

Public Works & Utilities Committee- OFFICIAL
Village of Waterford
February 17, 2014 – 4:00 p.m.

Present: Members Goldammer, Houston, Chairperson Koeller, Nash and Scheele

Also Present: Jeff Dolezal, Rebecca Ewald, Marcy Hasenstab, Cindi Schweitzer, Alek Shipley, and Doug Snyder.

Chairperson Koeller called the meeting to order at 4:05 p.m.

Koeller introduced the newest committee member, Robert Nash.

Discussion was held regarding the Special Event Permit for the St. Patrick's Day Parade. Tammy Begotka was not able to attend so the Committee called her on speakerphone to get more clarification on the event. After some questions, it was determined that the permit would be denied for lack of information and planning. The Committee liked the idea of a community event for St. Patrick's Day, but agreed there needs to be more planning and Tammy agreed. Motion made by Houston, seconded by Nash to deny the Special Event Permit and to table it for future discussion if Brandon and Tammy Begotka have additional questions in planning the event for next year. Motion passed 5-0.

Motion made by Scheele, seconded by Goldammer to move item #4 up on the agenda. Motion passed 5-0.

Doug Snyder spoke about the alternative concept that was provided for consideration by the Committee, for a launch placed south of the existing motorized launch. After gathering ideas from the Committee, he will put together a descriptive concept to include: engineered system south of existing pier with the ability to be permanent; limit usage as much as possible to canoe/kayak; withstand boat propellers; and the ability to get in and out without getting wet. He will send this concept to some manufacturers for idea's and provide the Committee feedback with cost estimates at the March 17th meeting. At this meeting the Committee will be providing a final recommendation to the Village Board for a concept so the grant funding process can move forward. Currently the estimated costs of the 4 launches are: \$44,900 for Village Hall Park, \$26,800 for Huening Park and \$42,000 for both locations North and South of the dam at Case Eagle Park.

The Committee also agreed they do not want to move forward at this time with a path at Village Hall. They want to wait and see how much foot traffic there will be before putting in a path and they would like the area to remain with a natural look rather than adding a concrete path. Motion made by Nash, seconded by Houston to recommend not moving forward with a path at Village Hall Park at this time. Motion passed 5-0.

Cindi Schweitzer was present on behalf of Community United Methodist Church requesting non-profit status to utilize the Ray Seidel Community Center Building and Pavilion at no charge. Cindi spoke about all the events the church organizes and how they benefit the community as a whole. She said the church will donate time to the park as needed. Motion made by Houston, seconded by Goldammer to add Community United Methodist Church to the permanent list of non-profit organizations that may utilize the Ray Seidel Building and Pavilion at no charge. Motion passed 5-0. The Village Attorney voiced concerns that all non-profit organizations are not treated equally. Staff voiced concerns that there is not a consistent process in determining who qualifies as non-profit and who doesn't for future situations that may arise. The Committee decided not to review the process unless another issue comes up.

Motion made by Scheele, seconded by Goldammer to approve the minutes from January 20, 2014 regular meeting and special meeting. Motion passed 5-0.

Attorney Marcy Hasenstab went over language changes that she made to the Direct Seller's Permit per the direction of the Committee. In addition, she needed the Committee to decide how much the required bond value should be and they agreed on a \$ 5,000.00 value. Marcy said she still needed the opinion of a traffic engineer to identify the periods of heavy congestion but can use the one that was recently completed as part of the 20/83 WISDOT project. Once she gets this information she will finalize the amended ordinance. Motion made by Houston, seconded by Nash

to recommend to Village Board the amended ordinance for the Direct Seller's Permit when completed by the Village Attorney. Motion passed 5-0.

The Committee reviewed the new billing format and draft letters that will be used to educate the customers about the upcoming change from postcard billing to 8 ½ x 11 paper. Motion made by Nash, seconded by Scheele to approve the proposed billing format. Motion passed 5-0.

Motion made by Scheele, seconded by Houston to approve the press information as printed. Motion passed 5-0.

Koeller gave an update on the Whitford Park rip rap project. She will be purchasing 30 trays of native plants, at half price, from Agrecol on or before the deadline of March 7th. She will also be purchasing boxes to transport the trays in at a total cost of \$1,020.00. The plants will be available for pick up on June 4th or 5th. Agrecol only sells native plants so the Committee will have to research a different vendor to use when purchasing the shrubs, evergreens and vines for the project. Koeller will draw up a site plan to aid the Committee in visualizing what the final results will look like. She will present that at the next meeting on March 17th.

She also gave suggestions for the draft press release that will be used to keep the community informed about the project.

Goldammer said that one of her neighbor's would like to donate money or larger trees toward the project so the area isn't starting out with only small trees. Direct Dolezal said they would welcome the donation and that it would be nice to have more mature trees.

Koeller asked Dolezal to be watching for compost because the project will be requiring a lot of it.

Chairperson Koeller updated the Committee that the Village Board had approved the Snow and Ice Removal Ordinance #614 that as recommended.

Discussion was held regarding the proposed sale of the TDS communications building from Racine County for \$1.00. Director Dolezal explained there is currently no written agreement between the Village and Racine County and it is in the Village's best interest to own the building. Motion made by Houston, seconded by Scheele to recommend drawing up a contract between the Village and Racine County for the purchase of the TDS communications building for \$1.00. Motion passed 5-0.

Attorney Hasenstab informed the Committee that any recommendation needs to go to the Plan Commission before the Village Board for approval.

Discussion was held regarding the draft project plan that was developed by the Administrator to evaluate the burying of overhead utilities as part of the STH 83-20 project/E. Main Street project. Although this type of project would be extremely costly, it would look very nice with many benefits. The Committee agreed that it would be worth investigating. Motion made by Nash, seconded by Scheele to recommend moving forward with the cost analysis for burying overhead utility lines along STH 83-20 and E. Main Street.

Director Dolezal gave his report. The Village has requested the customers to run their water during this extremely challenging winter to help prevent laterals from freezing. The frost depth is currently approximately 7' and continues to drive downward. The PSC regulations require the Village to reimburse all customers for the usage of this request. Dolezal explained the cost to dig up one road to fix a frozen lateral is a minimum of \$4,000-5,000. He noted that he has already spent his entire 2014 water main budget.

They have also been trying to locate another leak that they haven't been able to find.

The county has lifted some of the salt restrictions that were put into place a couple of months ago.

The Committee reviewed the Plan Commission minutes for 12/18/13 and 1/15/14; the Joint CDA/Plan Commission/Village Board minutes for 1/29/14; and the Baxter & Woodman's monthly report.

Motion made by Scheele, seconded by Goldammer to adjourn the meeting. Motion passed 5-0.

Meeting adjourned at 6:25PM.

Respectfully submitted,

Stephanie Charapata, Deputy Treasurer/DPW Utility Clerk