



"Wild Goose Center of Wisconsin"



City of Waupun

201 E. Main
Street

WAUPUN,
WISCONSIN
53963

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Waupun Board of Public Works DRAFT Minutes of Regular Meeting Tuesday, March 11, 2014

The Waupun Board of Public Works met in regular session on Tuesday, March 11, 2014 in the City Hall Council Chambers with Chairman Bastian presiding.

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

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

Also in attendance are Administrator/Treasurer Kyle Clark and Steve and Nancy Joas.

Motion Loudon, second Johnson to approve the minutes of the January 14, 2014 meeting of the Board of Public Works. Motion carried 6-0.

Discussion of the 2014 Tree Rebates was discussed. As in 2013, \$2,000 has been allocated in the budget for a rebate to residents planting trees either on the terrace or their private property. Each planted tree is eligible for a \$25 rebate to a maximum of \$100 per household. Trees are to meet specific criteria to be eligible for the rebate.

Motion Kaczmarek, second Johnson to approve the 2014 Tree Rebates with the same eligibility regulations and rebate amounts as in 2013. Motion carried 6-0.

Discussion continues of the request of a stop sign being placed at the intersection of Grandview Avenue and Hillyer Street. Loudon provided statistics of the concerned area which did not provide for a significant amount of accidents recorded to the Waupun Police Department. Also, a speed trailer was placed in the area to radar the usage and speed, but the results did not provide evidence that a stop sign was warranted. Loudon recommends to deny the request of stop sign placement.

Joas commented that if possible, they would like to see a study done in the spring and summer again. Loudon agreed.

The agenda item of payments for property owner dealing with street improvements on South Grove between Lincoln and Argonne Street is not discussed.

Flynn provides the 2014 Equipment rates that are provided by Dodge County and the State of Wisconsin for consideration.

Motion Bastian, second Kaczmarek to approve the 2014 Equipment Rates for the City of Waupun. Motion carried 6-0.

Flynn provides the MS4 Annual report for consideration. An owner or operator of a Municipal separate storm sewer system is required to submit an annual report (MS4) to the Department of Natural Resources (DNR) by March 31 of each year to report on activities from the previous calendar year.

Motion Kaczmarek, second Johnson to approve the MS4 report. Motion carried 6-0.

Flynn informs the Board that in the future an ordinance may be created for requiring companies to televise the storm sewer after they have done boring work to make sure they have not caused damages to the storm sewer.

Flynn informs the Board that April 21-May 4, 2014 is designated as yard waste pick up, weather permitting.

Louden requests to discuss at the next Board of Public Works meeting, the change in placement of the 25mph sign located on Beaver Dam Street proceeding south. He would like the sign moved back further so vehicles are at a slower rate as they approach the school zone.

There are no public comments.

Motion Johnson, second Louden to call the meeting adjourned at 4:55pm. Motion carried 6-0.

Angie Hull, City Clerk

6.05(2)(b) NO PARKING

101. The south side of N. Watertown St. commencing at the easterly curb line of Fond du Lac St. extending in a southeasterly direction to a point due west of the north curb line of Park St. Also the north side of N. Watertown St. commencing at the easterly curb line of Fond du Lac St. extending in a southeasterly direction to the north curb line of Park St. (Cr. #06-10)

ORDINANCE NUMBER 14-

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 6.02 of the Waupun Municipal Code entitled "Speed Limits" is amended to recreate the following subsections:

(7) A maximum speed limit of 25 mph shall apply to that portion of Beaver Dam St. (CTH "MM") extending from its intersection with Main St. southerly to a point 1300' south of its intersection with W. Lincoln St.. A maximum speed limit of 45 mph shall apply to that portion of Beaver Dam St. (CTH "MM") extending from 1300' south of its intersection with W. Lincoln St. southerly to its intersection with County Highway "M" (the business portion of STH 151).

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

Enacted this _____ day of _____, 2014.

Kyle Clark
Mayor

ATTEST:

Angela Hull
City Clerk

ORDINANCE NUMBER 14-

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 6.03(2) of the Waupun Municipal Code entitled "Other Intersection Controls" is amended to add the following subsections:

(bj) Stop signs shall be placed at the intersection of Mayfair St. and Shaler Dr. so that traffic proceeding east on Mayfair St. shall stop before entering the intersection.

