



## **PUBLIC WORKS COMMISSION MEETING AGENDA**

**TUESDAY, JANUARY 28, 2025 AT 5:30 PM**

**MUNICIPAL BUILDING - 106 JONES STREET, WATERTOWN, WI 53094 - SECOND FLOOR RM 2044**

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**Virtual Meeting Info:** <https://us06web.zoom.us/join> Meeting ID: 225 151 7335 Passcode: 589577 One tap mobile +16469313860

<https://us06web.zoom.us/j/9178580897?pwd=eUOpCUyvIV65zIPMYImMdPU1LVLx5I.1>

All public participants' phones will be muted during the meeting except during the public comment period.

### **1. CALL TO ORDER**

### **2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

*Each individual who would like to address the Committee will be permitted up to three minutes for their comments*

### **3. REVIEW AND APPROVE MINUTES**

A. Public Works Commission minutes from January 14, 2025

### **4. BUSINESS**

A. Review and take possible action: 2024 Annual Quarry Report

B. Review and take action: purchase of tandem axle dump truck chassis, body and plow equipment for DPW - Street Division

C. Convene into closed session per §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Riverside Park Restrooms)

D. Reconvene into open session

E. Review and take action: Riverside Park Restrooms

### **5. ADJOURNMENT**

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [cityclerk@watertownwi.gov](mailto:cityclerk@watertownwi.gov) phone 920-262-4000*

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*

**City of Watertown  
Public Works Commission Meeting  
January 14, 2025**

1. CALL TO ORDER

Meeting called to order at 5:30 p.m. by Chair Steve Board.

Alders Bartz, Board, and Wetzel, and Commissioner Thompson present.

Also present: Alders Lampe and Muldenauer, City Attorney Steven Chesebro, DPW Director/Engineer Andrew Beyer, Water Systems Manager Peter Hartz, Stormwater Project Manager Maureen McBroom, Assistant Water Systems Manager Tim Hayden, Engineer John Butt of Mead & Hunt, Stacy Winkleman Solid Waste Manager, Stacey Walther of Steigerwaldt Land Services, inc., Zach Goodrow Watertown Daily Times, Kristine Butteris Director Parks and Recreation, Project Manager Richie Pelz, citizens Brian Konz, Barb Dinlehman, MaryJane Wieland, and Rod Wieland. Also, Zach Goodrow of the Watertown Times, and Ken Krause of Eagle Point Solar.

2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

- Everyone who would like to address the Committee will be permitted up to three minutes for their comments.

***No comments received.***

3. REVIEW AND APPROVE MINUTES

A. Public Works minutes from December 10, 2024

***Motion by Bartz, supported by Thompson to approve the minutes of December 10, 2024 with corrections. Motion carried unanimously.***

4. BUSINESS

- A. Review and take possible action: Award Solar Panel Project for WWTP to Eagle Point Solar for \$886,050.

Water System Manager Pete Hartz presented the bid summary of the six (6) proposals, selection is based on best output of proposal.

***Motion by Thompson, supported by Bartz to award the WWTP Solar Project to Eagle Point Solar for a total of \$886,050. Motion carried unanimously.***

- B. Review and take possible action: Approve 2024 Utility bill write-off of account refunds & credits.

***Motion by Bartz, supported by Wetzel to approve the 2024 utility bill write-off of account refunds and credits totaling \$72,370.22. Motion carried unanimously.***

- C. Review and take possible action: approve purchase of a 31 cubic yard side load refuse truck for the DPW - Solid Waste Division.

A 2024 budget item carried forward. Proposal includes a \$60,000 trade-in for current vehicle.

***Motion by Bartz, supported by Thompson to approve the purchase of a 31 Cubic Yard Side Load Refuse truck to EnvironTech Equipment totaling \$341,877.***

***Motion carried unanimously.***

- D. Update, no action required: Dewey Avenue Reconstruction Project

Director Beyer provided an update of the 2026 Dewey Avenue Reconstruction Project. Roadway is to be expanded to 32 feet back-of-curb to back-of-curb, reducing the boulevards to eight (8) feet. Roadway will be 8" thick concrete, sidewalks will be five feet wide to meet ADA. Project is an 80/20 cost share with WisDot. Project will include sanitary, water, and storm sewer systems, and a temporary limited easement with the property owners for grading purposes.

- E. Review and take possible action: Nominal Payment Parcel Report for the 2026 Dewey Avenue Reconstruction Project.

Temporary Limited Easement will be utilized to provide opportunities for the contractor to grade properties. 54 Parcels are impacted, anticipated cost will be \$200 for residential parcels and \$300 for a commercial property. Initial cost anticipated to be \$11,550.

