

Public Works & Utilities Committee- OFFICIAL
Village of Waterford
April 21, 2014 – 4:00 p.m.

Present: Members Baker, Goldammer, Houston and Chairperson Koeller

Excused: Member Nash

Also Present: Gail Baierlipp, Pam Belden, Mike BrechtI, Bill Czaja, Jeff Dolezal, Katy Engels, Mike Hoback, Cynthia Jensen, Barb Messick, Tim Raasch, Russ Robers, Donald Schrack, Cindi Schweitzer, Kelly Shipley, Al Sikora, and Liz Theirbah.

Chairperson Koeller called the meeting to order at 4:00 p.m.

Koeller introduced Mike Baker as the newest Public Works & Utilities Committee member.

Kelly Shipley was present to represent St. Thomas Aquinas Country Fair sponsored by St. Thomas Aquinas Catholic Church. Motion made by Houston, seconded by Goldammer to approve the Special Event Permit for St. Thomas Aquinas Country Fair June 5th thru June 8th, 2014. Motion carried 4-0.

Katy Engels and Bill Czaja were present to represent Full Moon 4 Miler Run/Walk sponsored by Waterford Area Chamber of Commerce. Motion made by Houston, seconded by Goldammer to approve the Special Event Permit for the Full Moon 4 Miler Run/Walk August 2, 2014. Motion carried 4-0.

Michael Hobach and Cynthia Jensen were present to represent Waterford River Market sponsored by Absolutely Waterford, Inc. Motion made by Goldammer, seconded by Houston to approve the Special Event Permit for Waterford River Market on Saturdays from May 24th thru October 11th, 2014. Motion carried 4-0.

Pam Belden was present to represent Mad Science Party sponsored by Waterford Library. Motion made by Houston, seconded by Baker to approve the Special Event Permit for Mad Science Party July 24, 2014. Motion carried 4-0.

Cindi Schweitzer and Gail Baierlipp were present to represent ICare Color Fun Run sponsored by Community United Methodist Church. Motion made by Baker, seconded by Goldammer to approve the Special Event Permit for ICare Color Fun Run May 3, 2014. Motion carried 4-0.

Liz Theirbah was present to represent Rivers Edge Art Walk sponsored by Absolutely Waterford. Motion made by Houston, seconded by Goldammer to approve the Special Event Permit for Rivers Edge Art Walk October 10, 2014. Motion carried 4-0.

Al Sikora was present to represent Waterford River Rhythms sponsored by Waterford River Rhythms, Inc. Motion made by Goldammer, seconded by Baker to approve the Special Event Permit for Waterford River Rhythms June 5th, June 19th, July 3rd, July 17th, July 31st, August 14th and August 28th, 2014. Motion carried 4-0.

Motion made by Houston, seconded by Goldammer to approve the minutes from the March 17, 2014 meeting. Motion carried 4-0.

No update was given on the Wayfinding Signage Taskforce. This will be tabled for a future date.

Pam Belden gave an update on Bird City USA status. She and the Administrator went through the application and determined we had missed the deadline to apply which was March 1, 2014. They will continue the process and hope to start the official observance as a Bird City Community effective March 1, 2015.

Discussion was held regarding the replacement of the cooler within the Whitford Park pavilion.

The organizations and representatives that were present for discussion were:

1. American Legion Post 20 – Donald Schrack
2. Waterford Youth Baseball and Softball – Mike Brechtl
3. Waterford Lions Club – Tim Raasch and Russ Robers

The Committee and organizations reviewed three different vendor quotes that were provided by Committee member Bob Nash of Sawfish General Contractors.

1. \$3,300-\$3,800 from a vendor that Bob Nash uses for his business
2. \$4,550 from Barr, Inc
3. \$5,850 from A to Z Refrigeration

Sawfish General Contracting said they will donate the labor to remove and dispose of the old cooler and install the new unit. They only ask for recognition as a Sponsor of the new cooler somewhere in the park or in Village literature as this could help them generate future business.

Mike Ciezki had sent an email stating his Company, In Home Floor & Window Fashions will donate a piece of commercial vinyl flooring and the installation so it will meet health specifications.

All interested parties agreed the replacement unit should be new and not used. Quote #1 was the quote of interest. Nash stated (via email) it is a brand new unit and he is tracking it on Ebay and the Village could probably purchase the unit, including shipping for approximately \$4,550.00. Waterford Lions volunteered to “front” the money for the Ebay purchase while waiting for Village Board approval. Houston suggested the Committee’s recommendation should be to set a maximum dollar value the Village would be responsible for and the remaining dollars would be split between the organizations that use the cooler and they would determine the distribution amongst themselves. The Committee agreed that would be a good direction to move forward because if the Ebay purchase didn’t work out and we needed to look elsewhere, the organizations already know a dollar amount the Village would contribute toward the purchase of a new cooler. Two additional organizations that use the cooler and need to be contacted are the Waterford Youth Football and Jr. Wolverines Baseball. Dollar values were discussed and Houston thought \$2,500 would be an adequate amount for the Village to contribute. Baker felt that dollar value was not large enough to accommodate all the expenses that could be incurred without a major cost falling on the other organizations to split. Motion made by Houston, seconded by Goldammer to recommend the Village pay 50%, up to a maximum of \$2,500 for the removal of the existing cooler and installation of a brand new cooler. Baker-Nay; Goldammer-Yea; Houston-Yea; Koeller-Yea. Motion carried 3-1.

