



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
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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 and to the news media, that the following meeting will be held.

COMMITTEE: Public Works & Property Committee

DATE: Thursday, August 5, 2010 **TIME:** 6:00 p.m.

LOCATION: Council Chambers of the Municipal Building, 136 N. Monroe Street

1. Roll Call And Call To Order
2. Approval The Committee Minutes For June 3, 2010 And July 1, 2010
3. Citizen Input
 - a. Lincoln Street Stormwater Catch Basin Communications – Jeannie Otteson
4. Communications And Miscellaneous Business
 - a. Safe Route To School & Transportation Enhancement Grant Applications – Submittal Updates
 - b. 2010 Street & Utility Project (Portions Of Hiawatha Trail & Indian Hills Drive) – Update
 - c. CDBG-EAP Project (Acquisition Of Certain Properties In Floodplain) – Update
 - d. Hiring Process For DPW Worker I Position
 - e. Clerk/Treasurer Fox Lane Communication
5. Unfinished Business
6. New Business
 - a. Acceptance Of Donation Of Property From John Meitner, 120 West Madison Street
 - b. Consideration Of 2011 Proposed Street Projects For Budget & Planning Purposes
7. Future Agenda Items And Announcements
8. Adjourn

Morton Hansen
Clerk/Treasurer

Committee Members: Forman, Abell and Sievert

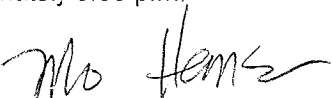
Printed, Posted, E-mailed and Distributed: August 2, 2010

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 COMMITTEE MINUTES
COUNCIL CHAMBERS
June 3, 2010**

1. **Roll Call And Call To Order.** Alderperson Forman called the meeting to order at 6:30 p.m. Committee members present – Forman and Abell with one vacancy. Others present – Mayor Thompson, Jeff Robbins and Clerk/Treasurer Hansen.
2. **Approval The Committee Minutes For April 1 And May 6 2010. Motion:** Moved by Forman, seconded by Abell to approve the meeting minutes for both dates presented. **Voice Vote:** Motion carried.
3. **Citizen Input.** None.
4. **Communications And Miscellaneous Business**
 - a. **DeYoung Farm 2nd Asphalt Lift – May 27 Site Meeting. Discussion:** Email communication from Gary Yerges noted. No action taken.
5. **Unfinished Business.** None.
6. **New Business**
 - a. **CDBG-EAP \$660,000 Award Announcement & Project Review. Discussion:** Hansen reviewed the application noting that \$1.1 million was requested and \$660,000 was awarded with the southeast drainage project not funded. He said a decision point would be how to make use of the funding previously allocated to the Van Holten riverside property in the application. Forman and Thompson said it was advisable to proceed with the project. Hansen reviewed meeting notes from a May 27 meeting with the City Attorney and City Engineer on the topic. Thompson suggested that the property owners be notified of the award. No action taken.
7. **Future Agenda Items And Announcements.** None.
8. **Adjourn. Motion:** Abell moved, seconded by Forman to adjourn. **Voice Vote:** Motion carried. Time was approximately 6:50 p.m.

Attest:




Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO PUBLIC WORKS COMMITTEE MINUTES
COUNCIL CHAMBERS
July 1, 2010**

- 1. Roll Call And Call To Order.** Alderperson Forman determined that no quorum was present at the time of the scheduled meeting.

Attest:



Morton Hansen
Clerk\Treasurer

City Hall

From: Laura Cotting [cottingel@gmail.com]
Sent: Monday, June 28, 2010 2:00 PM
To: Waterloo City Hall; Todd Forman
Subject: Fwd: Flood Catch Basin on Netzer & Otteson Properties

Please include this entire sequence of 3 e-mails under "Citizen Input" for the Public Works Committee meeting this Thursday. I will be across the hall, if you have questions. Thank you. //laura

----- Forwarded message -----

From: **Jeanne Otteson** <ottesonj@hotmail.com>
Date: Thu, Jun 24, 2010 at 7:35 AM
Subject: RE: Flood Catch Basin on Netzer & Otteson Properties
To: Laura Cotting <cottingel@gmail.com>

Thanks for your response Laura. I think that part of the problem with the new catch basin installed in 2009 is that when the grass is fairly long on the Riege and Arena properties, the excess water coming down the street from the upper properties bounces back onto the ruts on Lincoln Street rather than into the drain. Years ago, there was a shallow ditch on the west side of Lincoln Street that directed excess water down to Knowlton St.

