

Waupun Board of Public Works  
Minutes of Regular Meeting **November 13, 2018**  
*Approved December 11, 2018*

The Waupun Board of Public Works met in regular session on Tuesday, November 13, 2018, in the Common Council Chambers at the Waupun City Hall located at 201 E. Main Street, Waupun.

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

Members present at roll call are Chairman/Alderman Kaczmarek, 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, Attorney VandeZande, and Administrator Schlieve.

Audience in attendance: Dale Baeten and Doug Schoenwalder of NCLED and Eric Kostecki of WPPI.

The City of Waupun will host a public information meeting to present the preliminary engineering plan for improvements to Madison Street in the City of Waupun, Dodge County and Fond du Lac County from 5:30 pm to 7:00 pm on Wednesday, November 28, 2018 at the Waupun Public Library, 123 S. Forest Street, Waupun.

Motion Rasch, second by Matoushek to approve the minutes from the October 9, 2018 meeting of the Board of Public Works. Motion carried 6-0.

Daane has been looking into energy saving cost with the use of LED lighting. Eric Kostecki, WPPI Manager of Customer Project Support, provides a sample resolution in regards to upgrading our City lights to save on energy costs for consideration. Incentives may be available once this resolution is adopted. Daane will prepare the resolution and provide at a future Public Works meeting.

Dale Baeten and Doug Schoenwalder of NCLED provide a proposal for upgrading lighting in City buildings: City Hall, Safety Building, Garage, Museum, Library, and Community Center. Gross proposal for all six buildings is estimated at \$136,919. Incentives could be received from Focus on Energy in the amount of \$18,900 bringing a net cost of \$117,990. The complete project would take approximately 2 months. Daane will continue with the bid process.

Additional stalls at the GUS baseball complex were reviewed. Two additional stalls could be placed in the lot and if players park in the school parking lot, it is felt that would provide adequate parking.

Motion Matoushek, second Rasch to add two (2) additional parking stalls at the Gus Baseball fields. Motion carried 6-0.

The current Madison Street construction is estimated at \$400,000-\$450,000 in cost. Daane has found that other surrounding communities assess property owners a share/percentage in the cost of this new construction.

A draft ordinance to amend Ch.7.15 entitled Streets, Alleys, and Sidewalks; Proration of Construction Costs is before the Board for consideration. Said draft ordinance provides " For the purpose of encouraging the paving of streets,

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alleys and sidewalks in the City and having the cost of these improvements equitably apportioned between the city and the abutting property owners, the cost shall be prorated as follows: (a) Sidewalk Ramps. The cost of the sidewalk portion of handicap ramp paving and all sidewalk radius paving within intersections shall be borne by the City. (b) Sidewalk. Both long and short sides of abutting property: city, 50%; and property owner, 50%. (c) Curb & Gutter. If there is currently no curb and gutter installed, the property owner will be assessed 100% of the cost of curb & gutter on both the long and short sides of the abutting property. Where curb and gutter is already installed and only being replaced, the City will pay for 100% of the curb and gutter replacement."

This ordinance would provide the City with the ability to charge all property owners who reside on a street under new construction an assessment of the costs. The property owner would have the option to place the assessment on their real estate tax bill over a period of three years.

Motion Daane, second Hull to recommend to the Common Council the ordinance provided, to amend Ch.7.15 entitled Streets, Alleys, and Sidewalks; Proration of Construction. Motion failed due to a tie vote: Aye Daane, Hull, Rasch; Nay: Matoushek, Kaczmariski, Mielke.

Due to the tie vote, Attorney Vandezande adds the option of presenting this ordinance to the Council at a public noticed meeting, in order to receive the public's comments and concerns.

Motion Hull, second Rasch to recommend to Common Council to review and consider the ordinance provided, to amend Ch.7.15 entitled Streets, Alleys, and Sidewalks; Proration of Construction Costs, and to notice the meeting for public comment. Motion carried 5-1 with Mielke voting Nay

A draft ordinance to amend Ch. 7.07(3c) entitled Restrictions are before the Board. Current language states the City employees remove snow/ice from residential property and charge at twice the employee's hourly rate. The City no longer uses that practice as this is contracted out and charged at \$100 per occurrence. It is recommended to revise the ordinance to reflect current practice.

Motion Hull, second Matoushek to recommend the Common Council amend Ch. 7(07) (3) (c) entitled Streets and Sidewalks- Snow and Ice Removal- Restrictions. Motion carried 6-0.

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

Angela Hull, Clerk