

MINUTES OF THE BOARD OF PUBLIC WORKS MEETING HELD AT THE GREENFIELD CITY HALL, COMMON COUNCIL CHAMBERS, ROOM 100, ON TUESDAY, MARCH 25, 2014, AT 6:30 PM

- 1. Ald. Lubotsky called the meeting to order at 6:30 pm.**

Roll Call:

Ald. Pam Akers

Present

Ald. Thomas Pietrowski

Present

Ald. Linda Lubotsky

Present

Mr. Richard Kasza

Present

Mr. Richard Mrochinski

Present

Atty Roger Pyzyk

Excused

Also Present:

Mr. Richard Sokol, Director of Neighborhood Services

Mr. Dan Ewert, Superintendent of Public Works

Mr. Jeff Katz, City Engineer

Meeting called to order
- 2. Approval of the February 25, 2014 Meeting Minutes**

It was moved by Ald. Pietrowski, seconded by Mr. Kasza to approve the February 25, 2014 meeting minutes. Motion carried unanimously

At this time item #9 was discussed

Approval of the 2/25/14 Meeting Minutes
- 3. Citizen Commentary**

None

Citizen Commentary
- 4. Director of Neighborhood Services Report**

Mr. Sokol reported that the city has experienced tremendous damage to our streets from the harsh winter. Engineering is working diligently to determine how best to use the available resources to repair the roads. There is a chance we may be coming to the Common Council and perhaps the Board of Public Works to see if there are additional resources available to address this unique challenge.

There have been problems in the City of Greenfield with approximately 14 frozen water laterals. They have been rectified with the exception of two which are still being worked on. It has been determined that on Cold Spring Road there is insufficient insulation of water lines around storm sewers in our road. We will need to work with Milwaukee Water Works to deal with this issue.

Director of Neighborhood Services Report
- 5. Superintendent of Public Works Report**

Mr. Ewert stated that the salt usage for the 2013-2014 season has surpassed any other year in recent history. The cost of salt is more than the labor cost to apply it to our streets.

Public Works is still out doing various forestry items. Pruning is being done and will be completed by April as some pruning cannot be performed once sap starts flowing as you could introduce disease and insects.

New electronic lock systems are being installed at Public Works and then City Hall that will run off ID badges or a key fob. The project should be done by the end of April.

Superintendent of Public Works Report

Public Works is also working on equipment purchases with most of it being out to bid. We will try to get the items on order as soon as possible. We are looking at a new Crack Seal Applicator which will be especially welcome due to the rough winter season.

DPW has two crews out patching pot holes as weather permits. There are many concrete roads where the seam areas are failing. The main roads are being handled before the side roads, however we are finding that we need more than one day of patching on certain streets so please be patient.

6. City Engineer's Report

City Engineer's Report

Mr. Katz announced that the majority of the Capital Improvement Projects have been bid and approved by the Common Council. We are now processing the contracts and will soon be scheduling meetings to understand the contractors schedules. Residents and businesses will be contacted when we know the schedule for their neighborhood. We will be looking at some minor water issues from last year's projects this Spring.

At this time item #10 was discussed

7. Discussion and decision to refund Rodney Johnson of 11025 West Armour Avenue for 2012 and 2013 solid waste disposal fees. (Sokol)

Refund for Solid Waste Disposal Fees COMMON COUNCIL

Mr. Sokol noted that Mr. and Mrs. Johnson have been charged two fees for solid waste disposal despite the fact that over the last two years there has only been one set of containers on the site. The inventory we have shows that the property is a duplex however it has only been used as a single family home for the last two years. Mr. Johnson asked for a refund for his fees that he paid with his taxes for 2014 which we have provided. He is now asking for a refund for the previous two years.

Rodney Johnson of 11025 West Armour Avenue addressed the Board stating that because he received a refund for 2014 he felt he would be eligible for a refund for 2012 and 2013 as well.

It was moved by Ald. Lubotsky, seconded by Ald. Akers to refund the \$329.22 to the owner at 11025 West Armour Avenue from the solid waste disposal reserve account. Motion carried unanimously.

8. Appeal of Special Assessment for 4900 South 67th Street. (Sokol)

Appeal of Special Assessment 4900 S 67th St. COMMON COUNCIL

Chris Hegeman of 4900 South 67th Street addressed the Board and showed a photo of his property with an angular street frontage. The property is approximately 130' wide but because of the slanted frontage it measures 188' wide. Mr. Hegeman feels that the special assessment for the work being done on the street should only be applied to the 130' measurement because the slant exaggerates the actual width of the property.

Ald. Pietrowski stated that Mr. Hegeman has the largest assessment on this project. The estimated assessment is \$5,642.10 for the frontage of 188.51'. If we apply the 125% guideline under the Disproportionate Assessments section of the resolution the assessment result would be \$4,885.32 which is still the most out of the project. Ald. Pietrowski feels that it would be fair to assess him on the 130.58'.

