<u>CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES</u>
<u>MONDAY, JULY 26, 2021 4:00 P.M.</u>
<u>LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (LOWER LEVEL)</u>

<u>Members:</u> Chairperson Cindy Flower, Mary Jo Fesenmaier, Rich Hedlund, Tim Dunn, and John Halverson

Chairperson Flower called the meeting to order at 4:00 p.m.

Roll Call
<u>Present:</u> Flower, Hedlund, Halverson, Dunn, and Fesenmaier
<u>Absent:</u> None

<u>Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes</u>
None

<u>Approval of the June 28, 2021 Public Works Committee meeting minutes as prepared and distributed</u>
Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

<u>Director of Public Works Report</u>

Update regarding the Driehaus Fountain
Public Works Director Earle stated the statute is at Vangaurd Statute in Milwaukee to be restored. No action taken.

Update regarding the Disc Golf Bridge
Earle explained the Utility Commission has identified another pipe that could prohibit the installation of the replacement bridge. With this in mind, borings would be done on bridge #3 instead of #5. Bridge #3 was chosen as the others have issues with placement in wetlands and grades. Flower stated it would be helpful to have the survey available for viewing. Earle stated this will go to the Park Board for consideration first. No action taken.

Update regarding 2021 Paving
Earle stated the Snake Road project will commence on the Tuesday after Labor Day. No action taken.

Update regarding Riviera Staffing
Earle indicated there are concerns with staffing at the Riviera, primarily during the winter months. Staff is working seven days a week and staffing during snow events may become a problem. No action taken.

Update regarding paving schedule for Pine Tree Ln and Marianne Terr
Earle explained this area will be included within the 2022 Street Improvement Project. This area will be considered for curb and gutter as well. No action taken.

<u>Parking Manager Report</u>
Parking Manager Elder gave his report. He explained the department has a new enforcement officer. The June parking revenue came to a total of $294,000. There is still parking stall signs available for sale and they can be purchased for $20 per sign. Elder stated that issues with the pay-by-plate setup is working well and there are fewer appeals related to this change. Fesenmaier added she would like to see a kiosk at the boat launch, used for the launch. Committee discussion included reviewing the percentage of revenue that is from ticketing at the next month's meeting. No action taken.

<u>Discussion/Recommendation regarding the trash and recycling schedule</u>
Halverson stated a constituent requested this item be discussed by the committee. It was requested that there be more frequent recycling pickups.
Motion by Halverson to allow Nate Austin from John's Disposal to address the Committee, second by Fesenmaier. Mr. Austin addressed the committee regarding the frequency of recycling pickup. Several years ago it was discussed to change the pickup from twenty-six times a year, to fifty-two. He noted the frequency will not contribute to more recycling being picked up, but would add to the convenience for residents. This change can be added to the contract in future negotiations and that currently half of the municipalities are served by John's Disposal, do have weekly recycling pickup. The committee discussion included wanted to see the annual rates and the amount of recyclables picked up every year. No action taken.

Discussion/Recommendation regarding Bike Trail maintenance from the YMCA to Curtis St

Earle stated this section of the path is in extreme disrepair and the discussion of repairing this has been vetted for years. He noted this is built into the wetland on the railroad bed; it would be impossible to drain that area for work to be done. Earle added he is more than willing to repair that section but hadn't been directed in the past as there were discussions on re-routing that path.

The committee discussed the costs associated with repairing the existing bath and creating a path within the City right-of-way; the cost difference between the two was approximately $100,000. The committee noted that the engineering plan included two alternates for an on street both path. Flower stated that she would like to review further and discuss more at the next Public Works meeting. Fesenmaier stated that the trail is not currently safe and would like to see a plan to repair it for the interim. Earle explained how the path was built and noted the main area in disrepair, was originally built on uncompacted fill. Earle added that the ten-foot area to be fixed would maybe cost a couple thousand dollars.

Motion by Fesenmaier to recommend to the Finance, Licensing, and Regulation Committee a repair of this section of the bike trail to include repairing the fence in that area, second by Halverson. Earle stated he was gather quotes for the Finance Committee to consideration. Motion carried 5-0.

Discussion/Recommendation regarding road patch work to be completed near 600 Bloomfield Rd to be possibly funded by Capital Improvement Funds

Earle stated there is an area on Bloomfield Road, near the middle school, that is disrepair and will need to be patched. He outlined where that area is and which jurisdictions own which parts of the road. Mayor Klein was to talk to the township about the repair. He added that during this time of year, it will more than likely be very difficult to find an asphalt company that will have time to come out to work on the patch. Earle added it would ideal to have boundary agreements and a plan for a possible signal identified prior to work completed, but that this area is in desperate need of repair.

Motion by Fesenmaier to approve the work of the road patch to be completed and recommend to Finance, Licensing, and Regulation Committee, second by Halverson. The committee discussed the need to identify a funding source for this project and that it should be discussed by the Finance Committee. Motion carried 5-0.

