AGENDA

CITY OF MONONA
PUBLIC WORKS COMMITTEE
City Hall Conference Room
WEDNESDAY, December 5, 2012
6:30 P.M.

1. Call To Order

2. Roll Call

3. Approval of Minutes from October 3, 2012 (November meeting cancelled due to lack of agenda items)

4. Appearances
   A. Nancy Moore – 4505 Winnequah Rd, requests that Schluter Park channel be cleaned

5. Old Business
   A. 2012 Generator Project Screening – engineer follow-up
   B. Citizen request – Yield sign for blind curve at Outlook St. / Winnequah Rd. – review the Public Safety Committee recommendation

6. New Business – Schluter Park channel cleaning discussion

7. Miscellaneous Business
   A. Public Works Operations Report
   B. Topics for future discussion

8. Next Scheduled Meeting: Wednesday, January 2, 2012.

9. Adjournment

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number), FAX (608) 222-9225, or through the City Police Department TDD telephone number 222-2535.
The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

PUBLIC WORKS COMMITTEE

October 3, 2012

Draft Minutes

The regular monthly meeting of the Public Works Committee for the City of Monona was called to order at 6:31p.m. by Chairperson Thomas.

Present: Alderperson Thomas, Alderman Speight (arrived 6:40pm), Mr. McConnell, Mr. Stolper, Ms. Busse, Mr. Franklin (arrived 6:35pm), Mr. Turino, Mr. Podell

Excused: Mr. Besch

Also Present: Administrator Marsh, Director Stephany, Brad Schultz and Gregg Borucki from SCS BT Squared

APPROVAL OF MINUTES

A motion was made by Ms. Busse, seconded by Mr. Turino to approve the Public Works Committee minutes of September 5, 2012 was carried.

APPEARANCES

None

OLD BUSINESS

None

NEW BUSINESS

6A: 2012 Generator Project Screening – Director Stephany provided a summary of the generator project and the need for screening. The engineer for the project, SCS BT Squared, was on hand to listen to the discussion and answer questions from the committee. Mr. Stolper expressed concern about the lack of screening to the Belle Isle neighborhood generators. He indicated for the generators of this project, particularly for the Squaw Circle generator, that there needs to be enough room to screen the front side of the generator, at least enough to install a wood type fence. Administrator Marsh added that a vine type of plant could be planted to eventually screen a wood fence. Mr. Turino stated another option for screening could be to add storage type fencing around the generator for shielding. Alderperson Thomas asked what other communities do to screen generators.

Mr. Borucki offered to look at different types of screening, to take pictures and complete sketches of options that would include wood fencing material, vegetation, and other materials if desired. He explained that it would not take a great deal of effort to complete this request. This item will come back to the committee once the engineer completes their work.

6B: Phase III Monona Drive Construction A&O Contract Proposal – Director Stephany explained that proposals were received from the City's three contracted engineers for construction and observation services for the water and sanitary sewer replacement work in Monona Drive Phase III construction. SCS BT Squared provided the lowest price for these services, coming in at $79,000. Vierbicher provided the second lowest proposal for $80,000, and Strand provided a proposal price of $95,000. The 2013 Capital Budget has allocation for this service.

DRAFT

A motion was made by Mr. Turino, seconded by Mr. Franklin to recommend awarding the phase III observation and administration services contract to SCS BT Squared for the amount of $79,000 was carried. It is noted that Ms. Busse abstained from this vote.

6C: Second Review of 2013 Operating Budget – Director Stephany provided the utility balance sheets and the salary/FTE allocation for review as requested by the committee. Mr. Stolper explained his thoughts on the balance sheets to the committee and feels the utilities are, overall, in good condition, and that a rate increase is not needed at this time. The new rate for 2012 took effect at the end of the first quarter.

Mr. Stolper explained that we have nine hourly employees on the FTE sheet and their wage allocation is properly or reasonably allocated among the four department budgets.

A motion was made by Mr. Stolper, seconded by Ms. Busse to accept the balance sheets and FTE sheet was carried.

6D: 2013 Capital Budget – Director Stephany presented an addition to the 2013 Capital Budget, Broadway cast iron water main replacement. As a result of a September water main break at the Broadway/W. Falcon Circle intersection, staff reviewed the water main history along the Broadway corridor. Due to a history of breaks on the cast iron water main, staff is recommending replacing the water main along the north curb line in conjunction with the MMSD interceptor and force main work occurring in 2013 and 2014. We have an opportunity to do this work with reduced costs due to the MMSD project covering the asphalt, road bed, bidding documents, and survey expense. If the City were to do this as a stand-alone project we could expect our expenses to be significantly higher. This request was presented to the City Council at the 2013 capital budget review meeting, and at this time, still on the list.

A motion was made by Mr. Turino, seconded by Mr. Stolper to recommend adding the Broadway Avenue phase I cast iron water main replacement project to the 2013 capital budget was carried.

6E: Sign Request at Outlook St. and Winnequah Rd. – Director Stephany explained to the committee that a request was received to place a Stop sign or Yield sign at the southbound approach to the Outlook/Winnequah Road intersection. Autos are traveling at a higher speed in this corridor and the view from this approach is limited due to parked cars and vegetation blocking the sight lines. A picture of the view was provided to the committee for reference.

Director Stephany recommended that if a sign were to be placed at this location, based on MUTCD criteria, a Yield sign would be most effective.

Alderman Speight stated that a thoughtful redesign of this area would be most appropriate to address safety issues for motorists and pedestrians. Placing a Stop sign on Outlook does nothing to address the speed of the traffic through this location. Ms. Busse expressed concern that a Stop sign would be more appropriate here. The sign opposite this corner is a Stop sign. Mr. Turino added that a Yield sign would not be effective and thought a Stop sign would be most appropriate. The Director noted that the same sign criteria were used for the Bridge/Panther intersection sign discussion.

Alderperson Thomas asked the committee if the sign is intended to prevent an accident from happening, or is the placement a reaction to accidents that have happened. What is the accident history at this location?

A motion was made by Mr. Podell, seconded by Mr. Speight to recommend to the Public Safety Committee for review to install a Yield sign at the southbound approach to the Outlook/Winnequah intersection was carried. Voting NO was Mr. Turino, Mr. Stolper, and Alderman Speight.

This should come back to the Public Works Committee when the topic is finished at the Public Safety Committee.

NEXT SCHEDULED MEETING: Wednesday, November 7, 2012.

ADJOURNMENT

A motion was made by Mr. Podell, seconded by Ms. Busse to adjourn was carried (7:35pm).

