



PUBLIC WORKS COMMISSION MEETING AGENDA

TUESDAY, SEPTEMBER 26, 2023 AT 5:30 PM

COUNCIL CHAMBERS, SECOND FLOOR, MUNICIPAL BUILDING - 106 JONES STREET

By Phone or GoToMeeting: Members of the media and the public may attend by calling:(Toll Free): 1 877 309 2073 or 1 (646) 749-3129 **Access Code:** 196-221-861 or <https://meet.goto.com/196221861>
Please join meeting from your computer, tablet or smartphone. 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 minutes from September 12, 2023

4. BUSINESS

A. Review and Discuss: Action to be taken with streetlight installation on Chadwick Drive between South St. and Arlington Dr.

B. Update, no action required: Labaree Street STP-Urban Grant Submittal

C. Update, no action required: S. Church Street Shared-use Path TAP Grant submittal

5. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@CityofWatertown.org, phone 920-262-4006

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

Commission members present: Bartz, Board, Wetzel
City Employees present:
Stacy Winkelman Street Department Operations Manager
Andrew Beyer Assistant City Engineer

1. CALL TO ORDER Chair Wetzel called the meeting to order at 5:34

2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT
NONE

3. REVIEW AND APPROVE MINUTES Public Works Minutes from August 22, 2023

Motion to approve Board

2nd Bartz

Carried by unanimous voice vote

4. BUSINESS

C. Review and discuss: action to be taken with street light installation on Chadwick Dr. between South St and Arlington Dr.

Review and discuss options for Chadwick Drive street light installation. (Ald. Blanke was present for this Discussion)

There has been a request for the addition of street lights...that goes back a few years. It has been added and cut from budgets. There is money in the 2024 budget (\$32,000) allocated for this work. Unfortunately...the money allocated will most likely only cover four streetlights while the installation cost was not considered. With that said, I am working with Highway Light and Landscape due to there being a substantial number of homes where the driveway approaches, boulevards, and possibly sidewalks that would be affected with installation, the line will need to be bored. Some action to consider:

1. Purchase the light poles with the money in the 2023 budget and budget money for installation in the 2024 budget.
2. Carryover the money budgeted in the 2023 b budget into the 2024 budget, add more funds in 2024 to cover the entire project correctly.
3. See if there is any 2023 budget money available anywhere to cover the installation of the poles.

Motion by Board to table item until 9/26 Public Works meeting when We Energies gives their dollar amount for installation.

2nd Bartz

Carried by unanimous voice vote

A. Review and take possible action: Review of Stormwater Utility Rate charges for duplexes and update to Chapter 453, Stormwater Management Utility. A recent review of the monthly stormwater utility charges for duplex residential units has revealed some inconsistencies in how the charges have been calculated for duplexes vs. how the charges are described as being calculated in Chapter 453 Article 1, Stormwater Management Utility. The current monthly Stormwater Utility charges for a duplex unit is \$7.33; according to Section 453-8(B), the monthly stormwater utility charge for a duplex unit should be \$9.72. The overall impact of this is a loss in revenue of about \$2,600 monthly, or \$31,200 annually, to the City's Stormwater Utility Budget.

Andrew Beyer said that when meeting with staff we found that was how they were directed to bill in 2005-2006.

Alder Bartz found no reason to not bill the same as a single family.

Alder Bartz made the following motion: The monthly Stormwater Utility charge for a duplex should be billed at \$9.72 consistent with existing ordinance 453-6 and 453-8 beginning January 1, 2024.

Alder Board asked to clarify that the charge would be per unit and was confirmed by Beyer.

B. Update, no action required: 2023 Salt Brine Program

The City added liquid salt brine to the winter snow and ice control program in 2021. Brine has primarily been used to pre-treat bridges, hills and intersections prior to a snow event. This improves the City's snow and ice control program 2 ways:

1. Light snowfalls melt faster in these areas as traffic drives over it, and
2. The brine layer allows snow plows to remove snow and ice from the pavement easier and faster. The brine makes it harder for the snow and ice to bond with the pavement. This reduces the number of times a plow has to go through the same area to remove snow and ice from these streets.

The City plans to grow the brine program incrementally over the next few years, starting with the following purchases in 2023:

1. A second storage tank to increase the amount of brine on hand to deal with snow events,
2. Equipment to outfit a second truck for pre-treating streets, and
3. A pre-wetting system for better salt application on a snow plow/salt truck.

The 2023 budget has funding for a brine-making machine; however staff have evaluated the program needs and would like to use this funding to make the purchases outlined above as the 2023 budget allows.

