



A G E N D A
CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, June 11, 2019 at 4:30 PM

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

CONSIDERATION - ACTION

1. Approve minutes of the May 14, 2019 meeting.
2. Parking regulations on N. Drummond St.
3. LED Lighting Upgrades Performance Contract
4. Creating an ordinance to allow ATV/UTV's on City streets.

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.



MINUTES
CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, May 14, 2019 at 4:30 PM

CALL TO ORDER

Chairman Mielke called the meeting of the Board of Public Works to Order at 4:30pm.

ROLL CALL

Board members present on roll call are Chairman Mielke, Alderman Matoushek, Alderman Vossekuil, Deputy Chief Rasch, Public Works Director Daane, and City Clerk Hull. No members are absent.

Other Staff in attendance are Mayor Nickel and Administrator Schlieve.

Audience in attendance is Dan Pinkner, Bridget Mayes, Carrey Terlisner, Alexis Terlisner, Mark Schmidt, Mike Schwandt, Art Ehlert, and Matt Navis.

RECOGNITION OF MAYORAL APPOINTMENT OF COUNCIL MEMBERS AND CITIZENS TO THE PUBLIC WORKS BOARD

Mielke makes notice and welcomes the Mayoral Appointment of Bobbie Vossekuil to the Board of Public Works.

SELECTION OF THE DAY OF MONTH AND TIME OF THE BOARD OF PUBLIC WORK MEETINGS.

Currently the Board of Public Works meets monthly on the second Tuesday of the month at 4:30 pm in the City Hall Council Chambers. Consensus of the Board is for the date, time and location to remain the same.

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS

Marshview Riders:

Carrey Terlisner, Bridget Mayes, and Mike Schwandt of Marshview Riders made request for the consideration of ATV and UTV usage on City streets. Currently the City has an ordinance, 6.12 Improper use of Streets, Alleys, Sidewalks, and Parks that prohibits the use of all-terrain vehicles in City limits. Terlisner provided WI Act 87 which allows the City jurisdiction over a highway, within the City limits, provided the speed limit is not to exceed 35 mph and Act 193 which allows perimeter signage instead of interior signage.

Terlisner informs the Board that those underage individuals operating an ATV/UTV must complete an ATV/UTV safety course (must be at least 12 yrs. old for ATV and 16 yrs. old for UTV. Age 12-15 must be accompanied by an adult while on designated route), must wear a helmet if under age 18, the allowable decibel level is 96 decibels, and UTV seat belts must be worn when in motion.

Marshview Riders have been making request of various Cities and Townships for consideration of ATV/UTV access in their municipal limits. Town of Burnett has approved the use and the Club will be meeting with the Highway Commission to open County I; Town of Chester plans to mirror Burnett, and the Club is meeting with the Town of Trenton for the second time for consideration. The Club will continue towards Fox Lake and work their way north. Horicon and Mayville made request for the Club to return when they have acquired more Cities due to the highway that runs through their municipal limits.

Art Ehlert is in the audience and comments that this use should be for all City streets.

Marshview Riders will return at a future meeting with information from Fond Du Lac County and other municipalities that have considerations for ATV/UTV usage.

CONSIDERATION - ACTION

Discuss / Approve minutes of the April 9, 2019 meeting.

Motion Matoushek, second Rasch to approve the April 9, 2019 minutes of the Board of Public Works. Motion carried 6-0.

Discuss / Approve Sculpture Treatment Proposal.

Received proposals for the restoration of the City sculptures Dawn of Day, Doe and Fawn, Who Sows, and Pioneers: AP Metalwerks \$14,700, McKay Lodge Conservation Laboratory \$18,924.56 and CSO Inc. provided proposals for maintenance \$48,300 and Treatment \$69,400.

Motion Rasch, second Hull to accept the proposal from AP Metalwerks for the restoration of the Dawn of Day, Doe and Fawn, Who Sows, and Pioneers sculptures in the amount of \$14,700.00. Motion carried 6-0 on roll call.

Discuss / Approve micro-sealing proposals for Claggett Ave.

