



136 North Monroe Street
Waterloo, WI 53594-1198
Phone: (920) 478-3025
Fax: (920) 478-2021
www.waterloowi.us

**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, November 3, 2016
TIME: 6:30 p.m.
LOCATION: Municipal Building Council Chambers, 136 N. Monroe Street

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING MINUTES: October 6, 2016
3. PUBLIC COMMENTS
 - a. Storm Water Management, 300 Block Riverside Drive
 - i. Cheryl Strobel, 300 Riverside Drive
 - ii. Paul & Patti Toben, 305 Riverside Drive
 - b. (1) Confined Space Open Records Request; (2) Crushed Asphalt Eroding Into Firemen's Park Storm Sewer, Stan Peschl, 533 Park Ave
4. FUNDING SUMMARY UPDATE
5. 2016-2017 PROJECT SUMMARY UPDATE
6. UNFINISHED BUSINESS
 - a. Considering A Municipal Lead Water Service Removal Program
 - i. Ordinance #2016-04 Creating Private Lead Water Service Lateral Replacement Requirements
 - ii. Resolution #2016-61 Authorizing A Municipally Administered Private Lead Water Service Removal Program
 - b. Ordinance #2016-05 An Ordinance Creating Exceptions For Public Work Department And Waterloo Utilities Equipment And Vehicles From Chapter §278 Loud And Unnecessary Noise
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Sale Of Mosquito Fogger, Generator And Orange Sanitary Sewer Hose
8. ADJOURNMENT

Mo Hansen

Mo Hansen
Clerk/Treasurer

Committee Members: Springer, Ziaja and Stinnett

Printed, Posted, E-mailed and Distributed: 10/29/2016

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: October 6, 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; Gary Yerges; Jeni Quimby; John Spies; Barry Sorenson and Clerk/Treasurer Hansen.
2. APPROVAL OF MEETING MINUTES: September 1, 2016. MOTION: Moved by Stinnett, seconded by Ziaja to approve the minutes as presented. Motion carried.
3. PUBLIC COMMENT. None.
4. FUNDING UPDATES
 - a. DNR Stewardship Grant Application For 203 East Madison Street. DISCUSSION: Hansen said a matching grant was awarded. The CDA to take the lead on this grant.
5. PROJECT UPDATES
 - a. 2016 Capital Projects - Status Summary. Reviewed. Yerges asked that dollars for street micro seal work be rolled over to 2016.
6. UNFINISHED BUSINESS
 - a. Considering A Municipal Lead Water Service Removal Program
 - i. Making Removal Of Private Lead Water Systems Mandatory. DISCUSSION: Sorenson said that from North Monroe Street experience, leaving it optional will not generate action from property owners. He advocated for making it mandatory for private property owners to removed private lead water services. He said the issue is getting lead out of the water. He said the Utility is treating the water and it is safe to drink, but added at what point to you have to stop adding chemicals to the water to cover up the lead? Ziaja asked what are consequences if removal is mandatory and an owner doesn't act? Sorenson said targeting lead services where the main has been updated in the last 15-20 years supplemented with grant money, and then having property owners pay it back over a three year period would allow for dollars to be revolved. Sorenson added that as construction project begin, over time, private services adjacent could be updated by the property owner. Ziaja and Stinnett questions how enforcement would occur if property owners don't comply? Hansen said issuing citations, Stinnett offered putting amount on the tax roll like a special assessment. Hansen said program challenges exist because the municipality may be creating a sizable bill to property owners. Ziaja said his young daughter has heightened levels of lead due likely from the home where they live. Springer said he doubted that all services would get done in a two year time period. Ziaja asked that the item be a recurring agenda matter. Note: John Spies spoke of a part monument at this time. Springer asked that a sample ordinance be drafted.
7. NEW BUSINESS
 - a. Citizen Complaint, DPW Not Complying With 278-5 (C), Stan Peschl, 533 Park Avenue. DISCUSSION: Springer said the Public Works equipment was driving through Firemen's Park to another location at 6:45 am. Springer said they are not construction workers but city workers. Ziaja said he didn't mind traveling to and from, he questioned if the end-loader was construction equipment. MOTION: Moved by Springer, seconded by Ziaja to recommend to Council an ordinance exempting Department of Public Works vehicles and equipment and Waterloo Utilities vehicles and equipment from 278-5(C). ROLL CALL VOTE: Ayes: Ziaja, Springer and Stinnett. Noes: none. Motion carried.
 - b. 2017 West Porter Street Reconstruction - Design Review. DISCUSSION: Hansen said reconstruction of roadway, water & sewer. He said stormwater was designed was simplified. He said traffic calming measures were not included in the design, but an opportunity existed in the future for enhanced pavement markings and signs to address Porter Street resident comments about excessive speeds. No action taken.
 - c. 2016 Sidewalk Improvements - Rebidding in February of 2017 Due To Delays And High Bids. MOTION: Moved by Springer, seconded by Stinnett to approve rebidding of work in February 2017. VOICE VOTE: Motion carried.
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. 2017 Capital Improvement Plan As Before The Finance, Insurance & Personnel Committee.

