

**PUBLIC WORKS**

**FEBRUARY 27, 2023**

The meeting was called to order at 6:37 PM by Chair Jack Abbott with the following roll call:

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Jack Abbott	Chair	Present	
Joseph Riese	Aldersperson	Present	
Kim Olson	Aldersperson	Present	

Also present were Alderspersons Roger Smith and Bob Smith, Mayor John Guinn, Comptroller/Treasurer Angela Runde, and City Clerk Anastasia Gonstead.

**APPROVAL OF MINUTES**

**Approval of Minutes from January 23, 2023 Meeting**

3-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Joseph Riese, Aldersperson
<b>SECONDER:</b>	Kim Olson, Aldersperson
<b>AYES:</b>	Abbott, Riese, Olson

**CITIZEN COMMENTS**

None

**MONTHLY UTILITIES REPORT**

**Utilities Report**

City Clerk Anastasia Gonstead read report from Utilities Director Courtney Steger:

Water Notes

- We had a water main break surface on 4<sup>th</sup> St on 1/22/23. The leak had taken a while to surface to due following clearstone to the creek. Limestone debris surfaced at the creek entrance to the river near the plant.
- Contract work took place for iron filters though Veolia. We are working with this company on alternating schedules for rebuilds and will have some information for next months meeting regarding contractual obligations and changes to well contracts.
- Well #4 is posted for bidding.
- The partial galvanized service that was found during a meter change last month has been replaced. I received permission from the DNR to use funding for this partial replacement.

Wastewater Notes

- Our intern started 2/2 from Moraine Park and will be working on both water and wastewater projects.
- Mike Pasbrig passed general wastewater and collections system and now hold a DNR Operator license.
- Our lab passed state lab of hygiene proficiency testing.
- We met with personnel from Seneca to review processes and operational parameters. We believe we've cleared up all issues related to higher chloride discharges.

- Leroy- Kekoskee lift station had a pump rail separate from the bracket and drop the pump. Sabel rebuilt the structure as well as performed annual maintenance on all lift stations.
- Alley St, Treatment Plant Upgrades and Muzzy and Allen St projects have all been accepted by CWFPP and placed on project priority listings.
- We'll be meeting with MSA to discuss a few final plans for facilities planning and we should see them in March for presentation.
- Mercury testing for December was of concern to us. Influent numbers were lower than effluent. The lab re-ran these numbers. We don't have an explanation for this at this point.

## **MONTHLY ENGINEERING & PLANNING REPORT**

### **February Engineering Report**

City Clerk Anastasia Gonstead read report from Nicholas Chikowski (Planning/Engineering):

1) 2022 Bridge Street

Project is complete. Waiting on final pay request

2) 231 Breckenridge - Proposed Martial Arts Studio

No new information. Waiting for property owner to submit the Conditional Use permit for review.

3) Hockers Self Storage Development

The proposed self-storage development in the River Knoll Industrial Park is progressing.

4) 2023 Street and Utility Projects

Plans and Contracts are being prepared for the work on Alley Street and for the Metalcraft Watermain. Bid opening date has not been set yet.

5) 2023 PMP project

The County is looking to repave CTH V next year. Preliminary estimates shared by the County puts the City's cost of this around \$25,000. The City received 3 bids for the proposed work. The bids are going before the Finance Committee and Common Council for approval.

6) Hilltop Drive Development

Thomas Letkewicz is looking to get started on his auto detailing and resale business on Hilltop Drive. He will be resubmitting a site plan for review for the next Plan Commission meeting. From my understanding he would like to get started this spring.

## **MONTHLY DPW REPORT**

### **Snow Events Update**

City Clerk Anastasia Gonstead reports that DPW Director Jack Hurst had a scheduling conflict and asked to report that they have just been dealing with all the snow.

### **Equipment Update**

No report.

## **MONTHLY PARK REPORT**

### **Buildings Report**

Parks Director John Wild reports. Pavillion continues to stay busy with rentals. Flooring issues at the Pavillion, floorboards cracking and breaking, looking into someone for that. Month away

from parks opening, two weeks from baseball starting for high school. Concessions building aging, score board is not working, cooler is having issues, broken glass door. Getting those things fixed and ready to go.

