



136 North Monroe Street  
Waterloo, WI 53594-1198  
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**PUBLIC NOTICE OF A COMMITTEE MEETING  
OF THE COMMON COUNCIL OF THE CITY OF WATERLOO**

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public & news media, that the following meeting will be held:

**COMMITTEE:** PUBLIC WORKS & PROPERTY COMMITTEE  
**DATE:** Thursday, August 4, 2016  
**TIME:** 6:00 p.m.  
**LOCATION:** Municipal Building Council Chambers, 136 N. Monroe Street

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING MINUTES: July 7, 2016
3. PUBLIC COMMENT
4. FUNDING UPDATES
  - a. DNR Stewardship Grant Application For 203 East Madison Street
  - b. DNR Grant Funding To Remove Lead Water Services To Waterloo Properties
5. PROJECT UPDATES
  - a. 2016 Capital Projects Status Tracking
  - b. 2017 West Porter Street Construction And Design
6. UNFINISHED BUSINESS
  - a. Town Of Portland Reply - Written Township Agreements For Roadway Maintenance And Snow Removal (tabled from July 7, 2016 meeting)
  - b. Public Right-Of-Way Stormwater Management, 464 Jefferson Street (tabled from July 7, 2016 meeting)
7. NEW BUSINESS
  - a. Consideration Of A Municipal Lead Water Service Removal Program
  - b. Sale of the following items:
    - i. Mosquito Fogger
    - ii. Generator
    - iii. Orange Sanitary Hose

Hansen noted in July that several active bids were to be opened soon. It was the sense of the committee that bid summaries could go directly to the City Council to expedite projects.

8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
9. ADJOURNMENT

*Mo Hansen*

PLEASE NOTE: IT IS POSSIBLE THAT MEMBERS OF AND POSSIBLY A QUORUM OF MEMBERS OF OTHER GOVERNMENTAL BODIES OF THE MUNICIPALITY MAY BE IN ATTENDANCE AT THE ABOVE MEETING(S) TO GATHER INFORMATION. NO ACTION WILL BE TAKEN BY ANY GOVERNMENTAL BODY OTHER THAN THAT SPECIFICALLY NOTICED. ALSO, UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR ADDITIONAL INFORMATION OR TO REQUEST SUCH SERVICES PLEASE CONTACT THE CLERK'S OFFICE AT THE ABOVE LOCATION.

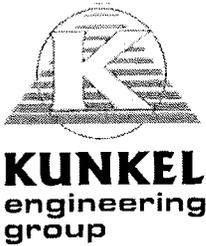
**CITY OF WATERLOO PUBLIC WORKS & PROPERTY COMMITTEE**  
**MEETING MINUTES: July 7, 2016**

1. CALL TO ORDER AND ROLL CALL. Committee Chair Springer called the meeting to order at 6:00 p.m. Committee members present: Springer, Ziaja and Stinnett. Absent: none. Others attending: Mayor Thompson, Deputy Public Works Director Jeff Robbins Ron Griffin (early portion), Tim Thomas (early portion), Diane Graff of the Courier and Clerk/Treasurer Hansen.
2. APPROVAL OF MEETING MINUTES: June 2, 2016. Moved by Ziaja, seconded by Stinnett to approve the minutes as listed and presented. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. FUNDING UPDATES
  - a. DNR Stewardship Grant Application For 203 East Madison Street. DISCUSSION: Hansen said Waterloo is in the running for both a Stewardship grant and a DNR Municipal Flood grant which has a 50% match.
  - b. DNR Grant Funding To Remove Lead Water Services To Waterloo Properties. DISCUSSION: Hansen said an application for a \$300,000 grant was submitted June 30<sup>th</sup>.
5. PROJECT UPDATES
  - a. 2016 Capital Projects Status Tracking. DISCUSSION: Hansen reviewed a revised document dated 7/7 adding comments provided via email from Mitch Leisses.
  - b. 2017 West Porter Street Construction And Design. DISCUSSION: Hansen said he had communicated to Edison Street residents regarding when that street would be done. He noted that the adopted Working Project List memo had only a portion of Edison Street being reconstructed, but he noted that all of it likely needed to be reconstructed. Springer asked that Leisses confirm the specific segment of Porter Street being reconstructed, saying a portion of it was newer.
6. UNFINISHED BUSINESS
  - a. Town Of Portland Reply - Written Township Agreements For Roadway Maintenance And Snow Removal. DISCUSSION: Hansen said Wally Schoenherr was given late notice and was unable to attend Hansen asked that the matter be tabled until August. MOTION: Moved by Ziaja, seconded by Stinnett to table the matter until the next meeting.
  - b. Public Right-Of-Way Stormwater Management, 464 Jefferson Street. MOTION: Moved by Springer, seconded by Stinnett to table the matter until the next meeting.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.
  - a. Sell mosquito fogger
  - b. Generator (Gabe may be interested?)
  - c. Orange sanitary sewer hose
  - d. Hansen noted that several active bids were to be opened soon. It was the sense of the committee that bid summaries could go directly to the City Council to expedite projects.
8. ADJOURNMENT. MOTION: Moved by Stinnett, seconded by Springer to adjourn. The time was approximately 6:10 pm. Motion carried.