Daniel Stephany
Director of Public Works

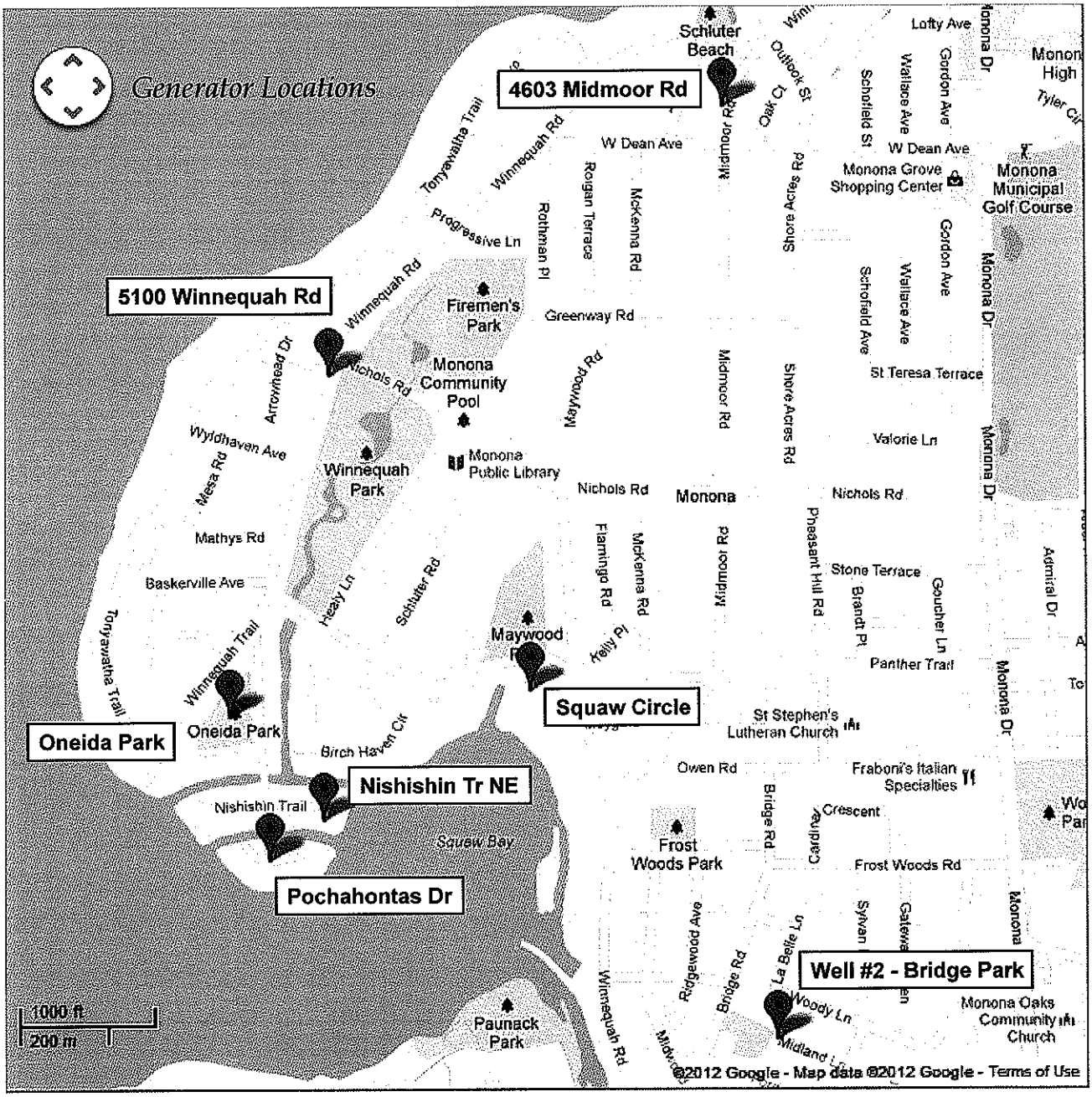
DRAFT

4521
4511
4511
4402
4404
4400
4408
4405
4407
4419
4421
Outlook St
4501
4503
4505
4507
Winnequah Rd

City of Monona

Generator Screening Study

November 28, 2012

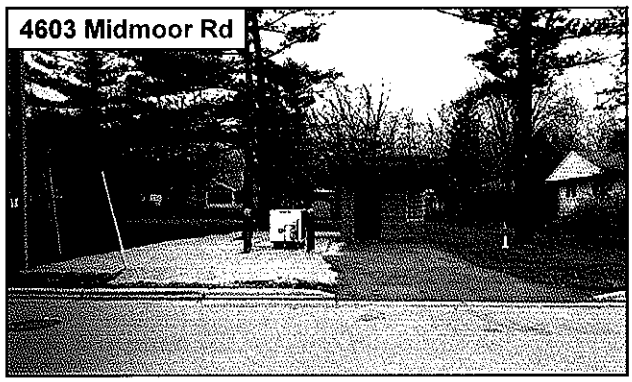


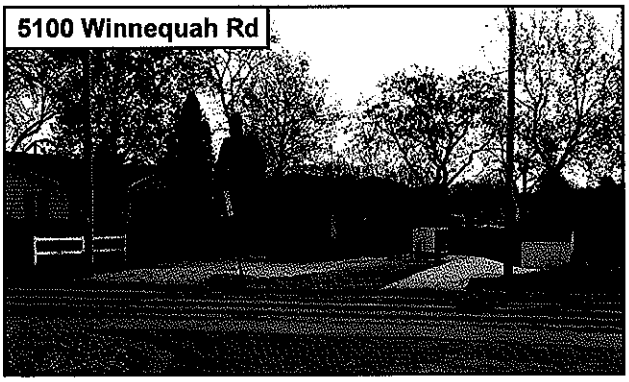
Prepared by:

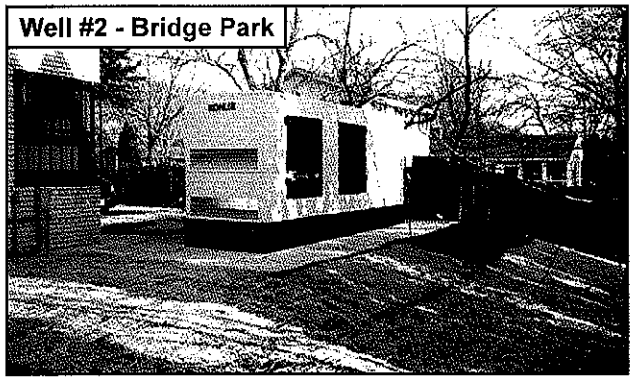
SCS BT SQUARED

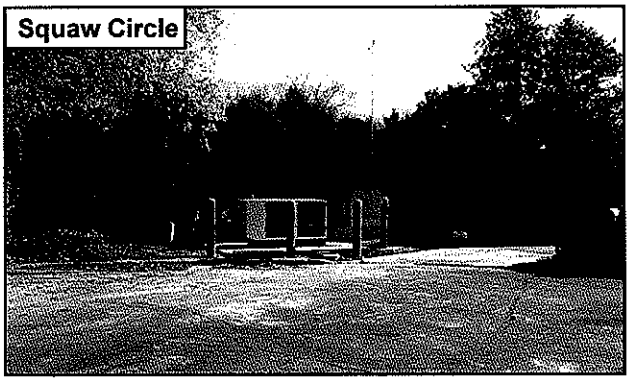
PLANDESIGN LAND•VISION•PASSION SM

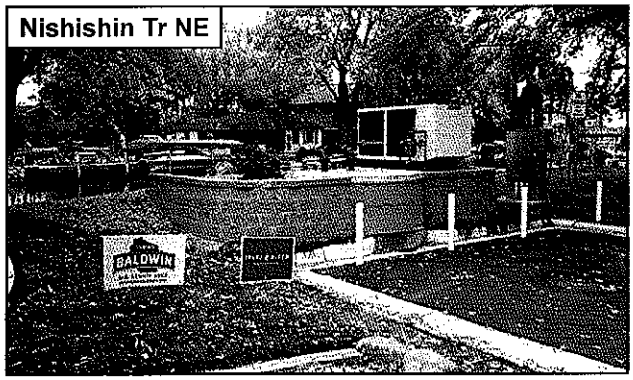
Existing Site Photos

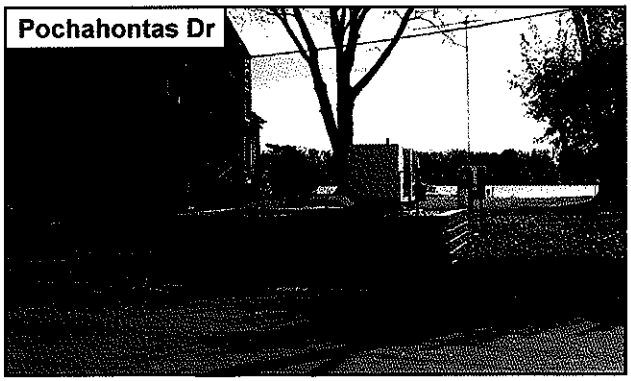


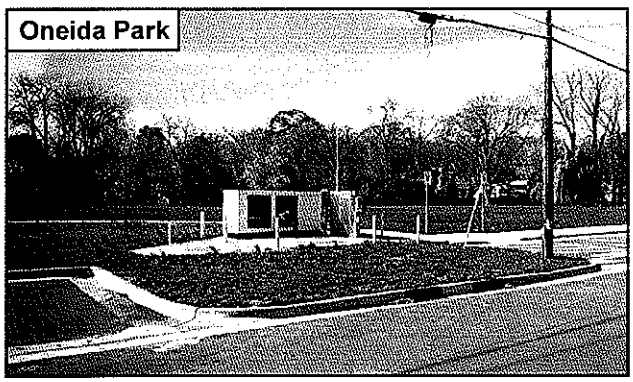












Prototypical Screening at Midmoor Road

Note: All cost opinions are for rough estimating only and will be affected by numerous variables and decisions yet to be made regarding materials, sizing, finishes, etc. Approximate fencing costs related to the following illustrations assume a 4-sided enclosure with a single 36-inch access gate. Planting costs are very generalized to allow variations in types of plants, mulch, edging, etc.

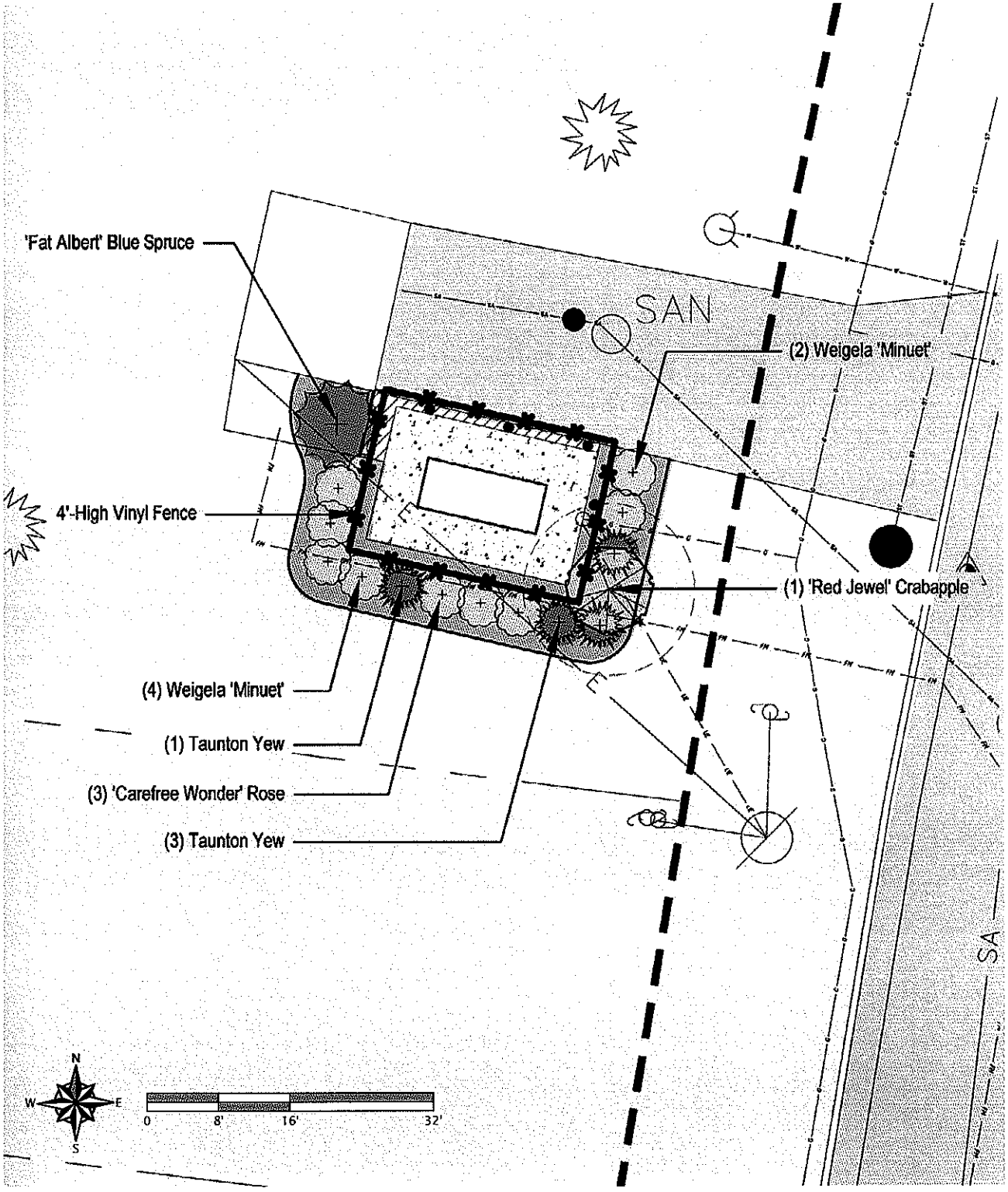
Vinyl Fencing with Mixed Plantings

Approximate cost installed:		**Pros (+) and Cons (-)**
Plantings & Bed	$2,000	+ Instant screen
Vinyl Fencing*	$4,400	+ Minimal maintenance
Total	***$6,400***	- Cost
(*Alt: chainlink fence	***$2,800)***	

