



Public Works Committee Meeting  
April 9, 2019  
6:00 p.m.  
Cravath Lakefront Room  
Municipal Building-2<sup>nd</sup> Floor  
312 W Whitewater St  
Whitewater, WI 53190

### MINUTES

#### **1. Call to order and roll call**

The meeting was called to order by Schulgit at 6:00 p.m. The meeting was held in the Cravath Lakefront Room at the Municipal Building – 2<sup>nd</sup> Floor.

Present: James Allen (arrived at 6:04 p.m.), Carol McCormick, Jimmy Schulgit  
Others: Brad Marquardt

#### **2. Approval of minutes from March 12, 2019**

A motion to approve the minutes from the March 12, 2019, meeting was made by McCormick and seconded by Schulgit.

Aye: All via voice (2)  
Nay: None

#### **3. Hearing of Citizen Comments**

Kenneth Gray spoke regarding the meeting he attended on February 12, 2019, and his concern for the intersection at Janesville and Franklin St. Another concern Mr. Gray had is the double yellow lines are wearing away which indicates to someone coming south on Franklin that they are actually making a left turn. Marquardt stated this item is already on the May agenda. Mr. Gray also had questions on the truck traffic when they are taking that curve. His concern is semi-trucks are engine braking and it's loud enough that it is waking him up. He would like to know why this is a truck route? Can something be done about engine braking if he cannot get the truck traffic stopped through residential areas? Allen commented the City does have an engine-braking ordinance but doesn't think any signs are posted. Marquardt commented we could look in to this concern. Marquardt said he will put it on a future agenda. Allen asked if we could even make a City ordinance on a State highway. Marquardt will check on that also.

Dan Richardson, 445 W. Center St., spoke as well regarding the intersection that Mr. Gray was talking about. You don't have to stand at that intersection for long to find out there is something seriously wrong. There are three signs within 25 or 30 feet of each other and all say the same thing. They all say the traffic from the right doesn't stop. The number of near misses are incredible in the past five years he has lived there. The fact we haven't had any fatalities there is something. The drivers coming south on Franklin St. continue on Franklin St. and zip right through there and don't slow down. These are traffic problems and enforcement problems, maybe. Nobody stops going north on Franklin, nobody! He believes there is something wrong with this intersection. He also agrees with Ken Gray. Allen said there was talk at one point about an island. However, if there is an island there, then the intersection where you are coming up Franklin would just keep going straight and it would come out to a "T" or more of a "T" at least. But, if you were going south to get on to Franklin, you wouldn't be able to go that way. McCormick thought of changing the direction of traffic and making it a one-way. Patricia

Blackmer, 445 W. Center St. and 220 S. Church St., spoke about the same thing McCormick had mentioned, a one-way. Would it be a simple fix just to make Franklin coming north a one-way street? That way you wouldn't have the cross traffic going over Janesville St.

Greg Majkrzak spoke from 1294 Tower Hill Pass and lives right behind the park in the Park Crest subdivision. He spoke regarding concerns for a retention pond that was dug in September of 2018. Another woman spoke who also lives in that area and mentioned kids from that subdivision go to the park. She mentioned there is a new development going on and they created this pond to serve that development. Greg commented he asked for some kind of barrier around the pond, and a few days after the dig a snow fence showed up, which was awesome. However, it has blown down with the gusty winds. Marquardt said he will take care of getting it fixed. He is just not happy about how close to the park the pond is located. There are always kids playing in that area. He would like this issue looked at again and have something done about a barricade, or moving the park over so it's not right next to it. The pond has been full since they put it in. Marquardt will put it on the May agenda for discussion.

#### **4. Old Business**

No old business at this time.

#### **5. New Business**

##### **a. Discussion and Possible Action for award of contract for Cravath Lakefront Park Amphitheater Structure**

Marquardt stated they had one bid for the bid opening and it was from Reece Recreation. The bid came in at \$132,040. At this point, we would like to table this item. We need the structure decided first so it can be included in the installation cost, which is going to be bid next week. Once we get the bid for installation, we will have both numbers and can see where we are at with the budget. Allen stated he understands the Park and Recreation Dept. would really like this item; however, from a monetary standpoint, it doesn't get a lot of use for over \$100,000. Schulgit made a motion to table this item for now and it will be brought back at a later date, McCormick seconded it.

