

**VILLAGE OF WALWORTH**  
**PUBLIC WORKS COMMITTEE**  
MONDAY JUNE 24, 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 McMahon, Member; Dan Mizialko, Member  
ALSO PRESENT: Tim Boss, Public Works Director  
CITIZENS PRESENT: Mark & Lucinda Rapata, 307 Windmill Prairie
3. Approval of May 27, 2019 Regular Public Works minutes: A motion by McMahon with a second from Mizialko approved the minutes as presented. Motion Carried.

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

4. **Citizen comments: Mrs. Rapata thanked Director Boss for adding fill to the street opening on Phillips St. Boss reported that the Phillips was opened to install a larger water service for property owned by Agape House. All costs for the installation will be paid by the owner, Agape, LLC.**

**The Rapata's questioned the status of the retention pond at Toynton Park and adjacent sidewalk. The item will be placed on next month's agenda.**

- a. Trash on curbs: Staff process for alerting John's Disposal: Where curb trash has sat longer than the 72 hour limit, the Building *Inspector and/or the Police Dept. will send a list of property addresses with curb trash to John's Disposal for pick up.*
- b. Email from Matthew Dunlap on Bonito Street Flooding and Sinkhole: Czaja will address a letter to the Dunlaps with note that the sinkhole is located on the Dunlap property; therefore, the cistern, (sinkhole), is the property owner's responsibility. Filling the cistern with slurry is recommended.
- c. Report on proposed dog park by Lori Lange: No further contact has been made by Mrs. Lange.
  1. Plan Commission Review – Badger Conservancy District: The Village Planner indicated that the district is conservancy by name; and, a dog park would not be an adverse use. (See Plan Commission minutes, 6/17/19.)
  2. Parking concerns: Plan Commission members noted the lack of adequate parking in the direct area of the dog park proposal on Village owned land north of the railroad tracks and east of the walking path. The Commission discussed the possibility of constructing a dog park at the Toynton Park site.
- d. E-Mail from Jack & Kathy Dayon, Windmill Prairie: re: Phillips Street: See Mr. & Mrs. Rapata's comments above.

**5. Budget report:** Village Public Works & Water & Sewer Utility, Impact Fee Accounts: Noted.

**6. Public Works Director Tim Boss report**

- a. Public Works Employee Overtime Hours (Approved by Board 6/10/19): Boss noted that questions from one employee have been resolved. A copy of page 15, item 3 & 4 of the Employee Handbook was submitted to the Committee members for review.

- b. Status of equipment, (Report on truck issue, see PW meeting 5/30/19): Boss reported the truck is presently at the repair shop. Disposition of the cab and engine will be brought forward to the next agenda.
- c. Building Security and Cameras: On the recommendation of the Committee, the Public Works Building garage doors will be locked at all times. The purchase of security cameras for all the public buildings is a budget consideration.
- d. Any other information or concerns: Boss reported on a call out at 11:45 PM on a Friday in June regarding a sewer backup on Prairie Drive. Because the Village sewer jetter was down for repairs, Fontana, via call out, provided Fontana's jetter. Boss explained it appears that a landscape block was placed at the bottom of the manhole; and, the block caught what appears to be plastic bags, thus blocking the line. Apparently, noted Boss, a property owner was attempting to retrieve an expensive diamond ring. In approximately a week, Boss will put a camera at the end of the jetter to inspect the functioning of the line.
- e. Property at 301 N. Main Street: Concern regarding access to the well on N. Main St. does not involve 301 N. Main, noted Boss. In prior years, the Village purchased land contingent to the well to provide the required buffer area, Boss advised.
- f. Review monthly engineering report: Nothing to report.

## **7. STORM WATER DRAINAGE**

- a. Howard and Bonito Street Drainage
  - 1. Easements
  - 2. DOT further response to committee letter of 03/21/19: Nothing further.
  - 3. Possible alternatives to plan: Schedule date to walk area: Trustees are asked to walk the culverts adjacent to Highway 67; and, report their observations regarding DOT's maintenance at the next PW meeting.
  - 4. Plan of action: (See pump purchase, last item on agenda.)
- b. Lakeview Subdivision Public Works Storm Water Drainage Phase 1
  - 1. Timetable, work to be performed by Public Works personnel: Boss noted the PW crew is approximately 1 ½ months behind their work schedules.
- c. Retention Ponds:
  - 1. Oak Knolls flooding and pumping.
    - a. Review letter 05/12/08, Foth, Flooding Analysis & Recommendation: Czaja quoted prices listed for alternative remedial measures recommended in 2008. None of the recommendations were approved.
    - b. The second flooding of the Oak Knolls retention pond this year required a pump rental. Total rental fees, electrical charges and gasoline costs will be forthcoming.
- d. Randolph Street Storm Water Drainage: (See pump purchase, last item on agenda.)
- e. Storm-water utility/impact fees: Storm water utility on Plan Commission agenda, 06/17/19: Czaja reported the item appeared on the 06/17/19 PC agenda. Setting up a storm water utility would require an engineering study and the establishment of another enterprise much like the water & sewer utility. It would provide additional charges to the

home-owner to pay for storm-water remediation.

