

MINUTES OF THE BOARD OF PUBLIC WORKS MEETING HELD AT GREENFIELD CITY HALL, COMMON COUNCIL CHAMBERS, ROOM 100, ON TUESDAY, SEPTEMBER 26, 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 Present
 Ald. Bruce Bailey Present
 Mr. Richard Kasza Present
 Ald. Linda Lubotsky Present
 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 July 25, 2017 Meeting Minutes

**Approval of the
07/25/17 Meeting
Minutes**

It was moved by Mr. Kasza, seconded by Ald. Bailey to approve the July 25, 2017 meeting minutes. Motion carried unanimously

3. Citizen Commentary

Citizen Commentary

None

4. Discussion and decision regarding the adoption of a resolution to release and extinguish public utility easements in the '84 South' development.

**Adopt a Resolution to
Release and
Extinguish Public
Utility Easements in
the '84 South'
Development
COMMON COUNCIL**

Mr. Katz stated that this is a housekeeping item for 84 South. As part of the redevelopment, various public utility easement adjustments and abandonments took place where homes were once located. Now that the old easements are no longer needed for the affected properties, the city is proposing to adopt this resolution to formerly release and extinguish the old easements. There is no cost to this except for a recording fee with the Register of Deeds.

It was moved by Ald. Akers, seconded by Mr. Kasza to adopt the resolution to release and extinguish public utility easements in the '84 South' development. Motion carried unanimously.

5. Discussion and decision regarding adoption of an ordinance establishing the 2018 Service Charges for the Collection of Garbage, Refuse, Yard Wastes and Recycling Services.

**Adopt an Ordinance
Establishing the 2018
Service Charges for
Collection of Garbage,
Refuse, Yard Wastes
and Recycling
COMMON COUNCIL**

Mr. Katz noted that in 2017 the city began a new contract with Johns Disposal and as part of the contract the annual rate needs to be adjusted. The adjustment is based upon the rate of inflation over a 12 month period ending in the August prior. The inflation factor for 2018 is 1.936%.

The rate per individual collection would be changed from \$178.96 per unit to \$182.42 per unit.

Staff recommends adopting an ordinance establishing the 2018 service charge for the collection of garbage, refuse, yard waste and recycling services.

It was moved by Ald. Lubotsky, seconded by Mr. Kasza to adopt an ordinance establishing the 2018 Service Charges for the Collection of Garbage, Refuse, Yard Wastes and Recycling Services. Motion carried unanimously.

Ald. Bailey stated that he had spoken to a condo group who were upset that they needed to purchase a pass in order to use the Drop Off Center. He explained to them that there is a special charge to residents beyond property taxes that pays for the Drop Off Center usage. Mr. Katz suggested that condo groups talk with their solid waste company and determine if special pick-ups can be arranged.

6. Discussion and decision regarding approval of the 2018 Special Assessment Rate Schedule

**Approve the 2018
Special Assessment
Rate Schedule
COMMON COUNCIL**

Mr. Katz commented that this is another item that is brought to the Board on an annual basis. Each year the city revises the special assessment rate for street reconstruction projects. A special assessment is charged to residents on roads that are fully reconstructed. The annual increase is based on the average percent change in the Construction Cost Index (CCI) as published by the Engineering News Record. The CCI is used so the rate more closely matches the cost of construction.

To calculate the new rates for 2018 we use the average change from September of 2016 to August of 2017 which is a rate increase of 2.4%. In 2017 it was 2.08%.

Engineering staff recommends approving the 2018 Special Assessment Rate Schedule.

It was moved by Ald. Bailey, seconded by Mr. Kasza to approve the 2018 Special Assessment Rate Schedule. Motion carried unanimously.

7. Discussion and decision regarding the adoption of a Storm Water Management Maintenance Agreement (SWMMA) with Sunburst Apartments, Inc. and Devonshire Owner's Association, Inc. relating to the reconstruction of West Mangold Avenue, a private roadway.

**Adopt a SWMMA with
Sunburst Apt. and
Devonshire Owner's
Assoc. Relating to
Reconstruction of
West Mangold Avenue.
COMMON COUNCIL**

Mr. Katz stated West Mangold Avenue is a private road and not a city street. The Sunburst Apartments, Inc. and Devonshire Owner's Association, Inc. plan to reconstruct their roadway and add a retention pond. He stated that regulations require a Storm Water Management Agreement with the City of Greenfield. The city requires this agreement to ensure that the pond is maintained.

Mr. Katz stated the purpose of the Storm Water Management Maintenance Agreement is to ensure that the owner maintains the pond and if they do not, the city can impose penalties. He also stated that if the owner sells the property or the owner's association changes, the agreement transfers to the new ownership or association.

It was moved by Ald. Akers, seconded by Ald. Lubotsky to adopt a Storm Water Management Maintenance Agreement (SWMMA) with Sunburst Apartments, Inc. and Devonshire Owner's Association, Inc. relating to the reconstruction of West Mangold Avenue, a private roadway. Motion carried unanimously.

8. Discussion and decision regarding the approval of a Funding Agreement with MMSD related to flow metering work as part of the Private Property Infiltration and Inflow Reduction program (PPII).

Mr. Katz stated that the flow metering work is going to occur in Ald. Lubotsky's District. The city is going to test and measure the amount of clean water that is going into the sanitary system. The equipment that will be used to monitor the water flowage belongs to the Milwaukee Metropolitan Sewerage District (MMSD). Grant money from MMSD will then be used to repair and line laterals or seal off any sanitary sewer pipes.