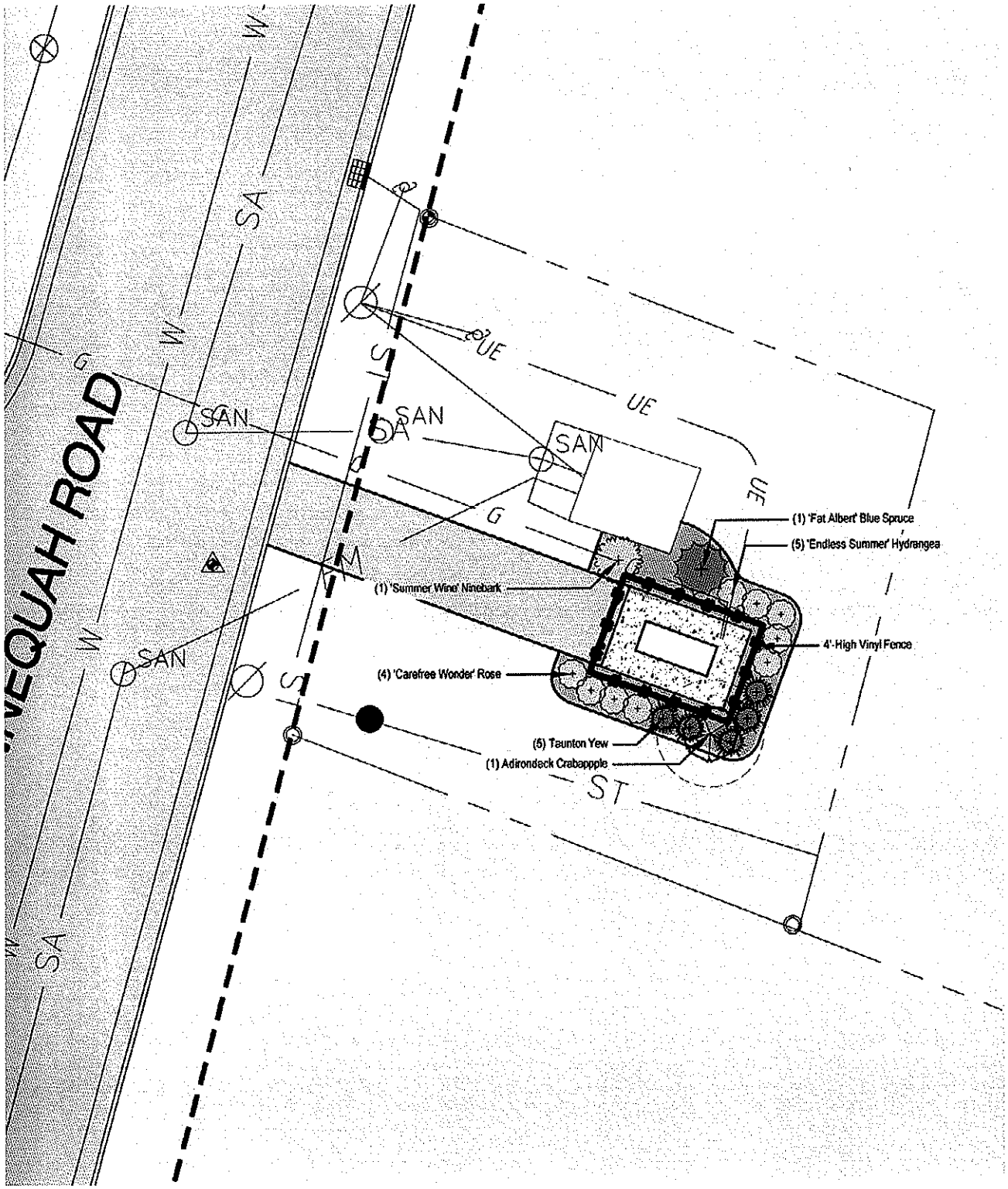
Tall Evergreen Shrubs with Ornamental Grasses

Approximate cost installed:		**Pros (+) and Cons (-)**
Plantings	$2,000	+ Cost
Total	***$2,000***	+ Minimal maintenance
		- Requires time to mature
		- Depends on plant health

