

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE
MONDAY, April 25, 2022 4:00 P.M.
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (LOWER LEVEL)

Members: Chairperson John Halverson, Mary Jo Fesenmaier, Rich Hedlund, Joan Yunker, & Tim Dunn

Roll Call

Present: Hedlund, Dunn, Yunker, & Fesenmaier

Absent: Halverson

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

None

Approval of the March 28, 2022 Public Works Committee meeting minutes as prepared and distributed

Ald. Fesenmaier motioned to approve the March 28, 2022 Public Works Committee meeting minutes as prepared and distributed, second by Ald. Dunn. Motion carried 4 to 0.

Director of Public Works Report

Update TAP Grant / South Street Trail (Strand)

DPW Director Earle referenced the report in the packet provided by Strand, and mentioned that he's doing an onsite walk-thru of the project with the Mayor. Ald. Fesenmaier stated that she would like to see an updated digital map of the TAP grant posted to the City's website and public hearings for the public.

Update Contract Change Order #3 for 2021 Street Program (Kapur)

Kapur representative noted her report in the packet and identified that the change order was an extension of the timeframe only. Waiting for the weather to warm up for the paving of the road and making repair to an alley post winter weather.

Update on Traffic Signal on Edwards Blvd. & Bloomfield Rd. (Kapur)

MOU signed by the school district with a pre-construction meeting happening tomorrow. Kapur representative put together a traffic control plan done in stages which could be placed on the website. Ald. Fesenmaier stated that she would also like to see communication via the City's Nixle texts. Traffic control/lane closure etc. updates are communicated through the Police Department.

Update Park Drive BIL Application (Kapur)

The Kapur Representative referenced the tight timeline for the first round of funding is for construction only to apply for this grant application. She made reference to there being an 80/20 split of which the city would be accountable for the 20%. She expects to hear awards granted in May with plans needing to be designated in August and allocated by September. Once information on the status of the grant application is received it will be shared at the committee meeting.

Update regarding Snow Event Reports/Plowing

Dir. Earle shared the latest report in the packet. There wasn't much snow to report on for March.

Update Disc Golf Bridge (Ellena)

Dir. Earle mentioned issue with the borings, but it was completed last Friday so it can move forward and sent out for bid.

Update Street Delineator Installation - Line Striping

Waiting for the weather to warm-up and sustain temperature of 55 degrees to move forward. Hopefully this will be happening soon.

Cemetery Update-(Comptroller Report)

Comptroller submitted cemetery financials in the packet.

Update on WisDOT SH 120

Dir. Earle noted WisDOT representative update in the packet.

Parking Manager Report

March Revenue

Revenue was at \$110,000 for the month which is about 8% lower than March of 2021. The Parking Manager stated he believes this is due to cold/damp weather. Use of the Park Mobile app was again up almost 29%, along with credit cards at 69%, & coin at 2.3%. YTD revenue comparison of \$229,000 in 2022 was slightly up over \$222,000 in 2021.

Discussion / Recommendation Brush Policy (DPW)

Dir. Earle referenced the copy from other municipality brush policies. Some of these cities/towns have their own Parks Departments, more staff, and less population. The brush notice went out with the tax bill. Ald. Fesenmaier expressed her desire to see possible sub-contracting options here.

Discussion / Recommendation 2022 / 2023 / 2024 Landscape Maintenance Contract (taken out of turn on 4/19 FLR)

Ald. Hedlund referenced the bids in the packet that were sent and approved by the FLR Committee with a motion for the bid to go to Frank Landscaping, staff recommendation going to Breezy Hill which submitted a lower three-year contract bid. Ald. Hedlund motioned to award the contract to Breezy Hill, second by Ald. Yunker. Motion carried 3-1. Discussion ensued regarding wording of the agenda item, preference to try a new vendor despite the higher bid, following Wisconsin state statute to award to the lowest bidder and discussing bids with contractors.

Discussion / Recommendation Possible Lowering Speed Limit on Elkhorn Road, CTH H from Cemetery Road North to the City Limit (PD)

Dir. Earle was previously informed by the Police Chief that there are issues with speeding and they're receiving citizen complaints. The Police Chief's recommendation is to reduce the speed limit to 25 at the start of the city limit and continue all the way into the city.

Ald. Yunker motioned to taking the speed limit from 35 to 25 miles on Elkhorn Road, CTH H from Cemetery Road North to the City limit. second by Ald. Dunn. Motion carried 4-0.

Discussion / Recommendation Center Street Culverts (DPW/Kapur)

Kapur representative stated they have been conducting damn inspections and meeting with the Geneva Lake Level Corp. (GLLC) since 2019 regarding the condition of the damn, spillway, downstream structures, and the mill raise to the pond. During an inspection of the damn structure in November of 2021 they noticed the need for some improvements that should be made on the damn structure due to some erosion and grouting of the Center St. culvert. A structural engineer team was brought in to look at the damn and culvert. Kapur shared initial results from inspections and asked if the GLLC representative would speak. Larry Larkin from the GLLC shared brief history and ownership interest in maintaining the damn. Kapur representative had shared some initial cost estimates, but didn't have projection for bidding out the work.

Ald. Dunn motioned to suspend the rules to have Larry Larkin from the GLCC speak regarding the culvert, second by Ald. Hedlund. Motion carried 5-0.

Kapur will put together a task order with cost of engineer services and construction cost estimate for the replacement of the Center St. culvert to include recommended timeline based on needed repairs and routine inspections.

Mr. Larkin also asked for the contact information for both landscaping companies in hope of cleaning the lagoon. Mr. Larkin would like obtain a bid for the GLLC to have brush removal from the lagoon. Earle suggested this item should go into Piers & Harbors as well.

No action taken

Future Agenda Items

WisDOT Hwy 50 project

Possible signal on Center and Int. North.

Brush collection ordinance changes

Adjourn

Ald. Yunker motioned to adjourn at 4:50 pm, second by Ald. Dunn. Motion carried 4-0.

/s/ DPW Admin. Assistant, Nan Elder

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PUBLIC WORKS COMMITTEE