

**CITY OF PRESCOTT
MEETING NOTICE
PUBLIC WORKS COMMITTEE
MONDAY, JUNE 27, 2016
AT 5:30 P.M.
PRESCOTT MUNICIPAL BUILDING
800 BORNER ST.
PRESCOTT, WI 54021
Website: prescottwi.org**

1. Call to Order
2. Roll Call
3. Approve minutes for May 17, 2016
4. Compost Site use by Town of Oak Grove Residents
5. Alley between Dakota & Locust Street/ Cherry and Oak Street
6. Non-approved grading on SOS property
7. Other Business
8. Adjourn

NOTICE
**ACCESS TO THE MUNICIPAL BUILDING FOR THE DISABLED IS
AVAILABLE THROUGH THE MUNICIPAL BUILDING PARKING LOT
ENTRANCE. ALL THOSE WITH SPECIAL NEEDS SHOULD CALL CITY
HALL OFFICES (715-262-5544) IF ASSISTANCE IS REQUIRED.**

CITY OF PRESCOTT, WISCONSIN

MAY 17, 2016 PUBLIC WORKS COMMITTEE

Pursuant to due call and notice thereof, a meeting of the Public Works Committee was held Tuesday, May 17, 2016, 800 Borner St., Prescott, WI 54021.

Call to order/Roll Call: Committee member Joshua Gergen called the meeting to order at 5:30 p.m. Members present were, Bill Dravis and Joshua Gergen. Public Works Director Hank Zwart and City Administration Jayne Brand represented staff. Also present from Cedar Corporation City Engineer Russ Kiviniemi.

Gergen/Dravis motion to approve the minutes for April 18, 2016 passed without a negative voice vote.

Public Works Director Hank Zwart informed the committee they have met with McCabe the general contractor and the subcontract for the landscaping portion of Court Street. The landscaping subcontractor was to send a schedule to the city as when the work would be done. As of today the subcontractor has not contacted the city with a schedule. Greg Adams of Cedar Corporation will follow up with McCabe.

Discussion was held on the compost site. City staff recommendation is to change the hours to Monday and Wednesday 4:00 p.m. to 7:00 p.m. and Saturday 8:00 a.m. to noon starting June 1, 2016. An ad has been put out for an attendant. Have received a couple of applications. It was agreed at this time to allow only Prescott residents except for the few residents who have purchased a pass from Clifton Township. Staff will get the names of those from Clifton who have purchased passes. There was discussion on if passes could be purchased by Clifton and Oak Grove residents. It was also suggested to only allow pickup trucks no flatbed pickup or dump trucks. Staff will be working with the attendant to help identify who are city residents. This item will be looked at over the winter.

Public Works Director Hank Zwart discussed street crack filling. Hank has been attending classes to see if there are new technologies when it comes to street crack filling. Hank said new streets are being saw cut to allow for expansions. Hank said he feels it is in the best interest of the city to keep up the crack filling on the newer streets. Hank has an estimate of \$33,000 for crack filling and flex sealing the streets in the Great River Subdivision and the city hall parking lot. Funds for this project are in the city budget so the committee said to move forward with this project. The committee discussed staying on top of the maintenance and needs to be included in each year's budget.

City Administrator Jayne Brand brought forward a request for a rate reduction for watering the fields on Dexter Street for the seeding which needs to be done. The cost for 1 million gallons of water using the tiered rates would be \$1,077.40. If the lowest rate was used for the full 1 million gallons the cost would be \$840. The committee could not agree on a recommendation but asked that this issue be moved to council.

There has been a request for several 15 minutes parking stalls in the downtown area. St. Croix Liquor requested two 15 minute stall for their business and the ice cream shop is moving to another location on Broad Street and has requested a 15 minutes stall. The Committee discussed there are currently four 15 minutes parking stalls on Broad Street but they are for all of the business patrons to use. It was also discussed how hard it is to enforce 15 minute stalls. It was suggested one should be added by Papa Tronnio if one is not there. The committee would like to move this item onto Council for further discussions.