Noted.

b. Sale Of Mosquito Fogger, Generator And Orange Sanitary Sewer Hose. No progress note.

9. ADJOURNMENT. MOTION: Moved by Ziaja, seconded by Stinnett to adjourn. The time was approximately 6:50 pm. Motion carried.



Attest:

Mo Hansen, Clerk/Treasurer

CITY OF WATERLOO
CITIZEN COMMENT/COMPLAINT FORM

DATE: 10/20/16 TIME REC'D: 11:55 AM

NAME: Cheryl Strobel PHONE: () 920-478-3114
920-988-4563

ADDRESS: 300 Riverside

COMMENT/COMPLAINT: See attached letter
Email: strobelcheryl@gmail.com

10/20/2016
- Asked for photos if available.
- no

- Reports of vehicles standing in water needing to be dried in interior
- Request to expedite leaves being removed on street as they may ~~start~~ channel water each storm.

Date: Sat. 10/15/16 into early AM of 10/16/16

Flooding of front and back yard Water $\frac{3}{4}$ of way up my driveway, up to the front steps of the House and water flowing down both sides of my home.

Results of the flooding:

Residents car received 2 inches of water in front and back floors of vehicle

Water flowed into Basement (above ground basement) damaging rugs

Leaves and junk from neighborhood came to rest on my property

PROBLEM

Water is pooling in front of home not only when rain is heavy like this weekend, but everytime it rains. Large amounts of water coming down street from both directions is TOO MUCH for the sewer To handle

This situation needs to change!

Pictures of lawn and vehicle available upon request

Please let me know if something will be done about redirecting the water

Cheryl Strobel



300 Riverside Dr

Waterloo, WI

920-988-4563

CITY OF WATERLOO
CITIZEN COMMENT/COMPLAINT FORM

DATE: 10-25-16

TIME REC'D: _____

NAME: PAUL & PATTI TOBEN PHONE: (920) 988-3713

ADDRESS: 305 RIVERSIDE DR, WATERLOO WI 53594

COMMENT/COMPLAINT: ON OCTOBER 15th, WHEN WE HAD
THE BIG STORM, THE STORM SEWERS ON BOTH
SIDES OF THE STREET COULDN'T KEEP UP. THIS
CAUSED DAMAGE TO A CAR PARKED ON THE STREET
AND WATER COMING UP HALF-WAY ON OUR LAWN.

Mo Hansen

From: Mo Hansen <cityhall@waterloowi.us>
Sent: Wednesday, October 19, 2016 10:42 AM
To: Waterloo Clerk/Treas Office
Subject: FW: Stan Peschl 10/19 meeting notes

FYI Mayor Thompson and Public Works & Property Committee:
-Mo

From: Mo Hansen [mailto:cityhall@waterloowi.us]
Sent: Wednesday, October 19, 2016 10:38 AM
To: 'dpw@waterloowi.us' <dpw@waterloowi.us>
Subject: Stan Peschl 10/19 meeting notes

Gary,

Gary, I need to follow-up on his open records request asking for the copy of the confined space permit.

