



VILLAGE OF WATERFORD

Joint Meeting of Village Board & Public Works & Utilities Committee

Monday, August 6, 2018, 5:30 PM

Whitford Park, 625 S. 1st St. Waterford WI

For additional information, visit www.waterfordwi.org

Call to Order

Roll Call:

Public Appearances

Reading and Approval of Minutes **July 16, 2018**

New Business

1. Consider approval for placement of the Play it Forward All Abilities Playground in Whitford Park

Report of the Public Works Director

Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-421-4457 or at zjackson@waterfordwi.org. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Village Staff at 262-534-7912, or by writing to the Village Administrator at the Village Administration Building, 123 N. River St, Waterford WI, 53185 Copies of reports and other supporting documentation are available for review at the Village Administrator's Office, Administration Building, 123 N. River St, Waterford WI 53185 during operating hours.

Posted 8/3/18 2:00 p.m.

VILLAGE OF WATERFORD
Public Works & Utilities Committee
Unofficial Minutes July 16, 2018

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5 Chair Houston called the meeting to order at 4:00 pm.

6 Present: Don Houston, Vesta Goldammer, Fred Koeller, Jordan Karweik, Mike Baker

7 Also present: Jim Bergles, Danielle Brown, Zeke Jackson, Dawn Brummell and Dawn Jorgensen (AW)

8
9 Motion by Koeller to approve June 18, 2018 Minutes motion to approve corrected minutes (correction
10 unintelligible in recording); second by Goldammer. Motion carried.

11
12 Jorgensen: Rivers Edge Art Walk, adding on Saturday and Sunday for additional events-focus on art, arts and
13 crafts vendors, possible chili cook off, music (2 bands), fireworks, Sunday-packer tailgate party.

14 Houston question? What are the needs? Not shutting down Main Street, using Village Hall Park, municipal
15 lot, vacant Martine Mo'z lot, Antique mall parking lot. Will need police assistance for crossing. Event sponsor
16 organization pays for the police extra services.

17 Bergles-food trucks – need garbage cans? AW has estimate and will confirm with DPW when they have an
18 accurate number. Would like to close off east side parking at VH Park; believe it will be a bigger draw than
19 River Rhythms. Also plan to have maybe a couple food trucks. Don't believe they will need extra tables.

20 Jackson feels there will be a need for some tables. Will be looking to Chamber for assistance, providing their
21 event experience following Balloonfest. Beer tents: 1-Village Hall Park; 1-Sunday tailgate party Safety Building
22 Park-showing the game. No entry fee to watch the game.

23 Jackson questions the total budget: Jorgensen: just under 20,000 (using marketing dollars with the chamber)
24 Village gave chamber support contract, have not had feedback on how funds will be spent. Expense would be
25 a new event 2018, rest would be for general support/marketing plan or withheld for next year. – Brummell
26 only received funds for down payments on bands. Need to do budget out with Angie and Shelly figure out
27 dollars on the best of the budget. We'd like to see some kind of breakdown on how tax dollars are spent.
28 Should expect 3 years of losses, either in black or reevaluating continuing the event.

29 Koeller: Main Street vendors? What are the vendors? Mostly Art related mostly. Want to support arts
30 program at schools, the heritage district.

31 Jackson: how to spend public funds-in the industrial park & other areas -misalignment of funds and played
32 favorites – should be promoting the entire village and not just one area, please consider promoting the entire
33 Village and not just the downtown but to incorporate other businesses. Dawn has tried to incorporate, but no
34 response. Just lost employer with 84 jobs in the industrial park, keep all entities included. Village has heard
35 from businesses that fell just outside the district lines, tried to join and participate, were not allowed to
36 participate but were denied because they fell outside the boundaries.

37 Looking for more vendors, any vendors? – Triple Crown does embroidery, Koeller suggests this company
38 provides Waterford apparel. Brummell-ordering shirts through him already for workers.

39 Brummell to give more information regarding food trucks, events, vendors, police departments, meeting with
40 police and chamber. Zeke to Brummell – be the driver in setting up meetings and planning with police,
41 DPW, etc. and clear needs. Contact Messick for that. Bergles will be the main go to.

42
43 Baker motioned to approve Rivers Edge Festival starting Friday 9/28-Sunday 9/30 as outlined and any
44 changes to be voiced, police and EMS taken care of. Koeller seconded. Motion passes.

