

CITY OF PRESCOTT, WISCONSIN

SEPTEMBER 26, 2016 PUBLIC WORKS COMMITTEE

Pursuant to due call and notice thereof, a meeting of the Public Works Committee was held Monday, September 26, 2016, 800 Borner St., Prescott, WI 54021.

Call to order/Roll Call: Chairman Rob Daugherty called the meeting to order at 5:30 p.m. Members present were, Bill Dravis, Joshua Gergen and Rob Daugherty. Public Works Director Hank Zwart and City Administration Jayne Brand represented staff. Also present Thomas Langenfeld.

**Dravis/Gergen motion to approve the minutes for August 15, 2016 passed without a negative voice vote.**

Public Works Director Hank Zwart presented to the committee how it bill came to be. City hall was contacted by Thomas Langenfeld about 4:15 p.m. on the Friday before Labor Day about one of his apartments not having any water pressure. Zwart stated the on call public works employee was contacted to respond to the call. The public works employee was having trouble and was unable to figure out what was happening so another public works employee was contacted to come and help. The bill is for the two employees. Public works employees are paid a minimum of two hours and included in the hourly pay is also the benefits for the employee. Zwart stated it is the property owner's responsibility to make sure all the valves in the building are working. Thomas Langenfeld stated he disagreed with Zwart's version of the story. Langenfeld stated Hydro Corp couldn't do all of the apartments in one day. He said they had already broken 4 valves. He stated that he received a letter that he was in compliance but somehow 3 apartments had been missed. When they went out 2 of the apartments had already been done but one had not been done. Langenfeld stated his plumber had shut off the water and when the resident returned home there was no water pressure. Chairman Daugherty asked Langenfeld to stay on task and discuss the bill which was on the agenda. Langenfeld stated he was not told there would be any costs for having someone come out. He said the first public works employee could not get it done and that is why a second employee was called in. The valve was not working. Langenfeld stated none of this was his doing. Langenfeld stated he asked the public works employees to change out the valve but Langenfeld was told they could not do that. Langenfeld stated the only person who shut off the valve Public Works Director Zwart. At this time Langenfeld got irate and abusive and was asked to leave the building.

After a short recess the meeting continued with discussion of the compost site fee for Township of Oak Grove and Clifton. It appears the current payment system with the Townships are working well. For July there were 674 trips from City of Prescott, 93 from Oak Grove and 57 from Clifton. For August there were 487 trips from City of Prescott, 65 from Oak Grove and 40 from Clifton. They have also been tracking the size of the loads and it does appear the loads are much larger from the township residents. Fees were discussed. Fees in to help cover costs but also can't be so high that people are throwing things in the ditches.

Discussion was held on public works personnel. There are several employees retiring within the next two to five years. To be able to run the wastewater treatment plant the employee needs to have four years of certification. It was discussed the employee should be someone who would be an apprentice to the current wastewater operator but would also have a number of other responsibilities within the public works department. It was also discussed the foreman may be one of those employees who will be retiring so we should be looking at how that position will be filled.

Discussion and review of 2016 -2017 capital equipment and projects was done. The public works shop addition was not completed in 2016 but the plans have changed to look at a three or four stall unheated building instead of the addition. Truck/salt spread and GPS receiver if not able to purchase in 2016 will

be asked to move the funds forward for 2017. Broad Street sidewalk is currently being completed. TRANE is going to meet with city staff in the next few days in regards to the HVAC for the municipal building. Hampshire/Henry/James Street will be the street project for 2017. Lake Street is being worked on for the assessor plat. Fix network was estimated to be at a cost of \$130,000 and will be discussed further after looking at the water budget.

Adding the requirement to include GPS coordinates to all new surveys was discussed. The committee is in favor of this requirement. Staff will work to determine if it should be a policy or in the ordinances.

Other Business: It was discussed the city should possibly go out for a request for proposal for engineering services. Further discussion will need to be held with the Mayor as this is an appointment which is made by him.

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

Respectfully Submitted,

Jayne M. Brand  
City Administrator