



**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

June 7, 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 March 1, 2023 Regular Meeting

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

5. City of Delafield Citizen Comments

Jerry MacDougall, 300 Fieldstone Road, Delafield, WI spoke about traffic concerns in downtown Delafield. Jerry expressed concerns regarding the visibility of pedestrians on Mill Street with parked vehicles. Jerry suggested the possible use of a roundabout in downtown Delafield to keep the traffic moving rather than the use of stop signs. Jerry spoke about the possible use of zig zag lines to mark crosswalks and the use of buttons at crosswalks. Jerry said by incorporating these measures, Delafield could eliminate some of their stop signs.

Mary Daniel, 309 Wisconsin Avenue, Delafield, WI spoke about concerns regarding the increased traffic on Genesee Street due to the new housing. Mary asked for the speed limit to be reduced to 25 mph on Genesee Street.

6. Unfinished Business

Discussion and possible action on the following items:

7. New Business

Discussion and possible action on the following items:

A. Discussion and Possible Action Regarding the St. John's Estates Development Including Proposed Improvements to Exeter Street

George Erwin III, Hendricks Commercial Properties LLC, and Josh Pudelko, TRIO Engineering, were present to speak.

Jashinsky noted that this is the General Development Plan and the Specific Implementation Plan will be coming.

Court said the Plan Commission wanted the Public Works Committee to look at the proposed improvements on Exeter Street and to provide input on the general engineering.

Pudelko went over notable items:

- They are proposing a 45-lot subdivision
- The developer does have a sidewalk on one side of the street to provide a pedestrian connection from an 8-foot-wide asphalt path on Oakwood Road to another 8-foot-wide pedestrian path connecting at Cushing Park.
- The Plan Commission has requested extending the asphalt path to align with Hillcrest Drive. Pudelko said they have final additional survey information ongoing to verify utilities, and it looks like it can fit.
- The asphalt path going to Cushing Park has been designed to recreational trail standards.
- The sidewalk within the development connects the two paths.
- They are proposing along Kemper Road to connect to the Wisconsin Avenue crosswalk that is being put in by the Beacon Hill development.
- They are creating a public access easement over the foot path along the north side of the Bark River.
- They are proposing to widen Kemper Road in between Anderson Drive and Wisconsin Avenue to 24 feet with one foot gravel shoulders on both sides.
- They are proposing some improvements to Exeter Street for safe driving width on the road and safety. They are proposing improving the sidewalks, using the old tennis court area for parking, to remove perpendicular parking and replace with parallel parking on the west end of Exeter, and formalize the gravel parking.
- For the stormwater, they have a curbed road section that works better with the topography.

Grimmer thanked Erwin and Pudelko for listening and doing their homework on the development. Grimmer is looking for access for pedestrian traffic on foot on the west side and opportunities to get people walking downtown. Erwin said they have created two points of access and said it is difficult to have more points of access on their property.

Jashinsky commented on Page 3 of the Preliminary Plan Review, Item 22. Regarding the trail going to Cushing Park Road, Jashinsky suggested taking out the detectible warning panel because it may imply that it is handicap accessible. Court said they need to do more research to see what is required.

Jashinsky commented on the General Development Plan, Sheet C1.3. Jashinsky spoke about the listed options of grouted fieldstone, turf reinforced mat, or low flow culvert, for crossing the water way. Jashinsky said he is concerned about fieldstone and the turf mat washing out and thinks a culvert would work better. Pudelko thought culverts bring a chance of erosion and they were looking at a reinforced swale from the pipe to where the trail is with a preference for flat fieldstone. Erwin noted they are going to grant an easement access to the city and he suggested the less maintenance, the better. Pudelko said if they would do a culvert, it would be a smaller culvert pipe. Court suggested Geogrid, either the concrete

paver type or the plastic type. Pudelko said his first choice would be the fieldstone and his second choice would be a culvert.

Hafner asked Pudelko how big of a culvert could be done with decent cover and Pudelko said they probably would not go bigger than a 12 inch. Hafner said 12 inch is a minimum the city likes to use to prevent clogs. Jashinsky told Pudelko to use a culvert with HDPE.

Jashinsky commented on Page 5 of the Preliminary Plan Review, Item 53, regarding the turning movements. Jashinsky asked if their entrances are 20–25-foot radiuses and Pudelko said all of their entrances are at least 25 feet. Jashinsky said he was concerned about the taper lengths and radiuses off of Oakwood. Jashinsky asked Pudelko to check their turn radiuses to make sure they are large enough.

Court asked about the shape of the island on River Oaks Boulevard because there is a concern for snow plowing. Pudelko said they are trying not to have a large width at Oakwood Road, they want to preserve trees in the right of way, and they did not want to have just a straight boulevard.

Motion by Art Baumann, seconded by Matt Grimmer, to recommend approval of the General Development Plan subject to addressing the comments discussed this evening in accordance with the Preliminary Plan Review for St. John's Estates Development.

