

**VILLAGE OF WALWORTH**  
**PUBLIC WORKS COMMITTEE MEETING**  
WEDNESDAY JANUARY 23, 2019, 5:00 p.m.  
Village Hall , 247 N. Main St., Walworth, WI

**MINUTES**

1. **Call to Order:** Chairman, Trustee Czaja presiding.
2. **Roll Call:** PRESENT: Trustees, McMahon & Mizialko  
ALSO PRESENT: Tim Boss, director
3. Approval of December 3, 2018 Regular Public Works minutes: A motion by Mizialko with a second by McMahon approved the minutes as presented. Motion Carried.
4. Citizen comments: Referred from Village Board, request regarding dog park: Item deferred as person with request was not present.
5. Letter from former resident, 232 Maple ave. regarding delinquent water/sewer bill: A copy of the letter had been attached to the agenda.
  - a. Recommendation from Public Works Director: Boss noted that the PSC has approved a lower water rate which may be issued in extreme circumstances. Boss also indicated the nominal effect clear water has on the sanitary sewer treatment facility. Damage to the water pipe in the basement caused the pipe to break; and, there was a leaking toilet on the property, reported Boss.
  - b. Policy: Czaja referred to the Village Ordinance Sec. 9-2-24 COLLECTION OF OVERDUE BILLS: An amount owed by the customer may be levied as a tax as provided in sec. 660809, Wi. Stats. The customer's payment history was reviewed. A draft of a letter to the former customer with an overdue amount of \$1,084.90 was read by the members and approved by a notion from Czaja with a second by Mizialko. Motion carried. The letter will be forwarded to the customer's new address with a copy to the property owner.

Lori Lang, 5<sup>th</sup> St., introduced her proposed to develop a dog park on Village property north of the railroad tracks at the end of Bonito St. and west of the walking path. She has put the item on a local site media and has received seven interests. She hopes to raise funds to provide for the fencing of the area. Lang envisions charging a fee to the dog owners to defray the costs of maintenance and mowing. Director Boss suggested an area 200 ft. wide by 240 ft. long. Lang will contact McMahon to get quotes for 6 ft. high chain link fencing with double gates. Czaja referred to the Village Comprehensive Outdoor Recreation Plan: 2018-2023 with note that a dog park was the third priority listed of park use. Other items considered by the Commission were:

- a. Parking – off-street is available plus parking at the end of Bonito.
  - b. Liability – coverage available through the Village policy.
  - c. Enforcement – rules applied by Badger High, Lake Geneva, will be obtained.
  - d. Eagle Scouts may help with construction.
  - e. Czaja suggested that Lange attend the Plan Commission meeting in February.
6. **Public Works Director's Report:**
- a. **One weekend ago, a PW employee backed into the Fire Dept. Bldg. with a PW truck. with resulting damage to the building, storm sheet metal, and the truck. Replacement parts are on order. Village insurance coverage is \$1,000 deductible.**
  - b. **Christmas tree pick-up is completed. On down time, the crew is tearing down the chipper.**
  - c. **The floors in the wells have been repainted.**
  - d. **Committee members were asked to consider alternatives to brush collection during June, July and August. PROPOSALS WILL BE DISCUSSED AT THE NEXT MONTH'S MEETING. Boss noted storm damage would still be a priority.**