Aye: All via voice (3)

Nay: None

##### **b. Discussion and Possible Action on Income Survey results for Clay Street**

Marquardt stated the information in the packets was before the write up to the DOA. The DOA responded that the income tabulation form was not completed. We started with 100 properties. Within those properties, there were some vacant properties and some businesses that we couldn't count in the income survey. Therefore, that put us at 91 properties. Through the survey, we found out there were four more vacant properties, which put us at 87 properties. According to our calculation, we needed 72 to respond and we came up with 68, which put us at 78%, and typically we need to be at 80%. However, we fell within the margin of error for that portion, so that was okay. The number of families that responded below the threshold was 42, of which there were 59 total people in those families. Of the 26 people who responded above the threshold, there were 54 total family members in those families for a total of 113 people. This came to an average family size of 1.66. Based on the 68 responses out of the 87, 19 families did not respond or refused to respond. Therefore, taking the 19 families at a rate of 1.66 per household, we had to add an additional 32 people. Therefore, 32 added to the 113 gives us a total population of 145. The eligible threshold needed to be 51%. We ended up at 40.68%. We are making one last effort. We did a public service announcement on Twitter, social media, the website and out to the newspapers and the Banner for those who did not respond yet. It's going to take a lot of family members below the threshold to boost us up to the 51%. At this point, it does not look good for us to be able to apply for those grants. In case something does happen, it is Marquardt's recommendation that he have authorization to apply for those funds along with all of the other documents that are part of the application process. Allen asked for the total grant number. Marquardt stated \$500,000 matching to 50/50. Our sewer and water costs are estimated over \$1,000,000. Therefore, we would be capped at the \$500,000. Allen and McCormick asked what they could do to help. They would be willing to go door to door.

Marquardt stated it is an anonymous survey; however, you could give them a survey and have them send it back to the City. McCormick commented that it is too bad they didn't know the impact of this. Marquardt stated the ones that refused were face to face and he explained the project to them. Out of the 19, 10 of them he met face to face and they refused. Nine of them didn't answer the door. It's a voluntary survey and he can't force them to do it. We sent out the initial survey and then sent a second survey to the people that didn't respond. He followed up by going door to door hoping for more results. Allen asked what he wants from the committee or what they could do to help. Marquardt stated if they want to try to make contact with the 19 places, he would give them the survey. Allen and McCormick will go and make contact with these people. Marquardt asked for a recommendation be made regarding what was written on the bottom of the staff report. Allen made the motion to authorize staff to apply for the CDBG funding and initiate other related documents required for the application if the City is eligible. The motion was seconded by McCormick.

Aye: All via Voice (3)

Nay: None

**c. Discussion and Possible Action on submittal of projects to DNR for compliance with MS4 permit**

Marquardt stated he provided a lot on information on this item. He also stated he received a phone call and email from the DNR regarding the MS4 permit, which expires the end of April. We will be issued a new permit on May 1, 2019. Before this one expires, they want things tidied up. One of the items that is missing was a proposed schedule for improvements. McCormick asked that a glossary of terms and acronyms be included the next time. MS4 is the municipal separate storm sewer permit. We have a permit because we discharge water to an impaired waterway, which is the Bark River, which empties into the Rock River. Therefore, we have to meet more stringent requirements for total suspended solids (TSS) and total phosphorus (TP) removal. That is what Strand's report covered more than a year ago. Strand put together a number of alternatives that were included in the DNR report. That is why the DNR wants to hear from us by Friday, April 12, 2019. We are very close in meeting the number for TSS and have much more work to do for TP. Alternative 4 has different projects listed for meeting the requirements, such as detention ponds, vacuum sweeper and agriculture WQT. It is basically a trading credit, so we can buy credits instead of actually building something. These would end up going to Walworth County or the DNR. They would then end up doing something somewhere in the county that would help remove phosphorus at a different spot. All of the alternatives are similar. They all have the agriculture WQT. Strand recommended Alternative 5. Marquardt also likes Alternative 5. We are in need of a new street sweeper and this has a street sweeper scheduled for 2021 and applying for a grant in 2020. It also has the detention ponds we were looking at last year on South St. (2021) and the Armory (2025). This would allow us a little more time to work with the landowner to purchase that property before we make an application to the DNR for grants next year, if we want to go that route. It also buys us some time in figuring out how the lakes draw down phosphorus removal may play in to this. The Wastewater Treatment Plant also has to remove phosphorus. In addition, how can we integrate the stormwater utility and the wastewater plant in more of a global approach of removing phosphorus to meet our limits? We could maybe do something up stream of the lakes to help improve sediment from getting into the streams and then getting into the lakes. He is hoping they can work with Walworth County since they may know where some hot spots are, or farmers who are willing to work with this. He did have a meeting with Reel and he will be contacting Walworth County to find a contact name and set up a meeting in the near future. They have already been in contact with the DNR regarding trading and what needs to be done. In order to buy us time, since we are in need of a streets sweeper, we are considering submitting Alternative 5 at this point to the DNR. Marquardt did ask the DNR about the implications if we submit an item to them and we don't do that project. Their response, given by email, was they would hope we would do a different project with the same type of value of removing TSS, or the TP. Again, we can show we are making progress toward this requirement by having these joint meetings with the wastewater, storm water utility and lakes draw down. It all goes a long way to show our efforts. One additional item the DNR is giving credit for is leaf removal and we are pretty much following the guidelines to get that credit right now and you will be seeing that in May. He is getting a proposal from Strand to do that guidance, which will go toward our TP removal. It would consist of residents bagging leaves on the terrace and doing street

sweeping after they come through and pick up the bags. Many communities let their residents put their leaves in the street for up to a week and there is a lot of phosphorus, just not from decomposition, but from the run off after rain events washing phosphorus off the leaves. Marquardt asked for approval and Allen made a motion to take Alternative 5 and seconded by McCormick.

