

VILLAGE OF WALWORTH
PUBLIC WORKS REGULAR COMMITTEE
MINUTES

Monday, December 30, 2024, 4:00 pm
Village Hall, 227 N. Main St., Walworth WI 5318

1. Call to Order: Trustee Chairman, Matt Tanner called the meeting to order at 4:01pm.
2. Roll Call: PRESENT: Trustee Member Bob Ball, Trustee Member Merik Fell
ALSO PRESENT: President Louise Czaja, PW employees, Shannon Lannon, Village Engineer, Mark Kolczaski. Chris Holt arrived at approximately 4:10 pm.
3. Approval of Minutes: Special Meeting Minutes 12/27/24: A Tanner/Ball motion approved the minutes as presented.
4. Review of Village & Utility Budgets 11/30/24: The General Fund and Utility report will be reviewed by the Finance Committee.
5. Comments from Citizens Present: No comments presented.

DISCUSSION, CONSIDERATION AND RECOMMENDATIONS ON THE FOLLOWING:

1. Review 2024 Water & Sewer Utility Budget: Referred to Finance Committee.
2. Recommendation to Village Board regarding Manager & Supervisor positions: Report: Chairman Tanner advised that he had drafted letters to the present PW employees offering the following positions:
 - a. Chris Holt, Manager of Water & Sewer and Superintendent of PW,
 - b. Shannon Hammond, Manager of Public Works, Streets, Parks, Municipal Buildings and Grounds.Mr. Holt had indicated to Mrs. Czaja that the pay increase for the Superintendent's position was not adequate.
3. Report on equipment:
 - a. Front-end loader: Mr. Hammond advised that the item is the backhoe. He recommends listing the backhoe for sale on Wi. Surplus and purchasing an attachment to the Kubota 66. The backhoe is old and will need repairs and replacement of the lines, and it currently sits outside. An attachment could be housed and attached to the Kubota when needed.

A Tanner/Fell motion directed the Committee to review item 2 on the arrival of Mr. Holt. Discussion: Mr. Holt advised that he appreciates the offer of Superintendent; however, he does not feel the increase for the position is adequate. The average rate of pay is \$30.00/hr. and with a 45-hr. work week this is less than a significant amount of 10% initially proposed given the additional responsibility. Mr. Holt appreciates elevating both positions. The department is currently short-staffed, and he is falling behind the PSC required meter changes and cross-connection inspections. Mr. Tanner pointed out the advantages of salaried positions with note to a 40-hour work week adjusted according to the volume of work in a given week, plus overtime if required.

- b. Trash on curbs: Discussion: Trash on the end of Franklin was noted. Past practice was that the Police Dept. would provide Mr. Nickels with a list of areas not picked up and Mr. Nickels would notify the property owner or directly contact John's Disposal for a pickup.
- c. 2025 budget: Discussion: Mrs. Czaja noted the proposed deficit of approximately \$340,000. With only one election in 2025, it seems apparent that another referendum would be in order to provide funding for operations in 2026. An increase in levy limits due to new construction will

not affect the formula in 2025/2026 as new construction must be occupied prior to full value enrollment on the tax roll. The required time frame to get the question on the April election ballot is:

- i. Drafting of the ballot referendum question prior to the Finance meeting with DOA approval by 01/07.
- ii. Special Board meeting 01/09, to approve referendum question with submittal to County for printing.