Russ Kiviniemi of Cedar Corporation presented the estimate for putting colored concrete in the area where the bricks are at on Broad Street. The estimate for colored concrete and also fixing of curb is

\$183,320. The committee talked about using a brown rather than a red concrete. Sometimes the red turns more of a pink color over time. It was also discussed the project would be done so it would be one half of a block at a time. Funding for this would come from fund balance. **Gergen/Davis motion to recommend to council to move forward with the Broad Street sidewalk passed without a negative voice vote.**

Russ Kiviniemi of Cedar Corporation presented estimates for design of Henry, Hampshire and James Streets. It is understood there is a problem with the sewer on James and Hampshire and it needs to be repaired. Staff is recommending the street project be designed and be a 2017 street project because of the sewer issues. The estimate to do design through bid for all three streets is \$37,500. All three streets need to be designed together and should be done as one project. Funding for this would need to come out of fund balance. **Gergen/Dravis motion to recommend to council to move forward with the design of Henry, Hampshire and James Street passed without a negative voice vote.**

The committee would like to see if someone from the Federal Railroad Administration to discuss quiet zones further. City staff will contact them to set a meeting or phone conference.

Other Business: Boat launch panels were put in place as of today. There had been delays due to high water. Riprap should be in place tomorrow.

Meter installation started on Monday, May 16th. Have found on residence where the curb stop is under concrete. City ordinances require the city to find the curb stop but any costs associated with this will be billed back to the owner of the property.

StageCoach is willing to work with the city on water main loop. A title search has been ordered for three of the properties in the area to see if there is an easement already in that area.

Wastewater treatment plant was discussed. The committee was informed we need to look at rates to see if there are any increases needed to meet current needs or updates for the existing plant. There are questions whether the city should start putting aside funds for updates. This item will be moved forward to the council for preliminary discussions.

Gergen/Dravis motion to adjourn passed without a negative voice vote.

Respectfully Submitted,

Jayne M. Brand
City Administrator

Total Average Yearly Cost of Compost Site includes attendant, crew wages & benefits & equipment \$ 10,868
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Part-Time Attendant:

10 hrs/wk, \$10/hr, 33 weeks (1st week of April through Nov. 19)

Wages	\$ 3,300
FICA	\$ 252
Total	\$ 3,552

20 hrs/wk, \$10/hr, 33 weeks (1st week of April through Nov 19)

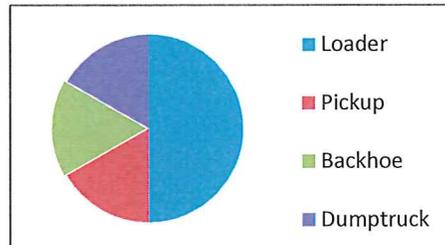
Wages	\$ 6,600
FICA	\$ 505
Total	\$ 7,105

Crew Hours, Wages & Benefits

	Hours	Wages & Benefits
2016 Estimate	189	\$ 6,249
2015	154	\$ 5,362
2014	80	\$ 2,890
2013	54	\$ 1,796
Average	119	\$ 4,074

Equipment (per hour):

Pickup	\$ 19.45
Loader	\$ 34.50 <i>most common</i>
Backhoe	\$ 16.00
Dump Truck	\$ 42.25
Average	\$ 28.05 Average using each piece 25% of the time
	\$ 30.20 Average using Loader 50% of time, all other pieces 16.67% of time

