

**CITY OF WATERLOO PUBLIC WORKS & PROPERTY COMMITTEE**  
**MEETING MINUTES: June 2, 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 and Stinnett. Absent: Ziaja. Others attending: Dave Lenius, Public Works Deputy Jeff Robbins, Mitch Leisses of Kunkel Engineering, Ron Griffin (a portion), Diane Graff of the Courier and Clerk/Treasurer Hansen.
2. APPROVAL OF MEETING MINUTES: May 5, 2016. Moved by Stinnett, seconded by Springer 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. Noted.
5. PROJECT UPDATES
  - a. 2016 Capital Projects Status Tracking. DISCUSSION: Mitch Leisses reviewed the document, no action taken.
6. UNFINISHED BUSINESS
  - a. Town Of Portland Reply - Written Township Agreements For Roadway Maintenance And Snow Removal. DISCUSSION: Hansen noted changes made by the Town of Portland attorney, noting "snow removal in a timely" manner was removed. Jeff Robbins noted instances where DPW would plow Town snow to ensure passage for emergency vehicles during snow fall.. It was noted that the Town of Portland plows after a snow storm ceased. Springer suggested changing "in a timely manner" to "as deemed necessary by law enforcement." Committee members asked that Town of Portland Chair Walter Schoenherr be invited to the next meeting.
  - b. Seeking DNR Grant Funding To Remove Lead Water Services To Waterloo Properties. DISCUSSION: Leisses and Hansen confirmed that the City was progressing with an application. No action taken.
  - c. Review Of 2017 West Porter Street Construction And Design. DISCUSSION: Leisses said the job would be advertised January 1. MOTION: Moved by Springer, seconded by Stinnett to direct Kunkel Engineering to proceed with engineering for this project. VOICE VOTE: Motion carried.
7. NEW BUSINESS
  - a. Public Right-Of-Way Stormwater Management, 464 Jefferson Street. DISCUSSION: Leisses reviewed the pictures and Dave Lenius summarized the problem. Leisses said he would try to identify a method of drainage by way of regrading existing grass area in the public right-of-way. He said this may need to be coupled with a pavement slope change.
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. None.
9. ADJOURNMENT. MOTION: Moved by Stinnett, seconded by Springer to adjourn. The time was approximately 6:44 pm. Motion carried.



Attest:

Mo Hansen, Clerk/Treasurer