

PUBLIC WORKS COMMITTEE

June 6, 2012

Approved August 1, 2012

Minutes

The regular monthly meeting of the Public Works Committee for the City of Monona was called to order at 6:30p.m. by Chairperson Thomas.

Present: Alderperson Thomas, Mr. Stolper, Mr. McConnell, Mr. Franklin, Mr. Podell, Ms. Busse

Excused: Alderman Speight, Mr. Besch, Mr. Turino

Also Present: DPW Director Stephany, Mark Kane and Mike Bewick from L.W. Allen,

APPROVAL OF MINUTES

A motion by Ms. Busse, seconded by Mr. Franklin to approve the Public Works Committee minutes of May 2, 2012 was carried.

APPEARANCES

None

OLD BUSINESS

5A: Consider replacing the Yield sign with a Stop sign on Bridge Street at Panther Trail –

A motion was made by Mr. Stolper, seconded by Ms. Busse to remove from the table, was carried.

This topic was discussed at the May meeting. For the June meeting, Mr. Podell asked the Director to research the double black arrow sign on yellow background, sign W1-7 of the Manual on Uniform Traffic Control Devices (MUTCD), to see if it can be used in this scenario. The Director reported that if used, the sign shall be installed on the far side of the “T” intersection, and should be visible for a sufficient distance to provide the road user with adequate time to react to the intersection configuration. The committee inquired on how far off the ground this sign would be installed. MUTCD guidelines call for this sign to be placed 7’ off the ground in this example. The Director will provide MUTCD guidelines on sign height and smaller size for the next meeting.

A motion by Mr. Podell, seconded by Ms. Busse to table this issue for future discussion, was carried.

NEW BUSINESS

6A: Review of Draft Water Disconnection Policy – the Director presented a draft water disconnection policy to address the ongoing issue of non-payment of utility bills. As of this meeting, to date for 2012 there is over \$80,000 due to the utilities that is more than 90 days past due. It is expected that the first few rounds of water service shut off that we will have a high number to be shut off. Once the program is in place and established it is expected that the number of shut offs will significantly drop. It is also a policy that will assist the landlords with tenant utility payments. Existing staff will be used to implement this policy.

Mr. Franklin asked how the billing goes for mid-month tenant move-out. For Monona, the meter is read on the date the tenant moves out. The committee would like language inserted in the policy that states we will not shut off the water service from December 15th – March 15th of each year. The utility staff would provide information on the utility bill, newsletter, and website to help educate the customers.

A motion was made by Mr. Stolper, seconded by Ms. Busse to recommend approval of the policy was carried.

6B: Review of Annual Road Maintenance List – The Director provided an update on the 2012 road maintenance list. Focus will be put on road patching this year to address sections with alligator cracking, potholes, and bumps. The work will consist of full depth milling, road base repair as needed, and new asphalt applied. Public works will also complete City Hall parking lot seal coating this summer. The Director discussed the micro-surface maintenance treatment and potential areas that we could do this treatment.

Mr. Stolper mentioned that there is an area on Winnequah Road, near the same maintenance areas of last year that need to be looked at. Mr. Franklin mentioned a section on the north end of Tonyawatha Trail that needs to be considered for future maintenance.

7A: 2012 Capital Projects Review, SCADA System – Mike Bewick and Mark Kane from LW Allen presented on the topic of SCADA and provided a summary overview and presentation of what SCADA can do for the City. Mr. Bewick and Mr. Kane also provided explanation on their SCADA Phase I Upgrade bid proposal received on May 23, 2012 for \$59,800. A second proposal was received by Energenecs Inc. for \$134,750. It is noted that bids were submitted based on the same brand name equipment specified.

A motion was made by Mr. Franklin, seconded by Ms. Busse to accept the LW Allen SCADA bid proposal of \$59,800 was carried.

7B: The Director provided an explanation on the solid waste and recycle program to date with our new contract with Veolia Environmental.

NEXT SCHEDULED MEETING: Wednesday, August 1, 2012.

ADJOURNMENT

A motion was made by Ms. Busse, seconded by Mr. Podell to adjourn was carried (7:53pm).

Daniel Stephany
Director of Public Works