



A G E N D A
CITY OF WAUPUN BOARD OF PUBLIC WORKS
MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, October 08, 2024 at 4:30 PM

The City of Waupun Board of Public Works and Facilities Committee will meet in-person, virtually and teleconference. Instructions to join the meeting are provided below:

Virtual: <https://us02web.zoom.us/j/81987138114>

Meeting ID: 819 8713 8114

Phone: 312 626 6799 US (Chicago)

CALL TO ORDER

ROLL CALL

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS--State name, address, and subject of comments.
(2 Minutes)

No Public Participation after this point.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

1. Next Regularly Scheduled Meeting for the Board of Public Works is November 12, 2024

CONSIDERATION - ACTION

- [2.](#) Approve Minutes from September 10, 2024 Board of Public Works Meeting
- [3.](#) Approve Contractor for Snow Removal in Accordance with Waupun Municipal Code 7.07 Snow and Ice Removal
- [4.](#) Review Flooding Areas of Concern and Recommend Stormwater Engineering Study to Examine Solutions

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



CALL TO ORDER

Chairperson Mike Matoushek calls the meeting to order at 4:30pm

ROLL CALL:

Alderpersons: Peter Kaczmarki, Kambria Ledesma (online), Mike Matoushek

Citizens: Dale Heeringa, Andrew Sullivan, Dave Rens, Gregg Zonnefeld

Ex-Officio: DPW Director Jeff Daane, City Administer Kathy Schlieve

Others Present: Kris Dressler, Cedar Corporation (online)

Discussion on future meetings and gatherings involving the Board of Public Works. The next regularly scheduled meeting is October 8, 2024, 4:30 pm, City Council Chambers.

Motion Zonnefeld, second Sullivan to approve minutes from August 19, 2024 Board of Public Works meeting as presented. Carried unanimously.

Motion Sullivan, second Heeringa to approve fall yard waste pickup dates for October 7 to November 11, 2024, weather permitting. Carried unanimously.

Motion Zonnefeld, second Rens to approve the museum tuckpointing bid for B and B Quality Building Restoration, the lowest qualified bidder, in an amount of \$102,792. Daane notes that the Historical Society is not interested in the alternate which was to construct a sign base. Sullivan questions difference between this contractor and next lowest bid (~\$50,000). Kris Dressler confirms that B and B Quality Building Restoration is a WI contractor where others are out of state and notes that the other contractors are union contractors. Motion carries unanimously.

Motion Heeringa, second Sullivan to approve the low bid for asphalt paving S West Street (W. Lincoln to Visser Avenue) in the amount of \$42,866.25 from Kartechner Brothers LLC as presented. Work is offset by a Local Road Improvement Program grant, which will provide a 50% reimbursement. Carried unanimously.

Discuss ordinance amendment of Ch. 7.03(3)(4)(5) Sidewalk Construction and Repair. Daane notes that the current ordinance needs to be updated to reflect current ADA standards. Draft ordinance is presented. Daane explains that we are working with a new contractor for our sidewalk program that provides grinding services vs. full replacement and that will stretch our dollars further. Ordinance changes are needed to specify materials to be used during a repair and to reduce the standard from 1 inch to ½ inch gap to meet ADA standards. Motion Rens, second Sullivan to recommend draft ordinance to the Common Council to City of Waupun Ordinance Chapter 7 Section 7.03 Sidewalk Construction and Repair to meet current ADA and maintenance standards.

Motion Sullivan, second Rens to adjourn meeting at 4:52 pm. Carried unanimously.



