



Joseph Tillmann  
Aldersperson

Jack Abbott  
Chairperson

Kim Olson  
Aldersperson

**CITY OF MAYVILLE PUBLIC WORKS  
REGULAR MEETING AGENDA  
MONDAY, JUNE 26, 2023 – IMMEDIATELY  
FOLLOWING FINANCE OF THE WHOLE  
COMMITTEE  
CITY HALL**

**1. CALL TO ORDER AND ROLL CALL**

**2. APPROVAL OF MINUTES**

1. Approval of May 22, 2023 Public Works Committee Minutes

**3. CITIZEN COMMENTS**

*Citizen Comments are to be kept to a maximum of five minutes per speaker unless the chairperson allows an extension of time. Each citizen is to make comments at the podium after stating name and address. Each citizen may comment only one time per public hearing / meeting.*

**4. MONTHLY UTILITIES REPORT**

**5. MONTHLY ENGINEERING & PLANNING REPORT**

**6. MONTHLY DPW REPORT**

1. Brush Pickup
2. Manhole Repairs
3. Curb Repairs
4. Spring Cleanup
5. Street Sweeping

**7. MONTHLY PARK REPORT**

1. Buildings Report
2. Grounds Report
3. Senior Center Report
4. Update on New Projects

**8. ITEMS OF DISCUSSION/POSSIBLE ACTION**

1. Discuss, with Possible Action. No Mow May

**9. ADJOURNMENT**

Jack Abbott  
Chairperson

NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact City Hall at least one (1) business day prior to the meeting.

**PUBLIC WORKS**

**MAY 22, 2023**

The meeting was called to order at 6:17 PM by Chairperson Jack Abbott with the following roll call:

Attendee Name	Title	Status	Arrived
Joseph Tillmann	Aldersperson	Present	
Jack Abbott	Chairperson	Present	
Kim Olson	Aldersperson	Present	

Also present were Mayor Guinn, Alderspersons Neumann, Schmidt, and Smith, Comptroller/Treasurer Runde, and City Clerk Gonstead.

**APPROVAL OF MINUTES**

**Approval of April 24, 2023 Public Works Committee Meeting Minutes**

Motion to approve by Aldersperson Olson, second by Aldersperson Abbott. No discussion, 3-0, motion carries.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kim Olson, Aldersperson
<b>SECONDER:</b>	Jack Abbott, Chairperson
<b>AYES:</b>	Tillmann, Abbott, Olson

**CITIZEN COMMENTS**

Mike Schmidt, 422 Short Street, wanted to share how smoothly bulk drop off went the prior weekend. He praised the public works employees who were efficient and helpful despite the long lines. He stated he was in and out within 15-20 minutes and the employees worked very hard. He stated this made him contemplate all City employees - Police Department patrols day and night, Fire Department is made up of volunteers who forgo time with family to go into dangerous situation. Department of Public Works employees keep our streets clean and orderly; Water/Wastewater keeps our sewers and water running well, you'll see them knee-deep in mud holes fixing water leaks. He stated the administrative people in the buildings of the City of Mayville are the heart/blood that keep everything moving smoothly. Terrific job by all City employees, we have some of the best. They work hard and are dedicated. They come here despite complaints about them, but they are here every day and are terrific. As an aldersperson, he says job well done. As a citizen, he says thank you for making Mayville a place I am proud to live.

**MONTHLY UTILITIES REPORT**

City Clerk Gonstead read Water/Wastewater Director Steger's monthly report.

**Water Notes**

- Full system hydrant flushing is posted and has begun. After this round of flushing we will have flow information for the entire system updated and available is GIS mapping.
- The annual PSC report for 2022 has been submitted. Water loss percentage for 2022 is 10%.
- Results for our first round of PFAS (forever chemical) testing were all 'no detect'. No further monitoring in 2023 is required.

**Wastewater Notes-**

-A laboratory audit by the DNR is complete, went well, and we'll be receiving a written report soon.

- We were delivered the notice of non-compliance for the 4/1 TFO (Treatment Facility Overflow). A written response is required to the DNR by 5/26.

### **MONTHLY ENGINEERING & PLANNING REPORT**

City Clerk Gonstead reads Planning/Engineering, Nick Chikowski's, monthly report.

- 1) 231 Breckenridge - Proposed Martial Arts Studio: Owner has reached out looking to potentially start working on this again. Waiting for property owner to submit the Conditional Use permit for review.
- 2) 2023 Street and Utility Projects: Kruczek has been awarded the bid for the project. Contracts are being sent out for signatures. We will coordinate with contractor to set a precon meeting date.
- 3) 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. Project was awarded to Northeast Asphalt. We will hold a pre-con meeting with the contractor to set timeline of the work.
- 4) Hilltop Drive Development: Site plan was reviewed and approved by the Plan Commission. Owner is working on permits to get started.
- 5) Poplar Grove Development (Dayton Street Apartments): Town and Country Underground has started installing utilities for the apartment development
- 6) Clark Street Development: A proposed development for the south 5 acres of the Mayville Health Care Realty. Plan Commission is still reviewing the proposed development.
- 7) Leona Street Development: A development is being proposed for lots adjacent to and using the undeveloped Leona Street right of way. Plan Commission is still reviewing the proposed development.
- 8) Hilltop Drive (River Knoll Industrial Park): A proposed seed storage facility has been proposed for Lot 5 of the replat of Lot 10. Further information is being gather for the proposed development.
- 9) An area around Williams Street is being looked at as a potential rezone. There are currently single-family houses that are zoned RM multi family. Further information is being collected on the parcel in this zoned area.