45
46 Houston: review of year round, overnight, alternate side parking. Question surfaced as to whether this should
47 it be changed: December through April? Remove altogether

48 Bergles opposed-difficult to monitor and determine if it's an abandoned car; harder for brush pick up. Have
49 to move piles if cars aren't moving. Winter regulations will have to be strictly enforced and publicized.

50 Difficult to sweep streets, go out 3-8 times a year, down most streets at 3-4 am. Try to do a full sweep in
51 spring and for Art Walk, parades – July 4, Christmas, Homecoming. Don't see advantage from DPW. Don't
52 advertise for leaf pick up, but sometimes for leaf pick up although it is illegal to have leaves and yard waste in
53 road. Issue rose from Board members who've had tickets or from constituents who've had tickets. Koeller

54 wonders about summer need to move vehicles. Can have rules – no semis, licensed and registered. Spending
55 \$650,000 a year on policing parking. Baker-how many tickets? 621 for a year just for not parking on the
56 wrong side of the road. 2am-6am rule has been in affect for over 20 years, why change now?
57

58 Karweik motioned to eliminate overnight, alternate side parking restriction from April 1 to November 30.
59 Enforce overnight, alternate side parking restrictions from December 1 to March 31. Koeller questioned
60 Bergles, when is the first potential plow – November.
61 Karweik amends motion to November 1-March 31 for overnight, alternative side parking regulations.
62 Koeller asks Bergles about removal and replacement of signs – signage 4 corners (250/sign) cost at least
63 \$1000, plus attorney fees to change ordinance, etc. (east main, west main, south Jefferson, north Jefferson).
64 Second by Goldammer.
65 Baker: have to remind people. Don: word will get around fast. Zeke: can always change this decision.
66 Houston calls the vote: Karweik and Goldammer - favor; Baker, Houston, Koeller – opposed. Motion fails.
67

68 Director’s Report: Last connection on 1st street-sewer is all connected. 1st street-prepping for black top
69 Starting to dig from 1st to River; 1st street open for Balloonfest.
70 Electric-WE Energies asked about dropping electric lines, removing poles, burying. Cost proposed at
71 \$89,000-1st Main Street to St Thomas (including St Thomas St)
72 Village plans to develop 2 blocks by Dizzy’s and this will benefit Village planning. Previous proposal given
73 several years ago was estimated at \$500,000
74 Houston-Going to clean up the downtown- this is our only shot to do it.
75 Not on agenda for action, but Houston wants feelings of the committee before bringing to the Board.
76 Baker (works for WE Energies): traffic signal-dash lines to street lights underground; explain for the
77 committee. Houston-getting rid of most poles in 20/83 project and in front of St Thomas.
78 Jackson: do we need a transformer where the 2 houses might be eliminated? Baker: no
79 Cost for transformer? Baker-possibly no cost, except for labor. Trying to determine what poles are needed.
80

81 Dubis Law Office to Karweik Insurance -new design for downtown. Bergles shares design for micro park. To
82 include low shrubbery, arbor vitae benches.
83

84 Jackson left meeting at 5:30
85

86 Up in the air with Rogalski (do something with corner lot possibly). Village is seeking property, but don not
87 own yet. But consider cleaning it up until it’s redeveloped, including pulverized stone, pathway, umbrella
88 tables, potentially food trucks. Create some interest and activity.
89 Bergles to show rough draft of possible new area on the corner next to café 213
90 Menards may be able to give a better deal if we were purchase everything from them at the end of the year.
91 Approximately \$8,600. Consider a movable stage. Houston: intent is to make it look good right now, look
92 into taking care of area in the back of Karweik Insurance
93

94 Koeller: asked to get a tour of water/utilities, possibly on a Saturday morning or after next meeting. Can we
95 discuss a time after next meeting. Asked if Village tested river water; Houston: WWMD does that. Bergles:
96 Burlington does testings. Some want to know results. Houston will call WWMD to get results. Bergles:
97 discourage geese as droppings effect water. Koeller asked for playground update. None available.
98 Saturday morning possibly? Do a tour after the next meeting and discuss a time after the next meeting.
99 Bergles reported that DPW did test drilling and a lot of blacktop was found. An excavator will be needed to
100 assist with digging out blacktop.
101 Bergles: Think painting yellow curbs at next meeting, tickets being written for parking.
102

103 Koeller motion to adjourn, second by Karweik. Motion carried. Adjournment at 5:54 pm.
104

105 Respectfully submitted
106 by Danielle Brown, Deputy Treasurer



VILLAGE OF WATERFORD PUBLIC WORKS AND UTILITIES REPORT

For additional information: <http://www.waterfordwi.org>

Meeting Date: August 6, 2018

Staff Report

Play It Forward All Abilities Playground

The National Honors Society of Waterford High School, softball and baseball league representatives, Northstar playground sales rep, and Village met at Whitford Park on June 18 to discuss playground placement in the park. Minutes indicate that discussion included expanded the parking lot area to service the Ray Seidel building and ball games, as well as eliminate traffic moving past playground area. The parking lot will also provide easier access for those renting the Seidel building with doors added to the east side of the building, particularly for senior groups using the facilities.