D. Review and take possible action: Change Order No. 4 to Contract #6-23 for \$57,406.10 to pave a portion of Water Tower Court

The northern portion of Water Tower Court has been subject to erosion issues over the past several years. City crews grade the roadway after heavy rain multiple times per year due to heavy rutting in the gravel roadway. The City hired Ruekert & Mielke to design pollutant control best management practices and roadway improvements, which are being installed by City crews this year. The roadway is currently being graded in anticipation of paving this year to stabilize the existing gravel roadway and prevent recurring erosion and resulting regrading. The City sought a change order from this year's asphalt paving contractor, Payne & Dolan, to perform the needed paving. Funding for said contract change order to come from Storm Water Utility Capital Outlay Account, 16-58-16-60. There is adequate funding in the account for paving of the northern portion of Water Tower Court.

The following motion was made by Alder Board: Pave Water Tower Court from just south of Maas Brothers driveway to the service road that goes to the pump house.

2nd Bartz

Carried by unanimous voice vote

5. ADJOURNMENT

Motion to adjourn Bartz 5:59 p.m.

2nd Wetzel

Carried by unanimous voice vote

Respectfully submitted,

Bob Wetzel

Public Works Commission Chair

Note: These minutes are uncorrected and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

Stacy Winkelman
Operations Manager

Matt Willmann
Asst. Operations Manager

Jane Flanigan
Admin. Asst.

Christopher Newberry
Streets Project Manager

Tom Nickels
Foreman

Jason Heller
Foreman

Chris LaCombe
Foreman

MEMO

TO: Chairperson Wetzel and Commission Members
FROM: Stacy Winkelman
DATE: September 21, 2023
RE: Public Works Commission Meeting of September 26, 2023

Agenda Item:

Review and discuss options for Chadwick Drive streetlight installation.

BACKGROUND:

This item was tabled at the last Public Works meeting in hopes of having actual prices for everything. Unfortunately, at the time of this narrative I have not received numbers yet. WE Energies has told me they will get them to me by the end of the week. I am leaving this on the agenda in the hopes I will have the information by the day of the meeting.

Respectfully,



Stacy Winkelman
Operations Manager, Street/Solid Waste Division

MEMO

TO: Chairperson Wetzel and Commissioners
FROM: Andrew Beyer, P.E.
DATE: September 21, 2023
RE: Public Works Commission Agenda Narrative for September 26, 2023

Agenda Items:

Review and take possible action: Labaree Street STP-Urban Grant Submittal

BACKGROUND

Review and take possible action: Labaree Street STP-Urban Grant Submittal

The Engineering Division sought permission from the Finance Committee to submit one application for Wisconsin Department of Transportation (WisDOT) Surface Transportation Program (STP) Urban funding. The upcoming cycle would provide funding between 2024 and 2028. The STP Urban program is a reimbursement program in which the state provides 80% funding for eligible road improvements. The City is responsible for funding the remaining 20% of eligible road improvements. The Engineering Department is recommending that Labaree Street between N. Fourth Street and Boughton Street be submitted for STP Urban funding for a 2028 construction project. The breakdown for estimated project funding is as follows:

ITEM	STP WisDOT – 80%	STP LOCAL – 20%	NON- PARTICIPATION – 100% LOCAL
Labaree Street Design (2025)	-	-	\$400,000
Labaree Street Roadway Construction (2028)	\$1,412,000	\$353,000	-
Labaree Street Water Main Construction (2028)	-	-	\$1,000,000