AGENDA SUMMARY SHEET

MEETING DATE: 10/8/24 **TITLE:** Approve Contractor for Snow Removal in Accordance with Waupun Municipal Code 7.07 Snow and Ice Removal

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Jeff Daane, Public Works Director

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government		

ISSUE SUMMARY:

Waupun Municipal Code 7.07 - SNOW AND ICE REMOVAL. (Rep. & recr. #09-03) requires (1)REMOVAL OF SNOW from sidewalks. The owner or lessee of every lot or parcel of land in the City fronting or abutting upon a sidewalk shall clear the sidewalk, in front of or abutting upon such premises, 24 hours after the end of the snow event, and shall cause the same to be kept clear of snow and ice. If owners fail to remove snow and ice per this ordinance it is a code violation and the city, after issuing a warning, will hire a contractor to remove the snow/ice and bill back to the property owner. The previous contractor the City had is no longer in business. We reached out and had a few local contractors give us back proposals on the service.

STAFF RECOMMENDATION:

We currently work with Jeff Kreuziger for weed notices and find him to be highly responsive and to perform quality work. We recommend Jeff Kreuziger for snow removal based on this experience.

ATTACHMENTS:

- Jeff Kreuziger proposal
- Steve Hopp proposal

<u>RECOMMENDED MOTION:</u>

Motion to approve 2024-2025 snow removal contract to Jeff Kreuziger as presented.

City Snow 2024

Sidewalks - \$ 50.00

Corner Sidewalk = \$ 100.00

for the regular Sidewalks
the price is going to be
\$ 50.00 and for a corner
Sidewalk the price will
be \$ 100.00.

M. Fee

Steve Hopp

W9561 State Rd 49 – Waupun, WI 53963

920-296-1259

**Job Proposal for the
City of Waupun
Attn: Jeff Danne, Director of Public Works
Waupun City Hall
201 E. Main St.**

Scope of work: Property care/maintenance to include snow removal as described in the city ordinance guideline sheets. (pictures-before and after, door hanger, consistent over-seeing)

Snow removal minimum \$50 per snow or ice event

\$35 per man/hour then after

If skid loader is needed \$65 per hour (pro-rated)

If truck and plow is needed \$65 per hour (pro-rated)

*All in voicing will be set up monthly and typically mailed around the 1st of the month.

*If general maintenance, (such as snow loading and haul away) is needed at the residential or commercial properties found not to be within City ordinance, Steve Hopp will follow his set hourly rates for labor and equipment.

Steve Hopp



AGENDA SUMMARY SHEET

MEETING DATE: 10/8/24
AGENDA SECTION: CONSIDERATION-ACTION
PRESENTER: Jeff Daane, Public Works Director

TITLE: Review Flooding Areas of Concern and Recommend Stormwater Engineering Study to Examine Solutions

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	Stormwater Funds - \$24,750	

ISSUE SUMMARY:

Climate change is increasing the frequency and intensity of heavy rains in Wisconsin, which is leading to more flooding:

- Warmer air can hold more water: As the air warms, it can hold more water, which increases the potential for heavy rainfall.
- More extreme precipitation events: Climate change has increased the number of extreme precipitation events.
- More water in a shorter amount of time: Storms are delivering large amounts of water in short periods of time.
- More flooding outside of mapped floodplains: Flooding is happening more often in urban areas and outside of mapped floodplains.

Waupun is not unique in having flooding issues as you can see the climate has changed that has made a difference in frequency and rainfall amounts greater. These new weather patterns are taken into consideration when projects are designed and will continue to be looked at in the future. This power point looks at a few areas that flooding lasts for a more extended time and on a more regular basis. We know there are other areas in the city that have flooding during heavy rain fall events. These areas are always looked at during future projects to see if there are ways we can improve the area.

If approved the funds would give us a good cost estimate and what we may need to acquire for land to support an improvement to area drainage.

STAFF RECOMMENDATION:

Send a recommendation to council to approve funds to study areas of flooding concern

ATTACHMENTS:

Power point

RECOMMENDED MOTION:

Motion to approve a recommendation to council to use stormwater funds in the amount of \$24,750 for Hazel-Pattee-W. Lincoln St. and Edgewood Dr. flood studies.



WAUPUN FLOODING AREAS

WAUPUN HAS SEVERAL AREAS IN OR AROUND THE CITY THAT FLOOD CAUSING STREET CLOSURES AND PROPERTY DAMAGE. WE ARE LOOKING AT JUST A FEW OF THE MORE PROMINENT AREAS.

