

**VILLAGE OF WALWORTH**  
**PUBLIC WORKS COMMITTEE**  
MONDAY AUGUST 26, 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: Bob Ball, 224 Fremont St.  
Corrisa Spangenberg and children, 306 Kenosha St.
3. **Approval of July 29, 2019 Regular Public Works minutes:** A motion by Mizialko with a second by McMahon approved the minutes as presented. Motion Carried.

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

A motion by McMahon with a second from Mizialko directed the Committee to move to Item 12, b Application for Request for Water and Sewer Usage Credit from Corrisa and James Spangenberg, 306 Kenosha St. Motion carried.

Mrs. Spangenberg's application was reviewed. In addressing the Committee, Mrs. Spangenberg reported the many contacts with the property owner, Gary Hagen with unsatisfactory results regarding to apparent leaks in the bathroom toilet facilities. She submitted a letter from the owner and a plumber indicating the cause and repair of current problem with copies of invoices of parts purchased to fix the leak.

A report of usage shows average consumption of the Spangenberg's, 306 Kenosha, W & S account average is 23,250 gallons, \$277.30. The 6/30/19 reading shows a usage of 78,000 gallons, \$676.00. Director Boss will read the meter twice, two weeks apart to ensure the readings have stabilized. A MOTION BY MCMAHON WITH A SECOND FROM MIZIALKO RECOMMENDS THE BOARD APPROVE A REDUCTION IN THE WATER RATE FOR THE EXCESS VOLUME AT THE PSC'S AUTHORIZED REDUCED RATE AND AN AVERAGE RATE FOR THE SEWER CHARGE ON THE Corrisa & James Spangenberg, 306 Kenosha St., account for the 6/30/19 billing. Carried.

The Committee returned to agenda item 4.

4. Citizen comments: None.
5. Budget report: Village Public Works & Water & Sewer Utility, Impact Fee Accounts: Czaja noted the recent State Statutes governing Impact Fees. An improvement project must be outlined, a public hearing must be held prior to the levying of the fee. The Village ordinances must be updated to comply.
  - a. A. Resolution repurposing 2018 borrowing: Resolution 2019-2 2018 GENERAL FUND CARRY OVER: Lists \$38,620.00 Remaining in Roadwork.
6. Letter from Susie Fairchild requesting refund of Toynton Park rental fee: \$50 for 08/10/19; and retaining Lighthouse Full Gospel Church \$100 security deposit for 08/11/19: The letter drafted by Mrs. Fairchild requesting the refund indicates her family was unable to use the kitchen or refrigerator on the 10th as reserved because the church group had brought their food for their event the morning of the 10<sup>th</sup>; the day before their reservation, thus, using all available space. A MOTION BY MCMAHON WITH A SECOND BY MIZIALKO RECOMMENDS TO THE BOARD TO REFUND THE \$50.00 RENTAL FEE TO SUSIE FAIRCHILD AND REFUND ONLY \$50.00 OF THE \$100.00 SECURITY DEPOSIT TO THE LIGHTHOUSE FULL GOSPEL CHURCH. CARRIED.

**7. Public works Director Tim Boss Report:**

- a.** Status of equipment: The “utility” truck, 2004 one ton, requires maintenance. It is leaking fuel. Also, brakes and tires are to be replaced. Service will be done this week. Mizialko’s question relative to a used truck purchase program was negated by Boss.
- b.** Report on sanitary sewer line on Prairie Drive: Boss advised that the line is flowing. Removal of the brick is problematic.
- c.** Any other information or concerns: Brush pickup was discussed. Boss noted what was once three hours, three days a month has expanded to 15 hours. The program was not intended to provide pickup of branches from whole tree removals. According to President Connelly, the Village Forester, Jason Gerdes, has offered to perform an inventory of dead or deceased trees in the Village.
- d.** Review of monthly engineering report: Nothing.
- e.** Memorandum of Understanding with Walworth County Hwy. Dept. re: Winter Road Deicing Program: A \$4.00 increase was noted. A MOTION BY MIZIALKO WITH A SECOND FROM MCMAHON RECOMMENDS THAT THE BOARD ENTER INTO THE ANNUAL AGREEMENT. CARRIED.