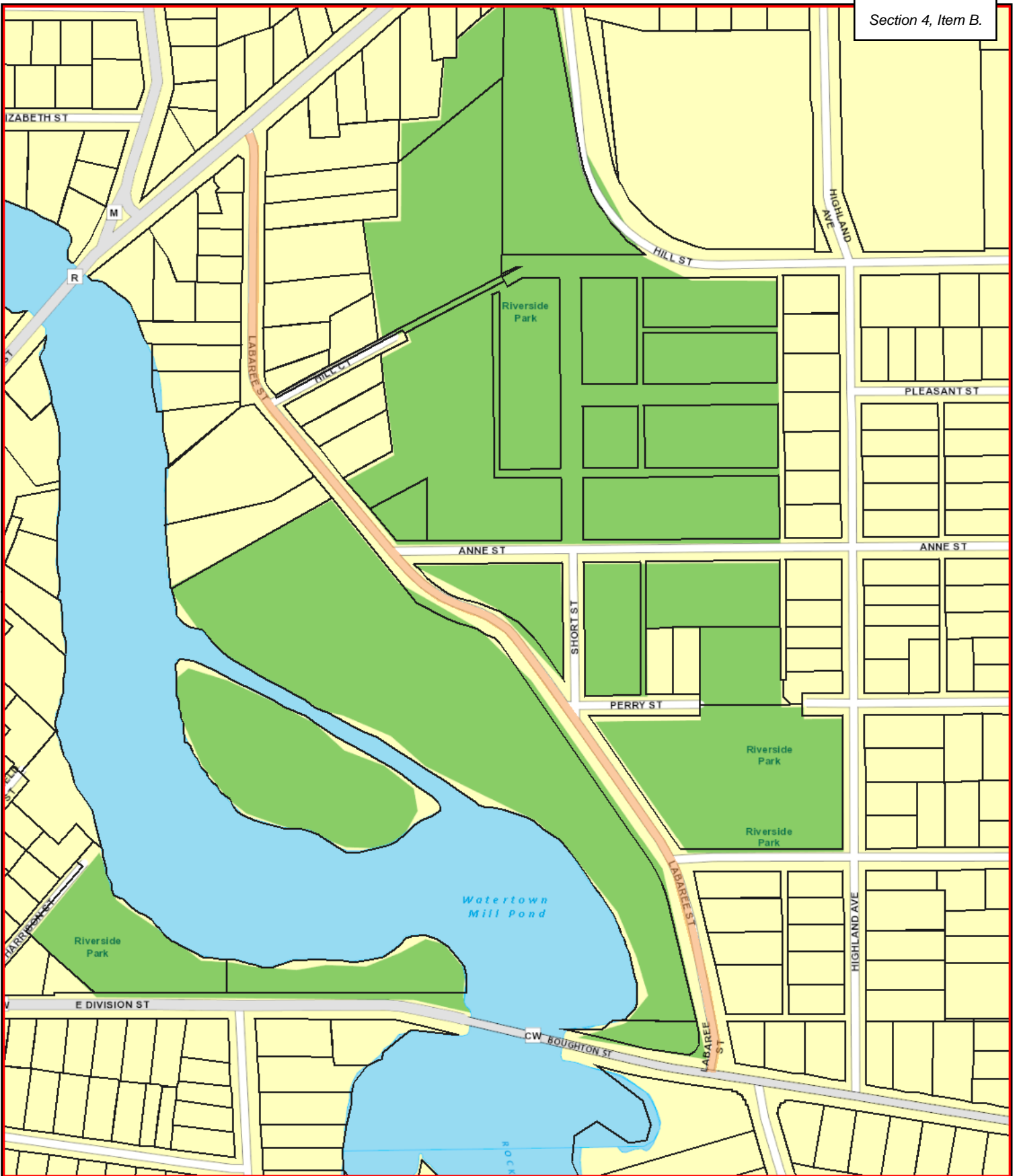
City Total Estimated Cost	\$1,753,000
WisDOT Total Estimated Cost	\$1,412,000

WisDOT has recommended that the City fund 100% of design fees for State grant programs to make applications competitive. Whereas design projects are eligible for STP funding, they receive low ranking from the State and the design project and tied construction projects are unlikely to receive State funding.

WisDOT will participate in storm sewer construction costs and roadway reconstruction costs. WisDOT will not participate in water main or sanitary sewer construction costs.

Attachments:

- Site Map



Lines

Project Area



THE CITY OF
WATERTOWN
Opportunity runs through it.

City of Watertown Geographic Information System

Scale: 1 inch = 290 feet

SCALE BAR = 1"

Printed on: September 2, 2014

Author: Private User

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DISCLAIMER: This map is not a substitute for an actual field survey or on-site investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.

MEMO

TO: Chairperson Wetzel and Commissioners
FROM: Andrew Beyer, P.E.
DATE: September 21, 2023
RE: Public Works Commission Agenda Narrative for September 26, 2023

Agenda Item:

Update, no action required: S. Church Street Shared-use Path TAP Grant submittal

BACKGROUND

Update, no action required: S. Church Street Shared-use Path TAP Grant submittal:

The Engineering Division has sought approval from the Finance Committee to apply for a Wisconsin Department of Transportation (WisDOT) Transportation Alternatives Program (TAP) Grant to establish a shared use path on the east side of S. Church Street between Jefferson Road and Air Park Drive.

This project will help facilitate safe passage for bicyclists and pedestrians in the south side of the City, particularly between residential areas, commercial areas, and other destinations and workplaces in the area. This shared-use path will also support tourism in the City, as it will connect the Airport and established hotels with the commercial area south of Air Park Drive.

