

MINUTES OF THE BOARD OF PUBLIC WORKS MEETING HELD AT GREENFIELD CITY HALL, COMMON COUNCIL CHAMBERS, ROOM 100, ON TUESDAY, JULY 25, 2017 AT 6:30 P.M.

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

Meeting called to order

Roll Call:	Ald. Pam Akers	Excused
	Ald. Bruce Bailey	Present
	Mr. Richard Kasza	Present
	Ald. Linda Lubotsky	Excused
	Mr. Richard Mrochinski	Present
	Atty Roger Pyzyk	Excused

Also Present: Mr. Jeff Katz, Director of Neighborhood Services
Mr. Dan Ewert, Superintendent of Public Works
Mr. Bryan Haas, Project Engineer

2. Approval of the May 23, 2017 Meeting Minutes

**Approval of the
05/23/17 Meeting
Minutes**

It was moved by Mr. Kasza, seconded by Mr. Mrochinski to approve the May 23, 2017 meeting minutes. Motion carried unanimously

3. Citizen Commentary

Citizen Commentary

None

4. Discussion and decision regarding a request to construct a new private fence in a permanent City Sanitary Sewer Easement in the side yard of Jessica M. Wesley and John-Michael L. Sorenson, 4205 South 83rd Street, Tax Key # 570-8983-002.

**Request to Construct
Private Fence in
Sanitary Sewer
Easement at 4205 S
83rd Street
COMMON COUNCIL**

Mr. Katz stated that the city received a request to place a private fence in a city sanitary sewer easement. Prior to permitting the installation of the fence the city requires that the applicant enter an agreement with the city to address certain items and conditions related to the placement of said fence in the city easement. The applicant is required to pay a \$30 fee to cover the register of deeds recording fee and there are no other anticipated costs associated with the agreement.

Engineering recommends approving the agreement allowing a fence in the easement.

It was moved by Mr. Kasza, seconded by Ald. Bailey to approve an agreement with Jessica M. Wesley and John-Michael L. Sorenson, 4205 South 83rd Street, Tax Key # 570-8983-002 to permit a private fence to be installed in a city sanitary sewer easement subject to normal Building Inspection permitting requirements. Motion carried unanimously.

5. Discussion and decision to adopt the 2025 Pavement Improvement Plan.

**Adopt the 2025
Pavement
Improvement Plan
COMMON COUNCIL**

Mr. Katz noted that the Engineering Division has recently completed a detailed inspection of every street in the city. The streets were rated on a scale from 1 to 10 with 10 being a street in like new condition and 1 being badly deteriorated. The streets in the worst condition were then grouped into project areas and placed on a list for reconstruction, resurfacing or repair over the next eight years.

The resulting 2025 Pavement Improvement Plan includes a map of all the capital improvement projects proposed to be included in the city budget through 2025.

We also use this plan to provide information to utilities like the gas company, electric company, and MWW so if the utility needs to make improvements in Greenfield they can do so before we repair the road.

This plan also offers Dan Ewert and DPW some guidance to plan their maintenance activities. The DPW road maintenance budget is better spent on the roads that need to be maintained to last for longer periods of time. Mr. Ewert stated that DPW had a lengthy meeting with Engineering and are on board with this plan.

Mr. Haas noted that on the distributed map, each year through 2025 is color coded. There are also notations showing which projects would be full reconstructions, which typically are in the worse condition and have higher costs associated with them, as well as those that would be resurfacing and which are concrete panel replacement.

The goal is to have the BPW adopt this 2025 Pavement Improvement Plan which will be our guide going forward as we budget for projects. This plan addresses the roads with the most need first, and tries to keep the cost within the same spending level as we've done in the past and spreads the work out across the city.

Street lighting is also reviewed with the resurfacing projects to make sure it is up-to-date. We have found that it is less expensive to operate our own lights instead of paying a monthly fee to We Energies.

It was moved by Mr. Kasza, seconded by Mr. Mrochinski to adopt the 2025 Pavement Improvement Plan. Motion carried unanimously

6. Discussion and decision regarding the adoption of an ordinance to Amend Chapter 34.06 (3) of the Municipal Code relating to Grease Interceptor Maintenance (FOG Ordinance).

**Adopt Ordinance to
Amend the FOG
Ordinance
COMMON COUNCIL**

Mr. Katz noted that the City of Greenfield as part of the Capacity, Management, Operation and Maintenance Program (CMOM), adopted a formal FOG ordinance (Fats, Oils and Grease) in 2014 to establish policies and control discharge of fats, oils and grease into the public sanitary sewer system. A modification is requested to require food service facilities to maintain a copy of all cleaning and maintenance records for grease interceptors on site and make them available when requested by the city. There is no anticipated incremental cost associated with this agreement.

Most restaurants that use a lot of grease have grease traps which is a device that is designed to remove grease or catch grease before it makes it to the sewer system. If the grease trap is not maintained, the grease bypasses the trap and gets into the sewer system which causes problems.

