

**CITY OF CEDARBURG
PUBLIC WORKS AND SEWERAGE COMMISSION
September 14, 2017**

**PW/SEW20170914-1
UNAPPROVED MINUTES**

A meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, September 14, 2017 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 2. The meeting was called to order at 7:00 p.m. by Commissioner Oakes.

Roll Call: Present - Council Member Mike O'Keefe, Gary Graham, Jim Slavin, Sandra Beck, Bill Oakes, Judy Guse

Absent- Charles Schumacher

Excused - Bob Dries, Mayor Kip Kinzel

Also Present - Director of Engineering and Public Works Tom Wiza, Water Recycling Center Superintendent Eric Hackert, Public Works Superintendent Joel Bublitz and Public Works Secretary Kim Esselmann, Council Member Dick Dieffenbach, Assistant Chief William Hintz

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

Motion made by Commissioner Beck, seconded by Commissioner Slavin, to approve the minutes of June 8, 2017. Motion carried unanimously with Commissioner Dries and Mayor Kinzel excused and Commissioner Schumacher absent.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Resident Stewart Schulz of N70 W7402 Bridge Road brought up his concerns with the lack of enforcement of public right of way ornamental items and beautification issues. He stated that he went to the Parks, Recreation and Forestry Board August 2016 to express his concerns. He then went in front of the Board again in June 2017 because nothing was done. He was told by Parks, Recreation and Forestry Director Hilvo that the City Engineer was contacted and that it is out of their hands. He now claims that his concerns have not been addressed by the Parks, Recreation and Forestry Department or the City Engineer.

His concern is that there are retaining walls that butt up to the sidewalk when clearly it needs to be one foot behind. He also states that "junk" around mailboxes and trees in

the City right of way is against ordinance. He claims that most of this is a trip hazard and the City will be sued and he does not want to be a part of this.

Council Member Mike O'Keefe explained how to proceed with this complaint. Since this is not an agenda item, no action could be taken.

Mr. Schulz would like it placed on the next agenda. He wants to know who enforces this and who is responsible. He is not afraid to take this to another level if he has too.

CONSIDER REQUEST FROM RESIDENT AT N104 W7490 ST. JAMES COURT FOR CITY TO REPLACE DRIVE APPROACH HEAVED BY CITY STREET TREE; AND ACTION THERE ON

Director Wiza explained that a resident at N104 W7490 St. James Court has requested that the City replace his concrete driveway approach because it is substantially heaved by a City street tree. Mr. Dan Stair was present and explained how the rain water pools on the sidewalk and that it freezes. He asked about mud jacking the sidewalk. Pictures were presented to show about a 2 inch area that has heaved.

The City does have an annual sidewalk program where we eliminate trip hazards. This street is also on the schedule for replacement in 2018.

Motion made by Commissioner Slavin, seconded by Council Member Mike O'Keefe, to make the fix to his drive approach next year during the street and utility project. Motion carried unanimously with Commissioner Dries and Mayor Kinzel excused and Commissioner Schumacher absent.

CONSIDER STREET PARKING REVISIONS ON CENTER STREET JUST WEST OF HANOVER AND ADJACENT TO THE INTERURBAN TRAIL; AND ACTION THEREON

Director Wiza explained that Council Member Dick Dieffenbach had forwarded a proposal to address ongoing parking concerns on Center Street just west of Hanover Avenue. Parking issues in this area have been contentious and there are legitimate competing goals that neighbors and businesses have expressed. Concerns are the pedestrian and bicycle safety at the bike path crossing, shortage of parking at the library, historical society depot including the area businesses. Center Street is narrow and should parking be allowed on both sides? Council Member Dick Dieffenbach's proposal includes eliminating one parking spot on both east and west approached to the Interurban Trail and adding two spaces on the north side of Center Street between Hanover Ave and the Library/Interurban Depot driveway.

Discussion was held and Commissioner Guse opposed adding two spots on Center Street. Assistant Fire Chief William Hintz gave several examples on why adding parking spots on Center Street would not be beneficial especially trying to maneuver the fire department's ladder truck and snow plowing efforts.

Mary Velnetske of the Historical Society was present and expressed concerns about losing a parking space in front of the depot. She also expressed concerns that the library has not been cooperative with parking either.

Discussions were held about the municipal parking lot on Center and Hanover. Should there be better signage? Should the two hour parking on Hanover Ave in front of LaBudde be reconsidered to no restrictions?

Motion made by Commissioner Guse, seconded by Commissioner Slavin, to eliminate one parking spot on both east and west side of the interurban trail and paint yellow in the curb area and to make the crossing more distinctive. Motion carried unanimously with Commissioner Dries and Mayor Kinzel excused and Commissioner Schumacher absent.

PRESENTATION OF PROPOSED 2018 BUDGET FOR ENGINEERING, PUBLIC WORKS AND SEWER DEPARTMENTS; AND ACTION THEREON

Director of Engineering and Public Works Tom Wiza, Water Recycling Center Superintendent Eric Hackert and Public Works Superintendent Joel Bublitz each presented their department budget and budgetary items. Public Works Secretary Kim Esselmann spoke on behalf of cemeteries. Although we have been requested to maintain a zero increase, there are things out of our control and Commissioner Guse praised them for still maintaining a zero increase. Superintendent Eric Hackert stated Waste Water is now going to be called Water Recycling Center. Motion made by Commissioner Graham, seconded by Commissioner Beck, to recommend the Council to accept the budget as presented. Motion carried unanimously with Commissioner Dries and Mayor Kinzel excused and Commissioner Schumacher absent.

UPDATE ON PUBLIC WORKS OPERATIONS

Director Wiza showed the Asphalt bids. There were 4 bids and Poblocki Paving Corporation was awarded the contract at the September 11, 2017 Common Council meeting. They came in with the lowest bid at \$26,266. This is for Buchanan Street, Fox Pointe Ave, London Court and Water Recycling Center.

Superintendent Bublitz explained that they are still working on street painting, catch basins and street sweeping. They are going around the city doing the second round of crack sealing and leaf pick up will start soon. They are also helping out Park and Forestry when they can.

Superintendent Bublitz expressed he would like some guidance and clarification of special brush pick-ups. What is a special pick up? Fourth of July, Graduation, County Fair?

Superintendent Bublitz also requested guidance for when the flags should be placed. He would like both of these items on the agenda for next time.

UPDATE ON SEWERAGE PLANT OPERATIONS AND DISCUSSION OF MONTHLY REPORTS

Water Recycling Center Superintendent Hackert discussed the effluent data report from June, July and August 2017.

Third round of interviews are done and they hired Bill Hess but another person has left so Superintendent Hackert continues to interview.

New Jet Vac truck is here and they continue to work on catch basins.

IDENTIFY FUTURE AGENDA ITEMS

What constitutes a special brush pick up and from what foot print?

When do the American Flags get put up? Fourth of July, Patriots Day (9/11), Memorial Day?

Public right away issues.

ADJOURNMENT

Commissioner Oakes moved to adjourn the meeting at 9:28 p.m. The motion was seconded by Commissioner Beck. Motion carried unanimously with Commissioner Dries and Mayor Kinzel excused and Commissioner Schumacher absent.

Kim Esselmann
Building Inspection/Public Works Secretary