



136 North Monroe Street, Waterloo, Wisconsin 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 and to the news media, that the following meeting will be held.

**COMMITTEE:** Public Works & Property Committee

**DATE:** Thursday, May 1, 2014

**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 Of Previously Unapproved Meeting Minutes: March 6, 2014 and April 3, 2014
3. Citizen Input
4. Project Status Reports:
  - a. 720 West Madison Street – Soil/Groundwater Closure Request (Clerk/Treas.)
  - b. 2014 Sidewalk Repairs -- Update & Schedule (Clerk/Treas.)
  - c. 2014 Railroad Avenue Reconstruction
    - i. Local Roads Improvement Program – Award of \$16,259.57
5. New Business
  - a. STH 19 Project 3050-02-02 Committee Decision Points From DOT 2/18/14 Planning Meeting
  - b. Review Of Proposed Modifications To Snow & Ice Ordinance (staff re-draft)
6. Future Agenda Items And Announcements
  - a. Consideration Of Special Assessment For Sidewalk Improvements – Step #2
7. Adjournment

Mo Hansen, Clerk/Treasurer

\*\*\* See Council Packet

Committee Members: Springer, Ziaja and Stinnett

Printed, Posted, E-mailed and Distributed: April 28, 2014

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  
April 3, 2014**

1. **Roll Call And Call To Order.** Alderperson Springer called the meeting to order at 6:00 p.m. Committee members present – Ziaja, Stinnett and Springer. Absent – none. Others present – Public Works Director Gary Yerges, Assistant Public Works Director Jeff Robbins and Clerk/Treasurer Hansen.
2. **Approval Of Previously Unapproved Meeting Minutes: March 6, 2014. Motion:** Moved by Ziaja, seconded by Stinnett to table the March 6, 2014 meeting minutes. **Voice Vote:** Motion carried.
3. **Citizen Input.** None.
4. **Project Status Reports:**
  - a. **Community Development Block Grant EAP Project – Project Update (Clerk/Treas.). Discussion:** Hansen reported that they are anticipating DNR final sign-off on the non-petroleum portion of the former pickle plant soon. There will be excavation this year yet to finalize the petroleum site which will be funded by the State. Springer said the pillars will be discussed at the Parks Commission meeting to find out if there is any grant monies to fund that project. No action taken.
  - b. **2014 Defective Sidewalks -- Update & Schedule (Clerk/Treas.).** Two month delay. As soon as the defined list is received letters can be mailed to property owners.
  - c. **STH 19 Project 3050-02-02 – Report From DOT Preliminary Plan Review Meeting Held 2/18/14 (Leisses).** No new information.
5. **New Business**
  - a. **STH 19 Project 3050-02-02 Committee Decision Points From DOT 2/18/14 Planning Meeting.** Three primary decision points: 1) Concrete from the 4-corners area to the Methodist Church, the rest being asphalt or the entire project being all asphalt; 2) Money is available through DOT for community design items such as the planter pits installed in 2008. It was suggested to use those dollars to match the existing downtown lighting; 3) DOT has estimated an additional cost to the city of \$6,000 to create additional parking in front of the Methodist Church. Earlier in the project process it was discussed to eliminate on street parking from bridge to bridge. The city conveyed their strong concern against that idea. DOT will be holding community meetings to inform property owners of the preliminary design process. Property owners will be given the option to have a tree planted in their yard if trees are removed in the right of way. Ziaja reminded the committee that Waterloo was a Tree City. Robbins commented that some of the trees planted downtown are blocking the view of the signs. Hansen reported that DOT will be holding public meetings in April and May.
  - b. **Request To Void Invoice For Public Works Department Snow Removal.** Hansen informed the committee there was an additional invoice to be discussed – Jack Zimmermann. He paid his invoice but felt that it was not fair. Hansen presented to the committee some compilations that were prepared in the Clerk's office since January 1<sup>st</sup>: 70 invoices mailed; 37 invoices paid; 9 complaints taken in the clerk's office; 9 repeat offenders; identified 3 properties as being foreclosed upon. Joe Marceil and Tim Haldiman were in attendance to discuss their invoices. There were no formal invitations to the meeting. They were to simply supply something in writing, either via email, mail or drop off at city hall. Joe Marceil introduced himself and explained that he did not feel it was a fair process. Ziaja explained that the issue was brought before this committee because it was a public works and property issue and that it was their responsibility to keep things safe and protected. Ziaja further explained that it would only take one person to fall and hurt themselves in some way and the property owner and the city are both liable. He felt that the ordinance should stand as it is. Tim Haldiman stated that there was an employee in his building that was not approached before the DPW employees started to shovel. He said there was no reason they could not see her sitting in the office and that he arrived approximately 2 minutes after the sidewalk was shoveled. Haldiman felt some compassion should be felt for those who have never violated before. It was mentioned that the public works employees should get out of the truck and let the people know to shovel their sidewalks before they have to clean them off. Ziaja felt that it would be much simpler for all property owners to clear their sidewalks within 24 hours of the snowfall ending. Springer felt that the invoices for Marceil and Haldiman should be voided and felt that a good working relationship should be kept between the city and the businesses. **Motion:** Moved by