A paved path from the parking area to the playground will provide easy access for children including wheelchair access.

All seemed to be in agreement on the relative location of the playground to east of the parking area, reasonable distance from the river.

At a meeting to discuss the final plans, the high school and students disagreed with the plans and wanted to go back to initial discussion as project was presented to the committee on October 25, 2016.

Respectfully submitted,

Barbara Messick
PIO

VILLAGE OF WATERFORD
Public Works & Utilities Committee
Unofficial Minutes June 18, 2018

Chair Don Houston called the meeting to order at 4:05 pm.

Present: Don Houston, Vesta Goldammer, Fred Koeller, Jordan Karweik

Excused: Mike Baker

Also present: Bob Nash, Barb Messick, Colleen Schauer, Jim Bergles, Zeke Jackson, Hannah Merlo, Erica Steltz (playground rep), Adam Breckell, Mike Breckall, and several representatives of the baseball teams.

May 21, 2018 Minutes motion to approve corrected minutes by Koeller; second by Goldammer. Motion carried.

Introductions were made and new committee appointees, Fred Koeller, and Jordan Karweik were welcomed to the committee.

Discussions followed regarding Whitford Park and the all-inclusive playground. Plans to measure and identify the playground layout in the park were deterred by rain, so Nash illustrated to scale the proposed layout on large maps for the group to view and discuss. Utilizing a gravel pad, known as the cul-de-sac would provide a good foundation for the playground. It won't require a lot of removals, is slightly above floodplain so won't have to raise it. Will end the gravel road, will change the basketball courts in parking and will be able to add extra parking, up to 40 spots, and then a concrete sidewalk to the playground area. This will end traffic to the river, protecting the kids at the playground and the ball diamonds. All parking will be directed to the parking lot. Questions were raised about foul ball hazards. Could move it slightly, pivoting so it won't be in the foul area. Playground will be fenced by pickets that are currently begin sold for fundraising.

Discussion around parking highlighted challenges and this will also provide more for the Ray Seidel building events. The layout accommodates some room for expansion of the playground. There were also discussion for the future which included flipping diamond two and building a new concession stand backed up to the playground. Suggested adding netting for foul balls. Not as much of an issue because it's a small diamond. Make concession stand work for two diamonds.

Goldammer said parking is always an issue and suggests moving playground over as far as possible, and expand parking lot as much as possible.

Jackson questioned moving material in to build up, but DNR requires that you can add what you take out, so that is not a likely option.

Use of the concession stand was questioned, not used a lot by ball teams. Questions about restroom, and there are wetland, floodplain issues when you built permanent structures.

Merlo shared timeline for playground – Delivery Sept 4; 5-8 the build; 10-12 Northstar crew comes to lay down rubber which has to set for two days; Sept 14 is high school Spark Day in which juniors and seniors go into the community for community service work and a crew will come to move all the mulch into place. Playground will be opened on the 15 with an opening celebration. Questions on specs for the surfacing; Steltz said its compacted traffic bond with a recommended 6 inch base with rubber at 3 inch thickness at higher fall risk under swings, tapering down to meet the mulch area. Merlo said the current area receiving rubber application is about 1/4 of total playground area and that alone is costing \$20,000, so any more is out of their budget at this point, but it is feasible that the area could be expanded in the future. Full area needed preparation is 91'6" x 70' and mulch area needs to be excavated down about 10" as they will be coming in with about 12" of mulch and for the rubber area, will need 6" of compacted stone and have it about 2-2 1/4" below what is considered finished grade because they will come in and taper it up to 3" at swing area. Bergles noted that concrete slabs are probably under the current layers of compacted stone. Very stable area. Steltz

