

MINUTES OF THE BOARD OF PUBLIC WORKS

MONDAY, February 13th, 2023 @ 5:30 P.M. CITY HALL CONFERENCE ROOM

1. Chairman Anderson called the February 2023 meeting to order.
2. Roll Call: Darrell Anderson, Ron Daul, John Wittkopf, Jean Young, and Steve Stock

Also Present: 5 observers

3. **Daul motioned for approval of agenda; Young called second. (5 Ayes)**
4. **Approval of the January 16th, 2023 meeting minutes were issued by Stock with a Wittkopf call for second. (5 ayes)**
5. Public Input: None.
6. Correspondence:
 - a. *Updated on Transfer Station Compactor* reveals that the transfer station is open. The compactor is up and running. Our trucks are no longer transporting back and forth to Green Bay. Contact City Hall to schedule appointments on Thursdays. Discussion on how price is determined, and it was concluded price per weight is a set amount.
 - b. *Street Project Updates* – Bickel stated no updates that we know of. Asked about in progress projects/grants. Grants for Arbutus (2023), Spies and Congress (2026) are outstanding. Arbutus is on track to be completed this year. It was determined Matt, who is normally in charge of bringing in the trailer for the site office will do so again this time. Wittkopf confirmed he talked to him.
 - c. *Pedestrian art crosswalk article* - Discussion was had previously on possibly having the school do the crosswalk. Question was raised on how important is the project vs the cost. Decided to hold off on addressing until the city has a new superintendent of public works.
 - d. *Other Public Works concerns from the committee* –
 - i. Wittkopf stated the driveway ordinance updated to include recreational zones was passed by council already. It states that if you have curb and gutter the apron has to be concrete. If there is no curb and gutter, blacktop is fine except streets that are going to be redone. Anyone with existing blacktop was exempt – grandfathered in as a hard surface. Daul raised the question about the event barn and their parking lot. Wittkopf stated the event barn will also have to put in a driveway. They have 3 years to gravel and 2 more years after that to put blacktop in. Wittkopf initiated discussion about how as people have been out of compliance for so long it can be hard to play catch up. However, the board is willing to give people time to get into compliance. Wittkopf asked about Wedgewood Ave being gravel all the way and when it's supposed to be blacktop. Stock stated they're in the process of trying to put a gate across Wedgewood Ave and make it a private road. Adjacent land owners have to agree then city can abandon like an alley way. Everyone but one owner is in agreement – no one has reached out to him yet. This would also help cut down on the garbage removal being performed at the end of that road. All were in agreement that enforcement will be up to the new superintendent once hired.
7. **Discussion/Recommendation/Action on the Following:**

- a. *Discussion on fencing around garbage and recycling dumpsters recommended by Chairperson Anderson* – Anderson initiated discussion to fence in all dumpsters. Current ordinance says if there's food waste there needs to be a fence. If there's just recycling, a fence is not required. Wittkopf mentioned critters crawling into even recycling dumpsters. Stock mentioned fence protecting owner of the dumpster from other people throwing stuff in there, critters and the possibility of kids playing around and getting stuck in the dumpsters. Daul stated it looks better overall to have them all fenced in. **Daul so moves to update the ordinance to say that all dumpsters need to be fenced in, including garbage and recycling dumpsters, except for temporary use dumpsters. Stock 2nds. (5 ayes)** Motion from previous meeting will be included on Committee Of the Whole meeting in March.
 - b. *Discussion on clean-up progress and ordinance violations at 1010 Pecor St* – Wittkopf raised the question of who enforces violations? Police Chief Rehberg can write the violation tickets but Chief has mentioned they can't do anything on property clean up without a complaint. The cost of the fine was discussed as people will just continuously pay the fine instead of cleaning up the property. Daul initiated discussion on raising fine amount and how the fines don't get paid in a timely manner because they wait for their court date to pay the fine which could be a long time after the fine is issued because court is only held once a month. Daul raised the idea of giving 10 day window to clean it up otherwise they would start incurring daily fines for additional days property isn't cleaned past that 10 days, regardless of court date. Anderson mentioned a lot of times we're ignored instead of paying fines or cleaning up the property which led to discussion on having Calvert look over the current ordinance and see if a daily citation is something the board can implement. Once the board hears back, they will consider sending an ordinance update to Council to see what they can change. Daul questioned if the fee scale needs to be changed or if the ordinance needs to be changed. Stock says in the meantime it's time to make a complaint with the police department to maybe make some ground on cleaning up the properties. Daul stated the junkyards are getting worse and more of them are popping up throughout the city. Anderson stated under a previous Police Chief the City had an ordinance officer – both the Chief and the ordinance officer left and that spot was never filled. Stock would like to see that position come back. Wittkopf asked if that's something the board could send to the PFC to discuss having an ordinance officer on staff again. Daul moves to update ordinance to address the fines. Stock and Wittkopf recommend bringing current ordinance to next BPW meeting and having Calvert come to the next meeting to further discuss if the ordinance needs to be changed.
 - c. *Building inspection updates* – Stock stated no updates. Looking for part time employee to help with setbacks, flood plain, etc. Bickel said we're working on a better process, never heard back from the County on if they'll be able to help us. Lots of tracking/reporting on our end, but the benchmarks haven't changed for years.
8. **Review of Accounts Payable Reports for January 11, 2023 thru February 8, 2023 in the amount of \$78,072.97; 1,837.55 was found acceptable by Wittkopf with a second of Young (M/C).**
 9. Revenue & Expenditure Guidelines from 2022 – discussion on double dipping \$40 recycling fee on tax bill and budgeting money from general fund. \$40 fee going into recycling fund, not

general fund. Recycling currently is not self-sustaining, \$40 is to help get the Recycling Fund out of the deficit. Daul asked about Waste Management paperwork for contracting out garbage and recycling services. Bickel is getting in touch with them and still looking to go down that path dependent on prices – especially with the garbage truck being on its last legs.

10. Next Meeting Date and Time: **Monday, March 13th, 2023 @ 5:30pm.**

11. **Wittkopf summoned adjournment @ 6:13p.m. Daul witnessed second. (M/C).**

Minutes submitted by Camille V. Belleau