The surface of Lincoln St. is in pretty tough shape. Perhaps when the street is resurfaced, it could be sloped to the west and maybe a curb could be added on the west side so that the water is directed into a drain and/or down to Knowlton.

We did not have water in our basement this time, thank goodness. The Netzer house did have water in the basement, and the new tenants hadn't yet unpacked all of their stuff which was sitting in boxes in the basement. It is now all wet.

Jeannie O.

Date: Wed, 23 Jun 2010 09:54:32 -0500
Subject: Re: Flood Catch Basin on Netzer & Otteson Properties
From: cottingel@gmail.com
To: ottesonj@hotmail.com; cityhall@waterloowi.us; gyerges@yahoo.com; dpw@waterloowi.us

Hello,

I drove by the area at 9:00 am. I viewed it from above, on Lincoln Street.

I saw the Otteson's garden, which is bounded by railroad ties. 3 of the ties were clearly far out of position. I saw the marks where the ties had been. They were not floating in water, but it certainly looked as though they had been lifted out of their beds by water then deposited elsewhere on the lawn. I saw standing water in the yard, looked to be several inches deep. I believe the water levels were much higher earlier in the morning, to lift the ties up out of their beds and move them that far.

Across the street from Otteson's I saw standing water in backyards facing the drainage creek. The drainage creek was well above normal levels.

We were told about this problem in spring 2008, a catch basin was approved in fall, it was installed spring 2009. I have no record of being contacted by the Ottesons about a drainage problem afterward till now. Does that mean the new catch basin works unless we get a deluge?

In my opinion the next step would be for curbing to be installed on Lincoln St., upslope from these properties. It might divert much of the runoff. I recall the discussions in 2008 regarding topography, historical alterations in land use, etc. I recall the effectiveness of the curb solution being questioned. Here are my thoughts:

Might a temporary barrier be put in, such as one made of sandbags, along the line of a potential curb? Then all interested parties could determine whether or not a curb really is the most effective solution before going to the effort and expense (and the "special assessment discussion") involved in installing a curb.

Please let me know what your thoughts are.

Thanks

Laura Cotting
Ward 3
920-478-2404

On Wed, Jun 23, 2010 at 6:27 AM, Jeanne Otteson <ottesonj@hotmail.com> wrote:
Dear Laura,

The Netzer and Otteson properties at 251 Knowlton St. have again turned into the catch basin for the neighborhood after last night's stormy downpour and are now "lake property". Both yards and our garden are totally flooded with the huge railroad ties floating across our yard. The drains on Lincoln are not catching enough of the water pouring down the paved street from the properties on higher ground. The teeny drainpipe on the Netzer property is not big enough to divert all of rainwater away and is always clogged with grass clippings. Jeff has tried numerous times to clear the area around the pipe opening.

There is now a 2-year-old little boy living in Netzer's lower rental property. If he were to get out the front door, a disaster is awaiting.

Please cruise by this morning (Wed.) to see the mess.

Thanks! Jeannie Otteson - 251 Knowlton St., Waterloo - 920-478-2745 - ottesonj@hotmail.com

The New Busy think 9 to 5 is a cute idea. Combine multiple calendars with Hotmail. Get busy.

The New Busy think 9 to 5 is a cute idea. Combine multiple calendars with Hotmail. Get busy.

