



Common Council Chambers – City Hall Room 100
7325 W. Forest Home Ave, Greenfield, Wisconsin

BOARD OF PUBLIC WORKS MEETING Agenda

Tuesday, September 27, 2022 - 6:30 PM

1. Call to order
2. Roll Call
3. Approval of the June 28, 2022 meeting minutes.
4. Citizen Commentary
5. Approve an ordinance amending Section 8.07 of the Greenfield Municipal Code regarding parking zones reserved for persons with disabilities.
6. Approve an ordinance amending Section 8.07 of the Greenfield Municipal Code regarding passenger loading zones reserved for persons with disabilities.
7. Approve an ordinance to repeal and recreate Section 3.12 (5) (a) and (c) of the Municipal Code to revise the fee schedule for the Department of Neighborhood Services.
8. Approve an amendment to Resolution No. 3317, updating the Stormwater Utility Rate for 2023.
9. Superintendent of Public Works report
10. Engineering Report
11. Other topics for future agendas
12. Adjournment

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MINUTES OF THE BOARD OF PUBLIC WORKS MEETING HELD AT THE GREENFIELD CITY HALL
ON TUESDAY, JUNE 28, 2022

1. Call to order

The meeting was called to order by Bruce Bailey at 6:30 pm.

2. Roll Call

Present: Alderperson Pam Akers, Alderperson Bruce Bailey, Alderperson Denise Collins, Citizen Members: John Rivera, John Graber

Also present: Jeff Katz, Director, Neighborhood Services; John Laskoski, Superintendent of Public Works; Bryan Haas, City Engineer

3. Approval of the May 24, 2022 meeting minutes

Approval of the May 24, 2022 meeting minutes. Motion by John Rivera, seconded by Alderperson Denise Collins to approve. Motion carried unanimously.

4. Citizen Commentary

No Citizen Commentary.

5. Discussion and decision to consider a request for a second driveway to access a proposed garage at 4966 S 28th St.

Mr. Katz stated that the resident is requesting a second driveway for a second garage on his property. The house is on a corner lot and the first garage faces S. 28th St. The second garage would be located off of W. Holmes Ave. Engineering recommends a second driveway when the garage permit is issued.

Motion to approve a second driveway for access to a proposed garage, at the time a building permit for the garage is issued, at 4966 S 28th St., by Alderperson Pamela Akers, seconded by John Rivera to approve. Motion carried unanimously.

6. Presentation on the Milwaukee Metropolitan Sewerage District's Pipe Check Program.

Mr. Katz presented information on the Milwaukee Metropolitan Sewerage District's Pipe Check Program, which provides financial assistance to residents who are in need of replacing their sanitary lateral and who own a 1-2 family home in Greenfield. The first step in the program is to have a clear water evaluation completed by a program-approved contractor. The material presented stated that, "improvements to your homes' sewer pipes will help MMSD to reduce the risk of basement backups for you and your neighbors." Mr. Katz stated that they have a website and printed materials for residents.

7. Superintendent of Public Works report

Mr. Laskoski stated they are working on crack sealing, repairs to the front end loader, and continuing center median and lawn maintenance. The DPW storage building is complete. The DPW crew is continuing to televise the Sanitary Sewers. There was

minimal tree damage during the storms due to routine pruning of the trees. The bricks at Centennial Park by the fountain have been leveled out and they look very good. Mr. Laskoski said they have also been working on traffic control for House of Harley and 4th of July set up. The staff continues to work in street sweeping. This month there were approximately 204 service requests from residents and internal City staff. The department also serviced 552 diggers hotline requests.

8. Engineering Report

Mr. Haas reported that several projects have recently been completed: 84th St concrete panel replacement, 43rd St sidewalk project, and the St. Francis Neighborhood reconstruction. The Powerline Trail at Cold Spring Rd is expected to be completed in 2-3 weeks, and by the end of August the completion of the rest of the project. Alderman Bailey inquired as to why it is taking longer to open up Cold Spring Road. Mr. Haas stated that there was an underground encased utility on the route that could not be moved. Therefore, the scope of the project changed and the contracted work was delayed. Mr. Katz stated there was no additional cost due to this change.