Proposals were received for micro-sealing for Claggett Avenue from Fahrner Asphalt Sealers Inc. \$30,200 and Struck & Irwin Paving Inc \$20,006.

Motion Vossekul, second Rasch to accept the proposal from Struck & Irwin Paving Inc in the amount of \$20,006 for the micro-sealing of Claggett Avenue. Motion carried 6-0 on roll call.

Discuss / Approve / Recommend to Council Bid results for the 2019 Mill & Overlay project of Fond du Lac St., E. Jefferson St., and Edgewood Dr.

Bids were accepted for mill and overlay of Fond Du Lac Street (Main Street to State Highway 26), E. Jefferson Street (railroad tracks to S. Madison Street), E. Jefferson Street (Young Street to Shaler Drive) and Edgewood Drive (Brandon Street to Summer Avenue) from Northeast Asphalt \$167,186.28, Tri-County Paving Inc. \$173,695.20, and Stark Pavement Corp \$202,472.25.

Motion Matoushek, second Rasch to award the bid to Northeast Asphalt in the amount of \$167,186.28 for mill and overlay of Fond Du Lac Street (Main Street to State Highway 26), E. Jefferson Street (railroad tracks to S. Madison Street), E. Jefferson Street (Young Street to Shaler Drive) and Edgewood Drive (Brandon Street to Summer Avenue). Motion carried 6-0 on roll call.

Discuss / Approve Harris Mill Park Pier repairs

The Pier located at Harris Mill Park was damaged during the flooding and now has a slight incline. At the April 9, 2019 meeting of the Board of Public Works, Daane was waiting on a quote from Michels to repair the pier but had not received the results. The Board also questioned the liability of the pier in its current condition. Daane provided the options from Michels of \$65,000 (remove the existing caissons, install new caissons, and reinstall the deck) or \$35,000 plus \$3000 for boring costs (if able to use helical and some borings). Cities and Villages Mutual Insurance Company, the City's liability insurance company, stated the deck is not ADA compliant with the damages and recommends securing the pier until a decision has been made. Security tape was placed for no access to the pier.

Board discussion of additional seating was heard if the pier was removed. Daane states additional benches could be installed around the pond like the other benches in that area. Rasch questions floating piers. Matoushek questions additional benches and beautifying the park.

Schlieve believes when the End of the Trail statue was treated, this destroyed the landscaping and the entire area of Harris Mill Park and Shaler Park should be reviewed for beautification.

Daane believes his department could do the removal of the pier.

Motion Mielke, second Vossekui to remove the pier located at Harris Mill Park. Motion carried 6-0.

Discuss Harris Mill Park Vandalism

Informed the Board of damage sustained to the fountain at Harris Mill Park. The fountain was pushed over and cracked. Repairs cost \$800. No suspects are reported.

Discuss door locks in parks

Update: Gappa Securities have installed the automatic lock system at Schlieve and McCune Parks. Zoellner Park is close to completion.

LED Lighting Update

Update: Daane held a contractors meeting on Friday, May 10th which included a tour of the buildings in question. Five contractors attended. Request for Proposals are due on June 3rd.

ADJOURNMENT

Motion Matoushek, second Rasch to duly call the meeting adjourned at 5:27pm. Motion carried 6-0.

AGENDA

SUMMARY SHEET

MEETING DATE: 6/11/19

TITLE: Parking regulations on N. Drummond St.

AGENDA SECTION: Consideration/Action

PRESENTER: Jeff Daane, Director of Public Works

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

ISSUE SUMMARY: The Board of Public works was asked to look at parking on N. Drummond St. We added a loading zone sign on the West side of N. Drummond St and remove a no parking sign here to corner on the East side of N. Drummond St.

STAFF RECCOMENDATION: To make changes to ordinance 6.05 and bring back to Board of Public works at the July 9th meeting.

ATTACHMENTS

RECCOMENDED MOTION:

Motion to



City of Waupun

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

Waupun Board of Public Works

DRAFT Minutes of Regular Meeting **June 12, 2018**

The Waupun Board of Public Works met in regular session on Tuesday, June 12, 2018, in the Common Council Chambers at the Waupun City Hall located at 201 E. Main Street, Waupun.

