



Public Works Committee
Tuesday, August 8, 2023
6:00 p.m.
Cravath Conference Room
Municipal Building - 2nd Floor
312 W. Whitewater St
Whitewater, WI 53190

MINUTES

1. Call to order and roll call.

The meeting was called to order by Stone at 6:00 p.m. The meeting was held at the Municipal Building in the Cravath Conference Room - 2nd floor.

Present: Gerber, Allen, Stone

Others: Brad Marquardt

2. Approval of minutes from July 11, 2023

It was moved by Stone and seconded by Gerber to approve the Public Works Committee minutes from July 11, 2023.

AYES: All by via voice vote (3). NOES: None. ABSENT: None

3. Hearing of Citizen Comments

No citizens comments at that time.

4. New Business

Since there was a resident in the audience, Item I. – Discussion and Possible Action regarding On-Street Permit Parking on 2nd Street between Center Street and Whitewater Street was moved to the first discussion.

i. Discussion and Possible Action regarding On-Street Permit Parking on 2nd Street between Center Street and Whitewater Street.

A request was received from a business owner on 2nd Street, Dr. Peg Linneman of Whitewater Chiropractic, asking for the review of where on-street permit parking is allowed. Currently, all of the west side of 2nd Street between Center Street and Whitewater Street is signed for either 2 hr. parking or on-street permit parking. However, the ordinance reads that on-street permit parking should only be allowed on the west side from the south curb line of Whitewater Street north for 120 feet. Additionally, the ordinance indicates it should be 4 hr. parking, not 2 hr. Since there is confliction between the ordinance and the signage, a review of the parking should take place including if on-street permit parking should be moved to the east side of 2nd Street.

Dr. Peggy Linneman, 214 S. 2nd St., spoke regarding the issues of the ordinance and permitted parking.

Allen said it's a tough situation with parking.

Marquardt stated there are three stalls in front of 202 W. Whitewater Street. Those stalls could be dedicated as 2 hr. parking or on-street permit parking. There are also three stalls in front of the doctor's office that could be marked as 2 hr. parking. In addition, the east side could be designated as 2 hr. parking or on-street permit parking. There are six more stalls in the area that could also be designated as 2 hr. parking or on-street permit parking. The way it exists today there are 12 spots that are posted for on-street permit parking. The new arrangement would have 13 spots for on-street permit parking.

Marquardt stated new signs will be installed per the updated ordinance and noted it will take a while to change. It will have to go to Council and since it is an ordinance, it will take two readings to change. It was suggested that Dr. Linneman attend the next Council meeting in August.

Allen made a motion to approve the recommendations allowing administrative changes to the language to clean up the ordinance and seconded by Gerber.

AYES: Allen, Gerber, Stone. None: None. ABSENT: None.

a. Discussion and Possible Action awarding project for the Northside Water Main Extension.

Marquardt stated the City opened bids on August 2, 2023, for the Northside Water Main Extension project, which extends water to Johns Disposal and the Wastewater Facility. Seven bids were received with the base bid for ductile iron pipe and the alternate bid for PVC pipe:

The estimated cost for this project was \$360,000. It was noted that money was not specifically budgeted for this project in the 2022-2023 CIP. A budget amendment will need to be approved at the August 15, 2023, Council meeting switching already borrowed revenue bonds from the Vanderlip Pumping Station project to the Northside Water Main Extension Project.

Staff recommended accepting the low bid from Wondra Construction of Iron Ridge, Wisconsin, for ductile iron pipe in the amount of \$352,251.48 and forwarding to Council for awarding the bid.

Stone asked if the City has worked with Wondra Construction before and Marquardt said, no. Marquardt stated they did submit a prequalification statement, which stated they have done similar construction work in nearby areas. He did not have any issues with their past experience.

Allen moved to approve the Northside Water Main Extension and awarding Wondra Construction and seconded by Stone.

