



Public Works and Safety Committee Meeting Agenda

April 7, 2021 – 5:30 p.m.

Meeting Available on Zoom.us at the following meeting number:

<https://us02web.zoom.us/j/89781627191>

Dial in: 312-626-6799 Meeting ID: 897 8162 7191

1. Call to Order
2. Approval of Minutes of March 2, 2021 meeting
3. Citizen Comments
4. Old Business
 - a. Discussion and Action on Request for Utility Bill Reduction, Jack Goldberg representing Taco Bell, 1355 Capitol Dr.
5. New Business
 - a. Discussion and Recommendation to the Village Board Regarding Requested Amendment to Section 78.118 of the Municipal Code Regarding Snow and Ice Removal.
 - b. Review and Discussion on Kueny Architects Space Needs Assessment and Master Plan
 - c. Discussion and Action Regarding Plant Selection for Healthy Lakes Project
 - d. Discussion and Possible Action Regarding Lake Street Parking
6. Adjournment

Note: It is possible that members and/or possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; action will not be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in the notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request such assistance, contact the Village Clerk at 262-691-5660.

Posted: April 2, 2021

**VILLAGE OF PEWAUKEE
PUBLIC WORKS AND SAFETY MEETING MINUTES
MARCH 2, 2021 – 5:30 pm**

1. Call to Order

Zoom meeting was called to order by Ed Hill at approximately 5:35 p.m.

Members Present: Ed Hill, Mark Grabowski, Laurin Miller, Art Compton, Kevin Yonke

Members Not Present: Casey Smith and Wayne Vaughn

Also Present: Director of Public Works - Dan Naze, Deputy Clerk Treasurer - Jackie Schuh,
Treasurer - Kay Yang

2. Approval of Minutes of December 1, 2020 meeting

Laurin Miller motioned, seconded by Art Compton to approve the minutes of the December 1, 2020 Public Works and Safety Committee as presented.

Motion carried unanimously by roll call vote.

3. Citizen Comments

Attorney Van Donkersgoed -13845 Bishops Dr Ste 300, Brookfield Wi 53005 accompanied by Jack Goldberg of Taco Bell 485 E Half Day Rd Ste 250 Buffalo Grove IL 66089 - Mr.

Donkergoed stated that they have submitted additional documentation regarding the Taco Bell water consumption and that they are seeking a refund of \$9,079.08 based on the fact that no explanation can be found for the 400% increase in consumption.

4. Old Business

a. Discussion and Action on Request for Utility Bill Reduction, Jack Goldberg representing Taco Bell, 1355 Capitol Dr.

Director of Public Works Dan Naze stated that additional information supporting Taco Bells request of a refund has been submitted by Mr. Goldberg, although nothing conclusive. Per Naze the ERT on the meter unit was only a totalizer so no daily/hourly data is available. Conclusive data that has been obtained came from additional meter reads done since the appeal came forward. Naze feels there is nothing indicating that the water was not used. The reads have returned to a more historical value in nature but that does not indicate that the water was not used. Naze confirmed that the equipment is functioning correctly currently. Art Compton indicated that the analog and the electronic reads should sync. Per Compton, water must run through the meter in order for a leak code to be prompted. He feels we do not have enough documentation on our end, however, to definitively say that there is nothing wrong with the meter/ERT either. Per Naze the leak code came after the meter was replaced, and the leak code showed up several times, and showed up after twenty-one days of reads indicating a somewhat normal consumption for Taco Bell. Compton definitely feels there was a leak of some sort, but how big he cannot say as the backup documentation is not there. Mark Grabowski and Laurin Miller both feel confident that the equipment was working correctly based on the twenty-one days and are open to coming to some sort of resolution but not the full amount. Treasurer Kay Yang stated that a leak code is triggered when water runs non-stop for 24-hours. Over the course of a couple months, a leak code was triggered many times to show that the water running was a recurring event. Discussion followed regarding possible causes of leaks, current reads, costs of water/sewer and the benefit of getting another read for comparison.

Mark Grabowski motioned, seconded by Laurin Miller to defer any decision until after the next read and until the next meeting.

Motion carried unanimously by roll call vote.