Springer, seconded by Stinnett to recommend Council approval to dismiss the invoices for Joseph Marceil and Gordon and Margo Cronin Trust/Tim Haldiman. **Roll Call: Ayes** – Springer and Stinnett. **Noes** – Ziaja. **Motion carried.**

i. **Scott Miner, 419 Park Avenue**

ii. **Joe Marceil & Kari Augustine, 145-147 North Monroe Street**

iii. **Tim Haldiman, 139-143 North Monroe Street**

iv. **Jennifer Marek, 520 Knowlton Street**

v. **John & Kahala Heiderscheit, 1130 Lexington Way**

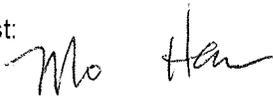
c. **Review of Modifications Of Snow & Ice Ordinance (staff re-draft).** Included in the Public Works & Property packet is a draft of modifications done by the Director of Public Works Gary Yerges, Assistant Director of Public Works Jeff Robbins, Police Chief Sorenson, Deputy Clerk/Treasurer Lois Baird and Clerk/Treasurer Hansen. It was difficult to finalize proper wording for the sequence of events following a snowfall, especially if there was a lot of snow, which in that case the public works employees would be diligently removing snow at the fire station and the police department. The intent is not to change policy but to clarify the process. **Motion:** Moved by Ziaja, seconded by Stinnett to place the item on the next Public Works & Property agenda. **Voice vote:** Motion carried.

## 6. Future Agenda Items And Announcements

a. **Consideration Of Special Assessment For Sidewalk Improvements – Step #1 (Delayed Two-Months).** No new information.

7. **Adjournment. Motion:** Moved by Ziaja, seconded by Stinnett to adjourn. **Motion carried.** The time was approximately 6:58 p.m.

Attest:



Mo Hansen, Clerk/Treasurer

**TO:** PUBLIC WORKS & PROPERTY COMMITTEE  
**FROM:** CLERK/TREASURER  
**SUBJECT:** 2018 STH 19 PROJECT / COMMITTEE DECISION POINTS FOR PLANNING AND DESIGN PURPOSES  
**DATE:** APRIL 28, 2014

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## 2018 STH 19 PROJECT / COMMITTEE DECISION POINTS FOR PLANNING AND DESIGN PURPOSES

The Committee reviewed some but not all of the decision points at it March meeting. This document is to serve as an outline of decisions points which upon Committee action will be forwarded to Kunkel Engineering and the Wisconsin Department of Transportation for inclusion into the planning and design process for this project.

### 1. CONCRETE VS. ASPHALT

The recommendation from the Public Works Director is to call for a concrete roadway from the Madison/Monroe intersection west to just past the Madison/South Jackson intersection

### 2. PARKING BUMP OUTS IN FRONT OF THE METHODIST CHURCH

My recommendation is to include the additional curbside parking at this location with an expected additional cost of \$6,000. At the request of Alderperson Ziaja representatives from the church were asked about the design option. The church is in favor of parking.

### 3. USE STATE ALLOCATED COMMUNITY DESIGN DOLLARS

My recommendation is to use the estimated \$103,000 to pay for decorative street lighting from the Madison/Monroe intersection west to approximately the end of the concrete roadway. Black poles matching or similar to the existing would be included. Lighting on the 100 and 200 blocks of South Monroe Street would also be matched to the existing decorative lights.

### 4. MINIMIZING LOSS OF ON STREET PARKING

I believe the consensus view is to support DOT's alternative plan that prevents the loss of all parking on the south side of Madison Street.

A formal Committee vote on these recommendations will allow the planning and design process to move forward.

Thank you.

ORDINANCE #2014-03 – Proposal For Revision  
(with draft revisions from March 6, 2014 staff meeting)

AMENDING CHAPTER 324 STREETS AND SIDEWALKS OF THE MUNICIPAL CODE RELATING TO SNOW AND ICE REMOVAL FROM SIDEWALKS AND A THE PROCESS FOR REMOVAL BY THE CITY IF NOT CLEARED

New Text – New language

Struck Text – ~~Deleted Text is shown as struck~~

New as of 3/6/2014 – New Language

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**Chapter 324. STREETS AND SIDEWALKS**

**§ 324-6. Snow and ice removal.**

A. Required. The owner, occupant or person in charge of every building, lot or part of a lot within the City abutting upon a public sidewalk shall remove all snow and ice from said sidewalk within 24 hours from the time the snow ceases to fall. When ice is formed on the sidewalk so that it cannot be removed, it shall be kept sprinkled with ashes, salt, sand or like material. The entire sidewalk from edge-to-edge must be made safe for passage by a means described above.

**[Amended 9-18-2008 by Ord. No. 2008-13]**

B. Removal of snow from roofs. The owner, occupant or person having charge of any building within the City abutting upon or near any public street or place that snow or ice may fall from the roof thereof into or upon such street or place, or upon the sidewalk thereof, shall cause all snow and ice to be removed from such roof within 24 hours after the snow or ice has ceased falling or forming, or provide suitable guards so that the ice or snow shall not be discharged upon the sidewalk.

C. Deposit on streets prohibited. No person shall deposit or cause to be deposited any snow or ice upon any sidewalk, alley, parkway, public place or street in the City; provided, however, that snow or ice removed from the sidewalk in front of or abutting any premises or the premises which abut such sidewalk may be deposited on the parkway and, in the event there is no parkway on the street fronting such premises prior to snow or ice being plowed, windrowed and removed from the street by the City.

D. Removal by City. If snow or ice is not removed from sidewalk in front of building within 24 hours

of the Director's designee, will identify violations noting the  
hours from the time the snow ceases to fall.

(1) The Public Works Director  
location no sooner than 24 ho

(2) The Public Works Director, or the Director's designee will present to the Police Department a list of locations identified as being in violation. The Police Department will issue a warning or citation which may result in penalties, pursuant to Section 1-4 of the municipal code, above beyond the charge by the Public Works Department for the removal of snow and or ice.

(3) Removal of snow or ice by the Public Works Director or the Director's designee may commence upon identification of a violation.