AYES: Stone, Allen. NOES: None. ABSENT: Gerber.

b. Update on Vanderlip Pump Station Timeline.

Marquardt stated the City bid out the Vanderlip Pumping Station Project in May 2022. Two bids were received and both were well over the anticipated budgeted amount. Since that time, staff has applied for Clean Water Funding through the DNR. The project has ranked high among other projects submitted Statewide. The actual application for the funding is due September 30. As part of the application, the City should be eligible for Principal Forgiveness for 50% of the loan up to \$2 million. Staff anticipates advertising the project September 7, and 14, 2023, with a bid opening on October 4. The bids will be reviewed at the Public Works Committee meeting on October 10, with a hopeful award at the October 17, Council meeting. Staff is hoping a contractor will start construction over winter on the cross-country portion of the project.

Stone asked if this project is funded through the Wastewater account and Marquardt stated yes.

Allen asked why the lift station was being moved. Marquardt stated it is moving to higher ground and will shorten the force main.

Gerber stated with what is left in the CIP budgeted amount they are still going to be short to pay for the project. Marquardt stated he is hoping to ask for \$3,000,000, through the Clean Water Fund, of which \$1,500,000 is forgivable. The remainder \$1,700,00 is what they borrowed and that would need to be used by June 1, 2024. Allen asked about why not ask for the total of \$4,000,000. Marquardt stated he is still working through all of the details. He will be bringing forward, at a later date, a budget amendment after he talks with the Finance Department about the best option.

Marquardt also stated there will be a resolution at the Tuesday's Council meeting regarding the intent to reimburse public funds from the borrowed funds. It basically says we have money available to pay for the projects costs before we get the Clean Water Fund.

c. Discussion and Possible Action regarding City property to be disposed of.

Marquardt stated each year City departments try to clear out items that are no longer being used and put them up for auction before disposing of them. The following is a list of items that are being considered for auction later this year.

Police

- 2013 Hyundai Sonata GLS with VIN 5NPEB4AC7DH675868
- 2015 Ford Explorer with VIN 1FM5K8AR4FGC66631

Park & Rec

- Pottery Kiln (Not sure if it works)
- Old Cravath Lakefront Stage Backdrop

Water

- 2002 F250 4x2 with 123,000 with a lift gate

Wastewater

- small set of lockers

Streets

- 1999 Chevrolet S-10 pickup
- 2011 Toro 4000 D bat wing mower
- Street lights from replacement project
- 7 -100# LP Cylinders
- 10- Overhead light fixtures removed from back shop
- Curtis snowplow from Kubota RTV
- Pallet of concrete anchor rods
- 2- street painters
- 9- 8'-4"x4" composite material

Allen moved to approve the property to be disposed of at an auction, later this year, and seconded by Stone.

AYES: Allen, Stone. NOES: None. ABSENT: Gerber

d. Discussion and Possible Action regarding installation of "No Stopping, Standing or Parking" areas along the east side of Elizabeth Street across from Laurel and Court Streets.

Marquardt stated representatives from the Whitewater School District reached out to staff about the possibility of painting crosswalks on Elizabeth Street at Laurel Street and Court Street. The intention would be to provide a designated area for students to cross. The issue with adding crosswalks at these locations is that there is no sidewalk on the west side of Elizabeth Street. At a minimum, staff believes there should be a landing area, if a crosswalk was painted. An alternative suggested by staff is to install “No Stopping, Standing or Parking” signs at each curb ramp location. The signs at each location would encompass the area of the curb ramp and include the area occupied by existing hydrants. This would provide a larger area for students to better see approaching vehicles and vice versa when students cross at these intersections. The Police Department was consulted on the additional signage and are in favor of it.

Allen discussed the congestion from the southern entrance of the middle school to Walworth after school. A suggestion was made to add the no stopping, standing or parking to that area as well. Stone liked that idea.

Marquardt stated the ordinance would then say “No Stopping, Standing or Parking” on the east side of Elizabeth from north of Melrose Street (northern property edge of the middle school) to the southern entrance of the middle school. If approved, signs would then be added to this area.

