



**CITY OF DELAFIELD
MEETING MINUTES
PUBLIC WORKS COMMITTEE**

*Chairperson: Dan Jashinsky
Members: Art Bauman, Jim Behrend, Jacob Berg, Elizabeth Lloyd-Weis, Jack Demski, Mark Millot*

Wednesday, January 6, 2021

6:30 p.m.

City Hall, Council Chambers
500 Genesee St.

**Regular Meeting
Draft**

1. Call to Order

Chairperson Jashinsky called the Wednesday, January 6, 2021 Public Works Committee meeting to order at 6:30 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll Call

Roll Call for the Wednesday, January 6, 2021 Public Works Committee meeting:

Present

Dan Jashinsky, Chairperson
Art Baumann
Jacob Berg
Jack Demski

Absent

Jim Behrend
Mark Millot
Elizabeth Lloyd-Weis

Also present;

Tom Hafner, Administrator/Director of Public Works
Robbie Malzahn, Engineer

4. Approve minutes of [October 7, 2020](#)

Hearing no objections from the Public Works Committee, the minutes of October 7, 2020 Public Works Committee Meeting minutes were approved.

5. Citizen's Comments

Mary Daniel, 309 Wisconsin Ave.- (Item 6a) – noted the Five-Year Capital Improvement Program (CIP) included Lakewood Court and the Fish Hatchery Sports Complex parking lot. The parking lot had been included under Parks, Public Buildings and Facilities, in the amount of \$82,500. Under Streets and Highways there was an amount shown of \$112,000 but no specific projects were noted. She questioned where the repaving of Lakewood Court would be included in the CIP. There were only three homes on Lakewood Court according to the map in the epacket for this meeting. In listing information about capital projects in the future, it would also be helpful to include a worksheet of the anticipated cost of maintaining various capital projects being considered. One example might be the cost of snow/ice removal for a paved path project or

maintaining the plants in the Bark River Restoration project. This would allow operational planning for maintenance of amenities. She appreciated the efforts of all for being part of the Committee.

Susie Thompson -700 Milwaukee St.- thanked the Committee for its work and noted the City snow removal crews had done a great job of getting the snow removal completed quickly and efficiently without waking people that live in the downtown in the early morning hours. She appreciated the rapid snow clean-up taking place between 4:30 a.m. and 6:00 a.m. before people arrived for work.

Hearing no one else wishing to speak, Citizen's Comments was closed.

6. **New Business**

Discussion and possible action on the following item:

A. **Discussion and possible action regarding the 2021 City of Delafield Street Improvement Program**

Malzahn explained the 2021 City of Delafield Street Improvement Program (SIP) included two projects. One project would include pulverizing and repaving Lakewood Court with two-foot shoulders. Two culverts would be affected within the project limits on Lakewood Court. One culvert was nearly full of sediment and the other was midway on the upstream side. Lakewood Court was currently 27 feet wide and could be reduced to 24 feet wide with two-foot shoulders. The current roadway location included steep slopes on either side of the roadway and by reducing the roadway width, two-foot shoulders could be maintained on each side. Discussion ensued regarding the reason the culverts had filled with sediment in this location. It was suggested that riprap should be added to the inlet and protection provided in some way to the outlet structure to allow a reduction in maintenance.

Pavement Surface Evaluation and Rating (PASER) ratings were determined for City roadways every other year. These ratings were based on a scale of 1-10 with 10 being a new paved road. Lakewood Court had the lowest rating in the City at this time and was rated a "4." In recent years, the City had changed how road replacements were completed to extend road life and gain more value from the roadway. This road warranted resurfacing and there were only two other roads with a similar rating (Milwaukee Street, west of Genesee Street /Dopkins Street and Kettle Court East). These streets were in areas where construction traffic would be taking place so the roadways would be redone once the heavy construction traffic was finished. Detailed information and cost estimates were included in the Five-Year CIP with Lakewood Court construction responsible for a majority of the \$112,000 costs anticipated for the year. The other project being undertaken in the Street Improvement Program included the Fish Hatchery Sports Complex parking lot. There would be no expansion of the parking area and striping would be redone in the same manner that existed currently. City staff suggested that this project could be completed by a smaller paving company at a cost savings. Discussion ensued regarding how best to allow smaller companies to bid on separate items in the 2021 SIP bid process.

Malzahn reviewed the bid process and associated calendar for the 2021 SIP as noted in the epacket for this meeting. The 2021 SIP final plans would be considered at the next Public Works Committee meeting and would include suggested changes from this meeting.

Motion by Jashinsky, seconded by Baumann, to approve the 2021 City of Delafield Street Improvement Program (60% plans) as presented with the changes as discussed. Motion carried.

7. Reports of City Officials

A. Director of Public Works

1) Oakwood Drive Path - Public Information Meeting Update

A Public Information Meeting for the proposed Oakwood Drive bike path extension was held on December 17, 2020. The project had originally been proposed for 2021 but had been moved to 2022 at the request of the Common Council. The preliminary feedback on the project anticipated support; however, the people in attendance at the Public Information meeting were opposed. One idea that came from the meeting included an extension of the path west of Genesee Street on Oakwood to allow residents to the north to be able to walk through neighborhood streets to reach the downtown if desired. A conceptual drawing of this extension would be available at a future Public Works Committee meeting.

B. City Engineer

1) Nagawicka Road Path - Project Update

The Nagawicka Road Path project had been completed with only punch list items remaining in the spring once the weather changed.

C. Traffic Staff

1) None

D. Clerk

1) None

E. Public Works Committee Meeting Dates & Deadlines

- i. Next Meeting: February 3, 2020
- ii. Meeting Submittal Deadline: January 19 at Noon

F. Correspondence

8. Adjournment

There was no further business; therefore, the Wednesday, January 6, 2021 Public Works Committee meeting adjourned at 7:01 p.m.

Minutes prepared by:

Accurate Business Communications, Inc.