Attest:

Mo Hansen, Clerk/Treasurer



107 Parallel Street  
Beaver Dam, WI 53916  
(920) 356-9447  
fax: (920) 356-9454  
kunkelengineering.com

City of Waterloo, Wisconsin  
**PRELIMINARY ESTIMATE OF COST**  
**West Porter Street Improvements**  
March 31, 2016

**From North Monroe Street to Minnetonka Way**

Utilities: Install 8 inch sanitary sewer and 8 inch water main.  
Replace sanitary laterals and water services within right-of-way

Street: Complete reconstruction of existing roadway.  
Install curb and gutter at 34 foot back-to-back where not previously installed.  
Spot repair of 4 foot concrete sidewalk.

Notes: Field work and utility data collection required for a more accurate cost estimate.  
Preliminary cost estimate does NOT include lighting costs.

**Estimated Quantities for Sanitary Sewer**

Quantity	Unit	Item	Unit Cost	Item Cost
1500	LF	8 Inch PVC Sanitary Sewer Main	\$52.00	\$78,000
7	EA	Precast San Sewer Manhole	\$3,200.00	\$22,400
600	LF	4 Inch PVC Sewer Service Lateral	\$40.00	\$24,000
2100	LF	Granular Backfill, San Sewer	\$15.00	\$31,500
0.5	LS	Traffic Control and Access	\$3,500.00	\$1,750
0.5	LS	Erosion Control, Project	\$5,000.00	\$2,500
			Estimated Construction Cost	\$160,150
			Engineering & Contingencies	\$19,218
			<b>Total Estimated Sanitary Cost</b>	<b>\$179,368</b>

**Estimated Quantities for Water Main**

Quantity	Unit	Item	Unit Cost	Item Cost
1500	LF	8 Inch PVC Water Main	\$60.00	\$90,000
8	EA	8 Inch Gate Valve and Box	\$2,100.00	\$16,800
3	EA	Hydrant w/Aux Valve and 6 Inch PVC Lead	\$5,500.00	\$16,500
600	LF	1 Inch Copper Water Service	\$55.00	\$33,000
10	EA	Connect to Existing Water Main	\$1,800.00	\$18,000
2100	LF	Granular Backfill, Water Main	\$14.00	\$29,400
0.5	LS	Traffic Control and Access	\$3,500.00	\$1,750
0.5	LS	Erosion Control, Project	\$5,000.00	\$2,500
			Estimated Construction Cost	\$207,950
			Engineering & Contingencies	\$24,954
			<b>Total Estimated Water Cost</b>	<b>\$232,904</b>

**Estimated Quantities for Roadway Improvements**

Quantity	Unit	Item	Unit Cost	Item Cost
150	LF	12 Inch RCP Storm Sewer Lead	\$55.00	\$8,250
60	LF	24 Inch RCP Storm Sewer Main	\$65.00	\$3,900
4	EA	Precast Storm Sewer Catch Basin	\$1,700.00	\$6,800
2	EA	Precast Storm Sewer Manhole	\$2,500.00	\$5,000
210	LF	Granular Backfill, Storm Sewer	\$10.00	\$2,100
1	LS	Unclassified Excavation		\$50,000
2200	LF	30 Inch Concrete Curb and Gutter	\$12.00	\$26,400
600	SF	Concrete Sidewalk, 4 Inch Depth	\$8.50	\$5,100
1000	SF	Concrete Sidewalk, 6 Inch Depth	\$10.00	\$10,000
900	CY	EBS and Sub-Base Course	\$28.00	\$25,200
5800	SY	Sub-Base Course, 8 Inch Depth	\$4.00	\$23,200
5800	SY	Base Aggregate Dense 3/4 Inch, 4 Inch Depth	\$3.25	\$18,850
1000	TN	Asphalt Pavement, 4 Inch Depth	\$65.00	\$65,000
1800	SY	Topsoil, Seed and Mulch	\$6.50	\$11,700
			Estimated Construction Cost	\$261,500
			Engineering & Contingencies	\$31,380
			<b>Total Estimated Roadway Project Cost</b>	<b>\$292,880</b>
			Total Roadway and Utility Construction Cost	\$629,600
			Engineering & Contingencies	\$75,552
			<b>Total Estimated Cost</b>	<b>\$705,152</b>

## Agreement Re: Road Maintenance

Agreement made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the City of Waterloo, a municipal corporation (herein the "City"); and the Town of Portland, a body politic (herein the "Town").

WITNESSETH:

WHEREAS, the following roads described herein are partially located within the Town and City and are hereinafter referred to as the "City-Town Border Roads," and

WHEREAS, the Town desires to retain the services of the City to perform certain maintenance of the City-Town Border Roads on its behalf and the City likewise desires to retain the services of the Town to perform certain maintenance of the City-Town Border Roads on its behalf; and

WHEREAS, THE City and Town are willing to provide such services upon the terms and conditions set forth herein.

