

CITY OF WEYAUWEGA  
PUBLIC WORKS COMMITTEE PROCEEDINGS  
JUNE 9, 2020

The Public Works Committee meeting was called to order by Chairman Bruce Goetsch at the Weyauwega Municipal Building Council Chambers at 7:00 pm. Roll call was taken. Members Present: Bruce Goetsch, Keith Najdowski and Dewey Stelzner. Also Present: City Administrator Jeremy Schroeder, Clerk Rebecca Loehrke, Public Works Supervisor Kyle Young and guest Jake Wagner.

*Motion Goetsch, second Stelzner, to approve the meeting minutes from May 12, 2020. Motion carried with all "ayes".*

**Citizen Appearances:** None

**Engineer Report:**

**Cedar Corp –**

- a. **Water System Update:** Schroeder went over an email from Majkowski that all committee members received in their packets. They have received authorization from the PSC. The DNR has approved the water system study. Cedar will be submitting the plan specs for all three portions of the project. The soil boring report has been submitted. The tank design is being completed. Advertising for bids will start late June to early July with bid opening late July for review and award at the August meetings. Construction scheduled for late fall 2021. Water main design is in progress. A design review meeting will be late July early August to review the proposed layouts. The booster station design is in progress. A design meeting in August will be held to review the site plan and schematics.
- b. **Wastewater Treatment System Update:** Design phase is in progress. Public Works staff has asked for a utility sink in the press building and a hose bid for wash down on the west side of the building. These will be added as alternative bids. These items are definitely needed and will greatly assist staff. Plans on schedule to be completed for a September-October bidding period. The plans/specs will be submitted to the DNR in late July and because of Covid-19 and many DNR staff working from home it will likely take the full 90 days for them to review. The committee agrees to wait for DNR approval and not advertise till end of October after the 90 day review period. Construction is expected to be complete around June-August 2021.

**McMahon -**

- c. **Birdsall Street Reconstruction Project Update:** Schroeder reported that everything is moving forward. There are two ordinances on private laterals that will be discussed later in the meeting. They have been discussed at prior Public Works meetings and were passed at Ordinance Committee pending approval from Public Works. McMahon will be having pre-construction meetings with the homeowners affected. Project time frame is from July to October.

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**Private Sewer and Water Lateral Ordinance Drafts:** Items # 5 and #6 on the agenda were talked about together. This item has been discussed in past meetings. Ordinance Committee approved both Private Water and Sewer Lateral Ordinances and kept in the option of the City offering financing to the homeowner for the replacement of defective laterals found during road projects. *Motion Stelzner, second Najdowski to approve the Private Water Later Ordinance as approved by the Ordinance Committee with the financing offer left in. Motion carried with all “ayes”.*

The committee went over the Private Sewer Lateral Ordinance draft and options on the televising refusal fee and failure to correct fee. The televising cost is picked up by the city and would be part of the street project. If someone refuses to have their lateral televised they would be imposed a monthly fee of \$50 till the owner would consent to having it televised by the City. Failure to correct fee would also be a monthly fee of \$50 if the homeowner fails to take corrective action upon request by the city to repair the leaking sewer lateral. This would continue until corrective action would be taken by the homeowner. These ordinances do not pertain to private subdivisions like the mobile home park and should be written somewhere into the ordinances. *Motion Najdowski, second Stelzner, to approve the Private Sewer Lateral Ordinance that was submitted with a few verbiage changes and the notation of the mobile home park being excluded. Motion carried with all “ayes”.*

**Discussion and possible action on CIP Updating:** Cedar Corp had reached out to Schroeder to see if they should work on updating the CIP. The committee would like the new engineering firm McMahon to take over updating the CIP. Schroeder and Young will be sitting down to prioritize projects on the list before McMahon starts work on it. *Motion Stelzner, second Najdowski, to have McMahon work on the updating the CIP. Motion carried with all “ayes”.*

**Discussion on request for Sewer hook-up from Hillside Drive:** Jake Wagner spoke to the committee about his request to hook-up to the City’s sewer system. He lives on Hillside Drive in the township and his drain field is faulty and needs to be replaced and may need to install a mound system. He was encouraged to speak with the Administrator on the possibility of hooking up to the City’s system on either Pine Street or go thru his parents property to Clark Street. The lines on Pine Street are on the west side of the road which would make them available. Committee asked about the possibility of annexing properties on Hillside Drive into the City and seeing if more property owners would be interested in hooking up to the City’s system. Schroeder would like to reach out to McMahon and start to investigate the two options. If no other properties in Hillside Drive would be interested then can look into the possibility of going thru the backyard to Clark Street.

**Discussion on request for Water & Sewer hook-up from Haire Road:** Schroeder has received several calls on the possibility of a property on Haire Road getting hooked up to the City system that is currently listed for sale. There is a small section on the east side of the property that is in the City limits but the majority is in the township. Young determined that the water and sewer

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lines are on the north side of the road along Hwy AA so the owner would need to bore under the road. They would also have to abandon their well which is a requirement if they hook-up to the City water system. The committee wouldn't have a problem with them hooking up to the water and sewer system as long as the City would not incur any expenses. There is the possibility of them also annexing into the City. Schroeder will get information from the City Attorney on procedures for annexation. *Motion Najdowski, second Stelzner, to approve request to hook-up to the City water and sewer system at the cost of the requestor on Haire Road. Motion carried with all "ayes".*

**Administrator/Public Works Supervisor Reports:** Young reported that the water tower inspections are going well. The new loader arrived last week and has been put to use in the sludge barn already. Staff has been trained on it and is getting comfortable driving it. Adam Togstad started back in the park today which will free up other staff to work on different areas. The pool will be filled on Monday. Clint Price finished concrete work around the City. There is some dirt that will be needed along the sidewalk by the new fishing pier.

Schroeder reported on a new dog waste station that has been ordered to be installed along the fairgrounds fence on Elizabeth Street. It was brought to the City's attention that a dog waste station is needed on the east side of the City since there are several on the west side. This may also help the Cemetery with the problem of dog waste in the cemetery grounds. There is a slide at the park that is cracked on the bottom and will need to be repaired. It is currently blocked off so no one uses it. He will be in contact with the playground equipment company to see what options are available. He also wanted to commend the Public Works staff on a great job up at the park removing damaging trees and planting new ones. The park looks great.

**Set next meeting date/time:** The next committee meeting is scheduled for Tuesday, July 14<sup>th</sup> at 7:00 pm.

**Such Other Matters as Authorized by Law:** Stelzner has a couple of properties that have to be contacted for grass cutting. He will get the addresses to the Administrator. Also, it was brought to his attention of holes on the top portion of the dam that people could injure themselves if they are fishing up there. Schroeder will have Public Works look into it and see if leveling it with some dirt will help.

*Motion Goetsch, second Stelzner, to adjourn at 7:49 pm. Motion carried with all "ayes".*

**Recommendations to Council:**

1. Recommend to approve the Private Water Lateral Ordinance as approved by the Ordinance Committee with the financing offer left in.
2. Recommend to approve the Private Sewer Lateral Ordinance that was submitted with a few verbiage changes and the notation of the mobile home park being excluded.
3. Recommend to have McMahon work on the updating of the CIP.

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4. Recommend to approve the request to hook-up to the City water and sewer system at the cost of the requester on Haire Road.

Rebecca Loehrke  
City Clerk