**8. STORM WATER DRAINAGE:**

**a . Howard and Bonito Street Drainage:**

- 1. Easements: Seepage bed agreement dated 11/15/77, Cleanout 05/11/09: Noted.
- 2. DOT further response to committee letter dated 03/27/19. Letter from Kevin Kohnke, Permit Coordinator, SE Region Wi. Dept. of Transportation dated 06/03/19, rec’d 07/29/19: Czaja noted the items and dates are recorded on the agenda and minutes to establish a record.
- 3. Possible alternatives to plan: Presently, there is an engineering plan with a total cost of \$180,000 to \$200,000. Boss suggested as an alternative the installation of a pit with a 2” pump, to pump the water from the Howard St. culvert to the ditches along Grace Street then on to the culvert on High Street. Seepage would remediate the flow level. A cost saving would be evident.
- 4. Plan of action: The Village Engineer’s opinion of the alternative plan will be sought by Boss.
- 5. Dunlop cistern: PC discussion: Ordinance regarding maintenance: A letter has been directed to Dunlop from PW dated 07/02/19. The cistern is in the terrace area on the Dunlop property, noted Boss. Therefore, according to the ordinance, the property owner is responsible for maintenance.

**b. Lakeview Subdivision Public Works Storm Water Drainage Phase I.**

- 1. Timetable: work to be performed by Public Works personnel. Weather conditions have not provided a time frame in 2019.
- 2. Spring 2020: Ditches and culverts on Lakeville Rd: Special assessment procedures for spring/summer work should be calendared in Dec. and Jan.

**c. Retention Ponds:**

- 1. Oak Knolls Flooding and pumping: Comments by residents of Oak Knolls to Walworth Plan Commission meeting Monday, August 19, 2019: Three families, Mrs. Liz Lochner-Abel, 912 Bennett Court, Eusevio & Josephina Sanchez, 904 William St., and Mr. & Mrs. Bernardo Hernandez, 918 Williams St., attended the

meeting. Their properties are adjacent to the retention pond. Pictures of the flooded backyard of the 918 Williams Street property were projected. They complained of the smell left after the infiltration; and, they are asking for long term solutions. Boss noted the drain pipe is not plugged as misunderstood, since pumping was accomplished. Czaja made available the report from the adhoc Committee formed after the 2000 flood dated July 8, 2000 prepared by Herb Johnson, retired civil engineer. Also available is the Village Engineer's report. The purchase of a pump as recommended has been approved by the VB.

- i. Present condition of berm: Boss noted that work on the berm will be a spring project. The adjacent field is planted; therefore, the approach to the pond is not available.
  - j. Maintenance questions: Since the Shodeen property is platted; and the adjacent area is dedicated, a possible retention/detention area could be constructed to contain some of the flow, advised Director Boss.
2. Windmill Prairie pond & sidewalk:
    - i. Letter of credit: C&C have been notified that the outstanding engineering bill of \$1,007.83 will be drawn from the credit of \$10,000.
  3. Randolph St. Storm Water Drainage: Nothing further.