Stan Peschl (533 Park Avenue; 920-478-9722) visited today with listing the following items:

- Registered his interest in having a quiet community before 7 am.
- Registered his objection to amending 278-5(C) to exempt certain municipal departments, saying that 278-5(A) also would apply.
- Presented photos of the concrete stormwater pipe with the metal rod end cap barrier removed, saying the potential hazard for children exists.
- Said he observed DPW staff inside the storm water pipe spraying sealant.
- (a) Made an open records request to view a copy of the confined space permit on file relating to the observed work inside the pipe.
- Asked to see, or know of, the equipment used as part of the observed confined space activity.
- Presented photos of crushed asphalt in Firemen's Park eroding and collecting in and existing storm water catch basin. Ask why use of catch-all bags were not used. Noted that DPW staff were digging out eroded material from storm water basin by hand. Asked for the erosion control plan for recurring eroded area. Said he has observed DPW staff grading area four times this calendar year removing vegetation exacerbating erosion.
- Stated that lack of enforcement of 278-5(C) is a primary reason for his review of other items listed.

Mo Hansen

Clerk/Treasurer
City of Waterloo
office: 920.478.3025
CityHall@Waterloowi.us

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CITY OF WATERLOO
 2016 Capital Project Status Tracking
 (Sorted By Oversight Entity)
 10/31/2016 9:20 AM

