City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
Phone: 920-324-7900
Fax: 920-324-7939

"Wild Goose Center of Wisconsin"

June 24, 2015

A meeting of the Board of Public Works is scheduled for Tuesday, June 30, 2015 at 4:30 p.m. in the Waupun City Hall, Common Council Chambers

AGENDA

1) Call to Order
2) Roll Call
3) Approve minutes of the May 12, 2015, regular meeting.
4) Discuss / Approve residents and contractors dropping off concrete and spoils at DPW yard.
5) Discuss / Approve the road improvements at Forest Mound Cemetery.
6) Discuss / Approve Ordinance Amendment for handicapped parking stalls on the east side of Cochrane St. by Dodge Park.
7) Discuss / Approve Equipment Replacement for 2016 (Intrepid, Riding Lawn Mower & Dump Truck)
8) Discuss ADA Transition Plan
9) Public Comments
10) Adjournment

Richard Flynn
Public Works Director

cc: Mayor & Common Council
City Attorney
Department Heads
Media
Mike Cousineau
Jerry Medema
Steve Buchholz

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any other governmental body at the above stated meeting other than the governmental body specifically referred to above in this Notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and service. For additional information or to request this service, contact Angela Hull, City Clerk, at 324-7900.

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Waupun Board of Public Works
DRAFT Minutes of Regular Meeting – **May 12, 2015**

The Waupun Board of Public Works met in regular session on Tuesday, May 12, 2015 in the City Hall Council Chambers with Chairman Bastian presiding.

Chairman Bastian called the meeting to order at 4:30pm.

Members present Chairman Steve Bastian, Alderman Mike Johnson, Alderman Pete Kaczmarski, Public Works Director Dick Flynn, City Clerk Angie Hull, and Deputy Scott Louden. No members are absent.

Staff present is Mayor Kyle Clark.

Audience present are Steve Buchholz and Jerry Medema.

Motion Louden, second Johnson to approve the minutes of the March 17, 2015 meeting of the Board of Public Works. Motion carried 6-0.

Jerry Medema of the Forest Mound Cemetery made request for City to pave the south side of the cemetery road. The north side is not as in need of maintenance. Flynn doesn't believe current budget would provide for this. Flynn proposed the City providing "in-kind" work (City would take out the spoils and put gravel back in and the cemetery association would pay for the materials). Flynn requested that Medema to have the manholes and sanitary/storm sewer inspected to view what condition they are in. Medema states they do not have the funding. Currently, there is one small gravel road on the far west side, located in the middle, with the outer perimeter roads surrounding the cemetery of black top. Discussion heard of all roads being gravel, no blacktop. Buchholz comments he would not be in favor of all gravel. He would agree for gravel to be at the current gravel location only. Flynn reminds Board members that a portion of the road way is the City's property and would be responsible to maintain. It is the intensions of the Association to pave all the roads. Bastian requests Flynn to obtain a quote/estimate for south side to curb with gravel and the remainder in blacktop. This item is table for a future meeting when Flynn can return with information.

Betty Schoonover made request for sidewalk on Wilcox Street near her apartment complex. Flynn recommends that when the time comes for curb/gutter in that area, sidewalk placement be considered.

Motion Bastian, second Johnson to not place sidewalk on Wilcox Street at this time but to be considered when curb and gutter is placed. Motion carried 6-0.

Contractors are dumping large loads of concrete/spoils in the landfill which is a big cost to the City for grinding and we are running out of space. Flynn asks that we no longer allow contractors to dump in the landfill. Flynn called Michels if they would take the concrete at their site or if they would purchase the

concrete from the City. They will accept contractors dumping at their site, but they will charge a fee. Michels did not provide a quote of what they would pay the City if we were to sell it to them. Discussion consisted of the City accepting the concrete and charging for it, but there is no way to weigh the product and no City staff on site to police it; possibilities of the City having it crushed and selling it; and placing a sign no dumping without permission so the customer would have to call when at the gate.

Motion Bastian, second Johnson to end concrete drop off at the City of Waupun Landfill. Motion carried 5-1 on roll call with Kaczmarski voting nay.

2015 Tree Planting Incentive Program was provided to the Board for consideration. The incentive program offers up to $2,500 per year for residential planting of trees either on the terrace or private property. Each property owner is eligible for $25 rebate per tree to a maximum of $100 per household. Kaczmarski asks if the $2,500 budgeted is not used by year end, it be carried over to the next year's budget. This would be a Council consideration at budget time.

Motion Bastian, second Hull to approve the 2015 Tree Planting Incentive Program. Motion carried 6-0.

Department of Transportation informed Flynn that overhead sign post had to be inspected at City cost. Later Flynn was informed that the information was not correct and the City is not required to do the inspections but this could change in the future. Flynn asks the Board if they still wish to have overhead posts. At prior Board meeting the Board discussed to have the signs on the side of the road instead of overhead. Main Street and Beaver Dam/Brandon Street have street lights.