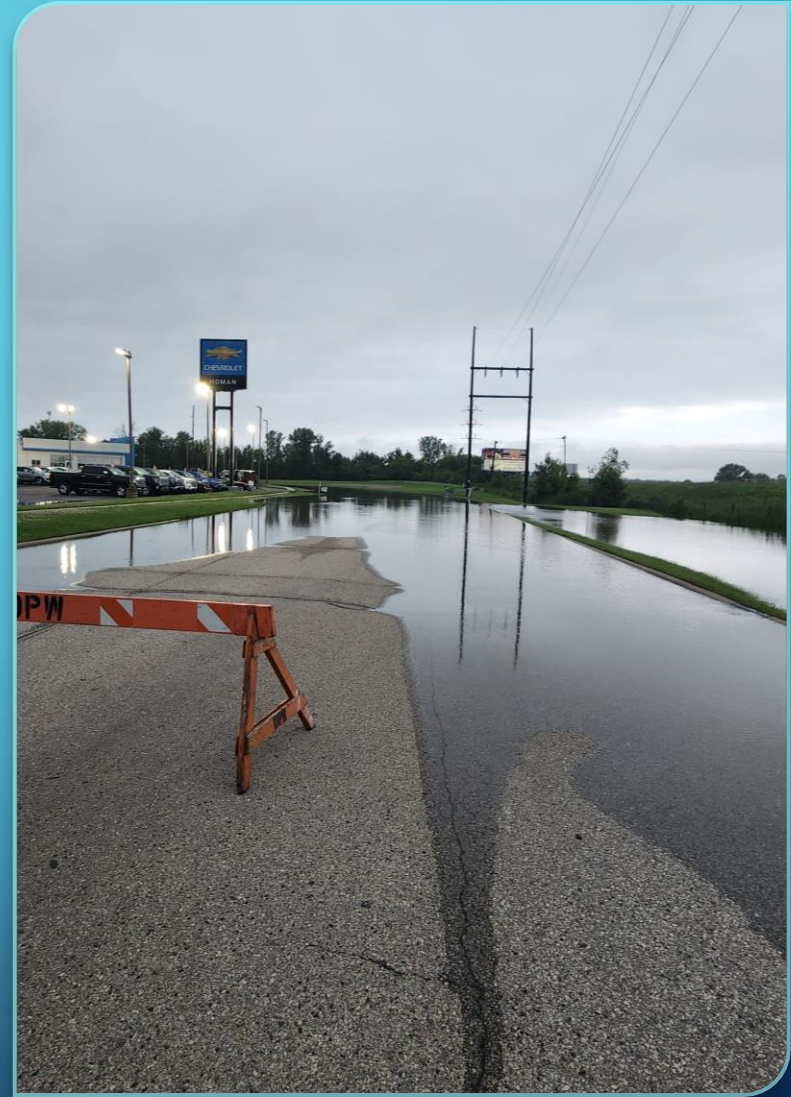
GATEWAY DR. JUST EAST OF FOND DU LAC ST.

In 2015 the City had a flood reduction study done on the South Branch of the Rock River. The purpose of the document was analyze the flow rates and determine the elevations produced by those rates at Gateway Dr.



GATEWAY DR NEAR HOMAN AUTO

The analysis found that even a very large floodwater storage area (100 acres, 6' deep, with an estimated cost of nearly \$5 million) would reduce flow rates to a degree only sufficient enough to lower flood elevations at Gateway Drive by approximately 1.5 inches.



THE ROCK GOLF COURSE AREA

The flood control area was modeled as a 100-acre wetland area – this is about the size of the golf course. The area would have a two-foot-deep low-flow channel for the river and an additional six feet above the channel for flood storage. Flows in excess of two feet deep would flood into the wetland, which would temporarily store floodwater and diminish peak rates. If the cost of construction of such a basin is estimated as \$5 per cubic yard of excavation, six feet of excavation over a 100-acre area is 968,000 CY, for a total estimated cost of \$4.84 million (in 2015).