## 8. PARKS:

- a. Comprehensive Outdoor Recreation Plan:
  - 1. Recommendation to form Park Committee: President Connelly is to be appraised of interested citizens willing to serve on a Park Committee
- c. Badger Park: No report.
- d. Devil's Lane Park: Replacement of Roof: Bid proposals. Boss solicited a proposal from a second contractor.
  - 1. Proposals for future use: Big Foot High School's use of park contract ends in 2020.
- e. Toynton Park:
  - 1. Floor Epoxy: contact with donor, Bill Grunow, Advanced Coatings Plus, LLC:  
Chairman Czaja phoned Grunow and gave Grunow Boss's phone.
  - 2. Review of applications for summer 2019 use: No report.
  - 3. Proposals for wall material: Obtain bids for fall installation. McMahon noted receipt of a bid. The bid will be brought to the next PW meeting.
- f. Rotary Park:
  - 1. Contribution box and ordinance: Removal approved by Board 6/10/19. Boss will get the key from the manager and will remove the box.
  - 2. List of necessary repairs: Rotarian Rasmussen painted the rink's outer structure last year. The warming building is to be padlocked when not in use.
- g. Heyer Park:
  - 1. Landscape plan & summer maintenance: The Village Square looks inviting and lovely.
  - 2. Cross connection in park. Reports from HydroCorp have been submitted on four Village properties, Heyer Park; Village Hall, 247 N. Main St.; Walworth PW Building, 131 Badger St.; and Library, 525 Kenosha St. Boss noted changes for compliance. A meter will be located at the Fire Station Building to measure tanker fill-ups.

## 9. STREETS:

- a. Howard Street repavement timeframe: Boss has contacted Bardon Cement several times regarding curb repairs prior to repaving Howard. Another contractor will be asked for a quote.
- b. Brennan Subdivision:
  - i. Cost proposals to improve street ends on Autumn & Winter Drives
    - 1. Expand cul-de-saq 10 ft. on each side Autumn Drive: \$23,502.00, Wolf Paving
    - 2. Asphalt paving, Winter Drive: \$9,950,00, Wolf Paving
  - ii. Cost Recovery: Irrevocable Letter of Credit, 02/20/02: Czaja submitted a copy of the final plat for Phase 1 and letters from the Engineer and Attorney recommending the recording of easements for the road ends and water and sewer with the final plat. At this time, there is no information or record that these easements were ever recorded.

Czaja will research the Register of Deeds files to see if the document was filed.

1. VB minutes, 12/10/18: Last report on subdivision.
- iii. Report on easements: See letter from Attorney Seymour, 07/17/98: A copy of the letter was provided to the Committee members.
- c. Update on Hellas Road Use Permit: Mrs. Rapata noted heavy equipment using restricted Fairview Drive access to the construction site early in the AM. The police department will be alerted.

#### **10. WATER UTILITY:**

- a. Cross connection program for residential and commercial properties – Progress report. Approximately 50 postcards have been sent out to residential properties. A rotation is attempted to prevent notices sent each year to the same properties.
- b. Leak Detection Program: No report.
- c. PSC Report: Filed.

#### **11. SEWER UTILITY:**

- a. Policy proposals regarding refunds: Review proposal: COMMITTEE RECOMMENDATION TO BOARD. A draft with corrections will be on next month's agenda.

#### **12. BUILDINGS:**

- a. Village Hall:
  1. Handicapped accessible doors – contact with contractor: Czaja will contact the contractor to advise a week's notice.

#### **13. Five year capital improvements plan: Project list**

#### **14. 2020 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)
- f. Purchase of pump to pump Oak Knolls Retention Pond: Boss proposed the purchase of a 6” pump with floats plus a trailer unit at a cost of \$35,275.00 with half paid by the sewer utility and half cost provided by the Village. Boss advised that a pump this size could drain the Howard and Bonito Street and Randolph Street drainage standing storm water issues in minutes; and, be proactive in lowering the level before the flooding stage at Oak Knolls. Discussion followed:
  - i. The engineer recommendations from Strand dated May 23,1990 recommends “that the bottom area be kept in a relatively open condition”.
  - ii. The engineer recommendations from Foth dated May 12, 2008 shows five option ranging from \$459,000 to \$225,250 with a trailer-mounted trash pump at \$15,000.

In reviewing the pump option, Czaja questioned maintenance requirements on a unit with Occasional use. Boss noted the possibility of a rental not available in an emergency. Czaja stated the purchase of the generator for the sewer list station proposed at \$40,000 was approximately \$25,000 providing a balance in the sewer account.

A MOTION BY MCMAHON WITH A SECOND FROM MIZIALKO RECOMMENDS THAT THE BOARD APPROVE THE PURCHASE OF A 6" PUMP WITH FLOATS PLUS A TRAILER UNIT AT A COST OF \$35,275.00 WITH HALF PAID BY THE SEWER UTILITY AND HALF COST PROVIDED BY THE VILLAGE. (VENDOR AND MANUFACTURER PROVIDED BY BOSS). Motion carried.

**15. ADJOURNMENT:** A motion by McMahon with a second from Mizialko adjourned the meeting.

Next meeting: Monday, July 29, 2019, 4:00 PM, Village Hall.

Respectfully submitted, 6/28/19: Louise Czaja, PW Chairman

cc: Public Works Committee, Village Board,  
at: [www.villageofwalworth.govoffice2.com](http://www.villageofwalworth.govoffice2.com)