

**VILLAGE OF WALWORTH**  
**PUBLIC WORKS COMMITTEE**  
MONDAY, December 30, 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,
  - a. ABSENT: Dan Mizialko, Member (arrived at 4:20 pm)ALSO PRESENT: Tim Boss, PW Director; Connor Carynski, reporter; Bob Ball, citizen.
3. Approval of November 25, 2019 Regular Public Works meeting minutes: A motion by McMahon with a second by Czaja approved the minutes as presented.

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

4. Citizen comments: None.
5. BUDGET REPORT: Village Public Works & Water & Sewer Utility, Impact Fee Accounts: No report.
6. PUBLIC WORKS DIRECTOR TIM BOSS REPORT:
  - a. Status of equipment: The leaf vac truck is being cleaned. Snow removal equipment is on line for use. The replacement truck, (approved by VB 12/19) has been ordered with an April delivery. The loader was ordered from a second vendor whose proposal was lower. With negotiation, the second vendor offered 1,000 extra hours of warranty with an extension of two additional years plus extra forks for the bucket, valued at \$5,000.
  - b. Any other information or concerns: Thursday, 01/02/20, Christmas decorations in the square will be removed.
  - c. Review monthly engineering report: No comments.
  - d. Contracting for snow removal on sidewalks: Boss reported that PW routinely removes snow from the following properties: Walworth Cemetery; Alliant Energy; Fire & Rescue sidewalks and parking lot; Library sidewalk; Badger Park path; Village Hall sidewalk & parking area. Snow accumulation less than 1” cannot be blown due to the lift on the blower. During the snowfall in October, PW removed snow from 20 to 30 properties, gratis.

Dan Mizialko arrived at approximately 4:20 pm.

Pat McMahon reported that at a neighborhood gathering, the subject of the increase charge from \$50 to \$200 per snow removal was a topic of consternation among those present. In reply to McMahon’s question regarding enforcement, Czaja referred to Ordinance Sec. 6-2-7 SNOW AND ICE REMOVAL. SECTION C, “Enforcement. All sworn police officers and all other Public Works Department employees are hereby authorized and directed to enforce the provisions of this Section.”

Contractors with a trailer and a walk behind blower are sought. Boss advised there are five habitual violators.

Further discussion involved: a contractor’s charge per property per snowfall: the time allotted for removal, (24 hrs. versus proposed 36); the effect of drifting snow; and call out of the contractor at the direction of the PW Director. Village payment to a contractor within 30 days would be effective; and, the collection of non-payment of the \$200 fee to the

property owner is a special fee on the tax bill as provided by Ordinance 6-2-7.

WITH NO RECOMMENDATION FROM THE COMMITTEE, THE ITEM WILL BE PLACED ON THE JANUARY 13, 2020 VILLAGE BOARD AGENDA FOR FURTHER DISCUSSION AND ACTION.

7. STORM WATER DRAINAGE:

- a. Howard and Bonito Street Drainage: Standing water pumped this morning.
- b. Lakeview Subdivision Public Works Storm Water Drainage Phase I.
  1. Spring 2020: Ditches and culverts on Lakeville Rd. In reply to Czaja's question regarding use of the new backhoe, Boss noted that any earthmoving would have to conform to elevations directed in a construction contract.
- c. Retention Ponds:
  1. Oak Knolls:
    - a. Responses from property owners requesting account of damages: A report submitted by the Clerk was noted; and, the initial letter from the Village dated October 30, 2019 was read by Czaja.
    - b. Donations from service organizations: Authorized at Special VB meeting in December, 2019.
    - c. Application for grant: Czaja noted that President Connelly is spearheading this project. All departments will be required to submit a report of the actual costs involved by each department. Materials regarding filing grant applications are available for study.
  2. Windmill Prairie pond & sidewalk:
    - a. Letter of credit referred to Village Attorney at VB meeting 11/11/19: No report to date.
  3. Randolph St. Storm Water Drainage: The storm water collected has been pumped this morning .
  4. Big Foot High School Sports Complex Drainage: No further report. Project not complete at this date.