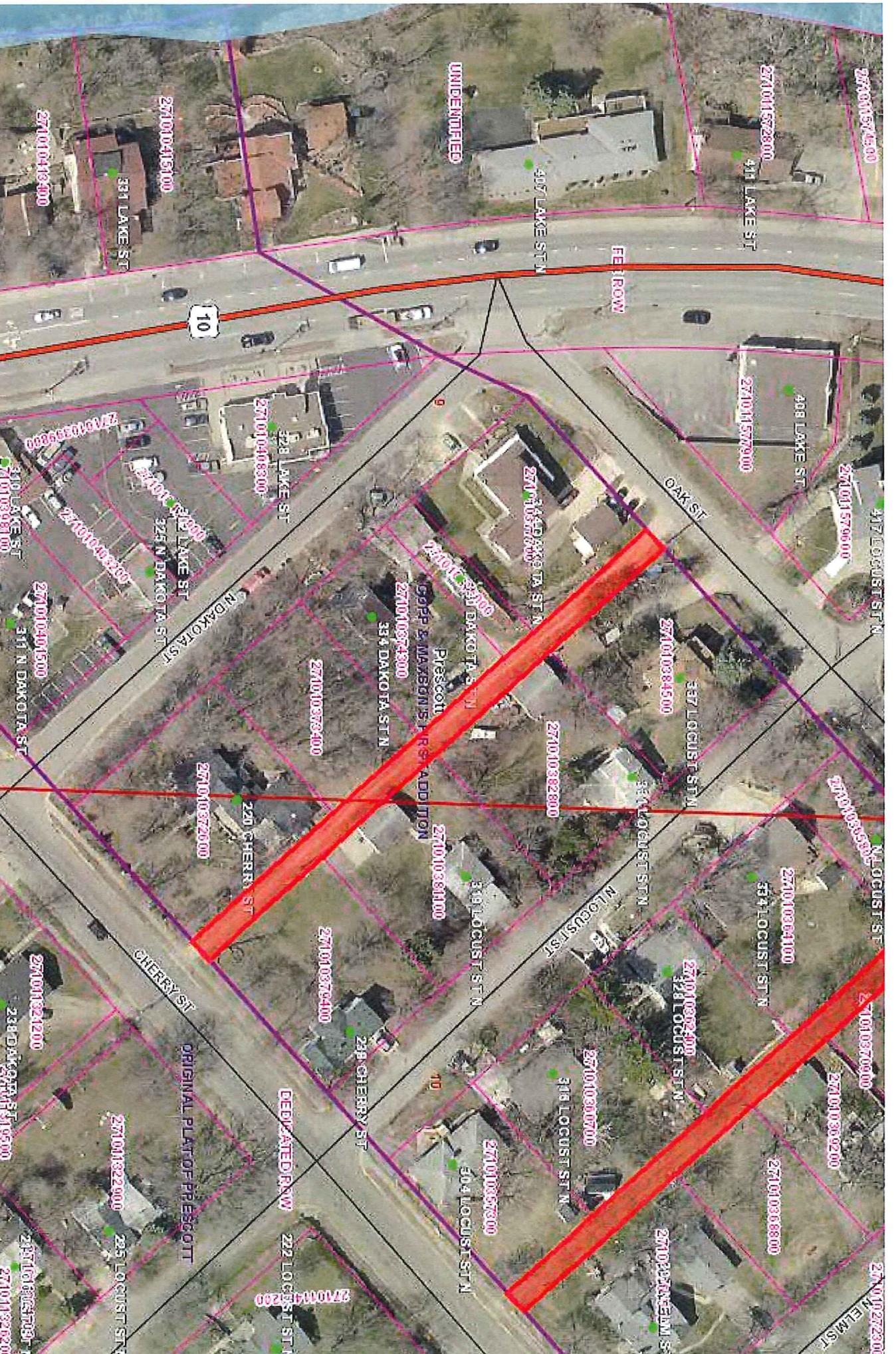
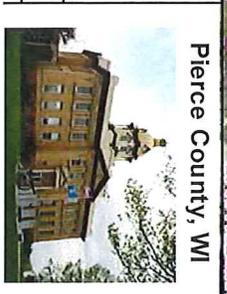


Equipment per year, using \$30.20/hr, 90% of hours

2016 Est.	\$ 5,137
2015	\$ 4,186
2014	\$ 2,174
2013	\$ 1,468
Average	\$ 3,241

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

1:983



Alley Dakota/Locust

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

Date: 6/22/2016



800 Borner St. Prescott, WI 54021 Phone 715-262-5544

December 14, 2015

Mr. Tim Sebion
1301 Kassan Dr
Prescott WI 54021

Mr. Sebion,

I am following up on the visit I had with you this fall while the grading work was being done on the Stagecoach property. You had concerns about storm water possibly backing up onto your SOS property and Gary from Stagecoach adjusted his grading plan so backups will not be an issue.

At that time I also informed you that the Public Works Committee had directed me to inform you that non-approved grading work on your property is causing storm water backups onto neighboring properties upstream from your property. At the time of our visit you were of the opinion that your grading work is not causing backups and that you were going to hire a civil engineer to study and prove this. Please let me know if you have retained a civil engineer and if so what your time frame is to submit findings to the City.

If no findings or alternate grading plans are to be forthcoming, please be advised that your site will have to be re-graded to the contours on your previously approved plans. The re-grading will have to be finished by June 1, 2016.

Respectfully,

Hank Zwart
Zoning Administrator