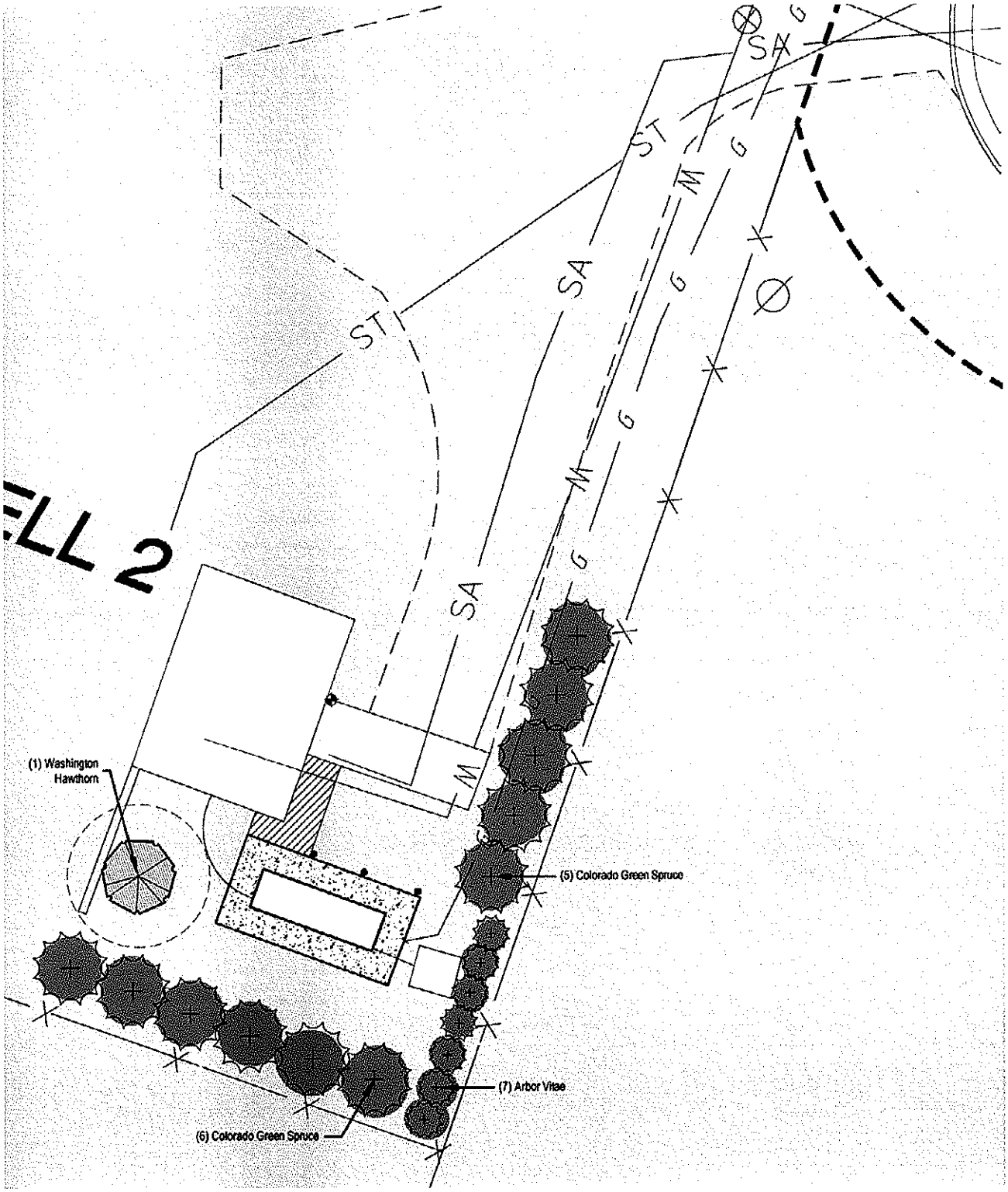
Recommended Screening at Midmoor Road



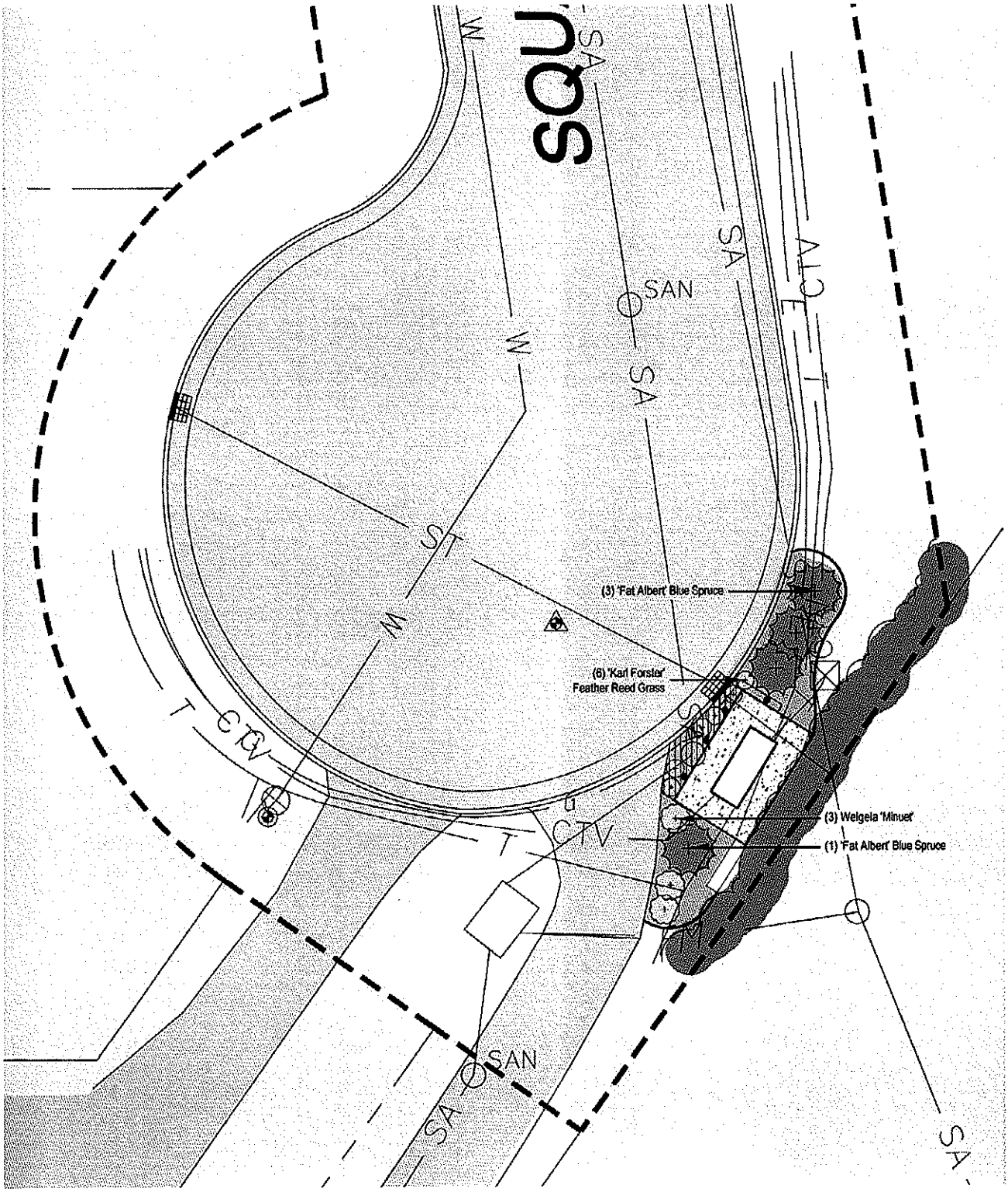
