



City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
Phone: 920-324-7900
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"Wild Goose Center of Wisconsin"

November 3, 2015

A meeting of the Board of Public Works is scheduled for Tuesday, November 10, 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 October 13, 2015 regular meeting.
- 4) Discuss / Approve crosswalk on E. Main St.
- 5) Discuss / Approve Equipment Replacement Schedule.
- 6) Discuss sidewalk ordinance.
- 7) Discuss / Recommend to Dodge County speed limit change on S. Madison St – south of Doty Street
- 8) Discuss / Approve jurisdictional transfer of S. Madison St. from Doty St. to Industrial Dr.
- 9) Discuss ADA Transition Plan
- 10) Public Comments
- 11) Adjournment

Richard Flynn
Public Works Director

cc: Mayor & Common Council
City Attorney
Department Heads
Media
Dimitrios Kardaris

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 – October 13, 2015

The Waupun Board of Public Works met in regular session on Tuesday, October 13, 2015 at the Waupun City Hall located at 201 E Main Street, Waupun with Chairman Bastian presiding.

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

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

No City staff is present.

Audience present is Dimitrios Kardaris, Jeff Homan, Rich Dary, Dan Prey, and Diane Prey.

Motion Kaczmariski, second Loudon to approve the minutes from the July 14, 2015 meeting of the Board of Public Works. Motion carried.

Dimitrios Kardaris of 820 E Main Street, appeared before the Board in discussion of the crosswalk on Main Street that connects with his driveway. Kardaris states that there was a crosswalk sign placed at this crosswalk and in now removed. He believes with the high traffic flow and safety factors of children traveling to school, this sign should be replaced. Flynn states that the State regulations do not permit a crosswalk other than at an intersection so it was removed. Discussion of the standup crosswalk signs was heard. Loudon feels this would be favorable. Loudon will review the intersections of Main and Moore Streets and Main and Young Streets and report to the Board at its next month's meeting. Kardaris requests to be informed of the meeting. Flynn will check with ordinance and if permits, will temporarily place a crosswalk sign and paint the cross walk lines that intersect with Kardaris driveway so pedestrians do not use it.

Discussion from Jeff Homan, Richard Dary, Dan Prey, and Diane Prey was heard regarding the 2015 Sidewalk Replacement Program. Alene Heeringa provided a written statement that Chairman Bastian read aloud. The City provided estimates for sidewalk replacement which residents made the choice of hiring their own contractor or having the City's contractor complete the work. For those who selected the City's contractor, the work was completed and final invoices were issued. Nine (9) residents have contested their invoice amount. Flynn explains that there was an error in the unit pricing with the 2015 and 2013 rates. Individuals contest that the estimate did not provide information of sawing costs. Prey's comment their invoice increased 52% from the estimate; Homan 42%; Heeringa 42%; and Rich Dary 25%.

Motion Kaczmariski to revise the invoice to the correct unit price, plus sawing fees, to these nine (9) residents contesting. Discussion continued and motion failed.

Board members did not feel it should be corrected for only the few that contested. Sawing fees were questioned. Flynn states that with the past sidewalk replacement programs, the sawing fees have not been a part of the estimate as it's not known what the fee could be or if there would be one until the contractor is on sight doing the work.

Motion Kaczmarek, second Hull to revise all invoices calculated for all residential households in the 2015 Sidewalk Replacement Program with the correct unit price plus the sawing fee. Flynn is to verify that the sawing fee has been consistent with prior years. If not, the sawing fee is to be eliminated. Motion carried 6-0 on roll call.

Flynn updates the Board on ADA projects: Library parking stalls are painted and shelving has been brought down to a suitable level, and the Senior Center will be receiving an automatic door and railings on the back entrance.

No public comments are heard.

Bastian requests for discussion of the ordinance which is in place for sidewalk replacement and speed limit changes on S. Madison Street on the next meeting of the Board of Public Works.

Motion Loudon, second Johnson to duly call the meeting adjourned at 5:37pm. Motion carried 6-0.