Motion Johnson, second Louden to deny overhead street signage. Motion carried 6-0.

Louden comments on the traffic conditions at the corner of Watertown/Lincoln Streets during school hours. The Crossing Guard at this corner has retired and they have not been able to fill that position. The State requires a study if we wish to do any additional signage or stop lights as this is a highway. Flynn made contact with MSA Professional Services to provide a quote for a study for a Watertown and Lincoln Street signal warrant analysis. The quote was received in the amount of $5,560. Louden does not wish to continue with the study do to the cost. Louden will meet with the School District and Lamers Bus Service to discuss the options. No action is taken.

Discussion of yard waste pick up was heard. Public Works has difficulty being able to get to brush piles at residential locations due to residential vehicles parking near the pile. When this occurs, signage will be placed on the owner's house door stating the reason why they did not pick up their brush pile.

Discussion of the ADA projects was heard. Flynn states that he has measured the bathroom area at Dodge Park and there is enough room for double occupancy. Cost estimates are coming for the plumbing fixtures, dividers, and service doors that need to be changed out. The gates for the tennis courts should be put in next week at West End and Dodge Parks. Pathways in the parks will be placed. When park shelters are under construction, port a potties will be placed. City Hall bathrooms – we are required to have one ADA accessible restroom which would have to be the restroom in the back area.

No public comments are heard.

Motion Bastian, second Johnson to duly call the meeting adjourned at 6:05pm. Motion carried 6-0.

Angie Hull, City Clerk

Concrete Dumping	
City	**Notes**
Richfield	Does not allow dumping of concrete at their transfer station
Green Lake	Does not accept concrete
Fond du Lac (City)	Does not accept concrete
Columbus	Does not have a dump site
DePere	Does not accept concrete
Village of North Fond du Lac	Does not accept concrete
Elkhart Lake	Does not accept concrete/rubble
Kiel	Does not have a dump site
Juneau	No contractor dumping / Accept all forms of material from citizens.
Beaver Dam	Does not accept concrete from contractors. Private individuals may bring small quanitities to the dumpsite. Contractors are given contact information on where to bring concrete.
New Holstein	Takes broken pieces (2' or smaller) from contractors working on City projects and from City residents.
Ripon	Contractors cannot dump but small quantities from home owners are accepted with proof of residency
Lodi	Accepts concrete from city projects and a local contractor. They gave a key to contractor for access to the site and the key was returned at the end of the day. Also accept asphalt.
Valders	Allows concrete and clean fill generated in the Village to be dumpted. Area is gated and upon inspection of material they give contractors and residents a key to access the dump site.
Plymouth	Allow concrete from private contractors and residents. Not restricted to just sidewalk and driveway approaches. No fee, and no onsite manager. If driveway is in city limits, they give a key to the contractor to their dump site. When they contract out street or sidewalk they allow the contractor to haul the concrete to the site, but they are responsible to push it over and clean up the site.
Watertown	Allows concrete and blacktop from contractors and residents as long as there is no re-bar in it. There is no fee. They have an onsite manager during yard waste site hours. They allow the entire driveway to be brougt in, and also except block walls unpainted and bricks.
Fox Lake	Accepts concrete from contractors and city residents.
Sheboygan Falls	Has a drop off site mainly for residents to use free of charge. Accepts any type of concrete material generated by the homeowner with proof of residency. Site is open from 8 am - 8 pm Monday - Saturday. They do accept from contractors based on a per axle fee schedule: small 2-wheel trailer ($15.00), pick up truck ($25.00), Single Axle dump truck ($75.00), Tandex Axel dump truck ($125.00), Tractor/trailer ($250.00)

Cemetery Road

6/4/2015

Estimated footage and price

	LENGTH	Topsoil S.Y.	Seeding / Fertilize / Mulch	Asphalt Width	Gravel Width	Asph S.Y.	3" Gravel Ton	3/4" Gravel	3" Gravel Cost	3/4" Gravel Cost	Erosion Control	Mobilization / Traffic Control	5431-800 Topsoil Cost	5431-800 Seeding / Fertilize / Mulch Cost	5431-800 Unlcassified Excavation	5431-800 Asphalt Surface Cost	5431-800 Asphalt Binder Cost	5431-800 Gravel Cost	Esitmated Total Street Cost
City portion	400	178	178	12	14	533	431	216	$3,018	$1,509.20		$3,000.00	$476.44	$275.56	$3,000.00	$3,733.33	$4,800.00	$4,527.60	$16,079.60
Cemetery Portion	1,000	444	444	12	14	1333	1078	539	$7,546	$3,773.00	$1,500.00	$3,000.00	$1,191.11	$688.89	$7,000.00	$9,333.33	$12,000.00	$11,319.00	$36,699.00

ORDINANCE NUMBER 15-_____

AN ORDINANCE TO AMEND CHAPTER SIX OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED "TRAFFIC CODE."