ID#	PROJECT	TYPE	LEAD	OVERSIGHT	PROJ STATUS	2016 BUDGET	BUDGET STATUS	NOTE DATE	NOTES
1	CATV OUTLAY	EQUIP	Burgos	CableBD	Collecting Estimates	??	2016	9/30/2016	carry over to 2017
2	CAPITAL PROJ - LIBRARY	PURCHASE	Mounford	LibBoard	Completed	10,000	2016	9/30/2016	Laptop computer and other items purchased
3	575 W MADISON PED BRIDGE REMOVE	RAZE	KUNKEL	ParksComm	90% Complete	75,000	2016	10/31/2016	Determine storage, reuse or scap for bridge parts
4	INSTALL 333 W MADISON PATH OUTLOT #1	CONSTRUCT	KUNKEL	ParksComm	70% Complete	150,000	2016	10/31/2016	Grass seeding
5	FIREMEN'S PARK - ENTRY MASONRY REPAIRS	REPAIR	Haberkorn	ParksComm	80% Complete	<10,000	2016	10/31/2016	Capstone work to be completed
6	720 WEST MADISON ST	PHASE 3, RIVER BED SAFETY	Hansen	ParksComm	80% Complete			9/30/2016	Stabalized soil
7	SQUAD CAR PURCHASE	PURCHASE	Lange	PubSafety	Done	36,000	2016	9/30/2016	
9	FD CAPITAL OUTLAY	?	Butzine	PubSafety	??	20,000	2016	10/31/2016	
10	CAPITAL PROJ - STREET CONST	ROAD RESURFACE	Yerges	PubWorks	20% Completed	157,089	2016	9/30/2016	carry over to 2017
11	STREET TREES	PURCHASE	Yerges	PubWorks	Done	420	2016	7/7/2016	\$420 of trees purchased
12	SIDEWALKS	INSTALL NEW	KUNKEL	PubWorks	10% Completed	11,000	TRANSF TO TID #4	9/30/2016	carry over to 2017
13	SIDEWALKS - SPEC ASSESS	INSTALL NEW	KUNKEL	PubWorks	10% Completed	50,000	2016	9/30/2016	carry over to 2017
14	PLASMA CUTTER	PURCHASE	Yerges	PubWorks	Done	3,000	2016	1/1/2016	purchased
15	POWER WASHER	PURCHASE	Yerges	PubWorks	Done	8,073	2016	2/1/2016	purchased
16	HD PICK-UP TRUCK	PURCHASE	Yerges	PubWorks	???	33,927	2016	1/1/2016	
17	STH 19 IMPROVE	ENG	KUNKEL	PubWorks	Moving to bid by WisDOT	15,000	TRANSF TO TID #2	10/31/2016	Contract done; need to motivate Sharrow/Roth/Burbach to remedy foundation issues prior to constructions; \$2 million local cost; how to layer in lead service removals???
18	SLIP LINING	REPAIR	Yerges	PubWorks	20% Completed	28,515	2016	10/31/2016	Contract done; mobilize and complete in November
19	MUNI BLDG PHONES	REPLACE	Hansen	PubWorks	10% Compled	?	NEED TO ADD	10/31/2016	one estimate received ->
20	MUNI BLDG ROOF	REPAIR	Lange	PubWorks	20% Completed	?	NEED TO ADD	10/31/2016	NIR Contract signed; base repairs after inspections; then estimate for time & materials
21	333 PORTLAND RD	CONDEMN PROPERTY	Hansen	PubWorks	In progress		NEED TO ADD	10/30/2016	No property owner cooperation; Raze order to property owner; condemnation proceeding; seeking friendly condemnation process
22	DPW COLD STORAGE	CONSTRUCTION	Yerges	PubWorks	90% Complete		2016	8/8/2016	DPW to complete concrete bids for floor.
23	CANAL RD	ROAD RESURFACE	Yerges	PubWorks	90% Complete	402,000	2016	10/31/2016	Grant Award Close Out
24	PORTER STEET DESIGN (2017)	RECONSTRUCT	KUNKEL	PubWorks	20% Completed		NEED TO ADD	10/31/2016	Design work near completion.
25	REMOVAL OF LEAD WATER SERVICES	GRANT APPLICATION	UTILITY	PubWorks	10% Completed		NEED TO ADD	10/31/2016	\$300k grant to be awarded; Clerk/Treas & Utility Super drafting program for Public Works consideration; Clerk to help ID lead service locations; an additional \$220k applied for for State FY 2018
26	FIREMEN'S PARK 6" SANITARY LINE REPAIR	REPAIR	KUNKEL	PubWorks	Two estimates in-hand		NEED TO ADD	10/31/2016	Waterloo Utilities Oked expense using I&I dollars; snap bids -> Woleske Construction [\$16,000] and Forest Landscaping [\$12,800] because repair and under \$25k is a maintenance item -- confirming with Mitch that Forest can do this work.



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ORDINANCE #2016-04

CREATING PRIVATE LEAD WATER SERVICE LATERAL REPLACEMENT REQUIREMENTS

The Common Council of the City of Waterloo, Wisconsin does hereby ordain as follows:

SECTION 1: CHAPTER §340-9 Lead Water Service Lateral Replacement Requirement is hereby created as follows:

§ 340-9 Lead Water Service Lateral Replacement Requirement.

A. Every water service lateral connected to the Waterloo Utilities Water System (Utility) shall be made of suitable material as determined by the Waterloo Utility Commission.

B. Intent and Purpose. The Common Council of the City of Waterloo finds that it is in the public interest to establish a comprehensive program for the removal and replacement lead water laterals in use within both the public Utility and in private systems and to that end declares the purposes of this ordinance to be as follows:

(a) To ensure the water quality at every tap of Utility customers meets the water quality standards specified under the Federal Safe Drinking Water Act; and

(b) To reduce the lead in City drinking water to meet Environmental Protection Agency (EPA) standards and ideally to reduce lead contaminant level to zero in City drinking water for the health of City residents; and

(c) To eliminate the constriction of water flow caused by mineral rich surface water flowing through lead water service pipes and the consequent buildup of mineral deposits inside lead pipes; and

(d) To meet the Wisconsin Department of Natural Resource (WDNR) requirements for local compliance with the Lead and Copper Rule

C. Owner to Replace Lead Service. Existing lead water service laterals connected to the Utility shall be replaced with water service laterals made of suitable materials and at owner's expense. Replacement shall be completed either before or in conjunction with the next water main project in the area of the affected property.

