



**A G E N D A**  
**CITY OF WAUPUN BOARD OF PUBLIC WORKS**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, September 10, 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 from the July 9, 2019 meeting.
- [2.](#) Retaining wall at 500 S. Grove St.
- [3.](#) Handicapped Parking stall at 129 N. Madison St. (Champion Dentistry).
4. Establish fall yard waste pick-up dates. (October 14 - November 15, 2019)
5. Discuss fees for contractors that use the yard waste drop off site for brush and grass.
6. Roadbotics Demo video and discussion as a tool moving forward.

**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.*



**DRAFT MINUTES**  
**CITY OF WAUPUN BOARD OF PUBLIC WORKS**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, July 09, 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, Administrator Schlieve, and Economic Development Coordinator Vanburen.

No other audience in attendance.

**PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS**

No member of the public appeared before the Board.

**FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS**

The next regularly scheduled meeting of the Board of Public Works is August 13, 2019 at 430pm in the City Hall Council Chambers, if needed.

**CONSIDERATION - ACTION**

**Approve minutes from the June 11, 2019 meeting**

Motion Rasch, second Vossekuil to approve the June 11, 2019 minutes of the Board of Public Works. Motion carried 6-0.

**Relocation Order for Fox Lake Rd. (State Project ID #6070-02-20)**

The Relocation Order is due to the 2021 Mill and Overlay on Fox Lake Road that will start in Waupun on Main Street to City of Fox Lake. DOT standards, for new street projects, they need to make the curb ramps ADA compliant and need to acquire some parcels on the corners. DOT land surveyor will assess those properties and make offer to purchase the land needed. The City will pay for those parcels and be reimbursed by the DOT.

Motion Hull, second Matoushek to approve the Relocation Order for Fox Lake Road. Motion carried 6-0 on roll call.

**Ped-flags for intersections.**

Vanburen informs the Board that the City applied for an AARP Community Challenge Grant for the installation of Pedestrian signals to enhance the crosswalks at Main/Fond Du Lac and Main/Mill Streets. The City was not successful in obtaining this grant. However, at a recent joint Aging Coalition meeting that Schlieve and Vanburen attended, they were informed of other possible avenues.

Vanburen is proposing a pilot program consisting of three crosswalks: Main/Fond Du Lac Streets, Main/Mill, and Main/Harris. These areas were chosen due to number of pedestrian- vehicle incidents in a four year time period as well as public input. At the intersection, buckets with a pedestrian flag will be available for the pedestrian to take and hold up for visibility while crossing the street.

The hope is it can be a pilot program so when we reapply for the AARP Community Challenge Grant, we will have data that we tried other pilot type measures to enhance pedestrian crossing within the community. As we were denied the grant, the City would have to fund this, which costs would consist of 8-10 flags at each of

the three intersection at \$26-\$30 per flag plus the buckets and installation. Funding may come from the DPW Traffic budget or Schlieve states possible TID funds. Also included for this pilot program is enhanced striping of the cross walks.

Motion Vossekuil, second Rasch to approve Ped-Flags be installed at the intersections of Main/Fond Du Lac Streets, Main/Mill, and Main/Harris. Motion carried 6-0 on roll call.

#### **Updated street plan**

Due to the changes of the street plan throughout the year (adding mill and overlay, grant funding, etc.) Daane provide the revised street plan.

Motion Rasch, second Vossekuil to approve the long-range street plan. Motion carried 6-0 on roll call.

#### **Updated Storm Pond Plan**

Daane provides the updated stormwater quality plan (10-year budget plan). This provides the ability to apply for DNR grants, as this plan is required.

Motion Matoushek, second Rasch to approve the updated stormwater quality plan. Motion carried 6-0 on roll call.

#### **2020 Capital Improvement and Equipment Replacement Budget.**

Daane provides capital projects proposed for the 2020 budget. Discussion consisted of ADA improvements in parks such as blacktopping paths, Claggett Avenue storm sewer capacity evaluation, replacement of 19 heat detectors at City Garage, painting of the aquatic center pool, radar speed signs, resurface West End Park tennis courts, Shaler Park improvements to include road reconstruction, parking, landscaping, and ADA access; implementing the sidewalk replacement program on the northeast part of the City, replacement of smoke detectors at the City Hall, street repairs to S. Grove and E. Jefferson Street, installation of sump line on Edgewood Drive between Harmsen Avenue and Beske Street, and Televiser Section F of storm sewer system, replace cellular communication for security alarms that will no longer be supported by 2021. Crushing of concrete at City Garage landfill was removed from the list as Daane was informed by Michels that at this time it has too much dirt/debris in it and to let it add up with clean concrete for few years and then contact Michels again to inquire on their interest in obtaining the materials.

Motion Vossekuil, second Rasch of the 2020 Capital Improvements as prioritized by the Public Works Director. Motion carried 6-0 on roll call.

Daane provides equipment replacement for the 2020 budget. Discussion consisted of lawnmower/blower \$47,000, 1 ton flat bed with hoist \$47,000, bobcat loader \$55,000, grapple bucket \$21,000, and scanner equipment/tuff books \$22,000.

Motion Matoushek, second Vossekuil to approve the 2020 Equipment Replacement Budget. Motion carried 6-0 on roll call.

#### **Dump box replacement for Truck #7-03**

If funds remain in the 2019 Equipment Replacement Fund, Daane would like to purchase a dump box in the amount of \$12,656 from Madison Truck Equipment Inc.

Motion Hull, second Matoushek to approve the 2019 purchase, if funding permits, of a dump box from Madison Truck Equipment Inc. in the amount of \$12,656.00. Motion carried 6-0 on roll call.

#### **ADJOURNMENT**

Motion Rasch, second Vossekuil to duly call the meeting adjourned at 5:39pm.