4. Streets & Sidewalks:

- a. Wisconsin Street Reconstruction Project 2025: Street light fix: Mr. Holt noted that the low bid was from Power Tech. *A Tanner/Ball motion recommends that the Village Board approve the proposal submitted by Power Tech to repair the wiring on the streetlights in the Walworth Industrial Park. Motion carried.*
- b. Randolph St. Project 2024: Final payment, spring 2025. Discussion: A cracked curb must be removed and restated, grass growing in the tree banks, and a raised sewer manhole lid at the Devil's Lane intersection are listed pending completion. Engineer Mark Kolczaski advised that there are four known lead service lines on Randolph. Of the project replacement throughout the Village total of 25, two are not lead. He proposes using the two on Randolph to complete the grant award for 25. The special assessment process including a public hearing and resolution would have to be provided for the additional two on Randolph.
- c. Highway #14 reconstruction Project: County K to State Line.
 - i. Emails regarding storm sewer enlargement: Mr. Kolczaski advised that the present storm sewer serving the Village Square area is a 24" pipe. DOT proposes to enlarge the pipe to 42". When designing the system, the DOT did not get a view of the topography, depth of the sanitary sewer manholes or cross traffic controls. Engineer Dave Hemmerich will be in contact with the DOT regarding these issues.
 - ii. Streetlights. TIF District: The Plan Commission has drafted conditions for use of TIF funding. Mrs. Czaja advised that the condition of light poles on Madison and S. Main Streets, (Highway #14 corridor to the Village) is poor. The cost of replacement is unknown. The initial concern is lighting the four corners of the square.
- d. Highway #67 Reconstruction Project: Kenosha St.: Report, Shannon Hammon
 - i. Report & ACTION: Recommendation re: State/Municipal Financial Agreement for State Let Highway Project:
 - a. Parking Lanes: Mr. Kolczaski referred to the agreement dated 07/22/24 title: V WALWORTH KENOSHA ST/VALLEYVIEW DR, Paving items, \$37,500. He noted that this is the estimate of cost for paving the parking lanes on Kenosha St. which front the businesses. Mrs. Czaja noted that the Comprehensive plan for the Village indicates that the lanes from Park St. to the County B intersection are bike lanes paved by the DOT. Prior to the construction, these lanes are to be designated with proper signage and markings. The Village cost of \$3,000,000 is to replace the watermain and services on Kenosha. Construction is proposed in 2028,2029.

Proposal to enhance Village owned parking Area: Mr. Hammond advised that there are several parking stalls available on the east side of Kenosha St. located on Village owned land. The area could be enhanced with grassy islands and markings. The commitment to the removal of junk cars should be reinstated.

b. Report & ACTION: Recommendation re: State/Municipal Maintenance Agreement: Engineer Kolczaski recommends writing to the DOT advising them that the Village will not do any additional maintenance. A *Tanner/Fell motion recommends the drafting of this response to the DOT's July 22, 2024, MAINTENANCE AGREEMENT, STH 67. MOTION CARRIED. A Tanner/fell motion recommends that the Village Board approve the DOT'S STATE/MUNICIPAL FINANCIAL AGREEMENT FOR A STATE-LET HIGHWAY PROJECT DATED JULY 22, 2024.*

e. Big Foot Ridge East, Engineer's "to do list". Deferred until spring.

f. Sidewalk east Fairview Drive: The Building Inspector is to review the final plans. Two houses at the west end of Fairview have no sidewalk installed.

5. Water:

a. Lead & galvanized private/public service line replacement program: Report: Chris Holt

i. Review memo, 11/25/24 Scott Hartaty, re: Lead Service Line replacement and Watermain Funding update: A low interest loan will be available. In answer to Mrs. Czaja's question regarding PSC approval, Mr. Kolczaski advised that the replaced watermain on Randolph is not long enough to require this submittal and approval. The Clean Water Loan will not be available until December 2025.

6. Sewer: FWWPCC Meeting held 11/08/24. Minutes filed.

a. Grease trap inspections: Building Inspector will schedule.

7. Storm Water: Storm Drains

a. Retention Ponds:

8. Parks: Report of meeting held 12/18/24. Trustee Ball advised that he has reported the budget deficit to the Park Committee. Mr. Ball also noted the requirements of maintaining a dog park.

9. Buildings.: The roof on wellhouse is leaking.

10. Compost Site & Grounds: Compliance Issues, dispose excess. The area is clear.

11. Five-Year Capital Improvement:

a. Wisconsin Street 2025

b. Fire Rescue Building: Ad Hoc Building Committee.

c. Kenosha St. 2029-2030

d. Hwy.#14 2027-2028

e. Randolph St. 2024

12. Items for next month's agenda.

13. Adjourn: A Tanner/Ball motion adjourned the meeting at approximately 5:50 PM

Respectfully submitted:

Louise Czaja, Village President

Cc: Village Board, PW employees

Posting: online at www.villageofwalworth.govoffice2.com