Angie Hull, City Clerk

Equipment Replacement Schedule

Fund/Category/Department/Item	2016	2017	2018	2019	2020	Total
Equipment Replacement						
General Government						
City Hall						
Computer Updates	5,000	5,000	5,000	5,000	5,000	25,000
Financial Software Upgrade	28,500					
Server Upgrade				8,000		8,000
Projector for Council Chambers		3,500				3,500
Security System Updates		8,000				8,000
Election machines		9,000				9,000
General Government Total	33,500	25,500	5,000	13,000	5,000	53,500
Public Safety						
Police						
Computer Updates	3,000	3,000	3,000	3,000	3,000	15,000
Server Upgrade			10,000			10,000
Police Squads and Equipment	31,500	32,000	32,000	32,500	32,500	160,500
Police Total	34,500	35,000	45,000	35,500	35,500	185,500
Fire						
Gas Leak Detectors	1,000	1,000	1,000	2,400		5,400
Thermal Imaging Camera	9,000	9,000	9,000	9,000		36,000
BullEx Fire Extinguisher Trainer	7,000					7,000
ImageTrend Project	8,000					8,000
Turnout Gear		90,000				90,000
Tornado Sirens (Emergency Govt)		70,000				70,000
Engine Truck			300,000	300,000		600,000
Gear Extractor					10,000	
Extrication Equipment				8,500		8,500
SUV					35,000	35,000
Fire Total	25,000	170,000	310,000	319,900	45,000	859,900
Public Safety Total	59,500	205,000	355,000	355,400	80,500	1,045,400
Public Works						
SUV (75%)	19,125					19,125
Dump Truck (75%)	69,750					69,750
Dump Truck Attachments (75%)		88,121				
Mower	54,250					
3/4-Ton Pickup Truck (75%)		22,500				
1-Ton Flatbed w/ hoist					23,877	46,377
Skidloader				52,857		52,857
Industrial Snowblower			146,696			
Tractor Backhoe (75%)				96,563		96,563
Security System		14,500				14,500
Public Works Total	143,125	125,121	146,696	149,420	80,177	355,472
Recreation						
Senior Center						
Computer Updates		1,500			1,500	3,000
Building Furnishings	3,000		1,000			4,000
Parks						
Outdoor Furnishings	5,000	5,000	5,000	5,000	5,000	25,000
Aquatic Facility						
Pool and Safety Equipment	2,500	2,500	2,500	2,500	2,500	12,500
Concession Equipment		1,500		1,500		3,000
Recreation Total	10,500	10,500	8,500	9,000	9,000	47,500
Stormwater						
SUV (25%)	6,375					6,375
Dump Truck (25%)	23,250					23,250
Dump Truck Attachments (25%)		6,250				
3/4-Ton Pickup Truck (25%)		7,500				
Tractor Backhoe (25%)				32,188		32,188
Street Sweeper			278,645			278,645
Stormwater Total	29,625	13,750	278,645	32,188	-	340,458
Grand Total	276,250	379,871	793,841	559,007	174,677	1,842,330
Funding						
Tax Levy	236,625	266,121	485,196	476,820	154,677	1,291,872
Grant Funded	-	90,000	-	-	-	90,000
Stormwater Utility Funded	29,625	13,750	278,645	32,188	-	340,458
Trade In	10,000	10,000	30,000	50,000	20,000	120,000
Grand Total	276,250	379,871	793,841	559,007	174,677	1,842,330

7.03 - SIDEWALK CONSTRUCTION AND REPAIR.

(1) DEFINITIONS. The following terms have the meanings indicated:

Crack. A fissure within a sidewalk square.

Defective Sidewalk or Square. A sidewalk square meeting the criteria for replacement in subsection (4) below.

Joint. A cleavage created for expansion purposes which separates 2 or more sidewalk squares.

Sidewalk. A public sidewalk within the street right-of-way.

Sidewalk Square. That portion of a sidewalk bordered by joints and the sidewalk edge.

Spalling. A chipped or splintered condition of a sidewalk square.