Mr. Haas said the Mitchell Highlands resurfacing is progressing on schedule with asphalt paving planned for the week of July 4th. The traffic signal replacement: at 47th and Layton and 60th and Edgerton recently started with an expected completion time around the end of August. The asphalt street resurfacing on the west side of Greenfield is expected to start at the end of July or early August.

Mr. Haas noted that the Milwaukee County project on Beloit Rd: began June 20th with an anticipated completion time in the fall, likely at the end of October or early November.

Finally, Mr. Haas provided an update on the WI DOT projects. The IH-43 Rock Freeway resurfacing should be completed this fall with the Layton Ave ramp currently closed, potentially through mid-August. The 60th St Bridge project is on schedule. The Girders were recently placed last week with overnight closures.

9. Other topics for future agendas

No other topics for future agendas.

10. Adjournment

Motion by John Graber, seconded by Alderperson Pamela Akers to adjourn at 7:00PM. Motion carried unanimously.

Common Board of Public Works Meeting

Introduced By: Department of Neighborhood Services (Katz)

Date Introduced: September 27, 2022

RELATING TO:

Approve an ordinance amending Section 8.07 of the Greenfield Municipal Code regarding parking zones reserved for persons with disabilities.

SUMMARY:

Parking zones reserved for persons with disabilities are designated by signs installed by the city.

Permits for parking zones reserved for persons with disabilities will be issued by the Department of Neighborhood Services.

The permit fee will cover the cost of materials, equipment and labor required to install the necessary signage. The fee is \$250.

RECOMMENDATION:

Approve an ordinance amending Section 8.07 of the Greenfield Municipal Code regarding parking zones reserved for persons with disabilities.



ATTACHMENTS: KEY ISSUES ____ BACKGROUND ____ RESOLUTION ____ FISCAL NOTE ____
MOTION ____ OTHER ____

ORDINANCE NO.

AN ORDINANCE AMENDING SECTION 8.07 OF THE
MUNICIPAL CODE OF THE CITY OF GREENFIELD

The Common Council of the City of Greenfield do ordain as follows:

PART I. Section 8.07 (5) of the Greenfield Municipal Code is hereby created to read as follows:

Parking zones reserved for persons with disabilities are designated by signs installed by the city.

PART II. The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

PART III. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

PART IV. This ordinance shall take effect and be in force from and after its passage and publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 4th day of October, 2022.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk

Common Board of Public Works Meeting

Introduced By: Department of Neighborhood Services (Katz)

Date Introduced: September 27, 2022

RELATING TO:

Approve an ordinance amending Section 8.07 of the Greenfield Municipal Code regarding passenger loading zones reserved for persons with disabilities.

SUMMARY:

Passenger loading zones reserved for persons with disabilities are designated by signs installed by the city.

The zone is solely for the purpose of loading or unloading persons with disabilities.

They are not a parking space. They may only be occupied while actively loading or unloading persons with disabilities.

They have a time limit of one hour.

Permits for passenger loading zones reserved for persons with disabilities will be issued by the Department of Neighborhood Services.

The permit fee will cover the cost of materials, equipment and labor required to install the necessary signage. The fee is \$250.



ATTACHMENTS: KEY ISSUES ____ BACKGROUND ____ RESOLUTION ____ FISCAL NOTE ____
MOTION ____ OTHER ____

ORDINANCE NO.

AN ORDINANCE AMENDING SECTION 8.07 OF THE
MUNICIPAL CODE OF THE CITY OF GREENFIELD

The Common Council of the City of Greenfield do ordain as follows:

PART I. Section 8.07 (4) of the Greenfield Municipal Code is hereby created to read as follows:

Passenger loading zones reserved for persons with disabilities are designated by signs installed by the city. They may only be occupied while actively loading or unloading persons with disabilities, for a maximum of one hour.

PART II. The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

PART III. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

PART IV. This ordinance shall take effect and be in force from and after its passage and publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 4th day of October, 2022.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk



Board of Public Works Meeting

Item Number:

Introduced By: Department of Neighborhood Services (Katz)

Date Introduced: September 27, 2022

RELATING TO:

Approve an ordinance to repeal and recreate Section 3.12 (5) (a) and (c) of the Municipal Code to revise the fee schedule for the Department of Neighborhood Services.