Aye: All via voice (3)

Nay: None

**d. Discussion and Possible Action regarding the private road at the end of Coburn Lane**

McCormick stated she was approached by Ginny Coburn and Karen Coburn. She did drive down Coburn Lane and it is in bad shape. However, she didn't know what responsibility we had for this road.

Marquardt stated all we could find is that it is a private road. Apparently, we are doing some maintenance at times with gravel; however, we don't snow plow at all on any part of that road. The issue came up this year, or the last few years, that we only maintain a portion that crosses the City park or the City land. He is not sure if they should even be doing that because it is a private road and only serves those private residences. Even though it crosses City land, it doesn't benefit the City in any way. McCormick asked if they are on City water and sewer. Marquardt yes, it appears they are on sewer and water. Marquardt is looking for direction and confirmation from the committee that yes, we should not maintain that at all, or yes we should maintain that portion that crosses the City land. He was looking for their thoughts on this item. He will then follow up with those residences and notify them what the expectation will be from now on. Schulgit asked if the City benefits from maintaining the portion that crosses the City land. Marquardt stated it is not open to the public and we do not utilize that portion. The committee agreed that the City would no longer be doing any maintenance on that gravel road. Therefore, he will be sending a letter to those residences informing them of their decision.

**e. Review of City's MS4 Annual Report**

Marquardt stated this is part of the permit requirements and we need to submit an annual report. The first few pages is general information. The next part deals with public education and outreach. There are a number of items they asked how we are alerting the public. We are part of the Rock River Storm group, which is made up of municipalities from Beaver Dam to Beloit. We hire the university that has a group of kids (marketing students) that participate in a class. They put together all of the educational material, they do websites, social media, go to schools and do clean up events. They are very beneficial to us in meeting this requirement and do very good work. Section 2 – Minimum Control Measures for Public Involvement and Participation – this asked how we keep the elected municipal officials up-to-date on certain items. Section 3 – Illicit Discharge Detection – we have to look at our outfalls and respond to illicit discharges when people call in complaints. We have 83 outfalls in the City, we looked at four of them last year, and we had one complaint that was not an illicit discharge. With the turnover in 2018, Marquardt and Freeman are on a much better course this year as to what needs to be done. Section 4 – Construction Site Pollutant Control – asks how many sites were active last year, how many new permits were given out and any warnings. We did have one verbal and written, a notice of violation and a stop work order that was sent out. The stop work order was the Raab building in the business park where they did not have a permit from the DNR. Everything was sorted out and they were able to finish the project. Section 5 – Post Construction Storm Water Management – deals with items such as detention ponds. There were seven new structures last year, two of them were private, which was the one at Park Crest, and the other one was the Raab that he mentioned earlier. Section 6 – Pollution Prevention – we have 18 municipally owned storm water facilities, detention ponds of some sort. Two new ones went in last year. We inspected four of them, which three of them need maintenance. We didn't make any amendments to the Storm Water Prevention Plan for down at the Streets Dept. We cleaned out 75 catch basins last year. We also pick up bagged leaves in the spring and the fall. With snow conditions, we are using a lot more brine and using less salt. We have to update our storm sewer map. This report was submitted a couple of days before the end of March.

**f. Update on drainage along Walworth Avenue east of Indian Mound Parkway**

Marquardt stated Cameron reported this already in the staff report at the Council meeting. He believes Bruce Parker brought this up. The City looked at it this spring when it was flooding. They were able to cut a swale and get it to drain to the west to a catch basin at the intersection. Allen asked if the western edge of the high school property was slated for clean up. Marquardt stated a couple of employees from the DPW recently looked at it. They did notice a couple of trees the school cut down and left lying in the ditch. He talked to the school about this last week. They were going to clean those up. Other than that, they didn't think there was much impedance of any other material that really warranted us going in there now.

#### **6. Future Agenda Items**

Allen commented when we do this intersection of Franklin and Janesville St. will we have been in contact with the State. Marquardt stated he would look in to it; however, he thinks we have the ability to do what we want. McCormick commented her neighbor would like to see signs for blind driveways ahead with the traffic coming through on Clay. It is very dangerous! In addition, she doesn't know how we can prevent semis from coming down that street.

McCormick said she was asked to bring up a concern about an alley behind Sta-Lite. When there is heavy rain it seems to flood the properties behind that area. This area is between Clay and Milwaukee St. Those residents actually live on Dann St.

#### **7. Adjournment**

The meeting adjourned at 7:07 p.m. Allen made a motion to adjourn and seconded by McCormick.

*It is possible that members of, and possibly a quorum of members of, other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information over which they may have decision-making responsibility; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*

**Anyone requiring special arrangements is asked to call the  
Office of the City Manager / City Clerk  
at least 72 hours prior to the meeting.**