- (2) WISCONSIN STATUTES. Section 66.615, Wis. Stats., is incorporated herein by reference.
- (3) DELEGATION OF AUTHORITY; SIDEWALK INSPECTORS. The City Engineer shall have the authority of the Board of Public Works as provided for in §66.615, Wis. Stats., and he shall designate one or more subordinates as sidewalk inspectors who shall have the duty of inspecting the sidewalks within the City and ordering or arranging for the replacement of defective sidewalks.
- (4) CRITERIA FOR DETERMINING NECESSITY OF REPLACEMENT. Sidewalk squares which meet the following criteria shall be considered defective, unsafe and insufficient and in need of replacement:
- There is a difference in height equal to or greater than one inch in the elevation of adjacent sidewalk squares.
 - There is a crack equal to or greater than one-half inch in width.
 - There is a difference in height equal to or greater than one inch in the elevation of adjacent sections of a crack.
 - There is depression greater than one-half inch within a sidewalk square.
 - There is spalling which has resulted in a depression greater than one-half inch.
 - There is a noticeable change or distortion in the constant grade resulting from the heaving or settlement of 2 or more sidewalk squares, where this creates a difference in height of one inch or more.
 - There has been a temporary sidewalk repair.
- (5) TEMPORARY SIDEWALK REPAIR. No sidewalk square shall be ordered or arranged to be repaired by way of crack fillers, wedges, surface treatments or the like by a sidewalk inspector, except as a temporary measure pending replacement. Sidewalk squares which, upon inspection, are noted to have been temporarily repaired shall be ordered or arranged to be replaced. However, wherever the only defect is a difference in elevation due to settlement or heaving, it shall be permissible to remedy the defect by adjusting the square.
- (6) PROCEDURE; SIDEWALK REPLACEMENT AND PAYMENT OF COSTS. The procedure for sidewalk replacement and for the payment of the cost shall be governed by §66.615, Wis. Stats.
- (7) NONCOMPLIANCE. Sidewalks replaced by the City contractor or City forces shall be subject to an administrative fee of \$25.00 per tax parcel in addition to the replacement cost.
- (8) NEW SIDEWALKS.
- Owners of business or commercial real estate abutting any public street in the City shall construct and perpetually maintain sidewalks prior to the time of opening for business.
 - Owners of residential real estate abutting any public street in the City shall construct and perpetually maintain sidewalks in the manner following:
 - Sidewalks shall be constructed at such time as directed by the Board of Public Work. Owners shall be prohibited from constructing sidewalks absent such direction from the Board.
 - Where the Board of Public Works has directed that residential sidewalks be constructed, the Board is authorized to grant temporary exemptions to owners where the Board determines that special or unusual situations make the construction of sidewalks impossible or impractical and an alternate means of sidewalk is available or unnecessary. All such exemptions shall be for a term of one year, unless the Board otherwise directs at the time of granting the exemption, however, in no event shall such exemption be granted on a permanent basis.
- (9) SIDEWALK CONSTRUCTION. These specifications shall apply to the construction and restoration of sidewalks installed for improvement of pedestrian facilities. All sidewalks installed on public property shall be constructed in accordance with the following provisions:
- All sidewalks shall be constructed with Class A Concrete, unless other materials are approved by the City Engineer,

the Director of Public Works, or Board of Public Works.

- (b) All sidewalks shall have a minimum width as outlined in the Table in §7.13, unless otherwise provided by the Board of Public Works.
 - (c) The elevation of the sidewalk, as measured at the outside edge (edge nearest to the private property) shall be no less than 2% or no more than 5% above the top of the adjacent curb. The transverse slope of the sidewalk shall be not less than one-quarter inch per foot or more than one inch per foot, sloping toward the public street.
 - (d) All sidewalks shall have a concrete thickness of 4 inches over a 4-inch gravel base, except at driveways where sidewalk shall be constructed of concrete 6 inches thick over a 4-inch gravel base.
 - (e) Commercially prepared concrete (ready-mix) shall conform substantially to the Standard Specifications for Road and Bridge Construction as prepared by the Wisconsin Department of Transportation, Division of Highways, except that concrete shall contain not less than 6 bags of cement per cubic yard.
 - (f) The foundation for the sidewalks shall be thoroughly tamped or otherwise compacted to prevent settlement and be moistened before placing the concrete. The concrete shall be consolidated and spaded sufficiently to bring the mortar to the surface and prevent honeycombing. Before the mortar has set, the surface shall be struck off and floated with a wooden or magnesium float, steel trowled and brushed.
 - (g) Transverse joints shall be constructed at right angles to the centerline of the sidewalk, either by sawing or grooving, at approximately 4-foot intervals. One half-inch transverse expansion joint filler shall be installed at each property line. The edges of the sidewalk shall be rounded with an edger having a ¼-inch radius. Concrete shall not be placed on frozen ground and shall be protected against freezing for a period of 72 hours after placement. The concrete shall be cured for a minimum of three days using impervious plastic or paper, wet fabric or liquid impervious membrane.
 - (h) All sidewalks shall generally be located as outlined in the Table in §7.13 unless it is necessary to be further from the property line to match the location of sidewalks on either or both sides of the property involved.
- (10) PENALTY. Any person who shall fail to replace or repair defective, sidewalks within 45 days after being so ordered as provided herein shall be subject to a penalty as provided in §18.04 of this Municipal Code. A separate offense shall be deemed committed on each day in which a violation of this section occurs or continues. This section shall not preclude the City from replacing or repairing defective sidewalks as provided in §66.615, Wis. Stats.