It was discussed where the location of the water issues have been in this area. Mr. Katz stated that the broken meter shed is located in the neighborhood east of Glenwood School.

It was moved by Ald. Lubotsky, seconded by Ald. Akers to approve a Funding Agreement with MMSD related to flow metering work as part of the Private Property Infiltration and Inflow Reduction program (PPII). Motion carried unanimously.

**Approve a Funding Agreement with MMSD Related to Flow Metering Work as Part of the PPII Reduction Program.
COMMON COUNCIL**

9. Discussion and decision to adopt an ordinance creating a parking restriction at 4729 West Cold Spring Road

Mr. Katz noted that the owner of 4729 West Cold Spring Road has requested that there be no parking in front of his home. The resident has said that vehicles from the apartments across the street frequently block access to his mailbox and also make it difficult for Johns Disposal to pick up the trash and recycling. Snow plowing has also been difficult in the area.

Engineering is always cautious about making roads no parking. There is sufficient parking available elsewhere for the residents of the apartments. Making this a No Parking area will not make a hardship for any other neighbor.

It was moved by Ald. Lubotsky, seconded by Ald. Akers to adopt an ordinance creating a parking restriction at 4729 West Cold Spring Road. Motion carried unanimously.

**Adopt an Ordinance Creating Parking Restrictions at 4729 West Cold Spring Road
COMMON COUNCIL**

10. Discussion and decision to amend Resolution No. 3529, updating the Storm Water Utility Rate.

Mr. Katz stated that there is a high cost to handle storm water. The Storm Water Utility was established in the City of Greenfield in 2009. Since that time, storm water regulations have become more stringent. The fees collected are used to control and monitor the quantity, volume, and quality of storm water. Storm water charges are determined by the number of Equivalent Runoff Units or ERUs. Each resident is charged one ERU per household. Businesses are charged more based on the size of their property and parking lot. Mr. Katz identified the current quarterly rate at \$15.00. The new proposed amount would be \$17.00. There has not been an increase in two years.

It was moved by Mr. Kasza, seconded by Ald. Lubotsky to approve an amendment to Resolution No. 3529, updating the Storm Water Utility Rate. Motion carried unanimously.

**Amend Resolution 3529 Updating the Storm Water Utility Rate
COMMON COUNCIL**

11. Director of Neighborhood Services Report

Director of Neighborhood Services Report

Mr. Katz mentioned that Milwaukee County Transit System (MCTS) would like to extend their South 84th Street and South 92nd Street bus routes, which currently end at West Howard Avenue, to West Layton Avenue in order to provide service to 84 South. If these routes are extended, the city would like to see bus shelters if possible. Trash cans could also be provided to these locations as well.

Mr. Ewert noted that on the Layton Avenue route, the city paid for the concrete stop pads and asked if MCTS would be paying for pads at the new stops. The city is also expected to shovel and clear snow off the pads. Ald. Akers asked if the developer at 84 South could be responsible for shoveling the pads as the route would service their tenants. Mr. Katz stated that this can all be discussed as things progress.

Mr. Katz added that MCTS is also looking at extending Route 35 to West Layton Avenue via West Loomis Road.

12. Superintendent of Public Works Report

Superintendent of Public Works Report

Mr. Ewert stated that DPW has now concluded the line striping for the year. Every year 1/3 of the city is striped except for crosswalks and school zones which are done every year. Crack sealing is concluded for the year as well.

Public Works had a demonstration of a product called mastic seal. It is used for larger joint cracks on concrete roadways. It is a black elastic material that is hot and melts into larger cracks that crack sealing cannot. A test section was done on South 68th Street, just south of West Layton Avenue. The mastic seal is said to give an additional 15 years of longevity to a roadway.

Public Works crews are currently seal coating the City Center parking lots. It was last seal coated 6 years ago. The parking lots will be done in 4 parts in order to work around the daily business in the buildings.

Ald. Akers stated she's received some comments from residents regarding the traffic control at South 51st Street and West Layton Avenue. There is not enough signage and drivers do not know how to react to the blinking lights. Mr. Katz commented that the city is looking at replacing these lights with regular traffic signals.

Thursday, October 5th is the 4th Annual Public Works Expo from 9am – 2pm. There are currently 87 vendors listed and the use of 142 spaces at the Farmers Market. We have 240 vendor reps registered to be at the Expo and today's count for attendees is 537.

13. Engineering Report

Engineering Report

Mr. Haas updated the Board about current road projects as we are nearing the end of construction season.

The sidewalk project on West Howard Avenue and the Safe Routes to School project on South 35th Street are complete but we are awaiting for grass growth to come in.

The Spring Green rehab project which was earlier this summer is still waiting on the street lights for that neighborhood. We expect them to be finalized in October.

Lastly, our largest project, West Edgerton Avenue, is still ongoing. New concrete curb and gutter and sidewalk will be poured starting next week on the east side of the project. The completion date of this project is currently set for November around Thanksgiving.

14. Other topics for future agendas

**Other Topics for
Future Agendas**

None

15. Adjournment

Meeting Adjournment

It was moved by Ald. Lubotsky, seconded by Ald. Bailey to adjourn the Board of Public Works meeting at 7:27 PM. Motion carried unanimously.

Respectfully submitted,
Laura Young
Administrative Assistant
Department of Neighborhood Services

Date distributed: October 10, 2017