



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

Chair: Dan Jashinsky

Members: Jacob Berg, Art Baumann, Jack Demski, Matt Grimmer, Elizabeth Lloyd-Weis, Matt Miller

March 1, 2023

6:30 PM

City Hall, Council Chambers
500 Genesee St.

Minutes

Approved Minutes

1. Call to Order

Chair Jashinsky called the Public Works Committee meeting to order at 6:30 p.m.

2. Pledge of Allegiance

3. Roll Call

Members Present: Art Baumann
Jacob Berg
Matt Grimmer, Ald. D5
Dan Jashinsky, Chair
Elizabeth Lloyd-Weis
Matt Miller

Members Absent: Jack Demski

Also Present: Mike Court, City Engineer
Tom Hafner, City Administrator/Director of Public Works
Sally DuPont, Recording Secretary

4. Minutes

Discussion and possible action on the following minutes:

A. Approval of minutes of the January 4, 2023 Regular Meeting

Pending corrections on pages 3 and 4, Chair Jashinsky approved the minutes from the January 4, 2023 regular meeting.

B. Approval of minutes of the February 1, 2023 Regular Meeting

Chair Jashinsky approved the minutes from the February 1, 2023 regular meeting.

5. City of Delafield Citizen Comments

Mary Daniel, 309 Wisconsin Avenue, Delafield, WI. Mary wants to compliment all who are involved in the Beacon Hills development. Mary said they have done a good job with the rain gardens, the trees, and the lot sizes. Mary said she looks forward to having new neighbors and is pleased.

Jackie Valde-Milsted, 816 Mill Street, Delafield, WI. Jackie brought an example of a 'Slow Down' sign that is being used by some residents in Oshkosh. Jackie said the residents in Oshkosh only put the 'Slow Down' sign up at certain times of year, such as the beginning of the school year, during holidays, and when the residents felt the speeding was reappearing. Jackie said the residents of Oshkosh felt the signs worked in slowing the traffic down, and city officials from Oshkosh and Appleton have taken an interest in the signs and have started using them. Jackie thought the sign was something that could potentially be used to slow the traffic down on Milwaukee Street and it would not be something permanent.

Susie Thompson, 700 Milwaukee Street, Delafield, WI. Susie spoke about the need to do something about the traffic on Milwaukee Street. Susie said there is a brick crosswalk at Milwaukee and Oneida, by Colby Construction, which is an unsafe crossing. Susie said in the first block of Milwaukee Street, from Genesee to Oneida, the eastbound traffic is coming upon angled parking where people are backing up, and drivers do not slow down, instead she has observed drivers beeping and accelerating. Susie thanked the Public Works Committee for the options they have presented to slow

down traffic and for their consideration on the topic. Susie also said she agreed with Mary Daniel's comments regarding the Beacon Hills development.

Hearing no one further who wished to speak, citizen comments were closed at 6:42 p.m.

6. Unfinished Business

A. Discussion and possible action regarding the 2023 Street Improvement Program bid results

Court said they received four bids. Court said it is a little over budget for this year, but there is some money left over from the 2022 budget, so they have made budget.

Court discussed the alternates:

- On Second and Third Streets there is water that has been jumping the curb and storm sewer was added on Third Street.
- On Second Street they needed to extend the storm sewer and put in some inlets.
- On Church Street, they were looking at pavement extension and stormwater improvement.

Motion by Art Baumann, seconded by Jacob Berg, to recommend approval of awarding the bid to All-Ways Contractors, Inc. with the entire program as well as alternates 1 through 3.

All in favor. Motion carried.

B. Discussion and possible action regarding Milwaukee Street traffic calming measures

Court spoke with Hafner and they want to schedule a neighborhood informational meeting and get feedback from Milwaukee Street residents about the traffic problem. Court said he would like input from the Public Works Committee on the PowerPoint slides that are included in the ePacket, so they can be used at the neighborhood meeting, and to also get the neighborhood meeting scheduled.

Grimmer asked about the cost estimates Court has listed in the PowerPoint slides. Court said on the last two slides, the costs are not correct; it should be \$5,000 - \$15,000 for the crosswalk lighting and \$15,000 - \$35,000 for the speed tables. Court said he will fix those slides.

Grimmer wanted to clarify his understanding that lower cost options were to be used first. Court said that was correct.

Grimmer and Jashinsky said the PowerPoint presentation is well done.

Lloyd-Weis asked if there was a range that could be provided on the efficacy for the dynamic speed feedback sign. Court said he would check with traffic staff. The members agreed the wording on the slide should be clarified.

Hafner said they discussed dividing Milwaukee Street into segments and looking for input from residents as to which segments are most in need of traffic calming. Court said they talked about having a base map and having residents mark the map or having a questionnaire the residents would fill out with a ranking.

Grimmer asked if a decision has been made as to how success will be measured. Hafner said that is hard because the baseline data the city has, shows there is no significant problem, and the residents clearly have indicated they do feel there is a significant problem.

Berg asked if the city has sent out a sliding scale survey of critical questions or points along Milwaukee Street to the residents that might be most affected by the speeding traffic. Berg said that could give the city baseline data, and then start implementing lower cost options, and send out the survey again asking residents if things have improved to their satisfaction. Berg said that could be used to get some numerical data.