EDGEWOOD DRIVE

Similar to Rensway, there is ~ 50 acres of agricultural land draining to this location.



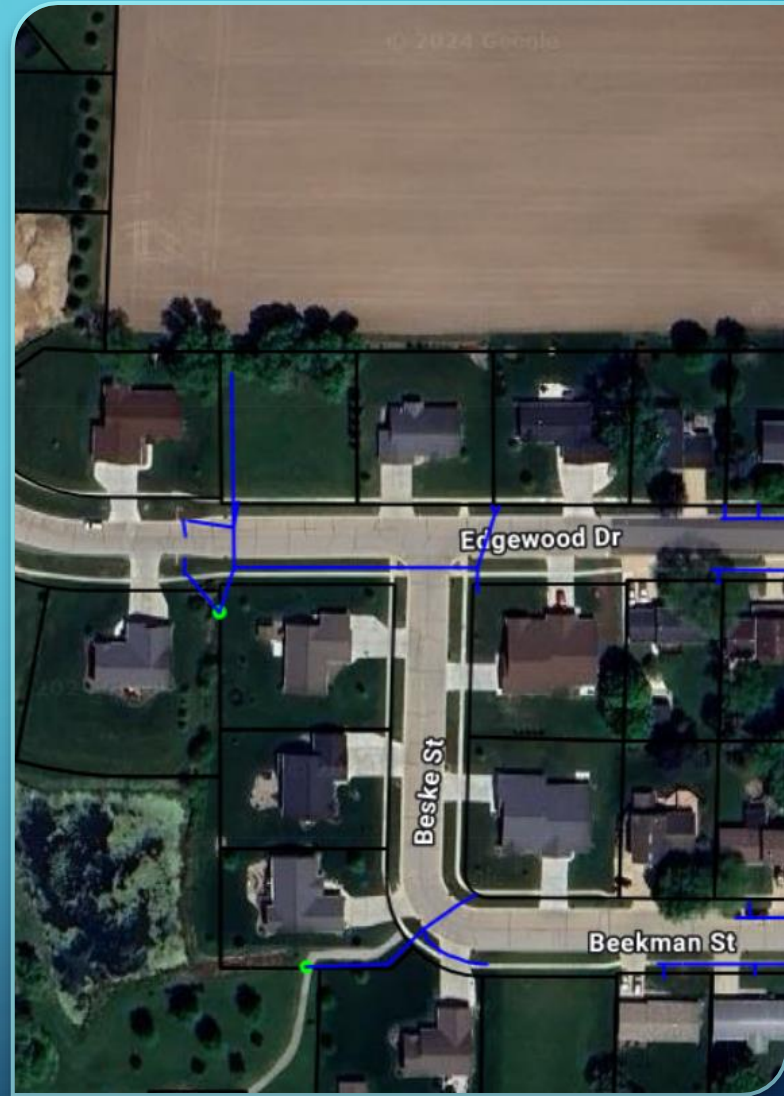
W. LINCOLN ST., HAZEL AND PATTEE AREA

There are two primary issues in this location – A.) Lots of farmland to the south draining onto the site and B.) really small capacity storm sewer.



CURRENT STORMSEWER

. The 24" pipe that was put in place as part of the Fairway Estates project to drain this field is only a 24" at 0.42% only has about 15 cfs capacity – which might be enough to carry the 1-yr storm (2.2") – if the water actually collect in this location.



POSSIBLE POND AND BERM OR SWALE

. Probably the solution here is to acquire some land from the farmer and build a swale to be sure water gets to here, and then either a pond upstream from the pipe (best option) or an overflow route added above the pipe (this looks to still be a vacant lot?). This could be a potential water quality treatment improvement option.



