

**VILLAGE OF WALWORTH**  
**PUBLIC WORKS COMMITTEE**  
MONDAY, APRIL 22, 2019, 4:00 p.m.  
Village Hall Meeting Room, 227 N. Main St., Walworth, WI

**MINUTES**

1. Call to Order: Chairman Czaja presiding.
2. Roll Call: Present: Pat McMahan, & Dan Mizialko
  - a. Also present: Public Works Director, Tim Boss, Citizen, Danielle Mizialko, Clerk Treas. Sabrina Waswo at bid opening
3. Approval of March 21, 2019 Regular Public Works minutes: A motion by Mizialko with a second from McMahan approved the minutes as presented. Carried.

**Discussion, Consideration and Recommendation on the following:**

4. Citizen comments: Danielle Mizialko, 137 Park St. addressed the committee with concerns regarding products used to control weeds in public areas. She is aware that farmers spraying fields can cause spray to drift into the Village.

Mrs. Mizialko pointed out the recently won law-suit filed against the product, Round Up; and, she expressed concern for children and workers. What would public reaction be to a cession of chemical spraying.

Director, Tim Boss advised that a conference held two years ago provided information on a new product available proven to be safe for use. The Village has been using this product around the playground areas in the parks though the cost is higher than other products. To date, however, there is no "safe" product available to kill broad leaf weeds, i.e. dandelions and thistles. Weed whacking does not control weed proliferation. The Village's larger parks are sprayed in the spring and fall. School properties are maintained and managed by the school boards and maintenance staff. Boss noted that the Village does spot shoot broad leaf weeds in the parks and weeds sprouting in street curb cracks. Fire hydrants areas are not treated. Public reaction to lack of park ground maintenance is substantial, noted Boss. Boss advised that the buildings in the village would give some protection from farm spraying,

Mrs. Mizialko was thanked for raising the awareness of the Committee regarding the use of chemicals. The Committee will be alert to newer safer products on the horizon. The involvement of the DNR is questioned.

Report on proposed dog park by Lori Lange:

- a. Fund raising campaign: No report.
  - b. Plan Commission review – Badger Conservancy District: Connelly will direct the question of the compatibility of a dog park with a conservancy district to the Village Planner at the next Plan Commission meeting May 19<sup>th</sup>.
5. Budget report:
  - a. Village Public Works - \$60,000, streets capital outlay.
  - b. Water & Sewer Utility Maintenance – Amounts to be totaled for water main breaks, 2019.
  - c. Impact Fee Accounts: In accordance with the Village of Walworth Communication to Those Charged with Governance and Management Report: “ Water Utility’s impact fees

are to pay debt service for wells which were constructed in 206-2007.

d. Sewer Impact fees are to pay debt service for additional capacity at FWWPCC.

6. Public Works Director Tim Boss report: Acknowledging the death of Director Boss's father, Arthur Boss, the Committee expressed their sympathy to Director Boss and his family.

Boss reported a meeting with Ron of Hellos Construction regarding the walking path at Well #5 & 6. Though it would be an advantageous time to connect Cottongrass and Thistledown Lane while the area is under the shovel, the prospect was not financially planned and would be cost prohibitive and extremely time sensitive. Connecting the water system would provide a better water flow to the area, noted Boss.

7. Engineer's report: No report.,

AS PER DUE NOTICE AT 4:30 pm the Committee was directed to AGENDA ITEM 10.

10: STREETS:

A. Howard St. repavement: BID OPENING AT 4:30 pm: Clerk Treasurer Waswo OPENED THE BIDS and reported that two bids were received:

- a. Wolf Construction, 612 N. Sawyer Rd., Oconomowoc, Wi. \$48,838.00  
(bid received 04/17/19)
- b. Payne & Dolan, 1700 120<sup>th</sup> Ave., Kenosha Wil. 67,587.00  
(bid received 04/18/19)

COMMITTEE RECOMMENDATION TO THE BOARD: A MOTION BY MCMAHON WITH A SECOND FROM MIZIALKO RECOMMEND TO BOARD THE ACCEPTANCE OF THE LOW BID OF WOLF CONSTRUCTION IN THE AMOUNT OF \$48,838.00. WITH THE CONTRACT TO BE REVIEWED BY THE VILLAGE ATTORNEY. DISCUSSION:

History: Czaja reported that according to Village Board minutes, the last resurface of Howard was completed by B. R. Amon & Sons in 2000 for \$20,838.00. Curb and gutter replacement was completed by Quality concrete for \$2,180.

Boss pointed out that with the Walworth County grant of 50% of the project cost after 19 years, the Village share of \$24,429 is only slightly higher than the project cost in the year 2000. When asked, Boss advised that records are kept on all street projects since his appointment as director.

Problems that developed on the Beloit St. resurface were briefly noted. Boss advised that he was a new employee at the end of the Beloit St. project.

MOTION CARRIED.

## 8. STORM WATER DRAINAGE

a. Howard and Bonito Street Drainage

- i. Easements
- ii. DOT Response to Committee letter of 03/21/19: As per the DOT e-mail from Kevin Koehnke, to Clerk Waswo, the Committee will direct a second inquiry.
- iii. Possible alternatives to plan: Schedule date to walk area.
- iv. Plan of action.

