



# City of Waupun

201 E. Main Street  
Waupun WI 53963  
Phone: 920-324-7900

Waupun Board of Public Works  
Minutes of Regular Meeting **October 9, 2018**  
*Approved November 13, 2018*

The Waupun Board of Public Works met in regular session on Thursday, October 9, 2018, in the Common Council Chambers at the Waupun City Hall located at 201 E. Main Street, Waupun.

Kaczmarski calls the meeting to order at 4:30pm.

Members present at roll call are Chairman/Alderman Kaczmarski, Alderman Mielke, Alderman Matoushek, Public Works Director Daane, City Clerk Hull, and Deputy Police Chief Rasch. No members are absent.

Other City Staff in attendance: Mayor Nickel.

Clem Hoelzel (14 Pluim Dr.) comes before the Board to request four (4) additional handicapped stalls at the Gus baseball complex, due to the aging community attending the sporting activities. Hoelzel states there are 75 stalls and 4 handicapped stalls. Daane spoke with the Varsity and Junior Varsity coaches to request the players and coaches park in the school lot across from the complex as he estimates this to free up approximately 15 stalls. The coaches agreed. There are currently 2 handicapped stalls designated for the high school lot and 2 for the little league (2 are van accessible and 2 are regular accessible stall). Regulations are 1 handicapped accessible stall per every 25 stalls.

Motion Rasch, second by Matoushek to approve the minutes from the August 16, 2018 meeting of the Board of Public Works. Motion carried 6-0.

#### APPEARANCES BEFORE THE BOARD:

Dave Kottwitz (256 Walker Street) informs the Board that of 5 concrete sidewalk sections are in need of reconstruction due to the Walker Street construction project as flooding is found around the squares following a rainfall. Daane will have the area regraded to see if it takes care of the water issue. Kottwitz may return to a future meeting if this doesn't.

Brad Bille (Waupun School District) requests no parking at Rock River School District on the south side of E. Spring Street to the east curb line of N. Madison Street to alleviate congestion during the hours of 730a-430p during school days. Deputy Chief Rasch also concurs that there are congestion issues in this area currently.

Motion Daane, second Matoushek to recommend an ordinance to amend Ch.6.05(3) and (12) for no parking from the south side of E. Spring Street (885 Ft) east of the east curb line of N. Madison Street going east for 470ft between the hours of 730a-430p during school days. Motion carried 6-0.

Art Garcia and Kathryn Arn of Great Lakes provided the Board with a lighting proposal for all City facilities for LED lighting efficiency. The Board may review this in the near future for consideration.

Daane requests to revise the structure of the ordinance of the snow and ice removal to be consistent with the lawn mowing language. The snow and ice removal ordinance currently states *"The charge for snow removal by the City shall be computed at twice the hourly rate of the employees involved in such snow removal multiplied by the time involved in removal and transportation to and from the site, together with an administrative fee of \$50.00 per occasion. A minimum total charge of \$100.00 shall be charged per occasion when snow is removed by the City. These costs are not to be considered a penalty, but are to reimburse the City for its cost in administration and overhead for the employees involved in such snow removal."* Daane informs the Board that the City contracts out the snow removal – employees are no longer involved. This will be brought back to the Board and discussed again at future meeting.

Daane received proposals for lawn mowing and snow removal of residential property which are in violation. Proposals were received from Anything and Everything Home Maintenance LLC and Sticks and Stones LLC. Sticks and Stones provides for the lower rate of the two proposals.

Motion Rasch, second Matoushek to award the contract for residential lawn mowing and snow removal which are in violation to Sticks and Stones LLC. Motion carried 6-0.

Daane receives requests for memorial plaques in parks. Questions of installation and future maintenance of the plaques as they are not City property. Kaczmarski questions what other municipalities are doing. Daane has made contact with other municipalities and they do not allow private party memorial plaques in parks. Kaczmarski requests this item be tabled for a future meeting for further discussion.

Seymour Street Extension bids are received: Woleske Construction \$324,276.90; R&R Wash Materials Inc. \$329,796.40; Kopplin & Kinas Co \$336,914.30; Wondra Construction \$373,328.30; Krause Excavating Inc \$373,458.10; Advanced Construction Inc. \$381,376.00; and Wood Sewer & Excavating \$383,386.00.

Motion Matoushek, second Rasch to recommend to the Common Council to award the bid for Seymour Street Extension to Woleske Construction in the amount of \$324,276.90. Motion carried 6-0.

Discussion of Madison Street construction in relation to residential sidewalk replacement and fees. City does not currently hold an ordinance of residential cost sharing of sidewalk placement during street reconstruction. Daane will return to a future meeting with information from other communities of their process and fees.

Motion Hull, second Matoushek to adjourn the meeting of the Board of Public Works at 5:53pm. Motion carried 6-0.

Angela Hull, Clerk