

**CITY OF CEDARBURG
PUBLIC WORKS AND SEWERAGE COMMISSION
February 9, 2017**

**PW/SEW20170209-1
UNAPPROVED MINUTES**

A meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, February 9, 2017 at Cedarburg City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. The meeting was called to order at 7:00 p.m. by Mayor Kinzel.

Roll Call: Present - Mayor Kip Kinzel, Jim Slavin, Council Member Mike O'Keefe, Bill Oakes, Sandy Beck, Charles Schumacher

Absent- Gary Graham

Excused - Bob Dries, Judy Guse

Also Present - Director of Engineering and Public Works Tom Wiza, Wastewater Superintendent Eric Hackert, Public Works Secretary Kim Gordon

STATEMENT OF PUBLIC NOTICE

Secretary Gordon confirmed that proper legal notice of the meeting had been given.

APPROVAL OF MINUTES

Motion made by Commissioner Slavin, seconded by Commissioner Oakes, to approve the minutes of January 12, 2017. Motion carried unanimously with Commissioner Dries and Commissioner Guse excused and Commissioner Graham absent.

COMMENTS AND SUGGESTIONS FROM CITIZENS

No comments or suggestions were offered at this time.

CONSIDER REQUEST FROM THE OZAUKEE COUNTY HISTORICAL SOCIETY TO CHANGE FROM 2 HOUR TO 4 HOUR PARKING ON THE WEST SIDE OF HANOVER AVENUE FROM CENTER STREET TO A POINT APPROXIMATELY 100 FEET NORTH OF CENTER STREET; AND ACTION THEREON

Director Wiza informed the Commissioners that Mary Ann Velnetske submitted a letter on behalf of the Ozaukee County historical society. They hope to free up a few parking spaces on Center Street to accommodate elderly volunteer staff and patrons at the depot building.

Mary Ann Velnetske stated that LaBudde Group employees park along Center Street because Hanover Avenue, in front of the building, is only 2 hour parking. And because there is only one standard parking spot and one handicap spot in the lot, she was hoping we would eliminate the 2 hour parking all together or make it 4 hour parking.

Neither Director Wiza nor the Police Chief have a strong opinion on this either way. The Police Chief does not object, but also was not sure this would have much of an impact on the shortage of parking in the area.

Motion made by Commissioner Oakes, seconded by Council Member Mike O'Keefe, to recommend the Council change parking on the west side of Hanover Avenue from the Library driveway to Center Street from 2 hour parking to 4 hour parking. Motion carried unanimously with Commissioner Dries and Commissioner Guse excused and Commissioner Graham absent.

CONSIDER REQUEST FROM OZAUKEE COUNTY TO PERMIT DIRECTIONAL SIGNS IN THE STREET RIGHT OF WAY FOR THE COUNTY FAIRGROUNDS; AND ACTION THEREON

Director Wiza explained the county would like to place direction signs for the fairgrounds on Washington Avenue at Piggly Wiggly Way and on Cambridge Avenue at the fairgrounds entrance.

Gerard Behlen was present to show the sign that the county would like to put up. There will be three signs that are 24"x30" brown with white letters, all reflective. One would be placed on Washington Avenue at Piggly Wiggly Way, one on Washington Avenue at Cambridge Avenue and one to the entrance of the county grounds on Cambridge Avenue.

Motion made by Commissioner Schumacher, seconded by Commissioner Oakes, to allow three 24"x30" brown with white letter signs to be placed. Motion carried unanimously with Commissioner Dries and Commissioner Guse excused and Commissioner Graham absent.

CONSIDER APPROVAL OF A CHANGE ORDER WITH ADVANCE CONSTRUCTION TO INSTALL TWO STAINLESS STEEL SLIDE GATES IN THE SHEBOYGAN LIFT STATION; AND ACTION THEREON

The Sheboygan Road lift station was designed to be fully expandable to accommodate future growth. The lift station incorporates a compartmentalized wet well with operational gates, but the gates were not planned to be installed in the first phase.

With the construction nearly complete, we are realizing that it will be advantageous to have these gates in place now, and the contractor has provided a quote in the amount of \$23,453.00 to complete the work.

Motion made by Commissioner Beck, seconded by Commissioner Oakes, to recommend the council approve the change order of \$23,453.00 as quoted to add slide gates to the Sheboygan Lift Station. Motion carried unanimously with Commissioner Dries and Commissioner Guse excused and Commissioner Graham absent.

CONSIDER REQUEST BY WASTE MANAGEMENT TO ADD A FRIDAY REFUSE AND RECYCLING COLLECTION ROUTE TO BETTER SERVE THE COMMUNITY GIVEN THE AMOUNT OF NEW DEVELOPMENT; AND ACTION THEREON

Director Wiza explained that Waste Management can no longer pick up the growing number of stops in Cedarburg in four days. They propose to add a Friday route, but that will involve changing the pick-up day for about 25% of our residents. A significant part of the Monday route will move to Friday and other route boundaries must change to balance the number of stops per day.

Staff presented maps that were provided by Waste Management which delineate the new routes. Waste Management has proposed mailing out post cards and placing notices on recycling carts of affected households.

Discussion was held and questions were raised about what happens if the holiday falls during the week, when will pick up be when it is delayed?

Motion made by Mayor Kinzel, seconded by Commissioner Slavin, to table this agenda item until we understand what will happen to the routes when the holidays delay pick up. Motion carried unanimously with Commissioner Dries and Commissioner Guse excused and Commissioner Graham absent.

UPDATE ON PUBLIC WORKS OPERATIONS

Director Wiza explained that there is still a "punch list" being worked on at the new DPW facility.

Director Wiza stated that we will be bidding out the street and utility project soon.

UPDATE ON SEWERAGE PLANT OPERATIONS AND DISCUSSION OF MONTHLY REPORTS

Wastewater Superintendent Hackert stated the thank you letter was given to all three employees and they were pleasantly surprised.

Wastewater Superintendent Hackert stated he has added 2 new employees. Trying to get them up to speed for weekend coverage. Holding on hiring a 3rd new employee until May 2017 when MATC holds graduation.

Wastewater Superintendent Hackert discussed the effluent data report from January 2017.

Jet Vac truck has been ordered.

New Camera ordered also. It is built locally, in Saukville, by a company named RNOW. Port Washington bought the one that was jointly shared.

IDENTIFY FUTURE AGENDA ITEMS

Discuss the loading zone in front of W61 N517 Washington Avenue.

Discuss unshoveled sidewalks.

ADJOURNMENT

Commissioner Oaks moved to adjourn the meeting at 8:01 p.m. The motion was seconded by Commissioner Oakes. Motion carried unanimously with Commissioner Dries and Commissioner Guse excused and Commissioner Graham absent.

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Kim Gordon
Building Inspection/Public Works Secretary