***Motion by Thompson, supported by Wetzel to approve the negotiation of the Nominal Payment easements for the 2025 Dewey Avenue Reconstruction Project.***

***Motion carried unanimously.***

- F. Review and Discuss: Street and Utility 5-year Capital Improvement Program

Director Andrew Beyer and Project Manager Richie Pelz presented the five year Capital Improvement Plan (CIP). Focus of plan is on twelve areas: Utility & Roadway Reconstruction; Utility Maintenance; Resurfacing Projects; Roadway Maintenance; Bike & Pedestrian Improvements; Sidewalk Repair; Bridge & Dam Maintenance; Drainage Projects; Seawall & Shoreline Management; WisDot Program Coordination; Grant Funding; and Engineering Design. Commission reviewed the five-year project summary of the CIP. ***No action taken.***

- G. Review and take possible action: Lake Victoria vegetation control request.

Residents around Lake Victoria are seeking support from the city for weed control. The lake and Heiden Pond are separated by a land "bridge", with an overflow culvert. Heiden Pond does receive some stormwater runoff from both Franklin and Boomer streets. The city does not currently support weed control at any location. Lake Victoria is considered a waterway of the state.

***Motion by Thompson, supported by Bartz to table this item until such time as ownership responsibilities are established and a policy is established for vegetation control of bodies of water under the City's auspices.***

***Motion carried unanimously.***

- H. Convene into closed session per §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Update on Riverside Park Restrooms)

***Motion by Wetzel, supported by Bartz to move into closed session.***

***Motion carried by roll call vote.***

- I. Reconvene into open session.

***Motion by Bartz, supported by Thompson to reconvene into open session.***

***Motion carried unanimously.***

## 5. ADJOURNMENT

Motion by Wetzel, supported by Thompson to adjourn.

***Motion carried unanimously.***

Meeting adjourned at 7:25 p.m..

Respectfully submitted by Steve Board, Chair.

## MEMO

TO: Chairman Board and Commissioners  
FROM: Andrew Beyer  
DATE: January 20, 2025  
RE: January 28, 2024 Public Works Commission Meeting

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- Review and take possible action: City of Watertown Quarry Annual Report submittal

### BACKGROUND

#### Review and take possible action: City of Watertown Quarry Annual Report submittal

The Wisconsin Department of Natural Resources (DNR) requires all quarries to submit an annual report to their regulators for an annual permit. The City of Watertown regulates all the quarries within the municipality. There is only one quarry within the City limits located at 408 Bonner Street, which is owned by the City of Watertown. The attached report is the quarry's submittal for a permit to its regulator, the City of Watertown. The report contains information which will then be reported by the City to the DNR.





THE CITY OF  
**WATERTOWN**

## ENGINEERING DIVISION

Andrew Beyer, P.E.  
920.262.4052

Maureen McBroom, ENV SP  
920-206-4264

Public Works Projects Manager  
Chris Newberry 920.342-4180

Section 4, Item A.

920.262.4034

Administrative Assistant  
Wanda Fredrick 920.262.4060

# 2024 City of Watertown Annual Nonmetallic Mining Operations Report for Brandt Quirk Park Quarry



106 Jones Street • P.O. Box 477 • Watertown, WI 53094-0477 • Phone 920.262.4060

*Opportunity Runs Through It*

This report is submitted on behalf of the City of Watertown in fulfillment of Wisconsin Administrative Code NR 135.36 and the City of Watertown's permitting process of Chapter 377 Nonmetallic Mining of the Code of Ordinances.

**Current and future uses**

The quarry is presently used primarily as a storage area for stockpiles for rock of differing gradation sizes, crushed and uncrushed concrete, and asphalt. The City's road repairs and construction projects have contributed to the demolition materials of uncrushed concrete, and asphalt into the quarry. These stockpiles of uncrushed concrete, and asphalt have grown immensely the last few years. Very little of the virgin rock materials have been used from the quarry. In the spring of 2024, 4,877 tons of asphalt, 2,018 tons of concrete, and 3,348 tons of virgin material were crushed for use on the City's future projects. During winter months the facility is used for storing snow from the downtown area. The top portion of the facility (South of the quarry limits) is used to stage supplies for Streets and Parks divisions.

This spring the streets division removed woody vegetation, regraded, and seeded along the top West and Southwest portions of the quarry. The work will reduce the time and effort to maintain the area in the future. The work also allowed for the creation of another storage area for the street sweeper sweepings (the other sweepings storage area is in the yard waste site). The new storage area will give the street sweepers a much shorter haul from the West side of the City.

The quarry is near its designed horizontal limits of construction. It is estimated that quarry depth can be increased approximately 15 feet below current elevations. Depending on the usage and rate of extraction, the projected quarry life, with consistent mining, could be over 25 years. The current plan after its mining usefulness has ended and reclamation is complete is for the quarry to revert to a lake. The quarry would then become a part of the Brandt-Quirk Park, which is located directly north of the quarry. Presently, the managing departments are investigating the current use, and future use, and management of the quarry.