5. New Business

a. Presentation on City of Pewaukee Northwest Sanitary Sewer Study

Dan Naze stated that this is a study partnering with City of Pewaukee that dates back to 2019 and the planned capital replacement of the Kopmeier Lift Station. Flow meters were installed in the Village and this is a result of that study. Mark Van Weelden of Ruckert and Mielke led the committee through the final draft of the evaluation of two alternatives for the possible future flow contribution of the northwest sanitary sewer area of the City of Pewaukee: 1) Keep one entry point through the Village where all flow from the City would be routed through the City's and the Village's respective Kopmeier Dr lift stations and 2) Use two entry points through the Village by splitting flow between the City's Kopmeier Dr lift station and the Village's sanitary sewer in the Park Hill Dr area. Tables were reviewed which itemized the two alternatives and the costs of each, as well as why the estimates were so different in comparison. Discussion followed regarding the type of pipes proposed, removal/retention of the lift station, the location of the lift station and timeframe estimates in regards to working with the City of Pewaukee. Per Mr. Van Weelden, the DNR is generally in favor of the plan to remove the lift station and rely on a gravity main. The Committee was generally in favor of the removal of the lift station.

b. Discussion and Recommendation to the Village Board Regarding Requested Amendment to Section 78.118 of the Municipal Code Regarding Snow and Ice Removal.

Laurin Miller motioned, seconded by Kevin Yonke to defer Item 5.b. to April meeting.

Motion carried unanimously by roll call vote.

c. Review and discussion on Kueny Architects Space Needs Assessment and Master Plan

Item 5.c. was deferred to the April meeting.

6. Adjournment

Laurin Miller motioned, seconded by Mark Grabowski to adjourn the December 1, 2020 Public Works and Safety Committee meeting at approximately 6:51 p.m.

Motion carried unanimously by roll call vote.

Respectfully submitted,

Jackie Schuh
Deputy Clerk-Treasurer
Village of Pewaukee



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

Memo

To: Public Works and Safety Committee Members
From: Dan Naze, P.E., Director of Public Works/Village Engineer
Date: February 24, 2021
Re: Review and discussion on Kueny Architects Space Needs Assessment and Master Plan

This item is on the agenda at the request of Trustee Hill.

An electronic copy of the full report can be found for review on the Village web site under the September 1, 2020 Village Board packet (Boards and Committees/Village Board/Meetings and Agendas, 9/1/2020), at :

<https://www.villageofpewaukee.com/Data/Sites/38/Meetings/village/9ac3cf21-6d18-4120-bb7b-e783be5600a8.pdf>

Recommendation: None



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

Memo

To: Public Works and Safety Committee Members
From: Dan Naze, P.E., Director of Public Works/Village Engineer
Date: April 1, 2021
Re: Old Business, Utility Bill Credit Request, 1355 Capitol Drive.

This item was discussed at the December and March meetings, updated usage is attached.

Recommendation: None

4/01/2021 12:29 PM
UTIL

Meter Information - Full Report
All Accounts/All Meters - By Meter Nbr

Page: 1

From: Account Nbr: 002-1460-00 Route/Seq Nbr: Pressure Zone Cd:
Thru: 002-1460-00

Account Nbr: 002-1460-00 Customer Name: TACO BELL
Service Address: 1355 CAPITOL DRIVE
PSC Classification: Commercial

Meter Nbr: 190928921 Rate Type: 1" (70) Install Date: 7/19/2011
Route/Seq Nbr: 13-0678 Location: Pressure Zone Cd: 00
ROM Serial Nbr: ROM Install Date:
Register ID: 87738209

Utilities: SEWER WATER
Memos: 1st: PURCHASED 2020 \$183.00
2nd:
3rd:

<u>Read Date</u>	<u>Reading</u>	<u>Consumption</u>	<u>Comment</u>
4/01/2021	255942	19032	Manual Read
3/03/2021	236910	62244	Remote Reading
12/09/2020	174666	63788	Remote Reading
9/18/2020	110878	110878	MANUAL READ
7/09/2020	0	0	NEW ERT/ERT CHG
7/09/2020	5432850	346883	MANUAL READ
6/03/2020	5085967	836972	Remote/LK CODE
3/03/2020	4248995	23765	Remote Reading
2/11/2020	4225230	0	NEW METER
2/11/2020	4225230	76330	METER CHANGE
12/03/2019	4148900	104098	Remote Reading
9/04/2019	4044802	94168	Remote Reading
6/03/2019	3950634	99665	Remote Reading
3/04/2019	3850969	101671	Remote Reading
12/03/2018	3749298	94967	Remote Reading
9/05/2018	3654331	107906	Remote Reading
6/04/2018	3546425	92925	Remote Reading
3/06/2018	3453500	87808	Remote Reading
12/04/2017	3365692	90373	Remote Reading
9/01/2017	3275319	91466	Remote Reading
6/01/2017	3183853	84456	Remote Reading
3/07/2017	3099397	94325	Remote Reading
12/01/2016	3005072	93529	Remote Reading
9/06/2016	2911543	129936	Remote Reading
6/01/2016	2781607	92334	Remote Reading
3/03/2016	2689273	90936	Remote Reading
12/02/2015	2598337	88619	Remote Reading
9/01/2015	2509718	96863	Remote Reading



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

Memo

To: Public Works and Safety Committee Members
From: Dan Naze, P.E., Director of Public Works/Village Engineer
Date: March 25, 2021
Re: Discussion and Possible Action Regarding Lake Street Parking

This item is on the agenda at the request of Trustee Gergen. I have attached correspondence on past efforts.

----- Forwarded Message -----

From: Jeni Heinemann (heinemannphd@yahoo.com)
Date: 03/15/2021 08:05 am
To: Heather Gergen (hgergen@villageofpewaukee.com)
Subject: Parking on Lake Street

We brought this up to the village engineer twice before the pandemic. He never responded. We, as well as several other neighbors, also brought this up, and several other parking/traffic issues, in a meeting pre-pandemic with Chief Heier and Sgt Twelmeyer. You will remember that meeting at the library as you were in attendance. No changes that were proposed at that meeting have been implemented.

Specifically, we'd like to know what can be done about cars parking too close to our driveway. The law is 4 feet from a driveway entrance. The lack of following that law on our street appears to be just ignorance. Today I saw a young man get out of a truck and guide his friend back until the truck was a couple inches into our driveway. There was no one else parked from there to the corner at this point so it wasn't to cram into a space. Our suggestion is to have yellow paint put on the no parking area. While our neighborhood is technically residential, with the schools, the library and the funeral home, we get a LOT of nonresidential traffic/parking and feel this should be treated as such. Our alternative is to constantly be calling the police to give tickets to young drivers or to chance getting hit as we edge blindly out of our driveway (because you can't see past the parked cars) into traffic that is usually exceeding the speed limit and treating the stop sign as a yield sign. We've never seen a car ticketed for parking violations without one of us residents calling it in.

As a trustee in this neighborhood, we're asking that you pass this on to whomever can appropriately intervene and solve this dangerous situation as well as to advocate on our street's behalf.

Thank you,

Jeni Heinemann and Dan Gill

Recommendation: None

From: Hawley, Pat <Pat.Hawley@raSmith.com>
Sent: Friday, May 24, 2019 2:50 PM
To: dnaze@villageofpewaukee.com; Scott A. Gosse (sgosse@villageofpewaukee.com)
Cc: Barbeau, Tim; Schueler, Justin; Hawley, Pat
Subject: Village Traffic Studies

Hi Dan and Scott,

This email is a follow up to several conversations over the past few weeks regarding potential traffic assistance on two projects. Scope tasks and fee ranges are highlighted below for the Pewaukee School District project, and Justin will be following up on the St. Mary site yet this afternoon:

Pewaukee School District Traffic/Safety Evaluation

The magnitude of these type of studies can be very diverse. I tried to provide a high level description of three potential options that you can use for budgetary purposes and discussions with the school district.