City Staff present is Mayor Nickel.

Audience present is Ken Liebenow and Scott Roffers.

No media is present.

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

Members present at roll call are Chairman/Alderman Kaczmarski, Alderman Mielke, Public Works Director Daane, City Clerk Hull, and Deputy Police Chief Rasch. Alderman Matoushek Jr is absent and arriving late.

Motion Rasch, second by Daane to approve the minutes from the May 8, 2018 meeting of the Board of Public Works. Motion carried 5-0.

Matoushek arrives.

Few years ago there was a partial study done to find ways to alleviate water run off at Hawthorne Drive. Prior to that an owner had put in a storm water inlet behind their house and a berm to shield their property. MSA completed the study and provided that the City would need to obtain an easement from the farm land property owner. Daane recommends using stormwater funds, materials estimated at \$4,145.13, for the construction of a drainage swale/ditch from the high point, going both ways, from Winter to Autumn. The run off affects 11 parcels. The City has provided other flooding measures for other properties in the past. Kaczmarski and Mielke suggest the owners should be contributing toward the cost.

Motion Matoushek, second Daane to approve \$4,145.13 of stormwater funds be used to alleviate water run off at Hawthorne Drive with the construction of a drainage swale contingent upon receiving an easement from the farm land owner. Motion carried 4-2 with Mielke and Kaczmarski voting nay.

Oriole and Harris streets also have vast amount of water run off which affects 9 parcels and sidewalks. To install sump lines and drains, to alleviate this excess water, storm water funds in the amount of \$11,746 for materials could be used.

Motion Matoushek, second Rasch to approve \$11,746 of stormwater funds be used to alleviate water run off at Oriole and N. Harris with the construction of a sump lines and drains. Motion carried 5-1 with Kaczmarski voting nay.

Ken Liebenow (owner/landlord) and Scott Roffers (business owner of Silverback Brazilian Jiu-Jitsu) of 24 E Main Street appear to request street parking on Drummond, between Main and Franklin. On the east side of Drummond by the corner to the driveway of Werner Harmsen, no parking is posted. North of there is 2 hour parking on the east side of the road.

Discussion of providing 2 hour parking on the east side of Drummond and providing “no parking-loading zone only” signage on the west side for the availability to drop off children at the business. Daane will place signage on the west side for no parking. Rasch states he will allow the customers to park in the police department lot behind the building as well.

Motion Rasch, second Matoushek to approve 2 hour parking on the east side of Drummond and providing no parking-loading zone only signage on the west side, back from the stop sign. This is temporary and to be reviewed again in one year. Motion carried 6-0.

Discussion of street lighting for the Christian Home on Hwy 68 is tabled for a future meeting. Discussion of the 55mph speed limit on the highway is heard. Rasch will speak with the Traffic Safety Commission meeting to have the speed limit changed to 35mph.

Rasch is presenting to the Traffic Safety Commission meeting to lower the speed on Hwy 26 to 40mph by the truck stop to the City.

The City of Waupun is proposing to reconstruct Madison Street from the Rock River Bridge on N. Madison to S. Madison Street City limits. A letter is drafted to request Dodge County to resurface mill/overlay for the remainder of S. Madison Street from City limits to the southernmost railroad tracks.

Motion Rasch, second Matoushek to approve a letter be issued to Dodge County to resurface mill/overlay for the remainder of S. Madison Street from City limits to the railroad tracks. Motion carried 6-0.

No public comments are heard.

Motion Matoushek, second Rasch to duly call the meeting adjourned at 5:33. Motion carried 6-0.