Question from Alderperson Abbott as to if the reason is known for the flooring issues at the Pavillion. Parks Director Wild indicates there is a flex point from an addition, that is the area in which the cracking is occurring. Alderperson Abbott inquires if it could be from weather/humidity. Parks Director Wild indicates it is the same boards every time, at the flex point. This happens every five to ten years. Alderperson Olson inquired if the company is still in business. Parks Director Wild confirmed they are, stated they get a quote from that company every two to three years for sanding and refinishing on the floor.

### **Grounds Report**

Extra plowing this last week. They have a 2012 F350, hand me down from DPW. It's an old truck. Alderperson Riese said he saw it a while back and wondered why we still have it. That they should start looking at investing in new trucks for Parks Department.

Parks Director Wild said, in the near future, there have to be decisions made on the future of the Ziegler Park lights. After this year we could lose out on funds from various activities, like baseball leagues, due to not having the lights. Alderperson Roger Smith inquired what has happened with the lights. Parks Director Wild explained approximately a year ago one of the lights along the third base line cracked and fell to the ground. He and TAG Center Director Luehring estimate they could be losing out on approximately \$5,000-\$6,000 to years in fees from the leagues that use that area. Preliminary bids put replacement near \$70,000-\$75,000, down to approximately \$60,000-\$65,000 after the insurance claim payout. Alderperson Riese inquired what that bid all consists of. Parks Director Wild said two of the quotes said the wires look good, the breaker boxes look good. They would be using the existing pads/concrete that is there. It would be the new lights, which are so much lighter now than they used to be that using the old wire would be no problem. It would be new lights and poles, and wiring it all in. Alderperson Riese inquired about the grants looked into. Parks Director Wild explained the grants he has seen want a full budget of the project and commitment that the project is going to get done. That the grants could be \$100 or \$50,000, but they want to know the project will go through no matter what. Alderperson Bob Smith asked for approval to ask a question, Alderperson Abbott allowed. Alderperson Bob Smith inquired if any of this was included in Parks Dept budget requests for 2023. Parks Director Wild stated he believes it would have been under capital improvements and he was under the impression capital improvements were on hold for now. He further expressed things are getting figured out now.

### **Senior Center Report**

Many activities at the Senior Center. They are going to be doing a bus trip to Port Washington. Parks Director Wild explained they are always looking at more programs and various ways to keep the program active.

### **Discuss, with Possible Action, Proposed Rotary Club Project/Donation of a Kayak Shed for the Kayak Launch**

Parks Director Wild explained Rotary Club would like to put up a building for the kayaks. The current structure for the kayaks is on a 10'x16' pad. They would be looking to do another 10'x16' pad for a building. Parks Director Wild showed the Committee a picture of the projected project he received from the Rotary Club. The building would house the life preservers and paddles on the inside with the kayaks on the outside. In winter, everything would be able to go into this

building. The City's portion for this project would be pouring the concrete and getting the pad ready. Stated he has already spoken to DPW Director Hurst and that historically this is what the City has always done for Rotary Club projects. Alderperson Olson inquired how many kayaks the building would hold. Parks Director Wild explained it would hold twelve kayaks total between the building and the existing structure. Alderperson Riese inquired if the picture of the project is showing an open, ventilated roof. Parks Director Wild indicated it is not open, it will have french doors, and the structure will be secured. Alderperson Riese further explained he is asking because a separate project was not well ventilated. Parks Director Wild did say this one would be well ventilated, it will have windows on the backside to allow air to flow through it. Parks Director Wild said that the Rotary Club just needs to know the City will accept the project or not, so they would be able to move forward. Alderperson Olson inquired with City Clerk Gonstead if this is on the Finance Committee as well. City Clerk Gonstead indicated it is not. Parks Director Wild reiterated that the Rotary Club is covering the cost of the project. Alderperson Bob Smith inquired if he could ask a question, Alderperson Abbott allowed. Alderperson Bob Smith explained there is an impact to DPW's budget for the cost of the labor to prepare the site. He further went on to explain that acceptance of gifts is generally moved on to Common Council for a final decision.

Alderperson Riese made a motion to move this to Council with Recommendation. Second by Alderperson Abbott. No discussion. Roll vote. 3-0, unanimous.

<b>RESULT:</b>	<b>RECOMMENDED TO COUNCIL [UNANIMOUS]</b>	<b>Next: 3/13/2023 7:00 PM</b>
<b>MOVER:</b>	Joseph Riese, Alderperson	
<b>SECONDER:</b>	Jack Abbott, Chair	
<b>AYES:</b>	Abbott, Riese, Olson	

## ADJOURNMENT

Anastasia Gonstead, City Clerk