In addition, another ordinance would be created stating “No Stopping, Standing or Parking” on the east side of Elizabeth Street from the southern school property line (south entrance to middle school) south extending to Walworth Avenue. If approved, signs would then be added to this area.

Stone moved to approve Marquardt’s changes to the two different ordinances changes and seconded by Allen.

Marquardt stated he will send an email to the Whitewater Unified School District so they are aware of the changes. Marquardt will also send a letter to the property owners on Elizabeth Street who will be affected by these changes. Allen suggested Marquardt speak with Chief Meyer as well.

AYES: Stone, Allen. NOES: None. ABSENT: Gerber.

This recommendation will be brought to the August 15, Council meeting.

e. Discussion and Possible Action regarding sidewalk replacement program.

Marquardt stated at the July 2023 Public Works meeting, the committee and staff discussed changes to the sidewalk repair program and ordinance. Before decisions were made, there were questions about how much it would cost to repair sidewalk and how much sidewalk is there in a Ward to be replaced. To determine this, staff walked the streets located in Ward 4, namely, Fremont St, Park St, Franklin Street, Esterly Avenue, Prairie Street, Starin Road, North Street and W. Main Street and noted how many sections of sidewalk would be marked for replacement. This also included curb ramps which would need to be updated to current ADA guidelines.

In the meantime, Marquardt stated the City Clerk sent out a questionnaire to other communities to see if they had a plan as to handling sidewalk replacements. The City Clerk only received a few back prior to the meeting date. The procedure varies from community to community. Marquardt stated this was going to be a work in progress. He stated no decisions need to be made tonight. He could also send out a message to his public works group and see what responses he receives.

Gerber stated the City cannot afford to fund the sidewalk repairs anymore. Looking at the number of repairs needed, something else needs to be done. She is thinking the City is probably going to have to

assess the property owner, with a five-year installment. She would like to have more information from Marquardt and anticipates the citizens needing this information as well. Gerber asked if the Council will have to vote on this? Marquardt stated, yes because it's an ordinance and resolution change.

Stone commented that it's a good thing to look at the cost. He said he would probably vote against a special assessment. He thinks it went away because so many people complained about it because of the cost associated with construction projects.

Allen said he is in between Stone and Gerber. He feels we need to charge something.

Discussion item only, no motion made.

Marquardt noted Gerber left the meeting at 6:30 p.m.

f. Discussion and Possible Action regarding Municipal Code, Chapter 14.05 – Building Maintenance and Repair Standards.

Marquardt stated at the July Public Works meeting, the Committee discussed issues in the City with houses having no siding. As part of that discussion a question was asked if a permit is needed for siding. The answer is no.

In discussing this item with Neighborhood Services Director, Chris Bennett, he mentioned he was working with a firm called Municipal Code Enforcement to rewrite a portion of the Building and Maintenance Code and plans bringing this item to the August 15, 2023, Council meeting for discussion.

Stone commented he would like to see City staff review some of these codes and take them apart piece by piece. He really wants to make sure we are getting what we need in the code rather than some firm writing what their values are. It makes it easy for the Council to approve and then later on find out that people complain because it doesn't do whatever the locals wanted anyway. Allen stated instead of spending a whole lot of money, we could contact surrounding communities to see what they are doing. Marquardt stated he can agree with some things; however, some of the codes are a lot more intricate like the building and maintenance codes. Having someone much more familiar with those standards makes more sense.

Since this Code is being rewritten, staff recommended no action be taken at that meeting.

g. Discussion and Possible Action regarding amending Municipal Code, Chapter 11.16.040 – Forty-eight Hour on Street Parking Limit.

Marquardt stated at the July Public Works meeting, the Committee discussed the ordinance pertaining to forty-eight-hour parking limits for on-street parking. The motion was made to add wording to refer to the adjacent lot. The change is noted in red.