THE COMMON COUNCIL OF THE CITY OF WAUPUN, DO ORDAIN:

SECTION 1: Section 6.05 (3) (ac) of the Waupun Municipal Code entitled "Handicapped Parking Stalls" is amended to add the following subsection:

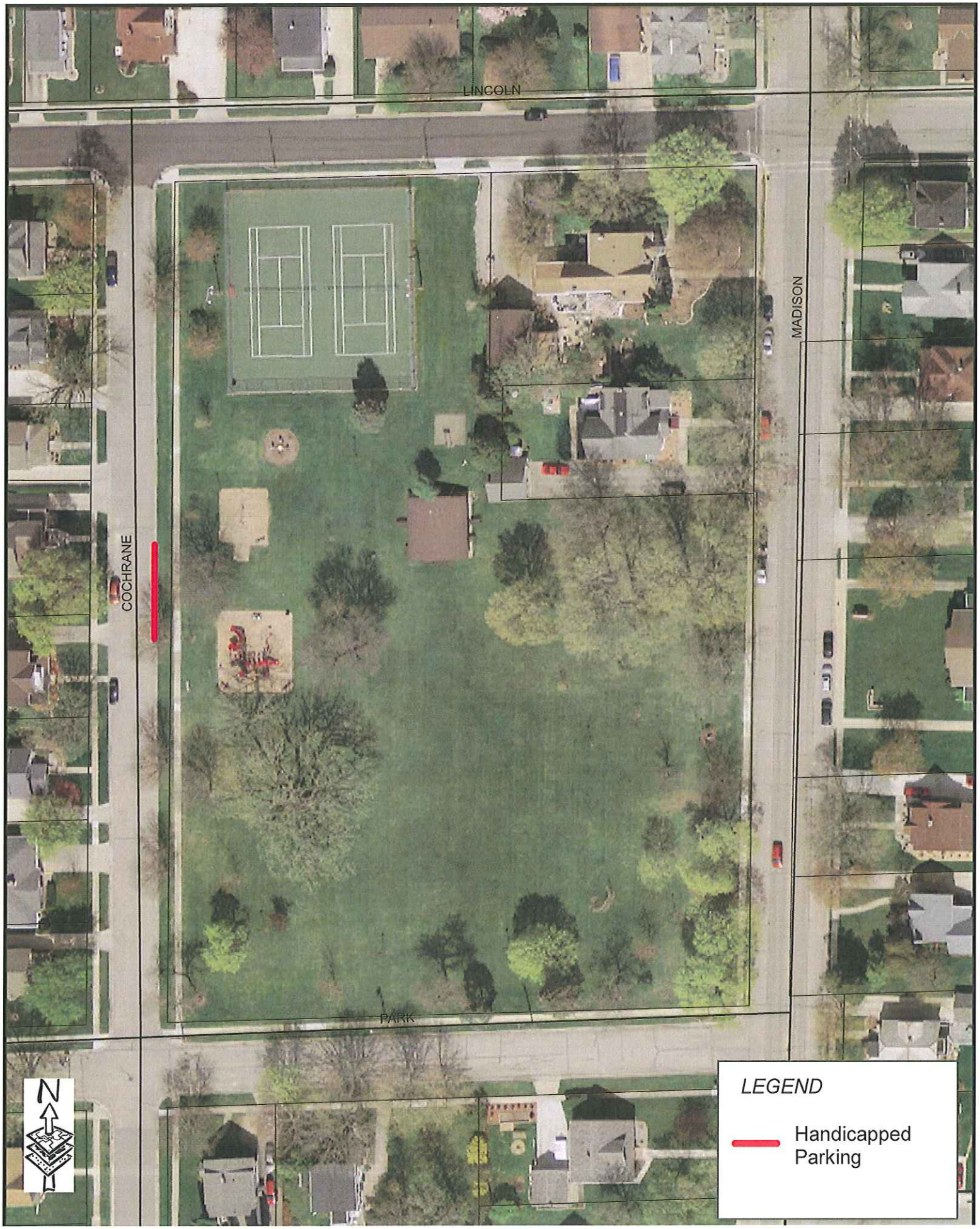
4. On the east side of Cochrane St. commencing 232 feet south of the south curbline of E Lincoln St. going south for 57 feet.

SECTION 2: This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Enacted this _____ day of _____, 2015

_____
Kyle Clark,
Mayor

ATTEST:

_____
Angela Hull
City Clerk

Handicapped Parking
Dodge Park