Recommended Screening at Winnequah Road



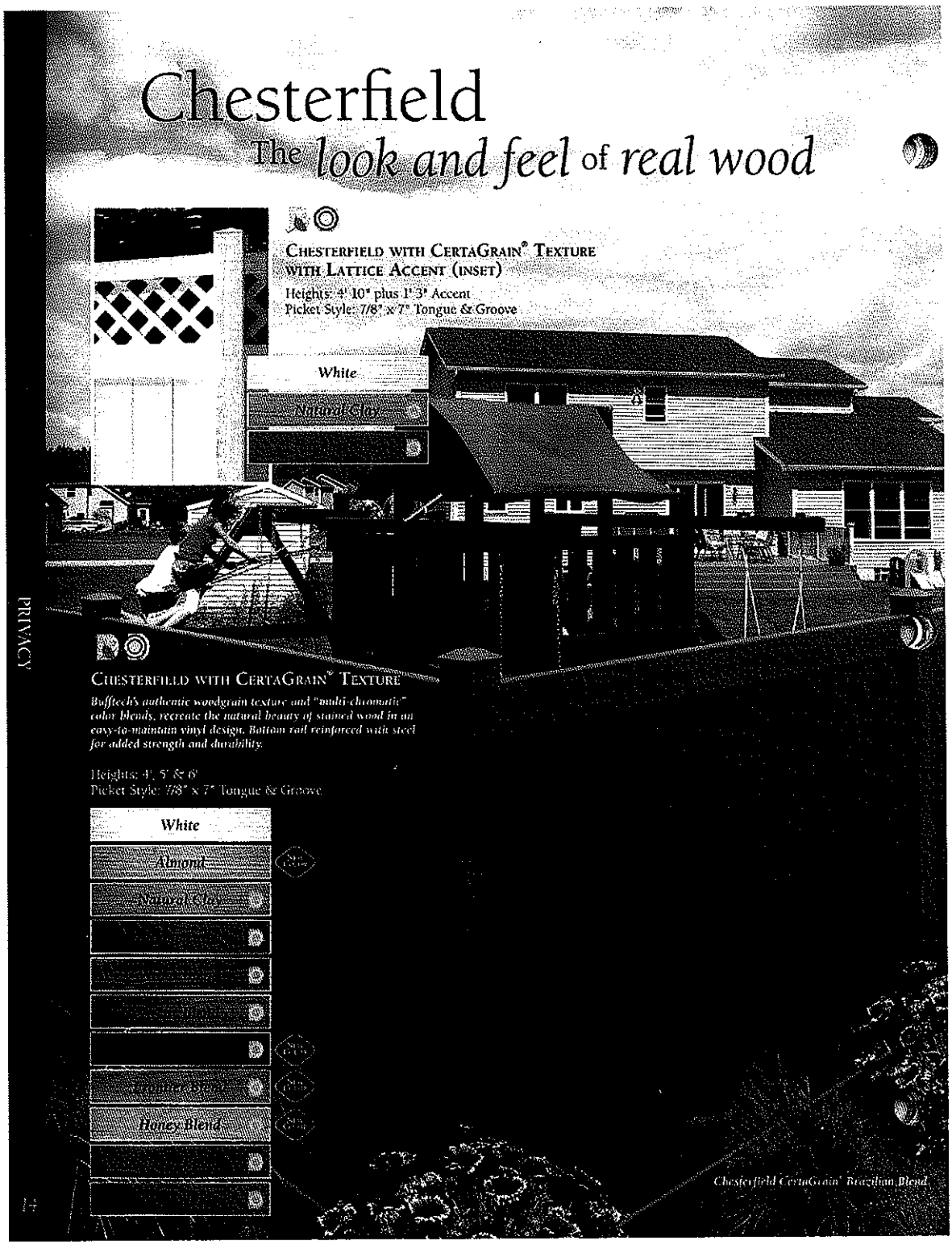
Recommended Screening at Well #2 - Bridge Park