The breakdown for estimated project funding is as follows:

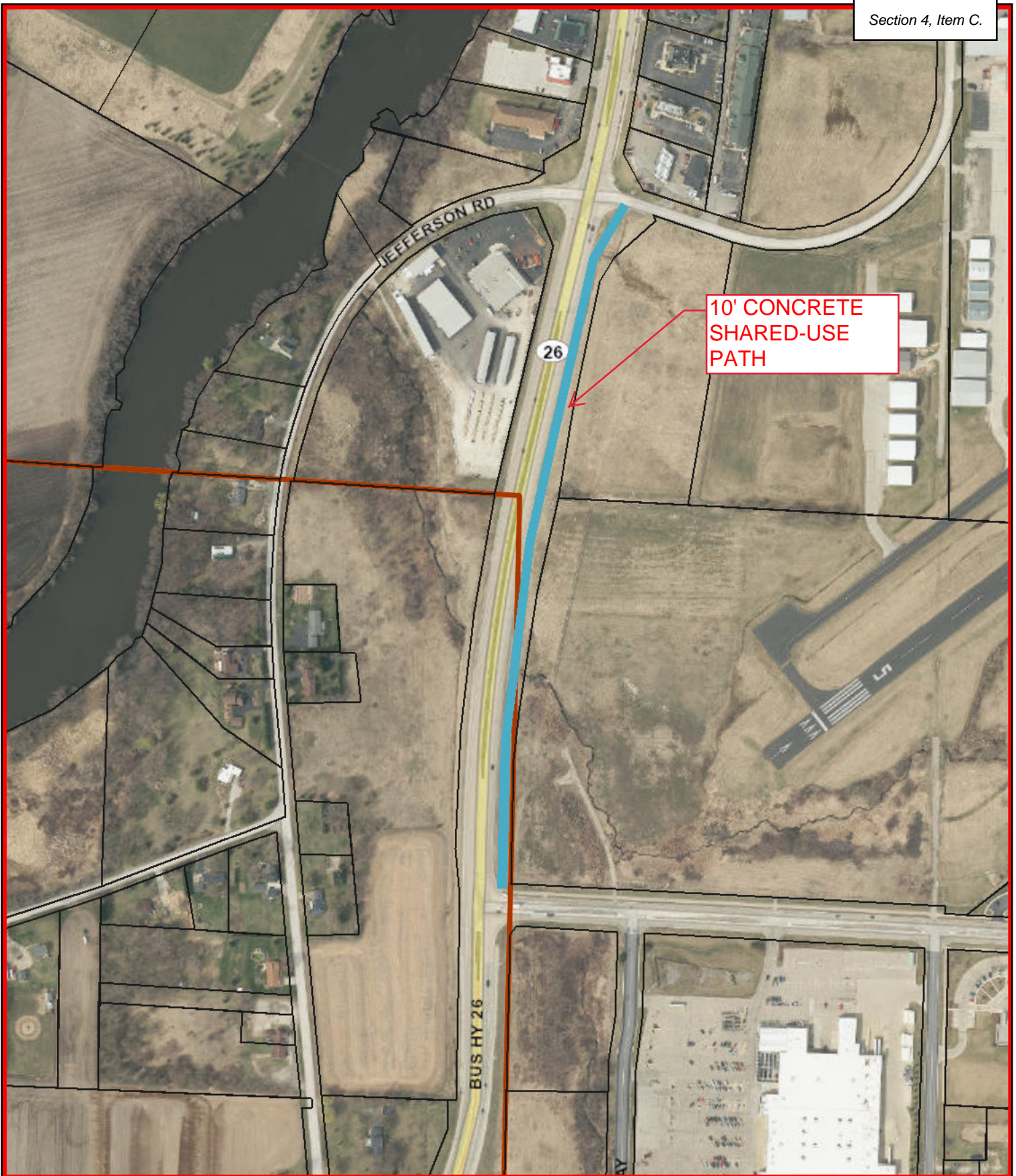
ITEM	TAP WisDOT – 80%	TAP LOCAL – 20%	NON- PARTICIPATION – 100% LOCAL
Shared-use Path Design (2025)	-	-	\$290,000
Shared-use Path Construction (2028)	\$1,164,000	\$291,000	-

City Total Estimated Cost	\$581,000
WisDOT Total Estimated Cost	\$1,164,000

Project design and construction are anticipated in 2025 and 2028 respectfully. This project would be managed through the Engineering Division; a WisDOT TAP Grant award would also be managed through the Engineering Division, after submittal from the Finance Department per the City's purchasing policy.

Attachments:

- Site Map



Lines

— City Limits



10' CONCRETE SHARED-USE PATH

Parcels



THE CITY OF
WATERTOWN
Opportunity runs through it.

City of Watertown Geographic Information System

Scale: 1 inch = 400 feet
SCALE BAR = 1"

Printed on: January 25,
Author: Private User

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