All in favor. Motion carried.

B. Review of the Existing Traffic Study That Includes The Grain, Beacon Hill of Delafield, and St. John's Estates Developments Followed by Discussion and Possible Action to Make a Recommendation to the Common Council on How to Improve the Traffic Flow in Downtown Delafield

Court said it was discussed at Common Council for the Public Works Committee to review the traffic report and to discuss improvements to help with traffic in downtown Delafield.

Baumann said he has some concerns with the Traffic Impact Analysis prepared by TADI. Baumann said the trip generation and assignment used by TADI does not align with the traffic analysis that was done several years ago for The Grain site. Baumann said TADI has a lower trip volume amount calculated than what was in the previous traffic analysis and TADI has some different distributions of the traffic in different routes. In the portion of the TADI analysis for the residential subdivisions, they subtracted traffic volumes for the golf course and the counts were taken when the golf course was not open, so that subtraction should not have been done, and they are artificially lowering the impact from the development. In terms of the access points immediately around the development, Baumann said there is not enough volume overall from these developments to have a significant impact on their access points or to the intersections north of the Bark River. Regarding the traffic in downtown Delafield, the TADI study shows some movements with higher volumes and some with lower volumes than the analysis that was done a few years ago for The Grain. Baumann said he favors the analysis that was done a few years ago because the Public Works Committee was heavily involved in that analysis when it was done.

Baumann said if a traffic signal is going to be looked at for downtown Delafield, then they will need to eliminate the all way stops. In regard to the citizen comment made earlier in the meeting about the use of a roundabout, Baumann said a modern roundabout would not be feasible in downtown Delafield and an alternative is a compacted/mini roundabout. Baumann said a drawback to roundabouts are pedestrian crossings, and they are especially difficult for the visually impaired. Baumann said a drawback to the compacted/mini roundabout is the middle is mountable, which means people can drive right over it. Jashinsky mentioned a roundabout would also impact parking.

Grimmer asked if roundabouts would improve the flow of traffic. Baumann said it will improve the flow of traffic but it will have a negative impact on the flow of pedestrians.

Hafner commented the TADI analysis considered 87 homes in the new developments but the city has only approved 75 homes, and the Common Council recently passed a No Through Trucking Ordinance on Genesee Street and the heavy trucking has significantly reduced along Genesee Street.

Berg asked if there was a way to regulate pedestrian cross traffic because that causes traffic backups. Baumann said that would probably require the removal of the all way stops, and you would need to go to

a push button system or put a traffic signal at the intersection because that is the only way to legally enforce that.

Baumann said it will take additional analysis to see what the most viable options are.

Hafner asked the Public Works Committee to keep in mind that Main Street is a primary emergency response corridor and to keep in mind how response times would be affected.

In regard to parking in downtown Delafield, Hafner said the city will need to reestablish the ordinance to enforce 3-hour parking limits. Lloyd-Weis suggested publicizing the public parking areas in Delafield.

8. Request for Future Agenda Items

Note: No discussion on requested items

9. Correspondence

10. Reports of City Officials

A. Director of Public Works

B. City Engineer

i. Update on 2023 Street Paving and Path Projects

Court said the contractors started on the Genesee Street path and it is scheduled to get paved on Friday. They had a delay on Devonshire Path and they are in the process of getting the agreements approved. WE Energies is replacing a gas main on First, Second, and Third Streets, and once that is completed, they will start on the street paving. Storm sewer will be added to Second and Third Streets.

C. Traffic Staff

i. Discussion and Possible Action on Parking in Front of 715 Oneida Street

Court said the block between Milwaukee Street and Main Street, on Oneida Street, there is a small business just north of the Holy Cow area, and there are two parking stalls. One of the stalls is 14 feet versus the standard 20 feet. The complaint is the same cars park in these parking stalls all day and the business owner would like to change the parking to short-term parking. Court said Traffic Staff met and they recommended a solution could be to turn it into motorcycle or compact car parking only, without a time allotment, and the Police Chief said he could accommodate that.

Hafner said he believes parking rules should be consistent. Baumann suggested they do a study of the downtown area and come up with recommendations. Jashinsky said another consideration would be police enforcement. Jashinsky said his opinion is they should follow the recommendation of the Traffic Committee.

Motion by Art Baumann, seconded by Jacob Berg, to follow the recommendation of Traffic Staff in regard to the signage of the motorcycle or compact car only parking for the parking stall they recommended.

All in favor. Motion carried.

D. Clerk

E. Public Works Committee Meeting Dates & Deadlines

i. Next Meeting: July 5, 2023

ii. Meeting Submittal Deadline: June 5, 2023 at noon

11. Adjournment

Having no further business, Chair Jashinsky adjourned the meeting at 8:28 p.m.

Respectfully Submitted,

Sally DuPont
Recording Secretary