D. Water System Reconstruction. Property owners in a property area where a public water system reconstruction is taking place will be notified, in writing, of capital improvement projects involving public water mains. The notification shall be at least 60 days prior to the commencement of the water main construction, and shall be issued by Waterloo Utilities.

E. Inspection Required. The Waterloo Utilities Superintendent, or his/her designee shall inspect all private connections to the public water mains for presence of lead or lead causing pipes prior to, if possible, or at the time that the Utility water main is to be reconstructed and if unable to gain access for inspection, may pursue an inspection warrant. In the event the lateral is found to contain lead the Clerk/Treasurer, or his/her designee, shall notify the owner in writing by US Mail within 10 working days, of the fact along with information about the City's Lead Water Service Replacement Program. The affected property owner shall provide proof of arrangements for replacement of the private lead water service lateral within 90 days of the date of the notification letter.

F. Authority To Discontinue Service. As an alternative to any other methods for obtaining compliance with the requirements of this Municipal Code regarding replacement of illegal private water laterals, the Utility may, as provided in Water Utility Operating Rules approved by the Wisconsin Public Service Commission, discontinue water service to such property served by illegal private water service lateral after reasonable notice and an opportunity for hearing before the Waterloo Utility Commission.

SECTION 2: This ordinance shall take effect and be in force after its passage and publication in a manner provided for by law.

Acted on and adopted at a regular meeting of the Common Council on _____, 2016.

City of Waterloo

Signed: _____
Robert H. Thompson, Mayor

Attest:

Morton J. Hansen
City Clerk/Treasurer

Date Adopted: _____
Date Published: The Courier, _____

Fiscal Effect: None.



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**RESOLUTION #2016-61
AUTHORIZING A MUNICIPALLY ADMINISTERED
PRIVATE LEAD WATER SERVICE REMOVAL PROGRAM**

Whereas, the City of Waterloo has sought and has been granted \$333,000 from the Wisconsin Department of Natural Resources for the purposes of encouraging private property owners to remove existing lead water services located between water meters and the public water service connection, and;

Whereas, the Public Works & Property Committee has reviewed and is recommending the implementation of a multi-year program as attached to equitably allocated awarded dollars to achieve the public health objective of reducing or eliminating the measurable amounts of lead in water used by residences, daycare facilities and K-12 schools, and:

Therefore Be It Resolved, by the Common Council of the City of Waterloo, Wisconsin, that it hereby authorizes the creation and implementation of a Private Lead Water Service Removal Program as outlined in the attached program document and it directs the Clerk/Treasurer to implement and administer the program in coordination with Waterloo Utilities for the benefit of Waterloo's citizens.

PASSED AND ADOPTED this ____ day of November, 2016.

City of Waterloo

Signed: _____
Robert H. Thompson, Mayor

Attest:

Morton J. Hansen, Clerk/Treasurer

SPONSOR(S) – Public Works & Property Committee
FISCAL EFFECT – 100% of funding awarded by DNR to City of Waterloo



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PRIVATE LEAD WATER SERVICE REMOVAL PROGRAM -- October 31, 2016

Properties with residential dwelling units, daycare facilities and K-12 schools are eligible to received funding provided via the Department of Natural Resources Lead Service Line Replacement Funding Program. This funding is solely intended for the replacement of existing lead, or lead causing, private water services. A private water service is defined as the private water service running from the water meter to the curb-stop, also known as the shut-off, see picture below.