7. **Commercial and residential Cross Connection Program:** Boss has been in contact with Hydro=Corp. regarding their list requirements for industrial, commercial and institutional locations in the format required. Boss has priced vacuum breakers, \$3.00 ea., and outside valve requirements, \$8.00 ea. **A MOTION BY CZAJA WITH A SECOND FROM MCMAHON APPROVES THE PURCHASE OF 150 EA. CARRIED.**
8. **Review monthly engineer's report:** No activity.
9. **Howard and Bonito Street Drainage:** total cost projected is \$180,000, 2020 budget year.
  - a. **Easements:** Fonseca is to be approached in 2019
  - b. **DOT permit:** Scheduled, 2019.
10. **Lakeview Subdivision Public Works Phase I:** Boss advised that the PW crew could clear the ditch in the existing easement and replace the municipal culverts under the road. The engineer's statement will be reviewed at the next meeting.
11. **Use of C & C Technologies escrow of \$10,500 to repair sidewalk in Windmill Prairie.** The escrow fund would not be sufficient in itself unless TIF funds could be used. Without sufficient funds, Boss recommends closing the sidewalk to prevent pedestrian injury.
12. **Comprehensive Outdoor Recreation Plan:** No report.
13. **Howard Street road project bidding requirement:** Bids will be advertised in February.
14. **Stormwater Utility:** Czaja referred to the report submitted by the Village Engineer.
15. **Five year capital improvements plan: Project list:**
  - a. **In accordance with Policy 9 of Village of Walworth Comprehensive Outdoor Recreation Plan 2018-2019, "Maintain a CAPITAL IMPROVEMENT PLAN WITH RESPECT TO ANNUAL MAINTENANCE AND OPERATIONS COSTS AND FUTURE IMPROVEMENTS AND DEVELOPMENT EXPENDITURES FOR WALWORTH PARKS, CONSERVANCIES, PATHS AND RECREATIONAL FACILITIES.**
    - i. **Restrooms at Badger Park, \$80,000.**
  - b. **Road improvements:** Boss noted that an overlay on the less traveled streets in the outlying subdivisions may be an immediate answer. He used work done on Adeline, Weber and Grace Street as examples. The overlay has provided an extension of life to the pavement. A rolled edge where curb is nonexistent will help maintain new edges. It was noted that property values decline when streets are deteriorated. \$50,000 a year could be considered.
  - c. **Lakeview Subdivision storm water issues and road reconstruction.**
  - d. **Howard & Bonito storm water relief: \$180,000.**
  - e. **Recommendation from Fire Dept.: new building: \$3,000,000 to \$5,000,000.**

Committee members and staff were asked to come to the next meeting with any future proposals including machinery and equipment needs. Boss noted that one of the large trucks is now 10 year old. Engine and body re stressed. Replacement: \$120,000.

16. **Toynnton Park**
  - a. **Start date for Bill Grunow, Advanced Coating Plus LLC, Fontana – coating of floor donation:** Boss will contact Grunow. A letter of appreciation, (copy to committee) will be forwarded to Grunow.
  - b. **Proposals for wall material:** After walls in the kitchen and bathrooms are measured by PW staff, proposals for cost of wall material will be sought. Park improvement fees authorized by the Plan Commission will be used.
17. **Devil's Lane Shelter Roof (metal): Scheduling:** Craig Utesch has submitted a proposal.
18. **Alliant Energy easement to install cable on park property and across Summer Drive to loop service.** Alliant is to draft an easement at their expense. They are to bury the cable under the road if necessary.
19. **Looping of Brennan Subdivision:** Village Attorney's verbal report – cost estimates to be submitted to Brennan: Boss will obtain a cost estimate to repair the road ends on Summer and Winter Drives to be submitted to the Brennans for approval with their agreement to allow access to Brennan land if necessary.
20. **2019 Budget Items and cost proposals:**

**a. Holiday Lights: Boss asks for project consideration in or prior to September, 2019.**

**Agenda Items b-c, 2020 budget items will be carried forward as project items on the next agenda.**

**Agenda Items 21 & 22: Due to the medical leave of Public Works Director, Tim Boss, all agreed that the employee review will be forwarded to the next month's agenda. A copy of Performance Evaluation will be completed by Boss for review in February.**

**23. Adjournment: A motion by Mizialko with a second from McMahon adjourned the meeting at approximately 6:35 PM. Motion carried**

Respectfully submitted: Louise Czaja, Public Works Chairman

Dated: January 25, 2019

Cc: Committee Members: Dan Mizialko, Pat McMahon

Village President: Tom Connelly

Village Board Members: LeRoy Nordmeyer, Randy Maynard

Public Works Director: Tim Boss

Clerk/Treas., Sabrina Waswo; Deputy Clerk/Treas. Lisa Rogers - Posted: Village Web Site