POND #1

Currently this area all drains to Fairway estates pond #1 – and this pond was only designed to accommodate 8.0 acres of land. The fact that the farm field is discharging to the pond will not only negatively affect its performance, but also its lifespan as the farm field will have a very large sediment load. If you can't work with the farm owner, then you might have to look at a swale system along the north lot lines of the residences, bringing to flows west to a new larger storm sewer, then across Edgewood Drive as a new outfall to the River.





FARM FIELD SOUTH OF HAZEL AND PATTEE

Possible pond location



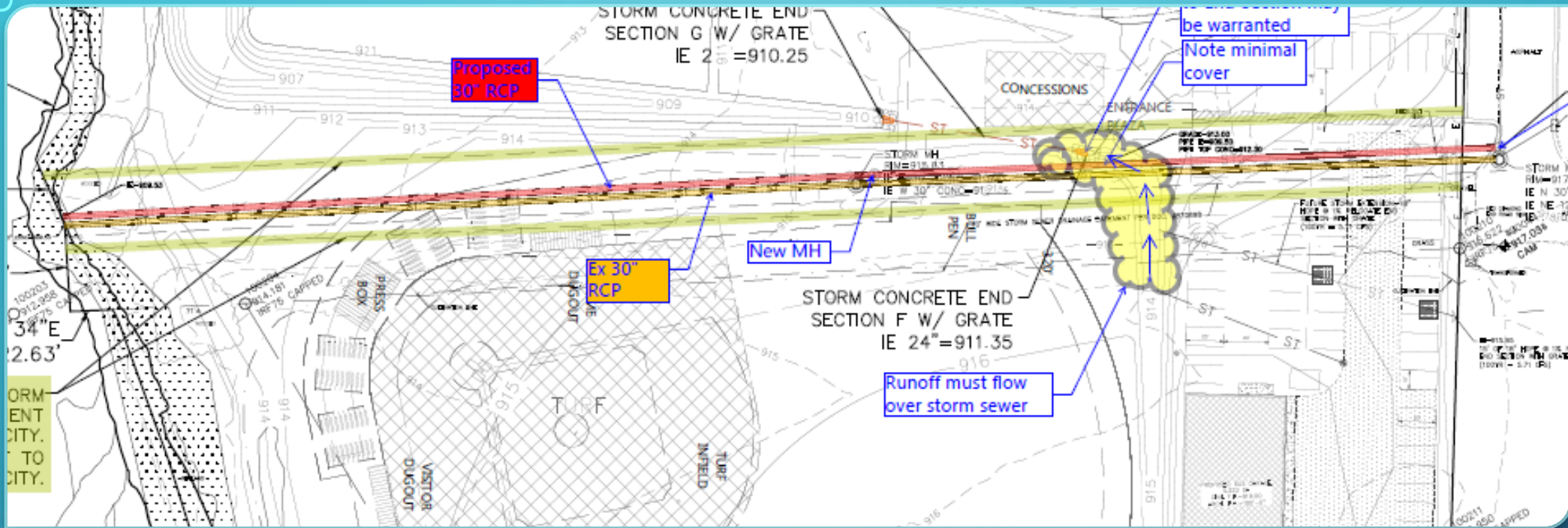
W. LINCOLN ST

Pipe capacity is full



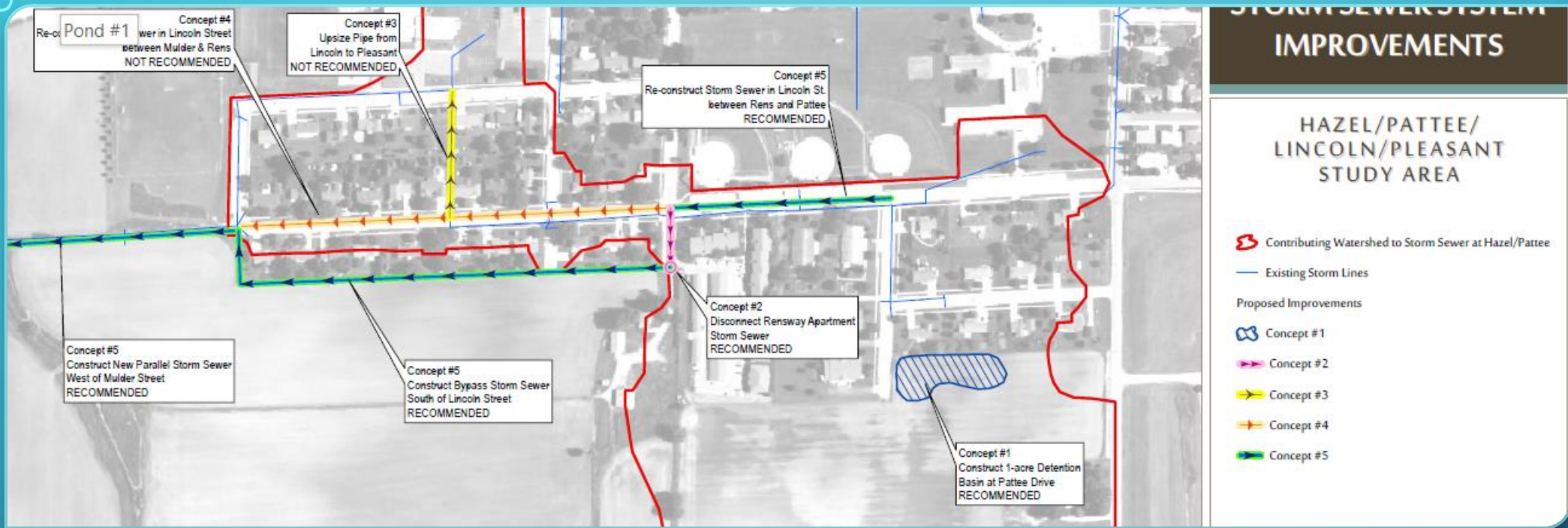
MEDEMA FIELD

Pipe capacity is full



EASEMENT WEST OF W. LINCOLN ST.

There should be enough room to add another pipe in the easement. Moving forward with an agreement with MSA would help get us the size needed and an approximate cost of the work.



CONCEPTS THAT SHOW POSSIBLE SOLUTIONS TO THE FLOODING IN THIS AREA

IN CONCLUSION

- Hazel- Pattee-W. Lincoln Flood Study

- **Introduction:**

- MSA will complete a flood study for the approximately 75-acre area draining to/through the Hazell/Patee/Lincoln/Pleasant Street storm sewer system. The purpose of the study is to develop cost estimates for new drainage infrastructure capable of safely collecting and conveying peak 100-yr runoff rates from the farm fields south of the City of Waupun through to the existing storm sewer system outfall to Harris Creek.
- One basic alternative will be evaluated consisting of collection and conveyance of storm flows from the farm fields west around the perimeter of the existing City development.
- The primary purpose of the study is to determine cost estimates for construction of both options. MSA will rely on the City of Waupun to identify the cost for acquisition of farmlands.
- \$13,250

- Edgewood Dr. Flood Study

- **Introduction:**

- MSA will complete a flood study for the approximately 65-acre area draining to the intersection of Beske Drive and Beekman Street and the adjacent detention pond. The purpose of the study is to develop cost estimates for new drainage infrastructure capable of safely collecting and conveying peak 100-yr runoff rates from the farm fields north of the City of Waupun through to the existing detention pond.
- Two basic alternatives will be evaluated; the first consists of an enlarged storm sewer system capable of conveying 100-yr peak flows as generated by the farm lands; the second alternative will involve a concept design for stormwater detention within the farm field such that peak flows are reduced to the capacity of the existing storm sewer system. It is anticipated that both options will require some level of berming within the farm field to convey runoff from the farm field to the proposed new infrastructure.
- The primary purpose of the study is to determine cost estimates for construction of both options. MSA will rely on the City of Waupun to identify the cost for acquisition of farmlands.
- \$11,500