

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES
MONDAY, OCTOBER 24, 2022 - 4:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

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

Meeting called to order by Chairperson Halverson

Meeting was called to order by Chairperson Halverson at 4:00 pm

Roll Call

Present: Ald. Fesenmaier, Ald. Hedlund, Ald. Dunn, Ald. Yunker, and Ald. Halverson

Comments from the public limited to 5 minutes, limited to items on this agenda

Joe Carter - 725 Pine Tree Ln. spoke in opposition to item number 10, the 2022 Road Paving Program and corresponding watermain replacement project on Pine Tree Ln. and Mariane Terrace. He would like there to be another public meeting for the residents' per the prior months minutes as he's not an engineer and didn't understand the letter and drawing that was mailed. He asked the committee to delay the decision one month and ask the engineer to address it as a public hearing.

Ann Esarco - 960 Lake Shore Drive & Pine Tree Ln. She appreciates all that DPW does for the city. She referenced item number 10 and noted that there was an ambulance that had to go down Pine Tree Lane and she believed it had been stuck. She suggested there be a cull de sac or turn around taken into consideration for emergency purposes.

Peggy Schneider - 245 Lookout Dr. She requested consideration for navigation connections being made connecting middle and high schools to downtown and she's trying to ensure that the intersection is addressed to include ADA sidewalks to grocery stores without obstacles, i.e. Piggly Wiggly & Walmart.

Stacey Smithm -14876 Rockridge Ln. – Expressed her opposition to the traffic signal at Center St., the date/timing that the traffic study was conducted, and the 2003 impact analysis report recommended despite the Stonebridge development. She also stated that there was no information provided on the second access point, and expressed concern that people cannot safely cross that road.

Brian Pollard of Fairwyn Development – He spoke regarding the traffic study in 2003 and noted to take into account that it used to be bypass 120 with all of the trucks and other traffic. The reason they didn't put in the traffic light is because they knew the bypass was coming in.

Approval of the minutes

Ald. Hedlund motioned to approve the September 26, 2022 Public Works Committee minutes, seconded by Ald. Halverson. Motion carried 5-0.

Public Works Report

a. Update Center Street Culverts (Kapur)

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

c. Update 2022 Streets Project (MSA)

d. Update on WisDOT SH 120 (DPW)

5a&b. Kapur representative, Rausch hopes to have something more for the November meeting. She's had conversations with the Town of Bloomfield & the contractor regarding the construction.

5c. MSA representative, DeYoung is still working on the 2022 program punchlist i.e. there are still some broken curb and gutter issues that have a one-year warranty if anything fails. The main goal is removing the black silk

before the snow.

Ald. Fesenmaier asked DeYoung specifically to the East if they'd be filled in on Center St. grass or gravel. DeYoung stated it would match in with soil, but cannot be done with asphalt. If there's a lip and purpose, you could put in soil.

5d. Per Dir. Earle stated the WisDOT project is five to six years out regarding the crosswalk and mentioned Park Dr. issues when turning into Taco Bell.

ADA Compliance Report

Update: Super Intendent replaced ADA ramp at SW corner of George & Williams.

The current ADA updates were placed in the packet from both Kapur & MSA. Dir. Earle stated that there may not be a report every month, but as the engineers address ADA work, it will be placed in the packet.

Parking Manager Report

Parking Manager Elder stated sales by day were on page 25 of the packet. Kiosk revenue was \$158,000 which is a little lower than the last two. Coin was at 1.4%, kiosks were at 73.7%, and mobile app was at 24%. Overall, approx. \$22K to the positive. Elder will be coordinating a discussion group (two members from the City Hall Staff, two members from the BID, a resident of the city, and Ald. Yager) to meet every other week with the goal of looking for alternatives or to find longer sustainability for parking. The first meeting will be held on November 1st in either 2A or 2C.

Discussion / Recommendation month to month waived parking fees (**Parking**)

Continued from 8-22-22 & 9-26-22 PWC with request for the Parking Manager to bring back policy options at future PWC meeting.

Ald. Fesenmaier motioned to move this item to the October PWC meeting, seconded by Ald. Halverson. Motion carried 5-0.