1. Safety Audit: \$2,500-6,000
 - a. Monitoring the school traffic patterns during morning arrival and afternoon dismissal periods by a traffic engineers
 - b. Discussion with school officials on their observations and concerns
 - c. No traffic counts or speed studies would be collected. Recommendations based on site observations and school personnel discussions only.
 - d. Brief 1-2 page memo summarizing findings and providing planning-level recommendations (written only)
2. Mid-Level study: \$4,500-8,000
 - a. Monitoring the school traffic patterns during morning arrival and afternoon dismissal periods by a traffic engineers
 - b. Discussion with school officials on their observations and concerns
 - c. Speed and volume data collected along 3-4 roadways
 - d. Concept designs of potential improvements
 - e. Technical memo summarizing findings and recommendations (concept designs)
3. Full Evaluation: \$6,000-\$16,000
 - a. Monitoring the school traffic patterns during morning arrival and afternoon dismissal periods by a traffic engineers
 - b. Discussion with school officials on their observations and concerns
 - c. Speed and volume data collected along 3-4 roadways
 - d. Sign audit within 2-4 blocks of school (speed limits, traffic control, on-street parking)
 - e. Peak hour traffic counts and operational analysis at 2-4 intersections
 - f. Concept designs of potential improvements
 - g. Technical memo summarizing findings and recommendations (concept designs)

Keep in mind, most of the tasks can be switched between the three options.

Pat Hawley, P.E., PTOE, RSP, Associate

Assistant Director of Transportation Services

Senior Traffic Project Manager



Recognized as a
Top Workplace

16745 West Bluemound Road, Brookfield, WI 53005-5938

direct: 262-317-3204

mobile: 414-405-2725

Pat.Hawley@raSmith.com

www.linkedin.com/in/pat-hawley

[LinkedIn](#)

raSmith.com



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

Memo

To: Public Works and Safety Committee Members
From: Dan Naze, P.E., Director of Public Works/Village Engineer
Date: May 28, 2019
Re: Old Business Item 4a.) Discussion and Possible Action on Lake Street Traffic Concerns.

At the conclusion of the discussion at the June 4 meeting, direction was provided to determine a budget estimate for conducting a professional and comprehensive traffic analysis for the school area. I discussed options and received potential costs from Pat Hawley, P.E., PTOE, Senior Traffic Project Manager at raSmith, who has performed other traffic reviews for the Village in the past.

Any study will need to be conducted during regular school session periods. This item is not budgeted, and because this is a multi-jurisdictional concern, other agencies should be involved with paying for the study.

Recommendation: Staff will look to the Committee to provide a recommendation to the Village Board if applicable, into conducting a study, budget for the costs, and cost share with other agencies.

**Village of Pewaukee
Public Works and Safety Committee Meeting Minutes
June 11, 2019**

Motion by Hill, Second Smith to elect Miller Chair for meeting.

Meeting called to order by Miller at 5:30 pm. Pledge of Allegiance was followed by a moment of silence.

Members present: Ed Hill, Casey Smith, Laurin Miller
Members absent: Kevin Yonke, Wayne Vaughn
Also Present: Director of Public Works Naze

Agenda Item 2 – Minutes of May 7, 2019 meeting

Motion Smith, second Hill to approve May 7, 2019. Motion approved unanimously.

Agenda Item 3 – Citizen Comments

Paul Evert, 327 Lookout Drive: Indicated that any School District related traffic costs be paid 70/30 District/Village; He believes that installation of sidewalks should be consistent regardless of where you are in the Village; Doesn't believe there are possible changes to be made to time and date of Public Works and Safety meetings.

Agenda Item 4 – Old Business

- a) Discussion and Possible Action on Lake Street Traffic Concerns.

Discussion followed on effectiveness of reactive measures as investigated by staff and if those are long term solutions. Director Naze presented a possible direction for a school area comprehensive traffic evaluation an alternatives study. Direction to staff is to include \$16,000 in the 2020 budget to engage a traffic engineering consultant to conduct a school area study that will include recommendations and solutions, if applicable.

- b) Discussion and possible Recommendation of Draft DPW Capital Improvement Plan

Director Naze presented a possible infrastructure Capital Improvement Plan for discussion. It was noted that no specific building recommendations or lighting were included. Naze believes that instead of being reactive and dealing with major facility issues after they occur, a facility evaluation should be conducted by a building expert and a planned maintenance and replacement plan for buildings be drafted and implemented. Similarly, a genset for Well #3 and the DPW garage has been discussed for a number of years and direction sought for that installation. Committee recommended that \$75,000 per year be added into the plan to deal with facility maintenance. Lengthy discussion followed about the type and timing of projects, the volume of projects, and how the costs relate to current fund balances. Direction was to refine the estimates and integrate an inflation multiplier into future years, complete the estimated expenses, surpluses, and debt, and return with a final draft.