(bk) Stop signs shall be placed at the intersection of Taft Ln. and Mayfair St. so that traffic proceeding north on Taft Ln. shall stop before entering the intersection.

(bl) Stop signs shall be placed at the intersection of Fraser Ln. and Mayfair St. so that traffic proceeding north on Fraser Ln. shall stop before entering the intersection.

(bm) Stop signs shall be placed at the intersection of Washington Ave. and E. Jefferson St. so that traffic proceeding north on Washington Ave. shall stop before entering the intersection.

(bn) Stop signs shall be placed at the intersection on Washington Ave. and Wilcox St. so that traffic proceeding south on Washington Ave. shall stop before entering the intersection.

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

Enacted this _____ day of _____, 2014.

Kyle Clark
Mayor

ATTEST:

Angela Hull
City Clerk

Acquisition Capability Statement for Main Street in Waupun

April 2, 2014 (Today's date)

-- Project Description in Brief --
Project ID: 6090-06-23
Highway Project: Main Street, City of Waupun
County: Dodge and Fond du Lac

Cindy Michalski, LPA Real Estate Coordinator
Wisconsin Department of Transportation
Southwest Region/Real Estate Section
1681 Second Ave. South
Wisconsin Rapids WI 54495-8021

In preparation of the above described project, the city of Waupun is prepared to proceed with acquisition of the necessary right of way.

Appraisals will be performed by Steve Mann of Mann & Associates located at 424 Hazel Street, Oshkosh WI. He is on the WisDOT approved list of LPA appraisers. Steve Mann of Mann & Associates will enter into a contract agreement as a sub-consultant under The Highland Group with the city using contract forms and agreement language to be provided and reviewed by the LPA Management Consultant (MC), and approved by the Wisconsin Department of Transportation's Real Estate (RE) Coordinator.

A Wisconsin Department of Transportation review appraiser will conduct the appraisal review and shall indicate approval of the amount of compensation to be offered to the property owner using the Offering Price Report & Submittal (LPA1894). Subsequently, the offering price shall be approved and signed by **(Approved by Board of Public Works and signed by Waupun Common Council)** ~~(LPA-government – authorized employee name and title; or, committee name)~~.

Negotiations for the purchase of the real estate will be performed by:

- Steve Simpson and Sarah Simpson of The Highland Group of Wisconsin will enter into a contract agreement with the city of Waupun using contract forms and agreement language to be provided and reviewed by the LPA Management Consultant (MC), and approved by the Wisconsin Department of Transportation's Real Estate (RE) Coordinator. His/her statement of qualifications and experience is enclosed. A copy of his/her per parcel itemization for services is also enclosed.

Administrative revisions, when appropriate, will be established by the city and include justification. The Administrative Revision (LPA1592) is to be reviewed by, approved and signed by the Wisconsin Department of Transportation. Then, **(approved by Board of Public Works and signed by Waupun Common Council)** ~~(LPA-government – authorized employee name and title; or, committee name)~~ will approve and sign.

A Transportation Project Plat containing the Relocation Order will be recorded with the Registers of Deeds for Dodge and Fond du Lac Counties. A copy of the recorded plat will be submitted after the Acquisition Stage Relocation Plan has been approved.

Relocations, where needed, including the displacement of persons, businesses and/or farm operations will include a relocation plan with relocation services are to be provided by Sarah Simpson of The Highland Group of Wisconsin located at 110 North Third Street, Watertown WI. Sarah Simpson of The Highland Group will enter into a contract agreement with the city using contract forms and agreement language to be provided and reviewed by the LPA Management Consultant (MC), and approved by the Wisconsin Department of Transportation's Real Estate (RE) Coordinator.

If any parcels have to be condemned or would go into litigation, this will be handled by **Dan VandeZande** ~~(LPA-government – authorized employee name and title; or, committee name)~~.

Respectfully,

Richard Flynn

Richard Flynn
City of Waupun Director of Public Works