City Hall

From: Jeanne Otteson [ottesonj@hotmail.com]
Sent: Sunday, July 25, 2010 2:23 PM
To: dpw@waterloowi.us; cityhall@waterloowi.us; mayor@waterloowi.us;
tforman@ci.middleton.wi.us; jeni@highenergydj.com; dvdutchvh1@gmail.com;
c.abell@hotmail.com; erin.e.sievert@gmail.com
Subject: Lincoln St. Flood - July 22, 2010 - Otteson Property Damaged AGAIN
Follow Up Flag: Follow up
Flag Status: Flagged

Lincoln St. Flood Waters - July 22, 2010 - Otteson Property Damaged AGAIN

Hello,

Hope you all had a great weekend! It was pretty much the weekend from hell for me after the major flooding from the 4 1/2 inches of rain that we got on Thursday, July 22nd ... with a deluge of flood waters coming down Lincoln St. AGAIN. Some flood water may have gone into the catch basins, but a raging river of rainwater traveled down Lincoln St., across Michael Netzer's driveway, and behind his garage onto our 2 properties.

On Thursday, we had 3 feet of standing water in the back yard that had roared through our gardens, and poured through our back door into the basement. Jeff is disabled after having surgery on 2 broken bones in his left leg. So guess who gets to try to haul the railroad ties back to the garden, and guess who gets to haul the wet carpets and upholstered furniture out of the basement?! ... You guessed right ... it's me. Our basement had to be remodeled after the 2008 floods. We are back to square one.

Since this will happen again and again every time there is a substantial downpour ... something needs to be done until the curb and gutters go in. You need to throw some asphalt across Lincoln Street (speed bump) to steer the flood waters into the catch basins.

It would also help if you would put a raised berm of asphalt across the end of Netzer's driveway ... and a raised berm all the way down the east side of Lincoln St. along Netzer's property to Knowlton St. to guide the flood water down to the drains on Knowlton.

These short-term solutions would not cost that much ... nor would it take that much time to do the project.

It makes me so frustrated and so sad that you folks know that we go through this over and over, and you talk about the curb and gutter, but nothing gets done. We are hurting here. Really. Honestly. HELP US!!!!!!!!!!!!!!

Laura Cotting had surgery on her knee the day of the flood, so she can't help us.

Jeannie Otteson
251 Knowlton St.
Waterloo, WI

478-2745

ottesonj@hotmail.com

The New Busy is not the old busy. Search, chat and e-mail from your inbox. [Get started.](#)

TO: PUBLIC WORKS COMMITTEE & RAIL TASK FORCE
FROM: MO HANSEN
SUBJECT: SUMMARY OF JULY/AUGUST DOT FUNDING APPLICATIONS
DATE: JULY 30, 2010

SUMMARY OF SAFE ROUTES TO SCHOOL AND TRANSPORTATION ENHANCEMENT FUNDING APPLICATIONS

SAFE ROUTES TO SCHOOL GRANT APPLICATION

An application for 100% funding for planning a Safe Routes To School Program was submitted earlier this month. Seeking planning dollars first was recommended by DOT staff.

An award would trigger the reactivation of a local Safe Routes To School Committee. Such a committee was created several years ago by the Mayor, but has been inactive as no funding was granted previously.

Emphasis was given to planning on how best to ensure north-south connectivity within the City, given the High Speed Rail project.

An indication of whether or not we have been awarded funding for this project should be known something in late September or October.

TRANSPORTATION ENHANCEMENT GRANT APPLICATION

An application for this program (80% state – 20% local match) was submitted July 30, 2010. Funding is sought for a bike/pedestrian route to be located within the rail corridor in the City. This concept was incorporated into the Citywide Bike Route Plan and is called for in the High Speed Rail Priorities adopted in March of 2010.

The total project cost is estimated at just under \$500,000. The municipal match would be \$100,000.

A key unknown is how the design coordination between the DOT High Speed Rail Team and the City takes place to incorporate the route into the rail work.

Project updates can be viewed at
www.waterloowi.us
Weekly automated calls have gone out to residents in the
construction zone



MEMORANDUM

Date: 7-29-10 weekly update
To: Waterloo Residents (Hiawatha Trail and Indian Hills Drive)
From: Blake Theisen, CPSI – Project Manager
Project: 2010 Road Reconstruction
SAA#: 2344.02

Landscape Architecture
Urban Design
Community Planning
Land Planning
Civil Engineering

Greetings residents:

This week the road preparation began on Hiawatha Trail. The crew is removing the top two feet of existing material and replacing with structural stone and road gravel. Thank you to everyone who has been so cooperative with the traffic situation. It looks like we will be getting some nice dry weather, and we hope that the process will move quickly.