It is unlawful to park any vehicle for a period longer than forty-eight hours **in front of the same property address** or on any street, alley or in any public parking lot not otherwise restricted as to parking time.

There was discussion amongst members about the wording, and Marquardt stated he put in a phone call to the City Attorney and is waiting for a response as to the definition of the word "Park." Therefore, no decision was made regarding the change.

h. Discussion and Possible Action regarding amending Municipal Code, Chapter 19.51.180 – Truck, trailer, mobile home and equipment parking restrictions.

Marquardt stated at the July Public Works meeting, the Committee discussed the ordinance pertaining to parking restrictions for trucks, trailers, mobile homes and equipment. The committee discussed amending the ordinance by eliminating side yards and adding hard surface to Paragraphs B and D of Municipal Code 16.51.180. The ordinance below is the amended ordinance for review.

No truck, commercial trailer, house or camper trailer, motor home, boat trailer, trailers for all terrain vehicles (ATVs) or snowmobiles, or other vehicular equipment or implements of a commercial, agricultural or industrial nature, shall be parked regularly in any zoning district other than B-1, B-3, M-1 and AT districts, except as hereinafter specifically provided for as follows:

- A. One panel or pickup truck, exceeding three-quarter ton but not exceeding one and one-half tons, shall be permitted;
- B. The unenclosed parking of either one unoccupied house trailer, motor home, or one unoccupied camp trailer in the ~~side and~~ rear yard **on a hard surface**, provided that the motor home, house trailer or camp trailer is parked at least five feet from the lot lines; motor homes shall also abide by all restrictions relating to motor vehicle parking;
- C. Camper trailers and boats shall be permitted to park in front yards for the purposes of loading, unloading and servicing for a period of three days;
- D. Boat trailers, trailers for all terrain vehicles (ATVs) or snowmobiles, and all other private residential-type trailers shall be permitted to park in the ~~side and~~ rear yard only **on a hard surface**.
- E. The neighborhood services manager may issue a permit to a person with a disability allowing a boat (twenty-five feet or less in length) and a boat trailer to be parked in the front yard driveway of their residence from April through November. A person shall be considered a person with a disability if they have been issued a current disabled parking identification permit by the Wisconsin Department of Transportation. In addition, an individual shall be considered a person with a disability if they provide the neighborhood services manager with a statement by a health care specialist verifying that the party needs a front yard boat parking permit, for a stated period of time, to allow that person reasonable access to their boat and trailer.

Marquardt stated this will have to go to the Council because it's an ordinance change.

Stone asked to have a definition of hard surface available by the Council meeting.

Stone moved to approve the changes to (B) and (D) of the Municipal Code, Chapter 19.51.180, Truck, trailer, mobile home and equipment parking restrictions with the removal of side yard and the addition of a hard surface and seconded by Allen.

AYES: Allen, Stone. NOEES: None. ABSENT: Gerber.

Marquardt stated this will be taken the Council meeting in September.

I. Discussion and Possible Action regarding Public Works submitted Capital Improvement Projects.

Marquardt stated Chairperson Stone asked for a list of projects that were submitted to Finance for the Capital Improvement Plan (CIP). Committee members received a list which covered projects for DPW from 2024 – 2028. The projects were sorted by year and then by Department. Marquardt reminded members that the list was not a set list of what will happen. Every department was asked to submit anything they could think of that they may need to do in the next five years. Marquardt stated the City is not lacking projects and Allen commented just the funding.

5. Future Agenda Items

Allen stated regarding the letters that went out to residents on Wisconsin St. and their water laterals. The 20-year special assessment is coming due in 2024.

6. Adjournment

It was moved by Stone and seconded by Allen to adjourn the Public Works Committee meeting at 7:23 p.m.

AYES: All by via voice vote (2). NOES: None. ABSENT: Gerber.

Respectfully submitted,

Alison Stoll

Alison Stoll, Administrative Assistant
Department of Public Works