Mr. Ewert added that grease in the sewer system coagulates in the pipe which then causes a collection point for other debris. It is very hard to clean and special nozzles are needed for the jetter which are very expensive. It is also very hard for MMSD to remove the grease from the water that gets put back into Lake Michigan.

It was moved by Mr. Kasza, seconded by Ald. Bailey to adopt the amendment to Chapter 34.06 (3) of the Municipal Code relating to Grease Interceptor Maintenance (FOG Ordinance). Motion carried unanimously

7. Discussion and decision to adopt an ordinance creating parking restrictions on West Spring Green Road.

Mr. Katz stated that Engineering recently reconstructed the end of West Spring Green Road which was a cul-de-sac and put in a T-turn around. Because of the fact that cars or delivery vehicles need to turn around at this location we have to have no parking at the end of this street for movability.

It was moved by Mr. Kasza, seconded by Mr. Mrochinski to adopt an ordinance creating parking restrictions on West Spring Green Road. Motion carried unanimously

**Adopt Ordinance
Creating Parking
Restrictions on W.
Spring Green Road
COMMON COUNCIL**

8. Discussion and decision to create an ordinance as written by the City Attorney to require a Tree Maintenance License and Insurance for tree services to do work in the City of Greenfield.

Mr. Ewert stated that working with the Tree Commission and getting assistance from the City Attorney an ordinance has been drafted to safe guard our residents by requiring tree contractors to have a Tree Maintenance License and Insurance to do work in the City of Greenfield

Most professional fields have some kind of license or need to get a permit to do work. It was determined that a license fee good for 3 years would be more beneficial than a permit fee. There are standard ways to bring down a tree and we don't want someone to purchase a chain saw and go into business for themselves and potentially damage trees or property.

Mr. Kasza asked if this would also include stump grinders. Mr. Ewert noted that at this time it does not but could be amended to include stump grinders in the future.

Ald. Bailey asked if there is a cost for the permit. Mr. Ewert noted that the ordinance is just for the licensing and that fees will be done separately.

It was moved by Mr. Kasza, seconded by Ald. Bailey to create an ordinance as written by the City Attorney to require a Tree Maintenance License and Insurance for tree services to do work in the City of Greenfield. Motion carried unanimously

**Create Ordinance to
Require Tree
Maintenance License
and Insurance for
Services
COMMON COUNCIL**

9. Director of Neighborhood Services Report

Mr. Katz mentioned that the amount of development and activity that is going on in the city right now is at an all-time high. Our building inspectors are working constantly trying to keep up with all the construction inspections whether it is the big developments like 84 South or apartments and residential developments throughout the city. We are extremely busy which is a good sign for the city.

**Director of
Neighborhood
Services Report**

10. Superintendent of Public Works Report

Mr. Ewert reported that currently the main stay of DPW is catch basin cleaning where we go to each catch basin throughout the city, pull the grate off and vacuum it and wash it out with our Vactor.

Crews are also out crack sealing and are probably 1/3 done with our sealing for this season already. Crack sealing and seal coating will also be done at the Law Enforcement Center, the Library, Fire Station One, and Public Works facilities

**Superintendent of
Public Works Report**

Line striping is going on in the west side of the city. The crosswalks throughout the city are done every year and also all the school zones.

A few street light projects are in the works. When a reconstruction project is done and street lights are altered, city staff pulls all the wire and erects any poles and does the connections for the new street lights. The two areas currently being upgraded are the Spring Green subdivision that just had a mill and overlay and some relighting work on West Layton Avenue from South 76th Street to South 84th Street where LED lights will be put in.

11. Engineering Report

Engineering Report

Mr. Haas reported that West Edgerton Avenue is one of the larger street projects this year from South 27th Street to West Loomis Road. Up to this point it has been storm sewer installation and starting within the next week the road grading on the east side will begin. The project is still on schedule.

The Spring Green Area is substantially complete with paving completed as well. There are a few remaining punch list items that will be completed within the next week or so.

The Konkel Park Shelter has been ongoing for a few months, the paths have been paved this week and the shelter is very close to being completed as well. The final restoration is anticipated in the next week.

The Safe Routes to School project has a few sidewalks and pedestrian paths around the middle school. Those are complete and installed and again the restoration will happen very soon.

There is another sidewalk project that is on South 35th Street as well as West Howard Avenue. There was a delay to that project due to some permits that the contractor had to get. The storm sewer is complete for those sidewalks and the project is scheduled to start up this week. They do need to be finished by the time the school year starts at the end of August.

The South 43rd Street project from last year is complete. No further work on that project is expected.

12. Other topics for future agendas

Other Topics for Future Agendas

13. Adjournment

Meeting Adjournment

It was moved by Mr. Kasza, seconded by Mr. Mrochinski to adjourn the Board of Public Works meeting at 7:25 PM. Motion carried unanimously.

Respectfully submitted,
Laura Young
Administrative Assistant
Department of Neighborhood Services

Date distributed: August 10, 2017