Current Project Status:

Hiawatha Trail

This week:

- Road undercutting and gravel placement

Next Week:

- Possible staking for new curbs

Indian Hills

This week:

- None

Next Week:

- Road undercutting should begin

Schreiber/Anderson Associates, Inc.
717 John Nolen Drive
Madison, WI 53713
T 608.255.0800
F 608.255.7750
www.saa-madison.com



186 Monroe Street, Waterloo, Wisconsin 53594-1198
2025
Example Letter As Mailed To Property Owners:
Forward, Gauthier, Hotmar, Hurley & Yelk

COPY

July 15, 2010

John Forward
186 Schultz Street
Waterloo, WI 53594

RE: Municipal Partnership Between The City of Waterloo And The Wisconsin Department Of Commerce To Acquire And Raze Certain Structures In The Maunsha River Floodplain

Parcel #: 29008130822032 (186 Schultz Street)

Dear John:

This letter is to inform you of the City's interest in acquiring property located in the floodplain in the City of Waterloo.

As a result of the June 2008 flooding in Waterloo, the City has partnered with the Wisconsin Department of Commerce on a project to acquire and raze certain structures in the floodplain along the Maunsha River.

After an agreement between the City of Waterloo and the Department of Commerce is finalized, a process to identify equitable compensation amounts for the purchase of specific Waterloo parcels will take place. Your property identified as part of this project is listed above.

As required by Department of Commerce, I am forwarding to you a brochure summarizing the services and payments available to businesses which to relocate as a result of a public project of this type.

We are seeking voluntary purchase agreements to accomplish the objective of removing existing structures from the floodplain. If you have absolutely no interest in selling your property in the floodplain, please call or write to me stating such.

Additional information will follow regarding this matter. If you have any questions or comments, please call me at the phone number listed above.

Thank you.

Sincerely,

Mo Hansen
Clerk/Treasurer

City Hall

From: Joe Nehmer [JoeN@jeffersoncountywi.gov]
Sent: Thursday, July 29, 2010 1:01 PM
To: Kevin Wiesmann
Cc: 'City Hall'
Subject: FW: Fox Lane - follow up to your phone conversation

Kevin – Please find out an answer to this. Thanks.

Joe

From: City Hall [mailto:cityhall@waterloowi.us]
Sent: Thursday, July 29, 2010 12:06 PM
To: Joe Nehmer
Cc: City of Waterloo, Mayor; dpw@waterloowi.us; cottingel@gmail.com; vendorlist; tforman@ci.middleton.wi.us
Subject: Fox Lane - follow up to your phone conversation

Joe:

Thank you for your call regarding Fox Lane. Washout from Fox Lane is a concern. Gravel, sediment and silt consistently wash into the municipal storm water system in the public right-of-way.

During your call you asked if the City can think creatively about participating in a solution. Public Works Director Gary Yerges is suggesting that the County Highway Department evaluate the potential for applying a double chip seal coating to Fox Lane as a low cost means of keeping the driveway intact and in place. This is a lower cost solution than asphalt. Gary mentioned that is commonly used in Adams County.

Given the nature of the regular erosion, we may require a post construction management plan for Fox Lane as outlined in Chapter 377 of the municipal code. This may be the means to focus attention on the topic and resolve the erosion/washout problem from the Fox Lane into the municipal storm sewer system.

Please let Gary Yerges (dpw@waterloowi.us or I know of the double chip seal suggestion is a workable solution.

Mo Hansen
Clerk/Treasurer
City of Waterloo
136 North Monroe Street
Waterloo, WI 53594-1198

voice - 920-478-3025 / fax - 920-478-2021
NOTE: UPDATED WEBSITE & EMAIL ADDRESS
web - www.waterloowi.us
email - cityhall@waterloowi.us

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