54 questioned how they would dig their holes for equipment. A Breckall said he could possibly find someone to
55 donate equipment and labor to dig holes, but didn't want him to be responsible for fees in removing
56 materials. Nash said this would require equipment heavier than a skid loader with an auger as the area is
57 granular with rocks as large as boulders and then the probable slabs and possibly need something as large as a
58 20,000 pound range and will have to be done by pro excavator. 39 large holes and 22 smaller needed; 12-18"
59 and 34" deep and 12" at 25" deep and six swingset/spinner holes are 24" and 4' deep. This is not feasible for
60 community build, an excavator is going to have to do this and remove the materials. Jackson notes that it is at
61 the end of the Dorner contract for utility work, perhaps they could do this. How much time? Drilled in a day
62 traditionally, hard to predict with slabs and boulder, look at 2 days with an additional day for smaller holes.
63

64 Now timeline seems ambitious in light of some of these factors. Baseball season is done, so it will not be a
65 problem. Delivery can be made to the site; packaging secured so not likely to be a problem. 4 ft holes will
66 require dewatering. Costs will include excavating and dump trucks to remove debris. 10 quad axels going out,
67 maybe need 2 trucks and drivers. \$215 wholesale for load.
68

69 The supervised build includes supervisors from Northland Rec to guide crews to proper and safe installation.
70 Bergles said they will do test drills to see if there are any problems in preparation. Steltz questioned need for
71 drain tiles. Jackson said no amount of drain tiles will help. Suggest that consideration be given to pitch to
72 allow for drainage.
73

74 Sidewalk suggested that first section of sidewalk be poured before rubber installation to maintain a flush
75 smooth transition.
76

77 Discussion on concession stand, Jackson suggested making it a movable. It could be used where needed, even
78 at Balloonfest and downtown events or whatever. Would eliminate floodplain concerns.
79

80 Koeller began a brief discussion on getting people involved in the community, particularly a way for someone
81 to contribute to programming or ways to leave a bequest. An acorn fund, administered by the Racine
82 Community Foundation, was started several years ago, and board members are obligated to contribute
83 annually. But no one knows about. Structures, rather than landscaping. Something that has lasting standing.
84 He and Tom Roanhouse will be working together on this.
85

86 Goldammer motioned to direct Koeller and Roanhouse leeway to explore a culture and community entity for
87 the Village; second by Karweik. Motion carried.
88

89 Director's Report: Bergles gave a short report. Predict Main street project should be done a month early. Iron
90 filter conversion works great, with a minor glitch that they are working on. Testing shows about 99%
91 improvement. Have two new part time employees adjusting well. New pick up in, needs a little bit of work.
92 Have a matching grant for tailgate, about \$4,500 for each. Contract work, boring under river begins this week.
93

94 Karweik motioned to adjourn at 5:12 pm, second by Goldammer. Motion carried.
95

96 Submitted by
97 Barbara Messick, PIO

Village of Waterford
Public Works & Utilities Committee Meeting
OFFICIAL Minutes
October 25, 2016 – 4:00PM

7

Members Present: Baker, Goldammer, Houston, Chairperson Koeller and Nash.

Also Present: Howard Bryant, Jeff Dolezal, Rebecca Ewald, India Lindeman, Hannah Merlo and Lori Peternell.

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

The Committee reviewed the Special Event Permit for the Winter Wonderland Parade on December 3rd sponsored by Absolutely Waterford. Howard Bryant was present to answer questions. Motion made by Houston, seconded by Goldammer to recommend Village Board approval of the special event permit. Motion carried 5-0.

Motion made by Nash, seconded by Baker to approve the meeting minutes from September 19, 2016. Motion carried 5-0.

The Committee reviewed the proposal from the Waterford Union High School National Honor Society (NHS) to fundraise and install new playground equipment at Whitford Park. Hannah Merlo and India Lindeman were present to make the presentation and answer questions. NHS is approaching the Village for permission to fundraise, purchase and install new playground equipment at Whitford Park. The old equipment remaining would be removed and new equipment would be installed in its place. The style of equipment would be decided depending on the amount of money that is raised from fundraising. The Committee loved the idea and talked about the possibility of using park impact fees to help NHS with the project. At the November PW&U meeting Peternell will provide the amount of park impact fees that are available and the dates they need to be used by. Motion made by Baker, seconded by Nash to recommend Village Board approval for NHS to move forward with the project. Motion carried 5-0.

