City of Waupun

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

"Wild Goose Center of Wisconsin"

October 6, 2016

A meeting of the Board of Public Works is scheduled for **Tuesday, October 11, 2016**, at **5:30** p.m. in the Waupun City Hall, **Council Chambers**.

AGENDA

1) Call to Order
2) Roll Call
3) Approve minutes of the September 13, 2016 regular meeting.
4) Update on Main Street Project.
5) Update on asphalt patching.
6) Public Comments
7) Adjournment

Richard Flynn
Public Works Director

cc: Mayor & Common Council
City Attorney
Department Heads
Media

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 – **September 13, 2016**

The Waupun Board of Public Works met in regular session on Tuesday, September 13, 2016 at the Waupun City Hall located at 201 E. Main Street, Waupun.

Audience present is Mike Leu, Deb Leu, Dawn Linke, William Linke, Lindy Linke, and Julie Nickel.

Chairman Johnson called meeting to order at 4:30pm.

Members present at roll call are Alderman Mike Matoushek Jr., Alderman Mike Johnson, Alderman Pete Kaczmarski, Public Works Director Dick Flynn, City Clerk Hull, and Deputy Louden. No members are absent.

Motion Matoushek, second by Flynn to approve the minutes from the July 11, 2016 meeting of the Board of Public Works. Motion carried 6-0.

At the July 11, 2016 Board of Public Works meeting, a request for right of way land purchase on N. State Street was heard. Mike Leu informed the Board that he owns land on both sides of the right of way and requested to purchase the parcel and a portion of Waupun Utilities land but easement language would be needed to protect the City's interest. As this has not yet been brought before the Utility Commission, further discussion was tabled. Flynn has now received the appraisal which provided value of $2,300 for the right of way parcel and $1,000 for the parcel owned by the Utilities. Kaczmarski states at the recent Utility Commission meeting, this was not discussed, and asks to table this until Utilities have made a decision to approve/deny. Flynn states that these are two separate items. The City can act on their owned land separate from the Utilities. Hull suggests making the motion a contingency upon the Utilities ruling.

Motion Louden, second Johnson to approve the N. State Street right of way land purchase to Mike Leu contingent upon the Waupun Utilities approval of the land purchase of the Utility owned land related to the N. State Street parcel. Motion carried 5-1on roll call with Kaczmarski voting nay.

Discussion heard of extending "no parking" on the south side of W. Jefferson Street/south side of Beaver Dam Street due to visibility safety issues. William and Dawn Linke (503 W. Jefferson St.) appeared to offer her concerns of the safety issues in this intersection where she resides.

Motion Flynn, second Matoushek to recommend to the Common Council an ordinance revision to extend no parking on the east side of Beaver Dam Street at curb line of W. Jefferson Street going south 61 feet to reflect the no parking length of W. Brown Street with signage to match. Motion carried 6-0.

Discussion was heard of the landfill site located at the City Garage on N. Madison Street. As requested at a prior meeting, Flynn provides a listing of those who dump materials at the City Landfill. Consultants recommend no more dumping of fill as the DNR doesn't want to see anything by the landfill cap. Currently the materials are higher than the fence line.

Michels has taken some of the asphalt but not as much concrete due to DOT restrictions on recycled concrete on projects. An estimate received to crush the concrete was $40,000. There are other locations, such as Michels and possibly Carew, that will take their materials, but at a cost. Kaczmarski suggest we continue dumping of fill but at the cost of what other vendors charge. Kaczmarski asks if the Construction vendors who use the landfill for dumping received notice of this meeting as they did at the prior meeting, which was replied that they were not. Mike Leu was in the audience and stated that he was in construction for many years and he always paid for dumping materials. The Construction vendors can incorporate their dumping fees in their estimates for the projects. Flynn recommends no more dumping of materials from residents and contractors and to include the City and the Utilities.

Motion Matoushek, second Louden, effective April 1, 2017, no dumping of concrete, spoils, and asphalt due to loss of space and cost effectiveness at the City of Waupun Landfill located on N. Madison Street with notification of the no dumping being sent to Contractors. Motion carried 5-1 on roll call with Kaczmarski voting nay.

Flynn informs the Board that it was understood that a 6 inch sump pump line runs between Robin and Sunrise Avenue. Flynn has found that it is actually a 4 inch line with a T-connection, not a Y-connection, to connect into the sump pump line. Flynn feels this is the City's responsibility to have this reconstructed with an 8 inch line, instead of a 6 inch line, with the Y-connection at the City's cost. Flynn would like to increase to an 8 inch which engineers are reviewing and will meet with Flynn on site. Home owners may suggest field drains to take care of surface drainage but due to grass in that area, it would plug up basements and not recommended by the engineers. Flynn believes there may be funds in the 2016 budget for this cost but will verify.

Motion Louden, second Matoushek to approve the replacement of the 4 inch sump pump line that runs between Robin and Sunrise Avenue to a 8 inch if approved by the engineer or a 6 inch if the 8 inch is not approved, to include the replacement of the T-connection to a Y-connection and to be funded from the 2016 budget if available, otherwise to place in the 2017 budget. Motion carried 5-1 on roll call with Kaczmarski voting nay.

Flynn has purchased an emergency-use trailer from Leon Metal Work LLC from the public works maintenance budget. Purchases that exceed $1,000 are requested to be placed in the capital equipment fund. Flynn requests the transfer of funds from the maintenance budget to the capital equipment fund.

Motion Flynn, second Matoushek to approve the transfer of funds that were used to purchase the emergency-use trailer, from the General Fund Public Work maintenance account to the Capital Equipment Account. Motion carried 6-0.

Flynn informs the Board that the fall yard waste pick up dates are established for October 17-November 21, 2016.

No public comments are heard.

Motion Matoushek, second Louden to duly call the meeting adjourned at 5:30pm. Motion carried 6-0.

Angela Hull, City Clerk