Staff recommended that a motion be made to determine what account the Village funds would come from. Motion made by Goldammer, seconded by Houston that the funds come from the General Fund Balance account. Motion carried 4-0.

Discussion was held regarding who should have access to the new walk in cooler after it’s installed. Should only the organizations that contributed toward the cooler have access or everyone who rent’s the pavilion? When the pavilion is rented the person or organization does pay a rental fee and a cleaning bond. All parties (member Baker, Goldammer, Houston and Koeller; Don Schrack for American Legion; Mike Brechtl for Waterford Youth Baseball and Softball; Tim Raasch and Russ Robers for Waterford Lions Club) were all in agreement that everyone that rents the pavilion should have access to the cooler.

Discussion was held regarding the smaller cooler that is on wheels within the pavilion. Dolezal said it should be removed because it no longer works, but Tim Raasch from the Waterford Lions said he thought it was working last fall. It was decided to verify if the unit is working, and if not, remove it.

Goldammer excused herself at 5:15pm.

Charapata gave an update on behalf of Alek Shipley regarding the signage for Ten Club Park. Alek will be meeting with Mr. Datka, the woodshop teacher at Waterford High School the first of next week to find out if the school would be able to design and construct the necessary signage for Ten Club Park.

Koeller gave an update on the plants for Whitford Park's rip rap project. The plants will be ready for pick up on June 4th and possibly planted sometime the week of June 9-13th. Koeller will be working with Director Dolezal to finalize a date, weather providing.

Discussion was held on the question that was asked from Liz Nevin of WE Energies regarding clarification on the underground burial of lines within the Village. Last month the Committee determined three locations that should be considered for burial and to include in the high level cost estimates that WE Energies will be providing. The Committee members weren't clear on what Liz Nevin was asking, so Baker volunteered to get with her to find out exactly what her question is. It was the assumption of the Committee that all lines within the three designated locations would be included in the estimate for burial.

Barb Messick gave an update on the Knowles-Nelson Stewardship Grant application requesting funds for the Fox River Water Trail to build four canoe/kayak launches along the Fox River. If awarded, the grant will provide 50% of the design and construction costs. In addition, they will be seeking additional funding through other organizations such as: Southeastern Wisconsin Fox River Commission; Racine Community Commission; Lutheran Community Foundation and possibly other private foundations.

Discussion was held regarding adding St. Thomas Aquinas Church to the list of non-profit organizations that use the community building and pavilion at Whitford Park for free of charge. The church has been holding their annual event called "Field Day" at the park for the last 7-8 years, and have not been charged a rental fee nor are they on the list of non-profit organizations. Motion made by Houston, seconded by Baker to add St. Thomas Aquinas Church to the list of non-profit organizations. Motion carried 3-0.

Discussion was held regarding who should be required to pay the cleaning bond fee when renting the community building or pavilion. Staff requested the Committee review charging the non-profit organizations the \$150 cleaning bond to rent the building or pavilion. Currently the non-profit organizations (Waterford Lions Club, Waterford Lioness Club, American Legion, Waterford Youth Baseball & Softball, Cub Scouts, Boy Scouts, Senior Group, Community United Methodist Church and St. Thomas Aquinas Church) are not required to pay a cleaning bond so the Village has no recourse if the building or pavilion is left in an unacceptable condition or if Village personnel are called after hours for a non-emergency, which is a fee of \$50. The Waterford Lion's Club has just completed an extensive makeover to the Ray Seidel building for the Village and it looks great. Motion made by Baker, seconded by Houston that the current list of non-profit organizations be grandfathered as of May 1, 2014 under the old policy and all new non-profit organizations that are requesting to utilize the community building and pavilion at no charge will be charged the \$150 cleaning bond that will be deposited upon receipt and returned within 45 days of the event provided all terms of the rental agreement were followed. Motion carried 3-0.

Discussion was held on releasing the final payment for Whitford Park rip rap project. Native Construction and Landscaping, LLC submitted their invoice requesting final payment of \$20,600 for the 300' of Seawall Replacement project at Whitford Park. It is the opinion of Baxter & Woodman that \$16,500 should be paid immediately with the remaining \$4,100 to be paid following the final restoration of the project. Director Dolezal and Baxter & Woodman did a walk thru of the site and requested Native Construction to bring in several more loads of rock with some additional clean up. Motion made by Houston, seconded by Baker to follow Baxter & Woodman's recommendation to pay Native Construction \$16,500 immediately with the remaining \$4,100 to be paid following the final restoration of the project. Motion carried 3-0.

Director Dolezal gave his report. They are currently flushing hydrants; there was a water main break on 1st Street by Whitford Park. Dolezal said he decided to shut the water main down for now because it doesn't affect any services in that area; the street sweeper is broke and it will be very expensive to fix. He will be contracting to have the Village streets swept and that money was not budgeted for.

The Committee reviewed the correspondence for Western Racine County Sewerage District; Riverfront/Ten Club Park Redevelopment Area; GRAEF updates to the concept plan; Plan Commission Focus Group minutes for March 3rd; Plan Commission minutes for March 19th; and Baxter & Woodman's monthly report for April.

Motion made by Houston, seconded by Baker to adjourn the meeting. Motion carried 3-0.

Meeting adjourned at 6:25PM.

Respectfully submitted,
Stephanie Charapata, Deputy Treasurer/DPW Utility Clerk