Ewald gave an update on the design of the River East shoreline project. At the 9/12 meeting the Board authorized moving forward with design of rip rap along the shoreline north of the concrete slabs, an evaluation of the concrete slabs currently present, and design options to decrease costs for the concrete slabs area and rubble remaining on the south end of the shoreline. Kapur evaluated the site and determined that a structural retaining wall would not be required if the Village decides to continue utilizing a portion of the concrete slabs currently in place. Rip rap is proposed for all areas abutting the concrete slabs along the shoreline. Two updated shoreline estimates were provided that did not include a retaining wall. The first is for white stone rip rap and the second is for field stone rip rap, similar rip rap utilized on the west shoreline directly across the river. On 10/14 the Fox River Commission again reviewed the grant application for shoreline stabilization. The Commission deferred a decision on the project until the November 11 meeting. The Commission was provided an updated cost estimate for the project which includes the use of field stone rip rap and no retaining wall. After the Public Works & Utilities Committee act on the preliminary design for the project, the design will then be reviewed at a public meeting in mid-November.

The Committee reviewed the preliminary design of the River East project. They followed up on their August motion, reviewed the feed-back from Kapur, discussed at great length then finalized the details for the preliminary design plans of the River East project.

Motion made by Nash, seconded by Houston to recommend Village Board approval of the preliminary design plans for the River East project as follows:

- The pathway from E. Main Street through the parking lot should be stained asphalt without the texturing. The contractor should submit color samples for approval.
- The dumpster receptacle enclosure should be the dark brown anodized aluminum gate. The cap should be Bedford lime stone. The brick, mortar and cap should all match the library. The contractor should submit color samples for approval for the dark brown anodized aluminum gate; the brick; the mortar; and the cap to ensure they will all match the library building.
- The landscape architects should submit the landscaping plans for approval. Changes should be made wherever 4' screening is required.
- The updated version of the sidewalk from the building behind 202 Main Street is acceptable.
- The storm sewer discharge from the safety building park should be constructed with catch basins placed throughout the parking area and discharging into the river via storm sewer pipe is acceptable.
- The seating area with 2 to 3 benches should be ADA compliant.

- Ten Club Park parking lot will have curb and gutter added around the perimeter of the parking lot with a curb cut and rip rap on the west side for discharging into the river is acceptable.
- The updated plans for the critical clearance dimensions for emergency vehicles turning out of Station 1 are acceptable. The fire chief should review the dimensions prior to purchasing a new vehicle.
- Ask Kapur if the bump out (directly east of the dumpster receptacle) is necessary, if not remove it.
- Ask Kapur if at Ten Club Park we have to provide a screen between the parking lot and the residence on the south side because it's off street parking? Reference Section 245-15E.

Motion carried 5-0.

Peternell gave an update regarding John's Disposal proposal. On August 18th, Trustee Houston and the Treasurer met with Brian Jongetjes from John's Disposal to discuss including bulk item pick-ups for Village residents. Jongetjes agreed to include (2) bulk item pick up's at no charge if the Village agreed to extend the contract until 12/31/2022. The pick up's would be twice a year at a Village facility. The details still need to be worked out between the Village and John's Disposal so this item is not ready for a recommendation at this time. Motion made by Houston, seconded by Baker to table this item for the November 21st PWU meeting. Motion carried 5-0.

Director's Report: On 10/10 the Village Board approved an emergency repair resolution not to exceed \$25,000 to pull Well #5 to explore why water production was decreasing. It was determined that the entire well should be replaced. After review of the conditions, the Director and Engineer moved forward to providing specifications to companies under emergency conditions to complete a full replacement of Well #5. The lowest bid was provided by Suez, Water Well Solutions in the amount of \$70,535. This is the same company that pulled the well the week of 10/10. The resolution attached requests the Board's approval of this amount for the full well to be replaced. Timeline for project completion would be 28 days for contract signature. It will take 2-3 weeks lead time weeks to order and receive all of the necessary components for this replacement. The Director is working with the Suez to coordinate two, 12-hour shifts in a 24 hours period to install the new well to facilitate to place the well back in service in the shortest amount of time possible.

Koeller updated the Committee that there were six community volunteers that worked four hours to complete the Buckthorn removal on the island. Public Works will remove the larger Buckthorns that are remaining.

Koeller reminded the Committee of the correspondences: Update on decision regarding Racine County Farm Drainage District request for drawdown; Baxter & Woodman's monthly engineering report for October 2016.

Motion made by Houston, seconded by Goldammer to adjourn the meeting at 6:20PM. Motion carried 5-0.

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