Parking Manager, Elder shared a spreadsheet outlining parking fee options for the city's event permits. Ald. Fesenmaier stated she would like the application to be reviewed. Discussion ensued after Ald. Hedlund stated he believes the city needs to incorporate a Premiere Resort Tax so we aren't put in these financial situations. This would require the State representatives to be involved. Ald. Hedlund stated that the city struggles to pay for infrastructure due to the influx of tourism and this would be a solution. Ald. Hedlund stated 42% of the sales tax for the county comes from the City of Lake Geneva and it's not too late to put on for the April election. Ald. Fesenmaier pointed out that the former Administrator Oborn was successful in coordinating a non-binding Premiere Resort Tax referendum that was sent to the legislature and sent back as binding in Rineland. No action was taken.

Discussion / Recommendation City Engineering (**City Administrator**)

*Written approval of Kapur & Assoc. was provided from all three City departments at the 8/22/22 PWC

Meeting: Waiting on a motion to approve retaining Kapur & Associates as the City of Lake Geneva's primary engineering firm for the Department of Public Works, Building & Zoning, and the Utility Commission with latitude to contract with other firms as may be necessary, without conducting additional request for proposals. Continued from 9/26/22 PWC.

Ald. Hedlund motioned to approve retaining Kapur & Associates as the City of Lake Geneva's primary engineering firm for the Department of Public Works, Building & Zoning, and the Utility Commission, with latitude for all to contract with other firms as may be necessary, without conducting additional request for proposals, seconded by Ald. Fesenmaier. Motion carried 5-0.

Discussion / Recommendation 2022 Road Paving Program and corresponding watermain replacement project on Pine Tree Ln. and Mariane Terrace, per Ordinance 78-8(5.) (MSA)

Wrigley Drive & Cook Street and Pine Tree Lane & Marianne Terrace Improvements. Continued from 9/26/22 PWC.

Ald. Hedlund motioned to include MSA Engineer representative, Joe DeYoung in the discussion, seconded by Ald. Fesenmaier. Motion carried 5-0.

DeYoung outlined that the first public information meeting was to gain input, and this second public information meeting proposed was for once the contractor is hired, i.e. to reference details for impact on parking, mailboxes, water, garbage pick-up etc. This will maybe take place end of January or the beginning of February of 2023 in order to be ready for spring construction. Director Earle invited the Director of Utilities, Gajewski to join the group for discussion.

Ald. Hedlund motioned to open the agenda item to the public for discussion, seconded by Ald. Hedlund. Motion carried 5-0.

Chip & Wendy Pike, 924 Mariane Terrace expressed concern regarding three homes that have asphalt to the easement and in the proposed plans it's no longer there and it's been there for the last 30 years. He would like it to remain as he believes it would keep the value and property taxes where they currently are and hopes there is a way to work together. Ald. Fesenmaier stated her concern that this may pre-date any kind of change we made, and secondly, the Building Inspector has been out (at least in District 2) looking at these areas and suggested that the owner pursue a variance (not to stop the process of being bid out), but she thinks it's worth researching to see if this property pre-dated any kind of change we made in off street parking. Ald. Hedlund stated the agenda item is regarding approving the paving program and the topic being referenced is ancillary. Ald. Hedlund motioned to approve the 2022 road paving program and corresponding watermain replacement project on Pine Tree Ln. and Mariane Terrace, per Ordinance 78-8(5.) (MSA), seconded by Ald. Halverson.

Ald. Fesenmaier heard there's concern regarding curbs and gutters for residences on Pine Tree Ln. and she believes there's still room to address other concerns with driveway approaches and such. DeYoung said he's really working to get the bids out so the project will be awarded between Thanksgiving & Christmas so the work doesn't linger beyond Memorial Day. Ald. Fesenmaier stated that it could move forward because residents would have the ability to apply for a variance. DeYoung stated that they needed to address the capacity for storm water. Director Earle stated we could ask MSA to put the parking areas as an alternate so you could get the bid moving.

Ald. Fesenmaier amended the original motion to include adding parking as an alternate to the bid, seconded by Ald. Hedlund. Motion carried 5-0.