## 9. PARKS:

- a. Devil's Lane Park: Proposal for Utesch Construction, Inc., \$9,266.91, approved by VB 08/12/19: construction schedule: As soon as the ground dries, Utesch will be able to get his heavy equipment into the area.
  1. Proposals for future use.
- b. Toynton Park:
  1. Floor Epoxy: contact with donor, Bill Grunow, Advanced Coatings Plus, LLC.
  2. Review applications for summer 2019 use: Close Park after Labor Day for rehab of kitchen. Noted.
  3. Proposals for wall material: Obtain bids for fall installation for kitchen and bathrooms: Proposal submitted by Utesch Construction dated 08/04: Report, Trustee McMahon: McMahon has not made contact with Utesch.
  4. Use of Eleanor Wickstrom funds, batting cage & cement under bleachers: Finance Committee discussion 08/08/09: Czaja reported the Finance Committee question regarding future use of the ball field at Toynton after the Big Foot ball field is completed. Boss noted the lights at Toynton Park are in good condition and continued use of the field for soft ball is reasonable. The item will be brought forward to the next agenda.
  5. McMahon reported there are no funds for the dog park from Lowes.
- c. Rotary Park:
  1. President Connelly to speak to Rotary Manager: No report.
    - a. Removal of contribution box: No report.
- d. Heyer Park:
  1. Christmas Decorations: Last year \$600 was spent on the purchase of small trees. A proposal of a purchase of telescoping 18' flag pole and pad in the center of the park

and lights for stringing to create a large center “Christmas tree” was discussed. Involvement of the businesses around the square would create a Christmas theme. The necessity and appearance of the hangings on the light poles on Kenosha and S. Main was also questioned. Plans are to be firmed by late September.

**10. STREETS:**

- a. Howard Street repavement completed by Wolf Contracting, \$48,858.00.
- b. Brennan Subdivision:
  - 1. Cost proposals to improve street ends on Autumn & Winter Drives
  - 2. Record of easements filed at Walworth County Register of Deeds: Czaja submitted a copy of the recorded agreement with the Brennan’s for Phase I. Included in the agreement is a recorded easement showing a future looping of Autumn and Winter Drive. Prior to any construction, the Brennan’s are to be notified.
    - i. Referred to Plan Commission regarding utility looping: Action: The item was part of the PC agenda on 08/19/19. President Connelly is to contact Brennan with a registered letter of invitation to the next Board and Plan meetings.
    - ii. Autumn Drive: \$23,502.00 & Winter Drive: \$9,950.00 Wolf Paving.
      - i. Cost Recovery: Letter of Credit for \$80,000 02/20/02.
- c. Update on Hellas Road Use Permit: No further report.

**10. WATER UTILITY:**

- a. Cross connection program for residential and commercial properties – Work in progress.
- b. Leak Detection Program: No report.
- c. Water service to Walworth Post Office: A lead service line was leaking, noted Boss. Replacement of shut off valves in the 2020 utility budget is in order. Czaja noted the current issue of the League magazine has an article on lead service replacement funds.
- d. Review Resolution 2010-4 C DATED 01/14/2010 AND SUBSEQUENT RESOLUTION: BOSS ADVISED THE \$90,000 REPLACEMENT FUND WAS ESTABLISHED FOR SEWER REPLACEMENT. DISCUSSION FOLLOWED. FURTHER RESEARCH IS REQUIRED.

**11. SEWER UTILITY:**

- a. Policy proposals regarding refunds re: water & sewer charges: Approved by VB 08/12/19: Placed on file.
- b. (See page 1).
- c. Application for refunds submitted by Kathy Springhorn, 126 Howard: Susan Carlson & Mark Noble, 406 Beloit Rd. Approved by VB 08/12/19.

**12. BUILDINGS:**

- a. Village Hall:
  - 1. Painting exterior trim: To be scheduled.
  - 2. Sweep for rear door & plexiglass for Clerk/Treas. Pass through: Will be ordered.

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

**14. Staffing Proposals:**

- a. University intern, school of public engineers: Bob Ball reported his research of the web sites and is impressed with MSOE in Milwaukee, Career Services. He will contact the school and inquire about possible funding programs for students and graduates.

**15. 2020 Budget Items & cost proposals:**

- a. Holiday Lights (2020 village budget): Trustee Ryerson will be invited to give input.
- b. Camera at Salt Shed and Public Works Building (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 McMahon with a second from Mizialko adjourned the meeting at approximately 6:35 PM.

Next meeting: Monday, September 23, 2019, 4:00 PM, Village Hall.

*Respectfully submitted, 08/28/19: Louise Czaja, PW Chairman*

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