessment of sewer and water, the Committee noted precedent had been set in many other municipalities for assessment of these utilities. T. Hafner also clarified that typically the distribution system was what was assessed; all other sewer installation items were not. For items such as a river crossing, he noted, the utility associated with the installation would pick up the additional costs.

With regard to dredging, the Committee noted that the current policy included that property owners with direct frontage would incur the cost of dredging and when it was deemed desirable for the common good, such as at a boat launch, the City might special assess for general taxes.

The Committee indicated consensus for assessing only sewer and water, and dredging be the only items recommended for special assessment policy development.

The consensus of the Committee was to consider the remainder of the items on the list on a case by case basis and that consideration of special policies related to special assessments could be made in the future as the need arose. In addition, the Common Council could include recommendations from the DPW, City Administrator, and Staff as part of the future policy decisions prior to adoption of such policies into the City Code as part of its normal approval process.

R. LIEBLANG MOTIOEND TO RECOMMEND TO COUNCIL THAT SEWER, WATER, AND DREDGING FOR PRIVATE FRONTAGE BE ASSESSED UNDER A SPECIAL ASSESMENT POLICY, WITH CONSIDERATION AND CONCURRENCE OF THIS RECOMMENDATION BEING GIVEN BY COUNCIL PRIOR TO ESTABLISHING THE REMAINDER OF THE POLICY DETAILS ASSOCIATED WITH THESE SPECIFIC ITEMS. P. HAWLEY SECONDED THE MOTION.
DISCUSSION ENSUED REGARDING WHETHER THE CASE BY CASE BASIS WOULD BE CONSIDERED FOR AN UPDATED POLICY DECISION OF THESE ITEMS AND HOW BEST TO PROCEED SHOULD CONCURRENCE BE GIVEN. T. HAFNER STATED THAT DIFFICULT

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QUESTIONS REMAINED WHEN CONSIDERING AN ASSESSMENT POLICY DEPENDING UPON WHO REQUESTED THE PROJECT. HE NOTED CONSIDERATION WAS TYPICALLY GIVEN TO A PETITIONED PROJECT, A "DEVELOPER REQUESTED" OR A "UTILITY REQUESTED" PROJECT WHEN CONSIDERING AN ASSESSMENT. DISCUSSION FURTHER ENSUED REGARDING HOW CATEGORIES COULD BE ESTABLISHED FOR CONSIDERATION OF A FUTURE ASSESSMENT POLICY ON THESE SPECIFIC ITEMS. **ALL WERE IN FAVOR. MOTION CARRIED.**

5. NEW BUSINESS

A. REVIEW PRELIMINARY CSM TO AMEND AN EXISTING EASEMENT – TAX KEY 0798.965.002, 400 GENESEE STREET, LANG RESIDENTIAL INVESTMENTS, LLC

M. Court noted that the CSM had been distributed via the packet for this meeting, noting the history of the request. The overall intent was to have the CSM to modify the storm easements, reduce the size of the easement, and potentially move the south property line 33 feet to match the "finger" to Genesee Street. Lot lines had not changed, however the reason for the change was that the title company noted the easement overlapped the access to parcel 1 and encumbered the potential access point off of Genesee Street. Another minor modification was to adjust the storm sewer on the Town Bank property to better match the location of the actual storm sewer. Discussion at the Plan Commission included how to access parcel 1 and thus it was referred to DPW. Consideration should be given to access points and interconnectivity. R. Dupler supplied a memorandum outlining this information. With regard to physical location of the easement, M. Court noted the easement could be moved to the north, and on the east. Parcel 1 was zoned CBD1, with no setbacks and would connect to 33 acres behind the parcel. He further stated the Committee had been charged with determining if a connection should be provided from Oneida Street to Genesee Street and where any future right of way (ROW) should occur.

P. Hawley stated if the use was residential, a connection made sense, but if the use was commercial than it would not be needed.

M. Court identified the parcel on the Zoning Map and noted there would be a mix of business and residential zoning with access if the connection was east of Oneida Street. He stated on the official map for the area in history, there was a "Road A" listed in this area, and it had gotten "demapped".

M. Court reviewed the options listed in R. Dupler's memo dated May 7, 2008, and discussion ensued on the constraints associated with each option.

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D. Jashinsky noted that the bank driveway was located specifically to include a roadway as constructed with extra depth and would almost line up with Division. He suggested M. Court review previous records related to the development in the area at the time the Town Bank went in.

Discussion ensued regarding potential placement for any roadway attempting to connect into Genesee Street.

Consensus was that a connector to Oneida from the parcel would be undesirable for residents. Also, there was concern for getting another access to Genesee as being less than desirable due to the numerous access points already in existence.

Additional discussion ensued regarding the best placement, if any, for a connection to the residential neighborhoods to the east of Genesee Street. Consensus was if a connection was deemed desirable and included a residential use of Parcel 1, then a connection should be made to Oneida Street only. If the use was considered to be private, then a private roadway was desirable in accessing Parcel 1.

D. Jashinsky recessed the meeting at 8:20 P.M. and reconvened at 8:25 P.M.

T. Hafner shared the concept plans for the new proposed City Hall.

A. BAUMANN MOTIONED TO RECOMMEND TO PLAN COMMISSION THAT THERE BE ONLY ONE ACCESS FROM THE LANG PARCEL 1 TO GENESEE STREET AS A PRIVATE DRIVEWAY AND THAT IF THE LONG TERM USE IS COMMERCIAL IN NATURE, THERE BE ONE EMERGENCY GATED ACCESS CONNECTED TO EITHER ONEIDA STREET OR DIVISION STREET. IF RESIDENTIAL USE WOULD EXIST FOR THAT PARCEL, THEN A PRIVATE DRIVEWAY ACCESS SHOULD BE CONNECTED TO ONEIDA STREET. IN ADDITION, A CONDITION ON THE ENTRANCE ON GENESEE STREET ALSO SHOULD BE CONSIDERED SO THAT CROSS ACCESS EASEMENTS BE PROVIDED TO ALL ABUTTING PARCELS. IF THE CITY DESIRES AT A FUTURE DATE THAT THE PRIVATE DRIVE CONNECTED TO GENESEE STREET IS TO BE A PUBLIC STREET, THE LAND SHALL BE DEDICATED TO THE CITY AT NO COST. 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

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T. Hafner reported there was nothing further to add at this time. In response to a question from A. Baumann with regard to the Milwaukee Street pond, he explained that a funding grant had been applied for from the Wisconsin Department of Natural Resources. Anticipated replacement of the synthetic liner would take place in the next year.

B. CITY ENGINEER

1. UPDATE REGARDING GRADING OF PARADE GROUNDS AND ATHLETIC FIELDS AT ST. JOHN'S NORTHWEST MILITARY ACADEMY

M. Court provided an update regarding the project. He noted the plan was to construct level parade grounds and also included utilizing fill to create a ball diamond. He stated that despite the substantial size of the project, a grading permit had been issued by Staff in this case.

2. UPDATE REGARDING SPEED SURVEY ON NAGAWICKA ROAD AND VETTELSON ROAD

Traffic counters would be placed in the near future on these roadways.

C. TRAFFIC COMMITTEE

No report given.

7. CORRESPONDENCE

None.

8. ADJOURN

R. LIEBLANG MOTIONED TO ADJOURN THE MAY 7, 2008, PUBLIC WORKS COMMITTEE MEETING AT 8:47 P.M. M. LAMONT SECONDED THE MOTION. ALL WERE IN FAVOR. MOTION CARRIED.

Minutes Prepared By:

Accurate Business Communications, Inc.