



PUBLIC WORKS COMMISSION MEETING AGENDA

TUESDAY, JANUARY 09, 2024 AT 5:30 PM

**COUNCIL CHAMBERS, SECOND FLOOR, MUNICIPAL BUILDING - 106 JONES STREET,
WATERTOWN, WI 53094**

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 December 12, 2023

4. BUSINESS

A. Review and take possible action: petition to repair Willman Court

B. Review and take possible action: request to discharge clear or unpolluted water into sanitary sewer during winter months on Willman Court

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

PUBLIC WORKS COMMISSION MEETING AGENDA
TUESDAY, DECEMBER 12, 2023

Commission members present: Aids Bartz, Board, Smith, Wetzel Comm'r Thompson

City Employees present:

Park and Rec. Director Kristine Butteris

Park Maintenance Director Jeff Doyle

1. CALL TO ORDER

Meeting called to order at 5:30

2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

3. REVIEW AND APPROVE MINUTES

A. Bicycle and Pedestrian Path Planning Task Force minutes from October 24, 2023

Motion to approve Ald Board

2nd Comm'r Thompson

Carried by unanimous voice vote

B. Review and Approve: Public Works minutes from November 28, 2023

Motion to approve Ald Bartz

2nd Ald Board

Carried by unanimous voice vote

4. BUSINESS

A. Review and take possible action: Weed Ordinance Appeal for Tristan Higgins

Tristan Higgins and a neighbor spoke in favor of forgiving the fine.

Ald Smith asked if registered letters are sent.

Doyle excel sheet kept.

Butteris explained that there are not many appeals

Ald Smith asked if second mailing is sent

Butteris stated that the original letter states that the original letter is sufficient for the entire season

Comm'r Thompson asked if Doyle made a second trip to see the property

Doyle said that he has and that the only real problem is only the larger tree remains and that the rest of the yard looks good.

Ald Smith commended the City for doing a reasonable job keeping the City looking good and neighborly.

Mr. Higgins was commended for the work on his yard to make the sidewalk passable.

Motion by Ald Smith to forgive the \$500 fee

2nd Ald Bartz

Carried by unanimous voice vote

B. Review and take possible action: Weed Ordinance Appeal for ADY Ventures, LLC

Joe Bruns was present on behalf of ADY Ventures

Butteris stated that there were 59 weed ordinance complaints this year. This property received three and one last year.

Ald Board asked how many times it was mowed since July Mr. Bruns thought 3-4

Ald Bartz asked what it will take to not receive any complaints next year

Bruns will have to be more diligent next year

Ald Board asked if he is the only mower

Bruns yes

Ald Smith stated that the weed ordinance letter sent by the city is not onerous. Going forward the letter should "kick" in your responsibility to mow.

Motion by Ald Smith to deny the request to forgive the fine

2nd Ald. Bartz

Motion made by Ald Wetzel to amend by reducing fine to \$250

2nd Ald Board

Motion carried 3-2 (Bartz, Board, Wetzel/Smith Thompson)

Original motion (with amendment) passed by unanimous voice vote

C. Review and take possible action: Weed Ordinance Appeal for Lawrence McLaren

Mr. McLaren did not appear for his petition therefore his petition was denied.

Ald Smith expressed concern about "trusting" technology for people to show up to meetings virtually and wanted to make sure the person has ample time/opportunity to appeal before the commission.

Motion to deny petition Ald Smith

2nd Comm'r Thompson

Carried by unanimous voice vote

5. ADJOURNMENT

Motion to adjourn Ald Bartz at 6:36

2nd Board

Motion carried by unanimous 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.

Jaynellen J. Holloway, P.E.
920.262.4050

Andrew Beyer, P.E.
920.262.4052

Maureen McBroom, ENV SP
920.206.4264

Ritchie M. Piltz, CSI
920.262.4034

Administrative Assistant
Wanda Fredrick 920.262.4060

MEMO

TO: Chairperson Wetzel and Commission Members
FROM: Andrew Beyer, P.E.
DATE: January 4, 2024
RE: Public Works Commission Meeting of January 9, 2024

Agenda Item:

Review and take possible action: petition to repair Willman Court

BACKGROUND:

Review and take possible action: petition to repair Willman Court

Chairperson Wetzel received a request to repair Willman Court between S. Twelfth Street and its western termini.

Willman Court is currently scheduled for reconstruction in 2026 and reconstruction would coincide with repairs on S. Twelfth Street in the same calendar year. A site map is attached as a reference.

Enclosed:
Site Map

Section 4, Item A.



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MEMO

TO: Chairperson Wetzel and Commission Members
FROM: Andrew Beyer, P.E.
DATE: January 4, 2024
RE: Public Works Commission Meeting of January 9, 2024

Agenda Item:

Review and take possible action: request to discharge clear or unpolluted water into sanitary sewer during winter months on Willman Court

BACKGROUND:

Review and take possible action: request to discharge clear or unpolluted water into sanitary sewer during winter months on Willman Court

Chairperson Wetzel received a request from a resident to discharge a sump pump to the City's sanitary sewer system during the winter months to prevent icing in the Street. Per City Ordinance 508-8(A)(7):

Temporary connection to sanitary sewer. If a determination is made that a property owner is discharging clear or unpolluted water into the sanitary sewer, upon recommendation by the Public Works Commission the property owner may be allowed to continue to discharge clear or unpolluted water into the sanitary sewer during the winter months (November 1 to April 1) if there is no storm sewer on the abutting street. The purpose of this exception is to prevent the discharge of water onto the City street which would produce the accumulation of ice and result in hazardous driving conditions

One storm sewer inlet exists on Willman Court and is located in the center island.