Discussion/Recommendation regarding Edwards Blvd crosswalk at Park Dr and Geneva Pkwy

City Engineer Naomi Rausch explained that the General Development Plan for the new development slated to be on Edwards Blvd and that the site plan does outline sidewalks in this area. That is moving forward to the next phase of the development process this would also include a traffic impact analysis. This analysis will study the ingress/egress onto Edwards Blvd. The committee could still direct Kapur Engineering to develop the crosswalk, but that it could be added to the Precise Implementation Plan for the development. She added the issues on Cumberland Trail could also be reviewed through the Precise Implementation Plan. Flower would like to see the crosswalk installed along with the sidewalk in this area, which could be special assessed to the property owner. Earle stated if the crosswalk and sidewalk are installed now the City would need to pay for it, but if it apart of the development, then the developer would pay for it. Flower expressed concerns with the level of danger in this area and feels that something, even temporary, could be installed in the interim. Earle noted signage could be installed to help the direct people how to cross that area, even with the lack of connecting sidewalks/paths. Earle stated that there could be paint placed to indicate a lane ending in this area.

Motion by Fesenmaier to direct the Department of Public works to paint the red diamonds to indicate lane end and to include sidewalk end signage, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding sidewalks on Park Drive

Flower stated she has been receiving complaints about lack of sidewalk in this area. The area was developed and they were required to install sidewalks to City owned property, but that's where it stops. She would like to be included in the 2022 Street Improvement project for further review. No action taken.

Discussion regarding suggested sidewalk maintenance policy

Flower stated she reviewed the Middleton sidewalk policy and really liked this model. She explained this policy takes the time to show which ordinances/statute/policy dictates why certain actions are being taken, for which parts of the project. The policy shows each year's street improvement project and which sidewalk projects will be included. The policy also notes that property owners are responsible for the sidewalk in front of their property and they do get special assessed for any work done. Flower suggested that Earle and other staff review that policy, to use as a template for a new City policy. Earle stated the new policy would still to include a cost share provision and he figures within need to be updated to reflect current prices. Flower would like to have this come back to the committee for further discussion at next month's meeting. Discussion included the need to identify how to handle trees that are causing damage, if the City should be responsible for that cost, and what the effect would be on the tree. No action taken.

Discussion/Recommendation regarding plowing operations, snow emergency, and snow removal
Earle stated the plowing operations have not changed and the only thing that was different from this last winter season was, during the snow emergency, the downtown district was not given the standard twelve hours to remove their snow from the sidewalk. He added the policies on snow removal are out of date as the City is becoming a more popular tourist destination during the winter months. He also cited problems with moving snow in the downtown has created issues with snow being left on the curb line or in the parking lane. Fesenmaier stated that the Downtown Business Improvement District should have a discussion with the DPW to identify solutions.
Motion by Fesenmaier to refer the current policy to the Downtown Business Improvement District for discussion, second by Halverson. Street Superintendent Waswo added that the policy states using materials that are no longer used and practices outlined in the policy, need to be updated. Earle added he would like the committee to identify specific provisions for the policy for staff direction. Flower would to see that snow is windrowed to the middle in the street and that the Downtown Business Improvement District should hire a contractor to clear the snow from the sidewalk, based on the City's timeline. Motion carried 4-1, with Flower voting no.

Discussion/Recommendation regarding possible no left turn north bound into 350 N Edwards Blvd
Flower stated this had been referred back to this committee for discussion and that Earle was concerned with putting anything to prohibit that turn without an ordinance in place.
Motion by Flower to restrict the left hand turn for north bound, for the first two driveways off of Highway 50, second by Hedlund. The committee discussion included the current traffic patterns on Edwards Blvd and within that property. Motion carried 5-0.

Discussion/Recommendation regarding Library Park sidewalk repair and replacement
Item was referred to the next Public Works Committee meeting.

Discussion/Recommendation regarding possible vacation of Logan St
Item was referred to the next Public Works Committee meeting.

Discussion/Recommendation regarding Four Seasons Nature Preserve tower and boardwalk
Earle explained there was a tower in the Four Seasons Nature Preserve some years ago and that it was burned down by vandals. The consensus at that time was to not rebuild it, as it hard to be managed by the Police Department and the Fire Department. Motion by Flower to refer to the Park Board for further discussion, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding vandalism at Dunn Field and various other areas in the City
Item was referred to the next Public Works Committee meeting.

Discussion/Recommendation regarding speeding issues on Hwy H and George St
Item was referred to the next Public Works Committee meeting.

Discussion/Recommendation regarding guardrail at George St and Maxwell St
Item was referred to the next Public Works Committee meeting.

Discussion/Recommendation regarding Change Order #2 for the 2020 Street Program
Emma Connell from Kapur Engineering addressed the committee regarding this change order. This change order was addressed curb that was installed against the wishes of the property owners, which was ultimately fixed. Flower stated that she doesn't agree with the change order and there are conflicting pictures.
Motion by Flower to deny the change order, second by Fesenmaier. Motion carried 5-0.

Adjourn
Motion by Hedlund to adjourn, second by Halverson. Motion carried 5-0. The meeting adjourned at 6:01 p.m.