Craig Skala, Engineering GIS Technician spoke about Resolution 3150 which is used as the guideline for preparing all special assessments. Assessments are related

directly to the frontage thereof and the wording does have a few clauses to help make some exceptions for corner lots (which is not the case for this parcel) and for irregular lots (which it refers to as pie shaped). The ratio from the front to back is not 2:1 so our guidelines do not allow us to use any other calculation. A pie shape property can have an assessment made at the zoning set back line. For Mr. Hegeman's property the setback would be 35' which would result in a 179' assessment if his lot were pie shaped.

Mr. Katz stated that the code does not address this lot in any other way than the way it has been calculated. The Disproportionate Assessment discussion in the code should not be applied to this particular lot because that part of the code is vague.

It was moved by Ald. Pietrowski, seconded by Ald. Akers to reduce the special assessment at 4900 South 67th Street to \$3,908.26. Motion failed 2-2-1.

Mr. Kasza stated he agrees with Mr. Sokol that the ramification here of making an adjustment is having other residents appearing before the Board to appeal their assessments.

Ald. Pietrowski added that he feels our assessment policy is lacking and should be readdressed as well. Mr. Kasza responded that what we do with the statute should be 100% fair and that is why you have calculations to look at the variability of the different situations.

Mr. Ewert stated that the fairest way is to take the frontage of the entire project and divide by the number of properties because every project, every home is going to have a different frontage so someone is always going to pay more than someone else.

Mr. Sokol asked if any Board member would like to apply the 125% rule; the back lot of 130.58' x 1.25 and then apply the rate of \$29.93 which results in an assessment of \$4,885.32, a savings of \$756.78.

It was moved by Ald. Kasza, seconded by Ald. Lubotsky to reduce the special assessment at 4900 S 67th Street to \$4,855.32. Motion carried 3-1-1

At this time item #3 was discussed

9. Discussion and decision to amend the Tree Preservation Manual (Ewert/Fermenich)

**Amend Tree
Preservation Manual
COMMON COUNCIL**

Mr. Fermenich addressed the Board and reviewed changes the Tree Commission has recommended for pages 12, 14 and 15 of the Tree Preservation Manual. These changes address tree planting for new homes, the appeals process for street tree removal and tree appraisal values.

It was moved by Ald. Lubotsky, seconded by Mr. Kasza to amend the Tree Preservation Manual as discussed. Motion carried unanimously

At this time item #7 was discussed

10. Discussion and decision regarding funding models to sustain the street improvement program. (Sokol).

**Funding Models to
Sustain Street
Improvement Program
COMMON COUNCIL**

Some basic numbers include the city's outstanding long term debt at \$36.9 million dollars as of December 31st. Approximately \$14 million of that indebtedness is from building projects, the remainder from road projects. Our annual principal and interest charges as of August 28, 2013 was \$3.14 million. That is about where we want to

max out on principal and interest payments. The question is what are we going to do to manage our road program going forward, understanding that we can't just continue to borrow.

Ald. Pietrowski noted that at some point a referendum is in order to at least levy some dollars. An alternative would be to combine our storm water utility with a road utility to generate revenues even though we would be spending down much of our storm water utility year after year. The fund would be similar to the Storm Water Utility and be in addition to the property tax. He believes that some of the infrastructure improvements are not lasting the term of the borrows.

Mr. Sokol advised that Ehlers Associates is the city's financial advisor. They are very familiar with the financial condition of the city and are experts in municipal finance. Since they are the ones helping us sell the debt for our infrastructure they are the right people to help us analyze where we are, where we're going and what alternatives might be available to change directions so that we don't continue to run up debt.

It was moved by Mr. Kasza, seconded by Ald. Pietrowski to contract with Ehlers Associates to review alternative finance methods for street construction; at a cost not to exceed \$25,000. Motion carried unanimously

11. Discussion and decision to update the 7-year Capital Improvement Program. (Sokol) (BPW 2/25/14, 1/28/14)

**Update 7-year Capital Improvement Program
FUTURE AGENDA**

Mr. Mrochinski asked if there are methods available, electronic or otherwise, to be able to inform the citizens what the state of the city is. Mr. Sokol stated that his experience since coming to Greenfield 14 years ago is that the ability of the city to communicate with its tax payers through the media is extremely difficult. While we do reach out on a few different fronts the feedback is extremely limited and usually in the form of a complaint to an elected official.

Due to the unknown damages to streets from the extreme winter, this matter should be addressed in three months to give staff an opportunity to complete a comprehensive assessment to this winter's impact.

FUTURE AGENDA

12. Other topics for future agendas

Other topics for future agendas

13. Adjournment

Adjournment

It was moved by Ald. Lubotski, seconded by Ald. Pietrowski to adjourn the Board of Public Works meeting at 8:28 PM. Motion carried unanimously.

Respectfully submitted,
Laura Young
Administrative Assistant
Department of Neighborhood Services

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