### **MONTHLY DPW REPORT**

Report given by Public Works Director, Jack Hurst.

#### **Brush Pickup**

#### **Concrete Work**

This month they helped Parks Director Wild with the kayak building and curbs for wastewater.

#### **Manhole Repair**

There are built up bases that rings up to the top, deterioration happens. They went to plastic rings years ago and it's been unbelievable, you cannot tell they have been there as long as they have. They take out cement rings and put in the plastic ones, they have warranties of approximately 50 years. Alderperson Olson inquired if they are cost effective as well. Director Hurst explained they are more money up front, but save money in the long run. He further explained he has enough stock to last them a long time.

#### **Lawn Mowing**

There is a lot of mowing they do, it is an every Friday job. Director Hurst added some areas they mow are dangerous, so they do not want a part-time person performing this work.

#### **Pot Holes**

They finished up filling potholes last week, but it an ongoing battle.

#### **Bulk**

Bulk drop off was the weekend prior. Two employees ran it and it was very busy. They filled six dumpsters and still have a pile that they could not get into the dumpsters. Alderperson Abbott inquired if that is typical. Director Hurst explained it is not, that this was the first time they had to get extra dumpsters. Alderperson Abbott inquired how many additional were needed and what was the additional cost. Director Hurst explained he believes two will do it, that it is an extra cost but he did not have the total off hand. Alderperson Olson inquired if they have problems with out of towners coming in. Director Hurst stated Greg Justman volunteered to sit there all day and check ids to ensure everyone was a Mayville resident.

#### **Electronic Recycling**

Electronic recycling will by July 22, 2023 from 8AM-2PM at Theiler Park. There is a flyer on the website with the allowable items. Alderperson Abbott inquired about the price list. Director Hurst stated that should be on the website as well.

#### **Vehicle Maintenance**

The 1995 loader was repaired, this cost \$26,400. The maintenance budget for the year was \$28,000, this took almost the entirety of that budget. Director Hurst wants to prepare Council, they will be over budget for maintenance and there is not much he can do about that. In general, with the amount of equipment they have, \$28,000 does not get them very far for maintenance. He explains to Council they may need to consider a new loader soon. They put \$34,000 into the loader last year, \$26,400 this year. Alderperson Smith inquired what type of work it was this time. Director Hurst said transmission work. They were able to keep the repairs local, which saved some money. Alderperson Olson asked if they get a new one in the future, can this one be used as a trade in. Director Hurst said he has asked and they would take it on trade. Alderperson Abbott asked if he had a trade in amount. Director Hurst stated he does not.

Director Hurst also explained the bucket truck goes in annually for inspection, that is \$3-10 thousand each time, one year it was over \$12,000. It gets more expensive every year. Alderperson Abbott asked how old that was. Director Hurst said it is getting up there in age, but he is not worried about this machine yet.

Director Hurst provided a handout with equipment quotes. A copy has since been uploaded to the City website for public viewing.

#### **Loader Repair**

Covered in the prior topic.

### **Diggers**

They are very busy, the fiber optics are coming in.

### **New Tires**

Director Hurst explained they are looking at backhoe and loader tires, at a cost of approximately \$11,000. They are pretty bald, if they did not have the loader repairs it could have been covered. The company he contacted will come out and do that work, the representative explained tires are like gasoline, the price keeps going up.

Alderson Neumann asked of the previously quoted loaders, which would Director Hurst prefer? Director Hurst explained the higher hour one, they use this type of equipment a lot.

Director Hurst also wanted to point out how well of a job his employees have been doing. They lost a lot of experience with the recent retirement and the remaining employees have been picking up a lot of work.

Alderson Smith asked which loader Director Hurst would recommend. Director Hurst stated the larger one, it has a better capacity. Alderson Abbott asked if Kelby Brothers was the only option. Director Hurst explained they are the only ones who have provided him a quote, he is trying to get more prices.

## **MONTHLY PARK REPORT**

Report given by Parks Director, John Wild.

### **Buildings Report**

Rentals are going well, especially with the nicer weather. Plumbing work has been completed on seasonal buildings. The new kayak building is approximately 75% done. Mayville Cardinal Manufacturing and Rotary Club have been working on it. The kayaks should be in by this weekend.

### **Grounds Report**

With the good weather, the parks become very busy. Fireman's Field's upgrades turned out well. Dan Spittel is doing well keeping up with all the mowing and trimming. The summer help will be coming in next week. The flowers were put in downtown with the help of Fox Den Nursery, Dodge County Master Gardeners, and volunteers. End of June/beginning of July the lights will be worked on for Ziegler Park. The proposed pickleball courts update - currently have grant paperwork being done by the Rotary Club. Once they find out if it gets approved, they will present to the Parks Board and then Common Council.

### **Senior Center Report**

Weekly cards and bingo has good turnout with the numbers increasing. Weekend rentals for this facility are also going up.

## **ITEMS OF DISCUSSION/POSSIBLE ACTION**

### **Discuss, with Possible Action, Needed Repairs on DPW Equipment**

It is decided they will need to look to find money for these issues. Comptroller/Treasurer Runde explains next month they should have a better idea of fund balances.

Motion to move this matter to Finance Committee for consideration made by Alderson Olson, second by Alderson Tillmann. No discussion. 3-0, motion carries.

**ADJOURNMENT**

Motion to adjourn at 6:46 PM by Alderperson Olson, second by Alderperson Tillmann. 3-0, motion carries.

Meeting adjourned at 6:46 PM.

Anastasia Gonstead, City Clerk