Court said the city has the Police Department data. Court said after something is implemented, they could have the Police Department measure it and the city could get feedback that way. Grimmer said he would feel comfortable with that along with pairing it with surveys, or the neighborhood meeting feedback, or getting feedback by going door-to-door.

Lloyd-Weis asked for the bullet points on the Rapid-Flashing Beacon with Pedestrian Crossing Sign slide to be clarified.

Court asked the committee members for input on the questions that are listed on the third slide and for any other questions that can be used for a questionnaire at the neighborhood meeting. Berg said the questions should be more pointed and to give more options. Berg said they can be segmented into four quadrants of Milwaukee Street and they can be prioritized. Grimmer said he prefers using numeric rankings on the questionnaire.

Baumann asked the committee if part of this process could be to use a radar gun because people may have a misunderstanding of how fast or slow people are actually driving. Court said the Police Chief has sat with residents to show them the radar gun so they could see what speed people are actually traveling.

Hafner asked the committee if they are comfortable with staff conducting a meeting to receive this kind of input and the members said yes. Hafner also asked for input from the committee about doing a direct mailing to the appropriate property owners and if it should be sent to only property owners on Milwaukee Street. There was discussion about including other streets, but it was decided to start with property owners on Milwaukee Street at this time.

Berg asked Hafner if they can obtain historical data and Hafner said he would speak with the Police Chief to see how accessible it is. Court said they could definitely have the Police Department collect more data moving forward.

Court and Hafner said they will work to finalize the questionnaire, the mailing list, and a meeting date for the neighborhood meeting.

Grimmer stated he agrees with Hafner in that this is a template for other streets in the future, and Grimmer feels it is worthwhile.

7. New Business

A. Discussion and possible action on the site engineering for the Beacon Hills of Delafield proposed development

Court spoke about what happened at the last Plan Commission meeting in regards to the Beacon Hills development. Court said it was a preliminary plat and site plan, it received a favorable response from the Plan Commission, and it was approved and recommended to the Public Works Committee to review the engineering. The Plan Commission wants the Public Works Committee to give feedback on the lighting because the Plan Commission is proposing to remove the lighting.

Josh Pudelko, Design Engineer, Trio Engineering, gave an overview of the engineering for the Beacon Hills development:

- Josh said they have 18 feet on Wisconsin Avenue, roughly on St. Johns Road they have 22 feet, and they are looking at requesting a 24 foot wide paved road and 1 foot gravel shoulders. They are proposing a sidewalk on one side of the road.
- Josh said there is a monument sign over St. Johns Road and the sign is not in right of way. They talked about dedicating right of way on their side of the road and having an easement to keep the monument sign where it is.
- Josh said a good idea that came up in their meeting with city staff is to run the sidewalk through the wing wall on the sign in an easement. Josh proposed to the Public Works Committee to allow the road to stay as is at the monument sign and widen it to 24 feet everywhere west of that to keep the aesthetic.
- Josh said there are decorative, existing light poles along St. Johns Road they would like to remove and not replace, and the Plan Commission agreed. Josh asked the Public Works Committee for their agreement to remove the decorative, existing light poles along St. Johns Road. Grimmer agreed with removing them.
- Josh said they have a number of rain gardens in the front yards, most are 150 square feet. Josh said in their designs, they have intentionally set their swale, rain garden, and sidewalk grades to get either a 4 inch or 6 inch PVC pipe out of the rain gardens to take the water to the roadside swale. Any bigger rains will make their way down to a larger infiltration basin on Kemper Road, which is how everything drains today.

Court said with the rain gardens, it is somewhat unique, and they are trying to address it through easements, the developer's agreement, it will be one builder and will be more controlled, and the stormwater management has been well thought out. Court said overall the soils are pretty good in this area to allow for infiltration of the ground water.

Jashinsky wanted to know how the builder will protect the existing drainage system that is in the area and not break it when they use their machinery. Jashinsky suggested to Josh the use of signs and fencing.

Jashinsky asked the timeframe on this. Josh said the desire is demo would start roughly within a month. Josh said they want to make sure the roadwork is not disturbing end of school year activities, so the roadwork will be timed out until school is done.

Motion by Dan Jashinsky, seconded by Matt Grimmer, to recommend approval of the Beacon Hills development as proposed in plans this evening, with the condition of meeting the Engineer's Letter of Review, and satisfying staff that everything has been met, and that we will allow for the pavement to remain at 22 feet at the monument sign, remove the sidewalk stub going south at that monument sign, the rest of the road cross section 24 feet is approved, also that you will remove the existing light poles, that you will provide protection with the existing drainage system that is on

Wisconsin Avenue across from Dekoven Street, and that you address the item of lamp post in your declarations.

All in favor. Motion carried.

8. Request for Future Agenda Items

Note: No discussion on requested items

None.

9. Correspondence

10. Reports of City Officials

A. Director of Public Works

No report.

B. City Engineer

No report.

C. Traffic Staff

No report.

D. Clerk

No report.

E. Public Works Committee Meeting Dates & Deadlines

i. Next Meeting: April 5, 2023

ii. Meeting Submittal Deadline: March 8, 2023 at noon

11. Adjournment

Having no further business, Chair Jashinsky adjourned the meeting at 7:54 p.m.

Respectfully Submitted,

Sally DuPont
Recording Secretary