- b.** Lakeview Subdivision Public Works Storm Water Drainage Phase 1:
  - i.** Timetable, work to be performed by Public Works personnel: Boss advised that the replacement of the culvert is to be contracted. A proposal will be solicited.
- c.** Retention Ponds:
  - i.** Oak Knolls Historical review: Czaja read a letter from retired Village engineer, Jensen & Johnson, Herb Johnson, dated July 2000. The letter discussed the damming of Lake Petite and the drainage area involving the Nippersink and the Piscascaw Creeks.
  - ii.** Maintenance of the area was discussed. Boss is directed to mow the area to prevent the growth of cottonwood and other scrub trees. Overgrowth a few years ago, noted Boss, caused an excessive expense to remove the dead trees and undergrowth caused by the water retention.
- d.** Randolph St. Storm Water Drainage: No report.
- e.** Storm-water utility/ impact fees: Czaja noted that Fontana had formed a storm water utility. Investigation into the cost of forming a utility could be helpful. Impact fees to developers could offset construction of a system.

## **9. PARKS:**

- a.** Comprehensive Outdoor Recreation Plan:
  - i.** Recommendation to form Park Committee: Committee members were asked to provide names of interested persons to the Village President.
- b.** Impact Fees: Attorney report on use of park impact fees to pay for CORP plan: No report to date.
- c.** Impact Fees: Attorney report on use of impact fees to pay for impact fee study: No report to date.
  - i.** Badger Park:
    - 1.** Toilets: Note contract: Czaja is researching a signed contract and grant for creating Badger Park and facilities. Two proposals for a shelter including a bathroom and a separate bathroom were part of the contract; however, the toilet was not constructed. Further review is necessary.
  - ii.** Devil's Lane Park:
    - 1.** Replacement of Roof: Bid proposals: Boss will contact Utesch Construction again. If there is no response, proposals will be sought.
    - 2.** Proposals for future use: The formation of a Park Commission would facilitate usage plans.
  - iii.** Toynton Park:
    - 1.** Floor Epoxy: contact with donor, Bill Grunow, Advanced Coatings Plus, LLC, Fontana Wi.: Czaja will contact Grunow.
    - 2.** Review of applications for summer 2019 use: With the following plan as proposed by Boss, Toynton Park kitchen can remain open for the first park use request of June 1, 2019.
      - a.** Crew to paint walls with Kynl to eliminate mold in kitchen.
      - b.** Crew to paint walls for summer use.
      - c.** Purchases:

- i. Stainless steel table & folding table.
    - ii. Sink. The present sink with a small counter area can be temporarily used. A small hot water heater is to be purchased.
  - 3. Proposals for wall material: Obtain bids for fall installation for kitchen and bathrooms.
- iv. Rotary Park:
  - 1. Alliant proposal to install cable, easements. Noted and completed.
  - 2. List of necessary repairs: Czaja noted Village Board minutes some years ago authorized the purchase of an engine for the Zamboni machine from Park Impact fees. Further research is required.
- v. Heyer Park:
  - 1. Landscape plan & summer maintenance. President Connelly is to contact wholesaler, Jay Gerdes. Gerdes, Village Forrester, will be asked his opinion of the large pine in the west corner of the park.

## 10. STREETS:

- a. Brennan Subdivision: cost proposals to improve street ends on Autumn & Winter Drives: A question arose regarding the plat. Is this area within the Village? The Brennan Bros. must be contacted to allow construction on their land.
- b. Update on Hellas Road Use Permit: The required \$175,000 bond for the use of Devil's Lane was submitted and the agreement with the contractor, Hellos, has been executed. A copy of the agreement was given to Director Boss.

## 11. WATER UTILITY:

- a. Cross connection program for residential and commercial properties – Progress report. Czaja noted the work requests by the Water Operator to the Clerk Treasurer's office has presented an additional work load not anticipated by the Clerk Treasurer and Deputy. With this heightened awareness, possible solutions were discussed.
- b. Job Description for Water Operator – recommendation for addition of meter reading, etc: An additional statement provided by Clerk Waswo via e-mail to Boss on 03/22/19 was read by Czaja and a MOTION BY MCMAHON WITH A SECOND FROM MIZIALKO APPROVES ADDING THE STATEMENT TO THE WATER OPERATOR CLASS I JOB DESCRIPTION. CARRIED. Village Board action is not required.

## 12. SEWER UTILITY:

- a. Board approval of refund of sewer charge to customer. No report.
- b. Policy proposals regarding refunds: Review proposal: COMMITTEE RECOMMENDATION TO BOARD: The proposed policy was read and reviewed. A second draft including the Committee recommendations will be carried forward on the next agenda.

## 13. BUILDINGS:

- a. Village Hall:
  - 1. Handicapped accessible doors – contact with contractor: The contractor visited last week to again measure the area. Noting that the contract was signed last October, if the project is not started within the next month, the Committee agreed to seek other proposals.

14. Five year capital improvements plan: Project list.

**15. 2019 Budget Items & cost proposals:**

- a. Holiday Lights (2020 village budget)
- b. Camera at Salt Shed (2020 village budget)
- c. Fencing around Public Works Building (half water/half sewer - 2020 budget)
- d. Howard and Bonito Streets pit and pump (2020 village budget)
- e. Lakeview Subdivision (2020 village budget)

**16. Adjournment:** A motion by McMahan seconded by Czaja adjourned the meeting at approximately 5:55 pm. Motion carried.

*This is a meeting of the Public Works Committee.*

*No official Board action will be taken; however, a quorum of the Village Board may be present.*

*Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the Clerk Treasurer's office in advance so the appropriate accommodations can be made.*

cc: Public Works Committee, Village Board, Walworth Times, Lake Geneva Regional News

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