DeYoung stated there was discussion about proving cull de sacs as the conversation from Pine Tree to Marianne has a large area and it's being reduced for the ability to create some control of the storm water and personal storage as well. Director Earle pointed out that there's a huge grade issue down at the end of Marianne Terrace. DeYoung also addressed the concern regarding the grade drop on South Shore to Pine Tree and ADA compliance can be accomplished as well and the committee did work with him to try to acquire easements in order to raise the road. Residents spoke to address concerns about driving from downtown and that a car would need to make a u turn in order to get down Pinetree Ln.- The same thing would occur if you were driving up north you'd-go to have to make a u turn. Another concern is the width of the streets and we cannot determine from the letter sent what minimally means it includes or not includes the curb. If widened, the streets will remove trees. Director Earle suggested the committee look at the map as the contractor would have to go into the intersection per WisDOT standards requirements. DeYoung had the map in the packet brought up to address concerns and stated that he provided his phone number in the letter sent to residents and asked that they contact him directly so he could address their concerns. Ald. Fesenmaier stated that the lift project is not included. Director Gajewski stated that it's not a determining fact, and will be addressed at the commission meeting.

Discussion / Recommendation WisDOT review the functional classification of roadways within the Urban Area
Item continued from 9-26-22 PWC.

Director Earle indicated there were two items relevant to the Public Works Committee to address - Baker St. & S. Lake Shore Dr. recommending approving the changes from WisDOT. Ald. Hedlund asked what difference it would make. Director Earle stated it was a house cleaning and it wouldn't make much of a difference. Ald. Hedlund asked if it wouldn't have any effect on funding. Director Earle stated he would do research before it's sent to FLR.

Ald. Hedlund motioned to approve, seconded by Ald. Halverson. Motion carried 5-0.

Discussion / Recommendation Expansion of STH 50 between Curtis Street and Edwards Blvd/STH 120
Item moved from 9-26-22 PWC Meeting.

Director Earle stated last month the state said they would not pay for this item due to traffic counts, so it would be up to the city if we want to do this.

Ald. Fesenmaier clarified that this item was the expansion of the roadway from 3 to 4 lanes. Dir. Earle stated that was correct. Ald. Fesenmaier pointed out that at last month's PWC meeting the committee selected a pathway based on it being privately owned which now it may not be and asked for the approved item to be brought back to the next meeting. Ald. Halverson granted the item be added back to next month's agenda. No action taken.

Discussion / Recommendation on Traffic signals: Townline, Center Street, Grant Street (Ald. Fesenmaier)
Continued from Aug. 22 & Sept. 26, 2022 PWC Meeting.

Ald. Fesenmaier asked for a spreadsheet of intersections with suggested solutions be created for a broader look at

engineers options for the city.
No further action taken.

Discussion/Action regarding fence on City property along Lake Geneva Boulevard parallel to the Kwik Trip #1520 sidewalk (Agenda Item requested by Ald. Fesenmaier) 9-12-22 Council Mtg. - Motion by Fesenmaier to approve the installation of this fence at no cost to the City, second by Halverson. Mayor Klein offered that an alternative could be the placement of a bike rack versus a split rail fence. Hedlund stated that this should be before the Public Works Committee. Halverson noted that this would be on the next Public Works Committee agenda. Kwik Trip will also install bollards on their property, inside of the fence. Continued from 9-26-22 PWC.

Ald. Fesenmaier noted there are two short sidewalks that end nowhere, and previous to the change at Kwik Trip there was a split rail fence that prevented bicycles from cutting through, so there was no barrier to discourage bikes from going straight out onto the street.

Ald. Fesenmaier motioned to have two end of road signs installed, seconded by Ald. Halverson. Motion carried 5-0.

Discussion / Recommendation repair of multi-use path by YMCA

Kapur stated the only change for repair would be the cost, since the numbers were from 2020 and she thinks it would increase approximately 20%. Dir. Earle recommended limestone vs. repair, so the city isn't in the same situation again. Ald. Fesenmaier would like to see options. Dir. Earle was instructed by committee in a prior meeting not to repair and stay off the road. The fence was a large portion of the cost as a retaining wall per Kapur.

Ald. Fesenmaier would like to see this on the agenda and what options exist. Ald. Fesenmaier moved to continue this item with additional options, seconded by Ald. Halverson. Motion carried 5-0.

Future Agenda Items

Sidewalk Assessment

Special Sidewalk Assessments

Adjournment

Ald. Halverson motioned to adjourn at 5:45 pm, seconded by Ald. Hedlund. Motion carried 5-0.