**Operators**

The City of Watertown is the operator of this quarry. It has been overseen by the City's Public Works Department – Streets & Solid Waste Division and Engineering Division. The addresses for the divisions are:

Street/Solid Waste Division	Engineering Division
811 S. First Street	106 Jones Street
Watertown, WI 53094	P. O. Box 477
	Watertown, WI 53094

106 Jones Street • P.O. Box 477 • Watertown, WI 53094-0477 • Phone 920.262.4060

*Opportunity Runs Through It*



Location

The quarry is in the northwestern portion of the City of Watertown and is adjacent to Brandt Quirk Park.

Address: 408 Bonner Street Watertown, WI 53094.

Tax parcel number: 14-291-0915-3231-058

Legal description: That parcel of land commencing at the Northwestern corner of out lot 21, thence Easterly along said Northern Out Lot boundary line, approximately 1,000 feet to a point; thence Southerly along a line parallel with the Western boundary line of Out Lot 21approximately 1620 feet to a point; thence Southeasterly approximately 1250 feet to a point on the Southern boundary line of Out Lot 21, said point being approximately 920 feet West of the Southeastern corner of Out Lot 21; thence Westerly to the Chicago, Milwaukee, St Paul and Pacific right of way; thence Northwesterly along said right of way to the Western boundary line of Out Lot 21; thence Northerly to the place of beginning. Also a parcel of land commencing at a point on the Northern boundary line of Out Lot 22, approximately 920 West of the Northeastern corner of Out Lot 22; thence Southerly along a line parallel with the Eastern boundary line of said Out Lot approximately 900 feet to a point; thence Southeasterly approximately 360 feet to a point, said point being on the Westerly line of Bonner Street extended; thence Southerly along a line approximately 135 feet to the Southern boundary line of Out Lot 22; thence Westerly to the Chicago, Milwaukee, St Paul and Pacific right of way; thence Northwesterly along said right of way to a point at which said right of way intersects with the Northern boundary line of Out Lot 22; thence Easterly along said boundary line to the place of beginning. See attached map for location within the City.

Quarry Size

The current acreage affected by nonmetallic mining is approximately 23.8 acres. Quarry land has not been permanently or temporarily reclaimed. Exhibits showing the City of Watertown Brandt Quirk Park Quarry are attached to this report as references.

*I certify that this information is true and accurate, and that the nonmetallic mining site described herein complies with all conditions of the applicable nonmetallic mining permit and Chapter NR 135, Wisconsin Administrative Code.*

Andrew M Beyer, P.E.  
City Engineer

Date    /    /



# MEMO

## DPW – Street/Solid Waste Division

To: Alderperson Board and Public Works Commission

From: Stacy Winkelman

Date: January 22, 2025

Subject: Tandem Chassis, Body and Plow Equipment Purchase

### Background

This was approved to order in 2024 with the money placed in the 2025 budget. Specifications were sent out in spring of 2024, however no bids were received. We re-sent out specifications late in 2024 and have now received bids.

### Budget Goal

There is \$150,000.00 budgeted in 2025 account # 05-54-11-70 and \$150,000.00 budgeted in 2025 account #16-58-16-60.

### Financial Impact

The selected quote(s) is \$13,371.00 over budget, however there are sufficient funds in the storm water utility fund balance to cover this. We did have a trade listed in the specification; however, the chosen vendor has only offered \$10,000.00 for a trade value. It is our recommendation to keep the vehicle as a spare. Our fleet is aging, and this gives us an option if a truck breaks down, especially in the winter months.

### Recommendation

Our division is recommending the purchase of a 2025 International HV615 chassis from Lakeside International of Milwaukee, Wisconsin for \$160,516.00. Furthermore, we are recommending purchasing the body and snowplow equipment from Burke Truck & Equipment of Madison, Wisconsin for \$152,855.00 for a total purchase price of \$313,371.00.

### 2025 Operational Goals

The purpose of our operational goals is to identify, prior to the budgeting process, what work the city intends to achieve in 2025. The goals should align with our mission. Not only will the operational goals inform budget prioritization, but they will also guide the creation of the 2025 Department Work Plans.

*Present a budget that (in no particular order):*

1. Invests in the strategic planning and maintenance of our city buildings
2. Proactively maintains and improves our parks and infrastructure to ensure safety, quality, and equity
3. Supports employee retention and growth, while also evaluating operations and the associated staffing
4. Fosters community growth by assessing opportunities, stakeholder input, environmental needs, and modern code and policy priorities
5. Maintains a safe and healthy community, with an eye toward future needs and trends