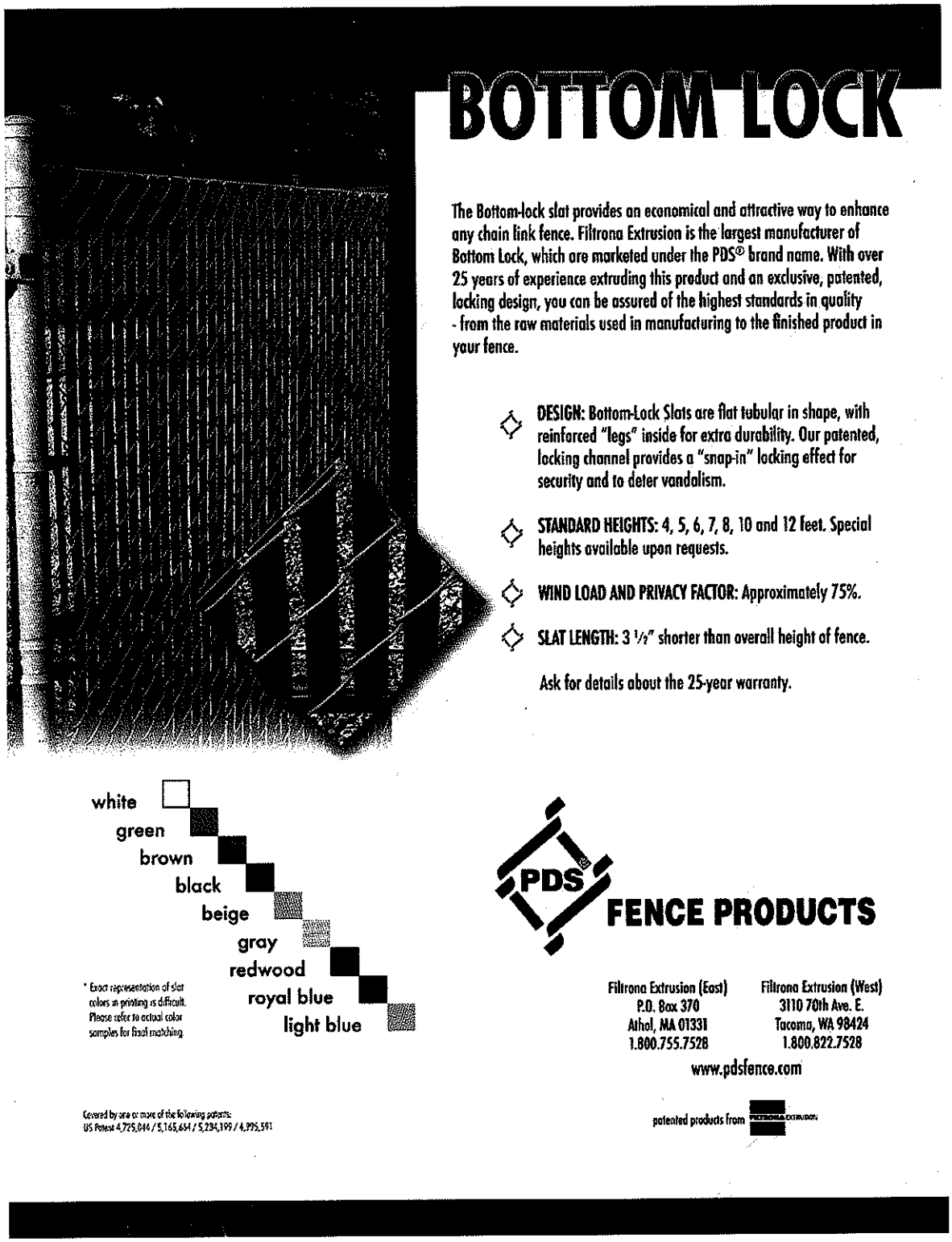
Recommended Screening at Squaw Circle



Product Profile: Vinyl Fencing

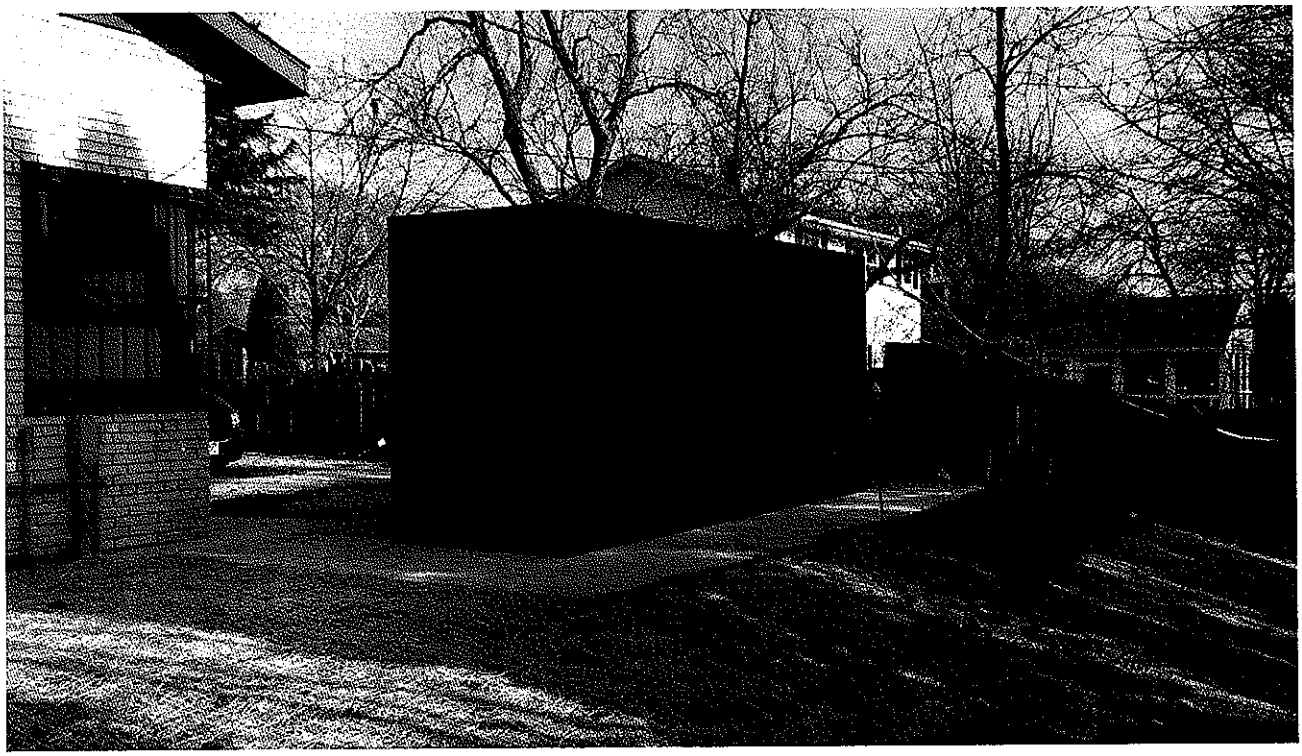


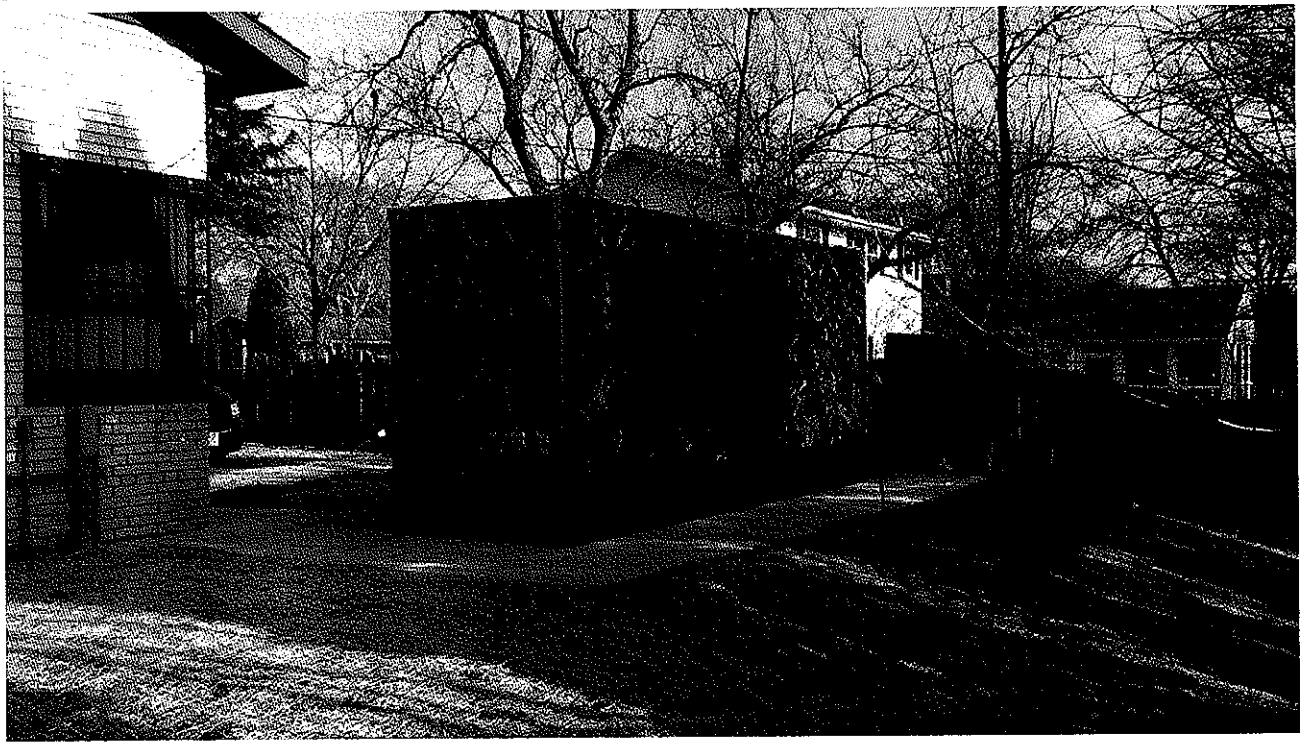
Product Profile: Chain Link Fencing with Inserts



Additional Ideas

Generator Painting





CITY OF MONONA
PUBLIC SAFETY COMMISSION
Monona City Hall-Large Conference Room
5211 Schluter Road
Wednesday-November 7, 2012
MINUTES

1. **Call to Order:** Chair Thomas called the meeting to order at 5:30 pm.

2. **Roll Call:**

Commissioners Present: Thomas, Holmquist, Vanden Wymelenberg, Fadness, Hoelzel, Hanson, and Fontaine.

Commissioners Absent: Bisbee and Reed

Staff Present: Fire Chief Sullivan and Police Chief Ostrenga.

3. **Minutes**: A motion was made by Hanson seconded by Fontaine to approve the minutes of the September 26, 2012 meeting. Motion approved unanimously.

4. **Appearances** – none

5. **Unfinished Business**

   a) **Proposed Bully Ordinance** Chief Ostrenga advised that the proposed Bully ordinance was still being reviewed by the Monona Grove School District. Chair Thomas indicated that the school district had reservations about this ordinance, as they already had policies in place, and questioned the need for it.