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, as well as other good and valuable consideration moving from each party to the other, it is hereby agreed as follows:

1. Recitals. The recitals hereto are hereby incorporated by reference.
2. Description of Roads for Which the City will be providing maintenance service. See Exhibit 1.
3. Description of Roads for Which the Town will be providing maintenance service. See Exhibit 1.
4. Scope of Services and Addition of Roads. During the term of this Agreement, the City and Town agree to perform snow and ice removal services. Each party shall perform the services in the same manner and to the same extent as it performs such services on public roads located within its geographic boundaries.

It is noted that all other road maintenance tasks including, but not limited to: replacement and maintenance of road signs, road repair and similar activities are the responsibility of the respective governing bodies, and are not subject to this agreement.

5. Term of Agreement. The term of this Agreement shall commence upon its execution hereof by both parties, and shall continue indefinitely thereafter and unless and until terminated in the manner provided for herein. This Agreement shall terminate upon the expiration of thirty (30) days prior written notice of termination from one party to the other, in the event the termination is without cause. In the event a party desires to terminate this agreement with cause, then in such event, the written notice shall be given by the terminating party to the defaulting party, specifying the nature of the particular default. The defaulting party shall then have a period, not to exceed ten (10) days, within which to cure the default. Notwithstanding the foregoing, the event the default is one of a monetary nature, then the notice of default and opportunity to cure shall be shortened to a three (3) day period.
6. Compensation. Neither party shall compensate the other for the services described herein, maintenance of roadways as noted on Exhibit 1.
7. Indemnification. Each Party hereto agrees to indemnify, save and hold harmless the other from and against any and all claims, suits, demands, or causes of action, arising out of, directly or indirectly, any act or omission of the indemnifying party, which may cause injury or damage to any person or persons or property, whomsoever or whatsoever. The parties intend that the indemnification be mutual in all respects.
8. Binding Effect. This agreement is binding on the successors and assigns of the parties hereto,
9. Notice. Any notice or offer or demand required to be sent hereunder shall be sent by registered United States mail, return receipt requested, addressed to the respective parties at:

City: City of Waterloo  
Attn: Clerk  
135 North Monroe Street  
Waterloo, WI 53594-1198

Town: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Construction. This Agreement has been executed in the State of Wisconsin and shall be construed and enforced in accordance with the laws of that state.
11. Intergovernmental Cooperation. This Agreement is intended to constitute an "Intergovernmental Cooperation Agreement" as defined in section 66.0301, Wis. Stat.

In Witness Whereof, the parties hereto have executed this Agreement the day and year just written above at Waterloo, Wisconsin.

CITY OF WATERLOO

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

TOWN OF PORTLAND

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

## EXHIBIT 1 – DESCRIPTION OF ROADS

### 1. Description of roads for which the City and Town will provide snow/ice removal services.

RESPONSIBILITY OF:	CITY-TOWN BORDER ROAD DESCRIPTION	ESTIMATED LENGTH (ft.)
City of Waterloo	The road commencing at the intersection of STH 89 and Clarkson Road west to the intersection of the north-south municipal boundary and Clarkson Road	4,000

RESPONSIBILITY OF:	CITY-TOWN BORDER ROAD DESCRIPTION	ESTIMATED LENGTH (ft.)
Town of Portland	The road commencing at the intersection of STH 89 and Clarkson Road east to the intersection of STH 19 and Clarkson Road	3,500

## Mo Hansen

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**From:** Mo Hansen <cityhall@waterloowi.us>  
**Sent:** Monday, May 09, 2016 2:43 PM  
**To:** mleisses@kunkelengineering.com  
**Cc:** 'dpw@waterloowi.us'  
**Subject:** 484 Jefferson Street / Waterloo Council meeting follow-up  
**Attachments:** 20160509142627.pdf

Mitch,

Please let me know if you can formulate a remedy to solve this lingering storm water matter.

Family members of the owner at 484 Jefferson Street attended the 5/5/2016 Council meeting asking for a remedy to storm water running from the public right of way at Jefferson Street & Peschel Street east along Peschel Street into a private garage located on OL 15 at 484 Jefferson Street. Photos and my mark-up attached.

**BACKGROUND:**

This is an issue in which the now deceased Lloyd Radcliff brought to light in 2005 or thereabouts after two homes were built in 2003 or thereabouts south of the intersection of Peschel/Jefferson. At that time a remedy of catch basins and a pipe to the river was implemented to solve the problem.

**IDEA:**

We have 66 feet of right-of-way. Ditch the sides of the road east of the intersection?

*Mo Hansen*

Clerk/Treasurer  
City of Waterloo  
office: 920.478.3025  
[CityHall@Waterloowi.us](mailto:CityHall@Waterloowi.us)

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136 North Monroe Street • Waterloo, WI 53594-1198 • Fax: 920.478.2021

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