8. PARKS:

a. Devil's Lane Park

1. Proposals for future park use. Park Committee: Removal of lights as a spring project was discussed. Use of Wickstrom funds is proposed.
2. Doors on bathrooms at pump station: Spring replacement, 2020.

b. Toynton Park:

1. Replacement of fixtures and countertops: New countertops are ordered. The existing partitions in the woman's bathroom are usable.
2. Proposal from Utesch construction not to exceed \$9,781.95, approved by VB 08/12/19 for renovation of kitchen and bathroom walls, schedule: Progress report: Nothing further.

d. Rotary Park:

1. Rotary Manager.
  - a. Removal of contribution box: The box has been removed.

b. Condition of hockey rink & parking lot. FYI, Czaja reported that Rotary member, Mr. Rowbotham, had approached with concern regarding the condition of the boards in the rink and the poor condition of the parking lot. He suggested a cost sharing proposal with the Rotary. He noted the use of the park and the possibility of an addition to the building on the property proposing the use of impact fees. Priorities during 2020 will be evaluated by the Committee.

e. Heyer Park:

1. Christmas Decorations: Completed.

a. Contact with school for tree lighting in 2020: Director Boss showed a picture of tripod structures constructed of lumber which could replace live trees in the square for Christmas 2020. Each unit could be decorated to resemble a Christmas tree by the decorations of lights and greenery. The concept was used in Rotary Park in Janesville.

Note: purchase lights and materials now during post Christmas sales. Funds directed to the Chamber from Village Room Tax are expected to be returned to the Village for Christmas decorations in 2020.

9. STREETS:

a. Big Foot Ridge Subdivision:

1. Utility looping Autumn & Winter Drive: Action: Report of Plan Commission meeting held 11/19/19: Czaja noted the recommendation of the PSC; and referred to the number of times the matter was on the agenda for the Plan Commission with no resolution.

b. Update on Hellas Road Use Permit: The Sports Complex is not yet complete.

10. WATER UTILITY:

a. Cross connection program for residential and commercial properties – Nothing further.

b. Leak Detection Program: Well pump reports are down. A water main break occurred during the holiday on Kenosha St. in front of the Sentry property.

c. Future water main replacement program: valve replacements in 2020. Funds to replace 2 valves in 2020 are included in the utility budget.

11. SEWER UTILITY:

a. A Joint Resolution 2-19 Clean Water Funds Loan application as recommended by FWWPCC and approved by Special VB meeting 09/16/19, Walworth Utility Share \$650,000: Question, is this the total with consideration of the \$15,000 grant application? Item for research and report at next meeting. Deputy Clerk/Treas. Rogers submitted the information for review.

b. Sewer rate increase: Proposed in 2021.

12. BUILDINGS:

a. Village Hall:

1. Painting exterior trim: Boss asked for a color choice. He will order paint.

2. Sweep for rear door & Plexiglass for Clerk/Treas. completed.

13. Five year capital improvement plan: Project list. Items are to be prioritized.

14. 2021 Budget Items & cost proposals:

- a. Holiday Lights (2021 budget): See Park report.
- b. Camera at salt shed: REFER TO GENERAL SERVICES.
- c. Fencing around Public Works Building (half water/half sewer – 2021 budget)
- d. Howard and Bonito Streets pit and pump (2021 village budget) See prior report.
- e. Lakeview Subdivision (2021 village budget). See prior report.

15. CLOSED SESSION:

- a. To consider a motion on whether or not to conduct a closed session pursuant to Wis. Stats. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Annual employee review.

A motion by Mizialko with a second from McMahon directed the Committee to go into closed session for the purpose as stated in the agenda. The following roll call vote was recorded:

AYE: Czaja, Mizialko, McMahon

NAY: None.

The closed session resumed.

16. OPEN SESSION:

- a. Return to open session pursuant to Wisconsin Statutes, 19.85(2) and take any action on any items discussed in closed session. The Committee returned to open session.

ADJOURNMENT: McMahon made a motion to adjourn at approximately 6:45 PM. Mizialko seconded and the motion carried. The next meeting date is 01/27/20, 4:00 PM.

Respectfully submitted, 01/02/20 Louise Czaja, Chairman

Cc: Board, press