Angela Hull, City Clerk

AGENDA SUMMARY SHEET

MEETING DATE: 6/11/19

TITLE: LED Lighting Upgrades Performance Contract

AGENDA SECTION: CONSIDERATION / ACTION

PRESENTER: Jeff Daane, Director of Public Works

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	\$ [Enter]
Energy Efficient Community – Reduce Use of Electricity by 5% by 2021	Energy savings achieved will pay for improvements over a period of time not to exceed 5.5 years	

ISSUE SUMMARY:

On December 11, 2018, the City of Waupun adopted Resolution No. 12-11-18-01 Implementing Municipal-Wide Energy Management Policy. The resolution stated the City is committed to being an environmentally responsible community dedicated to improving global and local quality of life through active environmental stewardship and it set a goal of reducing electricity usage in municipal building facilities by 5% from levels measured in 2019 within three years of adoption. To help attain this goal, the City determined

To attain this goal, staff began with an evaluation of lighting electrical costs at municipal facilities. We had a couple companies come in and give us energy savings information if we converted our lighting from fluorescent lighting to LED. We issued an Request For Proposal (RFP) for an energy savings performance contract for lighting upgrades at the City Hall, Community Center, Public Library and Safety Buildings. Three competitive proposals were received for the project.

Staff reviewed the submitted proposals and determined Faith Technologies overall to be the vendor that best meets the selection criteria. Faith Technologies proposal was the lowest cost proposal of \$105,585 with a projected payback of 4.97 years.

Through the performance contract, the energy lighting improvements made will conserve energy and pay for these improvements over time through the energy savings achieved.

STAFF RECOMMENDATION:

Approve Faith Technologies proposal and enter into a performance contract to make energy conservation lighting improvements.

RECOMMENDED MOTION:

Board of Public works recommends to council to approve Faith Technologies proposal and to enter into an energy savings performance contract for lighting improvements in amount not to exceed \$110,000 with a payback of less than 5.5 years.

Lighting Energy Efficiency Upgrades
Proposal Results
6/3/2019

Lamp & Ballast at Library and Community Center	City Hall	Safety Building	Library	Community Center	Total
Faith Technologies	\$6,004.00	\$20,727.00	\$30,947.00	\$19,791.00	\$77,469.00
Staples Energy	\$9,412.00	\$30,129.55	\$46,153.95	\$18,738.50	\$104,434.00
C Braaksma Electric Inc	\$11,211.00	\$39,720.60	\$63,822.35	\$29,086.50	\$143,840.45

Fixtures at Library and Community Center	City Hall	Safety Building	Library	Community Center	Total
Faith Technologies	\$6,004.00	\$20,727.00	\$52,415.00	\$26,439.00	\$105,585.00
Staples Energy	\$9,412.00	\$30,129.55	\$56,945.95	\$47,530.50	\$144,018.00
C Braaksma Electric Inc	\$11,211.00	\$39,720.60	\$80,903.85	\$62,580.50	\$194,415.95



AGENDA SUMMARY SHEET

MEETING DATE: 6/11/19

TITLE: Creating an ordinance to allow ATV/UTV's on City streets.

AGENDA SECTION: Consideration/Action

PRESENTER: Jeff Daane Director of Public Works

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	\$ [Enter]

ISSUE SUMMARY:

The Marshview Riders spoke at the May 14th Board of Public Works meeting requesting opening up city streets for ATV/UTV riding.

Amend Chapter 6.12 of Waupun city ordinance to add ATV/UTV

STAFF RECCOMENDATION:

ATTACHMENTS:

RECCOMENDED MOTION:

AGENDA ITEM: #

DATE: [EnterDate]

ATV Responses

Community	Has Ordinance	Allows	Does not allow	Allows with restrictions	Notes
City of Brillion	X			X	https://www.ci.brillion.wi.us/police-atv
City of Ripon			X		A group approached the city and it was not supported by the PD
City of Green Lake	X			X	allows residents to ride from their home to the nearest lake access in the Winter
City of Fond du Lac			X		Hasn't had this request but wouldn't gain much traction in an urban environment
Village of Lomira			X		Hasn't had request yet
City of Sheboygan Falls			X		Hasn't had request but police department is not in favor of ATV's in urban environment
Valders			X		Issue came up but was not supported by the Police Department
Village of Cleveland			X		Village of Cleveland turned down request
City of Juneau	X	X			Ordinance 254-2019
City of Platteville	X			X	ORDINANCE NO. 18-07 - only allows on certain streets / signs provided by ATV/UTV Club, other restrictions in ordinance.