

# **MEETING MINUTES: PUBLIC WORKS COMMITTEE FOR VILLAGE OF WINNECONNE**

---

## **Minutes For:**

**Monday, January 13, 2020 @ 8:00 a.m. at Municipal Building, Annex Room, to consider;**

Meeting called to order at 8:06 am by Trustee Steve Foster with Trustee Chris Ruetten present and Trustee Clifford absent.

Also attending were Brad Werner with McMahon, DPW Ruetten, Chris Ferguson with MCO, and Administrator David Porter.

Public Participation – *None*

Communications – *None*

Approve Minutes from December 09, 2019 meeting – *Motion to approve minutes by Trustee Chris Ruetten and seconded by Trustee Foster carried by voice vote 2/0.*

Operations Progress:

- Field Supervisor Report –DPW Ruetten: *Report Attached*
- MCO Report – Chris Ferguson /DPW: *Report Attached*
- DPW Report – Kirk Ruetten: *Report Attached*

## **Old Business**

Village Projects and Priority

- *Bridge Project – Electrical wiring was all replaced on the West side of the bridge, Lunda has some Spring punch list items, Final DOT right-of-way staking has to be completed, and some Landscaping has to be finished up this spring.*
  - *Main Street Project –Currently finishing redline drawings, awaiting updated plans and finalizing bills with closeout in January.*
  - *Twin Harbor Drive reconstruction – Punchlist items remain, working on finalizing bills and final assessment figures.*
  - *Phase II Environmental – All drums have been removed from the site and still waiting for final report to tell us if additional testing is required. Conversations with the DNR have been leaning towards this.*
  - *Asbestos and Demolition – All asbestos has been removed and both buildings are completed with topsoil and seeding remaining until Spring. I have held back \$500 for each site since this was not completed due to weather.*
  - *N. 6<sup>th</sup> St. Reconstruction project – 50% plan and profile has been completed with a let date of February and a start of April remains.*
- Recommendation – None at this time

Well and Water Quality

- Update –DPW Reviewed.
    - *The DPW and McMahon have finalized the RFQ.*
      - *We feel that we have identified all concerns with the testing parameters have been met and the amount of Village involvement is OK'ed.*
    - *The PILOT RFQ went out to seven different vendors on December 30<sup>th</sup> and are due January 30<sup>th</sup>.*
      - *Next month the Committee will review the responses to the RFQ.*
    - *The RFQ does identify if pre-filtration will be needed and will be part of the pilot and final report.*
- Recommendation – None at this time

Pursuant to WI State Statute 985.02(1)(b); notice is hereby given that Village Board Members may also be present at this meeting for informational purposes.

# **MEETING MINUTES: PUBLIC WORKS COMMITTEE FOR VILLAGE OF WINNECONNE**

---

Storm Water Utility Creation –DPW and Brad Werner reviewed

- Discussion – *Werner reviewed*
  - o *Werner discussed and reviewed the 54 random residential properties that were surveyed to establish the average Equivalent Residential Unit (ERU).*
    - *Discussion on how the ERU impacts non-residential properties and offered several options to include one ERU and non-residential make up the remainder or have different ERU for large residential and average residential ERU's.*
    - *Discussion on residential lot size verses sqft of hard surfaces. This percentage may have an impact on decision.*
  - o *Next month we will have all non-residential hard surfaces measured and look at the budget for the Utility.*
  - o *DPW and Brad discussed project timeline and addressed critical points to include school budget cycle of July 1.*
    - *The educational part need to get to the school by March to meet their budget approval.*
- Recommendation – None at this time

## **New Business**

Request for Hosting WWOA-Lake Michigan District Meeting – DPW Reviewed Request

- Discussion – DPW reviewed concerns and shared how other municipalities had issues with hosting however, this is a new board and they have changed the way they are doing things.
  - o Committee felt that it would be a good idea to host however, put the expectations of the Village and the WWOA in writing.
- Recommendation – Move forward with Hosting for December of 2020.

Review Snow Removal Ordinance – DPW and Administrator reviewed

- Discussion – There was one business owner that is having an issue meeting the times, so do we make an exception for one while the others are complying.
  - o Discussion on current ordinances and how they are different and accommodate for the businesses between 2<sup>nd</sup> Ave and 3<sup>rd</sup> St.
  - o Discussion on the parking restriction time and moving it to a different time.
  - o Change the parking ban from 6 am to 7 or 7:30 am so there will not be overtime the following day or give businesses more time to remove snow in the morning. How many businesses us parking prior to the proposed times?
- Recommendation – Administrator will talk with the Chamber to look for input into time change. No recommendation at this time.

## **Set next meeting date and adjourn**

*Motion made by Ruetten, second by Foster to adjourn at 9:06 am until Monday February 10<sup>th</sup>, 2020 at 8:00am; 2-0 approve.*

Kirk Ruetten  
Public Works Director

Pursuant to WI State Statute 985.02(1)(b); notice is hereby given that Village Board Members may also be present at this meeting for informational purposes.