6. **New business**

   a) **Discussion/Action on Stop Sign at Outlook and Winnequah Road. – Public Works Committee.** Chief Ostrenga summarized the handout on this topic. After discussion, there was a motion by Hanson, seconded by Fadness, that there was nothing to support putting a stop sign at that intersection. Motion approved unanimously.

   b) **Discussion/Action on recommended hours for Halloween Trick or Treating.** Chief Ostrenga summarized the handout on this topic. There was no request for a new law or ordinance, just the opinion of Monona residents if the 5pm to 8pm police department recommendation was appropriate. The consensus of the commission members was that those times were appropriate.

City of Monona – Department of Public Works

5211 Schluter Road
Monona, Wisconsin 53716
Phone: 608-222-2525
Fax: 608-222-9225
Website: www.mymonona.com

DEPARTMENT OPERATIONS REPORT – November 29, 2012

MONONA DRIVE RECONSTRUCTION

Phase III -

- The third phase of Monona Drive reconstruction encompasses the section of Monona Drive from Nichols/Pflaum Road north to Winnequah Road, with construction starting in April 2013.
- MG&E, cable and phone utilities have started their underground work this past month to ensure no delays to the project start date in April 2013.

2012 DREDGING PROJECT – *updated*

- **11/28/2012 Progress Update:** The dredging contractor, Veit & Company, has completed Phases 1-5, partial Sumac, the east end of Lagoon du Nord, the east and west ends of Lagoon du Sud, and the Cove. Veit has made the first pass through Sumac Lagoon and will make a second pass through Sumac at the end of the project in December. For operational reasons, Veit switched Phases 5 & 6 around. The dredge will be working in the west end of Lagoon du Nord Channel this week and back through Sumac Lagoon next week. Engineering surveys of work areas completed will start this Thursday. Please be aware of the dredge pipe and turbidity barriers – boat traffic must stay away from these areas.

- **Urgent: For your safety, please do not enter the dredging project area while the dredging project is still underway.** Many construction sites accidents happen when individuals not working on the project enter the work sites, and the contractors are not aware of them. There is also pressurized pipe within the channels as well as turbidity barrier at the ends of the dredging area that can be hazards to boaters. Although the dredging operations are generally a slower process, the contractor will be moving to different areas of the lagoons and The Cove to complete their work. **Please stay out of the project area to ensure the safety of everyone.**

- **Reminders:** Veit has installed safety fence around all "potholes" created for the purpose of locating the utility lines crossing the lagoon channels ensure proper clearance for the dredging machine.

  SCS BT Squared is contracted only for periodic inspection and observation of the dredging project. They will make every effort to monitor both crews work. A normal dredging shift will only make 50'-60' of progress per shift the SCS Engineer inspection will easily be able to keep up with the pace of production to ensure Veit is removing the sediment to the contracted depth. A final survey of the lagoons will be completed once all dredging is completed. This survey will be a final verification survey that will document the total volume of sediment Veit removed from the Lagoons. If large areas in the Lagoons are found to be out of the contract specification limits (+6-inches), Veit will either need to come back and remove the material left behind, or have to pay another contractor to remove the material for them.

  It is the sole responsibility of Veit to provide adequate light for when their crew will work after dark at night. Small lights will be constructed at the dewatering bag site for nighttime operations.

  Veit will close the dewatering bag driveway fence when not in use. The Veit crew has been piling the debris from the dredge cutter head in this area at the end of each working day.

  The temporary ramp at Winnequah road has been established to account for the dredging pipe running across Winnequah Road, from Sumac Lagoon to Winnequah Park. Please proceed with caution through this area. Monona Police Department will monitor this immediate area to assure traffic safety.

Please exercise safety precautions while equipment is in operation and stay clear of all shoreline areas adjacent to dredging equipment. Take note of posted channel closures and avoid access during these times. Only contracted and City staff may be present on or near dredge equipment. The Nichols Road "Blue Park" adjacent to the dewatering basin will be closed for the duration of the dredging project.

- **Schedule:** The start of dredging on Sumac Lagoon began on Oct 1, 2012. Due to delays from onsite debris and forecasted freezing weather, the dredging contractor will continue to operate Monday through Sunday on extended hours (2) 10 hour shifts. The projected completion date is the beginning of December.

Updated Schedule 11/12/12

PHASE 1: Sumac Lagoon: **Completed first pass**
PHASE 2: East side of the Lagoon Du Nord: **Complete**
PHASE 3: East side of the Lagoon Du Sud: **Complete**
PHASE 4: Dredging of The Cove: **Complete**
PHASE 5: Western half of the Lagoon Du Sud: **Complete**
PHASE 6: Western half of the Lagoon Du Nord: 11/27/12 to 12/05/12
PHASE 6a: Second pass through Sumac Lagoon +/- 12/06/12 to 12/14/12
Schedule may vary pending debris, obstructions, breakdowns or equipment maintenance.

2012 GENERATOR PROJECT - *updated*

- All generators have been installed, with startup completed at the sanitary lift station locations. Start up for the Well 2 generator will occur the first week of December, along with staff training. Landscaping and screening of the generators will take place in spring 2013.

PUBLIC WORKS – OPERATIONS – *updated*

- Leaf collection for the fall is wrapping up. The majority of leaves throughout the City have been collected. Staff will continue the collection as needed until the first snowfall.
- Tree trimming is ongoing.
- Street sign maintenance is ongoing.
- Catch basin cleaning is completed for year. Grate cleaning is ongoing.
- Street sweeping is ongoing as needed until the first snow.
- Curbside brush chipping ended on October 26, 2012.
- Fall water system flushing is complete.
- McCann's Underground has completed the annual cleaning and televising of our sanitary sewer mains. We complete 1/3rd of the City each year.

GIS MAPPING – *updated*

- Water utility pipe layer has been designed, but staff will need to update all pipe information, including type, size, and date. Other water pipe layers will be further developed
- All hard copy of all record utility as-built drawing are being scanned and entered into our digital database. Next year's project will include linking all images to the street locations on our live GIS website. This will include images of all street improvement and utility project as-built.
- The GIS department is in the process of hiring a part time intern to input street sign data and pipe material data into the WebGIS layers so as to fully utilize the website and make the information available for our field operations staff. The goal is to have the new staff on board by mid-January.

MISCELLANEOUS PUBLIC WORKS MANAGEMENT AND ENGINEERING – *updated*

- *SCADA Phase I Upgrade* – We are waiting on the delivery of the laptop computer and the final invoice. Phase II is scheduled for 2013.
- The new snow plow dump truck has been delivered and is ready for service.
- MUFN – Metropolitan Urban Fiber Network: Monona's Phase 1 will include the installation of a fiber network between City Hall, Library, and the Community Center and then to the MUFN network via Nichols rd. Phase 2 will include

connection of the Public Works Garage to the MUFN network via Broadway. Phase 1 will begin the last week of November and is scheduled to be complete by the end of December.