Qualifying property owners may be reimbursed using these dollars by way of one of the following methods:

1. **OPTION #1 (FACILITIES)** -- Licensed day care facilities or K-12 schools are eligible for up to a \$5,000, grant. Once \$33,000 designated for this category is allocated no more awards will be made. Dollars awarded are not to exceed the cost of service replacement.
2. **OPTION #2 (GRANT ONLY)** -- Residential properties or commercial properties containing a dwelling unit are eligible for a grant not to exceed the cost of replacement or \$950, whichever is less.
3. **OPTION #3 (GRANT/LOAN)** -- Residential properties or commercial properties containing a dwelling unit are eligible for a combination grant and 0% interest loan, not to exceed the cost of replacement or \$2,200, whichever is less. 50% of the combination grant/loan is to be repaid to the City of Waterloo in three years or less. Interest penalties will apply for late payment. Annual unpaid amounts to be put on the tax bill after suitable notice. All repaid loan amounts will be dedicated to future lead service replacements.
4. **OPTION #4 (GRANT WITH YOUNG CHILD)** -- Residential properties or commercial properties containing a dwelling unit with one or more child age six or less are eligible for a grant not to exceed the cost of replacement or \$2,000, whichever is less.

PROGRAM NOTES:

- All awarded dollars are available on a first-come-first-serve basis. When funding is exhausted, a waiting list will be maintained and future funding will be drawn from loan repayments. Department of Natural Resources funding will cease to be available after November 1, 2019. After this date only loan repayment sums will be available.
- Property owners must enter into a contract with the City to be eligible. To meet the terms of this contract, the property owner must present an executed contract with a municipally pre-approved contractor indicating that work will be completed in a timely fashion.
- This is a reimbursement program. Program to promptly reimburse property owner after improvements are completed and inspected by municipal staff or its designees.
- The City of Waterloo reserves the right to modify this program as it deems in the best interest of Waterloo residents.





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ORDINANCE #2016-05

AN ORDINANCE AMENDING CHAPTER §278 LOUD AND UNNECESSARY NOISE

The Common Council of the City of Waterloo, Wisconsin does hereby ordain as follows:

SECTION 1: CHAPTER §278-5 Loud And Unnecessary Noise is hereby amended as follows:

§ 278-5 Loud And Unnecessary Noise.

A. General. No person shall make or cause to be made any loud, disturbing or unnecessary sounds or noises such as may tend to annoy or disturb a person of ordinary sensibilities in or about any public street, alley or park or any private residence.

B. Sound-amplifying equipment. The following regulations shall apply to the use of sound-amplifying equipment within the City:

(1) Sound-amplifying equipment shall be permitted only to publicize events of community-wide interest and importance which are of a noncommercial nature.

(2) The only sounds permitted shall be music and human speech.

(3) Sound-amplifying equipment shall be used only between 9:00 a.m. and 5:00 p.m.

(4) No sound advertising shall be permitted on Sundays or legal holidays.

(5) The volume of sound shall be controlled so that it will not be audible for a distance in excess of 200 feet from its source and so that the volume of sound emitted therefrom shall not be unreasonably loud, raucous, jarring, disturbing or a nuisance to persons within the area of audibility.

C. Construction and machinery noise. Except for emergencies and except for vehicles and equipment operated by the Waterloo Department of Public Works and Waterloo Utilities, between the hours of 9:00 p.m. and 7:00 a.m. no person shall do construction work or operate any chain saw, lawn mower or any other loud machinery of a similar nature.

D. Dynamic braking devices. It is unlawful for any person to operate any motor vehicle within the City limits with a dynamic braking device (common referred to as "Jake brakes," "Jacobs brake," "engine brake" or "compression brake") engaged, except for the aversion of imminent danger.

SECTION 2: This ordinance shall take effect and be in force after its passage and publication in a manner provided for by law.

Acted on and adopted at a regular meeting of the Common Council on March 17, 2016.

City of Waterloo

Signed: _____
Robert H. Thompson, Mayor

Attest:

Morton J. Hansen
City Clerk/Treasurer

Date Adopted: _____
Date Published: The Courier, _____

Fiscal Effect: None.
Text Added- > <u>Highlighted and underlined</u>
Text Struck-> Highlighted and strike marks