SUMMARY:

The fee for saw cutting curb and gutter for driveways is eliminated.

General permits for work in the right of way are a flat fee. Extra fees for various utility operations have been eliminated.

A fee for permits for passenger loading zones reserved for persons with disabilities has been added to cover the cost of materials, equipment and labor required to install the necessary signage.

A fee for permits for parking zones reserved for persons with disabilities has been added to cover the cost of materials, equipment and labor required to install the necessary signage.

FINANCIAL:

RECOMMENDATION:

Approve an ordinance to repeal and recreate Section 3.12 (5) (a) and (c) of the Municipal Code to revise the fee schedule for the Department of Neighborhood Services.

ATTACHMENTS: KEY ISSUES ____ BACKGROUND ____ RESOLUTION ____ FISCAL NOTE ____
MOTION ____ OTHER ____

ORDINANCE NO.

AN ORDINANCE AMENDING SECTION 3.12 OF THE
MUNICIPAL CODE OF THE CITY OF GREENFIELD

The Common Council of the City of Greenfield do ordain as follows:

PART I. Section 3.12 (5) (a) and (c) of the Municipal Code is hereby repealed and recreated to read as follows:

(a)	Driveway Permit (Am. #2903)		
	1.	Driveway Permit	\$ 75.00
	2.	Culvert and installation: (Am. #2670)	\$2,500.00

(c)	Right-of-Way Permit		
	1.	Right-of-Way Permit (Am. #2903 ; #2951)	\$ 100.00
	2.	Large project review, inspection and administration. The department may require a cash deposit with the application against which these charges may be drawn (Am. #2951)	Actual cost
	3.	Use of a right-of-way by a wireless provider with respect to the collocation of a small wireless facility or the installation, modification, or replacement of a utility pole in the right-of-way. Payment due at the end of each year for each permitted location (Cr. #2947)	\$ 20.00 annual fee
	4.	Passenger loading zones reserved for persons with disabilities	\$ 250.00
	5.	Parking zones reserved for persons with disabilities	\$ 250.00

PART II. The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

PART III. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

PART IV. This ordinance shall take effect and be in force from and after its passage and publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 4th day of October, 2022.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk



Board of Public Works Meeting

Item Number:

Introduced By: Department of Neighborhood Services (Katz)

Date Introduced: September 27, 2022

RELATING TO:

Approve an amendment to Resolution No. 3317, updating the Stormwater Utility Rate for 2023.

SUMMARY:

Greenfield created a Stormwater Utility in 2009 to provide funding for stormwater management. Fees are collected to pay for the cost of managing both the quantity (volume) and quality (pollution) of stormwater. These costs increase annually. Charges for stormwater are based on an "Equivalent Runoff Unit" (ERU) which represents the average cost for managing the impact of an average single family home. Businesses pay based on their actual impervious area.

The increase is based upon the Consumer Price Index (CPI). The proposed rate increase for a given year is calculated using the average annual rate of inflation experienced over the 12 month period ending in August of the prior year. This method of basing the increase on the CPI is consistent with other city rate increases.

The inflation factor for next year is 7.7%. For reference, in 2022 the inflation factor was 3.0%.

FINANCIAL:

The current quarterly equivalency charge per Equivalent Runoff Unit (ERU) is \$18.50. The new rate of \$19.92 will be reflected on the first quarter 2023 stormwater / sewer billing and all quarters thereafter.

RECOMMENDATION:

Approve an amendment to Resolution No. 3317, updating the Stormwater Utility Rate for 2023.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___

RESOLUTION NO. ####

RESOLUTION AMENDING RESOLUTION 3317 OF THE STORMWATER UTILITY RATES

WHEREAS, on December 16, 2009, the City of Greenfield Common Council adopted Resolution No. 3317 establishing Stormwater Utility rates in the form of three charges, including the Base Charge (BC), the Equivalency Charge (EC), and the Special Charge (SC);

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Greenfield that Resolution No. 3317 is hereby amended by revising the Equivalency Charge (EC) to equal \$19.92 per ERU, wherever applicable.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 4th day of October, 2022.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk