

**CITY OF CEDARBURG
PUBLIC WORKS AND SEWERAGE COMMISSION
January 09, 2019**

**PW/SEW20190109-1
UNAPPROVED MINUTES**

A meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Wednesday, January 09, 2019 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 1. The meeting was called to order at 7:00 p.m. by Mayor O'Keefe.

Roll Call: Present - Mayor Michael O'Keefe, Judy Guse, Ryan Hammetter, Bob Dries, Council Member Dan von Barga, Bill Oakes, Gary Graham, Charles Schumacher

Excused - Sandra Beck

Also Present - Director of Engineering & Public Works Tom Wiza, Cedarburg Water Recycling Center Superintendent Eric Hackert, Secretary Kim Esselmann and Cedarburg Water Recycling Center Operator Dennis Grulkowski

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

Motion made by Commissioner Guse, seconded by Commissioner Oakes, to approve the minutes of October 11, 2018. The motion carried unanimously with Commissioner Beck excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS

No comments or suggestions were offered at this time.

CONSIDER REVISIONS TO SECTION 6-2-3 OF THE MUNICIPAL CODE OF ORDINANCES "EXCAVATIONS OF STREETS, ALLEYS, PUBLIC WAYS AND GROUNDS"; AND ACTION

Director Wiza explained that presently our ordinance establishes a \$50 permit fee for an excavation within the road right-of-way which does not involve a pavement cut. Roughly 90% of all permits issued fall into this category. For example, new gas services and communications cabling extensions for service.

When a pavement cut is required, the fee jumps to \$250 and \$100 of that being a refundable deposit. This is to be returned when all restoration work has been properly completed.

Aside from the refundable deposit, which is cumbersome administratively, this system has worked reasonably well up to now. However, we have just received plans from Verizon and a permit request from a utility to install some 8,900 feet of fiber optic cable in conduit. The project generally utilizes boring, but there are a number of underground junction chambers, and much of the work will take place in streets like Washington Avenue, Columbia Road, Hanover Avenue, Western Road and Pioneer Road.

A project of this scale doesn't fit within our current permit system. This will involve traffic control, scheduling to avoid festivals, working around the daily rush hour in some locations, notification of the public and substantial restoration.

A \$50 or even \$250 permit fee certainly isn't applicable to this type of project. Therefore, staff is recommending the following changes to section 6-2-3(g)(1) regarding permit fees:

- a) Opening street pavement or curb (not-to-exceed 100 square feet)
\$250 per street opening
- b) Opening sidewalk or driveway (not-to-exceed 100 square feet)
\$100 per sidewalk opening
- c) Opening grass parkway (not-to-exceed 50 square feet)
\$50
- d) Boring or trenching in excess of 100 lineal feet within the street right-of-way
\$0.30 per lineal foot plus excavation fees per a, b, and c above.

In addition to the above permit fee adjustments, staff is recommending eliminating the \$100 deposit under 6-2-3(g)(2), as it generates additional clerical work and the amount of the deposit is not enough to impact contractor performance.

Motion made by Commissioner Guse, seconded by Commissioner Oakes, to recommend the Common Council approve revisions to section 6-2-3(g)(1) and section 6-2-3(g)(2) of the Municipal Code: Opening street pavement or curb (not-to-exceed 100 square feet) \$250 per street opening, opening sidewalk or driveway (not-to-exceed 100 square feet) \$100 per sidewalk opening, opening grass parkway (not-to-exceed 50 square feet) \$50, boring or trenching in excess of 100 lineal feet within the street right-of-way \$0.30 per lineal foot plus excavation fees per a, b, and c. Also eliminate the \$100 deposit stated in section 6-2-3(g)(2). The motion carried unanimously with Commissioner Beck excused.

REPORTS

Update on Public Works Operations

Director Wiza updated the Commissioners that DPW is working with Park and Forestry on tree trimming throughout the city and a crew is working on pot hole patching.

Update on Water Recycling Plant Operations and Discussion of Monthly Reports

Superintendent Hackert reported the effluent & influent report for October, November and December

Superintendent Hackert explained that he installed new blowers along with and an emergency repair of the grit screw. This year the clarifiers along with bar screen and scum beach will be repaired and routine maintenance.

Identify Future Agenda Items

ADJOURNMENT

A motion was made by Commissioner Oakes, seconded by Commissioner Graham, to adjourn the meeting at 7:46 p.m. The motion carried unanimously with Commissioner Beck excused.

Kim Esselmann
Building Inspection/Public Works Secretary