- c) Discussion and Possible Action Regarding Policy on Installation of New Sidewalks.

Discussion continued on the review of other community policies and what the Village needs. Various templates and language were discussed, with several of them being hand edited to refine into a policy by staff, and returned to the Committee.



CREATIVITY BEYOND ENGINEERING

R.A. Smith, Inc.
16745 W. Bluemound Road
Brookfield, WI 53005-5938
(262) 781-1000 | rasmith.com

February 21, 2020

Mr. Scott Gosse
Village Administrator
Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072

RE: Pewaukee Schools' Parking and Traffic Study
Pewaukee, WI

Dear Mr. Gosse:

Thank you for this opportunity to provide a quotation for professional services. The contents of this letter contract spell out the Scope of Services, Completion Schedule and Professional Fees under which this proposal is being made.

I. SCOPE OF SERVICES:

The Village has received comments from residents regarding the safety of the public roadways in the vicinity of the Pewaukee schools' campus. The primary concerns are related to speeds along Lake Street during school dismissal times and on-street parking in the neighborhood directly north of the campus. The project evaluation will focus on the study area generally bound by Prospect Avenue and Richmond Drive to the north, Houle Circle to the south, School Street to the west and 3rd Street to the east.

R.A. Smith, Inc. will conduct the following tasks to assess the issues and recommend solutions:

- Collect intersection turning movement count at the Lake Street intersection with Lookout Drive during release periods of the schools (2:30 to 4:00 pm)
- Compile and evaluate the Village's previously-conducted speed studies along Lake Street
- Monitor the school traffic patterns during morning arrival and afternoon dismissal periods
- Analyze the traffic operations at the Lake Street intersection with Lookout Drive during the afternoon schools' release periods
- Summarize observed and analyzed traffic conditions on the public street network, including speed, delays and queues/back-ups
- Document weekday midday on-street parking along the following roadways:
 - Lake Street: Houle Circle/Pirates Pass to Richmond Drive
 - School Street: Houle Circle/Pirates Pass to Prospect Avenue
 - Lookout Drive: School Street to 3rd Street
 - Richmond Drive: Lake Street to 3rd Street

- Document the existing parking supply on the campus based on on-site aerials and field verification. Document the number of on-campus parking spaces currently lost due to construction. Calculate the anticipated reduction in on-street parking demand resulting from the on-campus construction completion.
- Summarize observed on-street parking issues
- Recommend improvements on the public street network to improve traffic and parking conditions.
- Summarize procedures and findings of the traffic and parking evaluation in a technical memorandum. The recommendations will be summarized in text form and graphical exhibits. Designs of the recommendations will not be included.
- Attend one meeting with the Village to discuss the study's findings

II. COMPLETION SCHEDULE

R.A. Smith, Inc. will submit the memo to the Client within six weeks of receiving authorization to proceed. The memo will be submitted to the Client within three days of receiving comments on the Draft memo.

III. PROFESSIONAL FEES

The lump sum fee for completing the above Scope of Services is \$7,145, including expenses.

The attached Standard General Contract Terms for Professional Services are hereby made part of this agreement. If there are any questions concerning those, or the terms as presented, please contact us. To authorize R.A. Smith, Inc. to proceed, please sign and return one original to our office. We look forward to a very successful project!

Sincerely,
R.A. Smith, Inc.



Patrick E. Hawley, P.E., PTOE, RSP
Assistant Director of Transportation Services
Senior Traffic Project Manager

Enclosure: General Conditions



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

Memo

To: Public Works and Safety Committee Members
From: Dan Naze, P.E., Director of Public Works/Village Engineer
Date: July 30, 2020
Re: Discussion and Direction Regarding Annual Curb Painting

As part of annual pavement marking the DPW performs, curb painting with yellow paint is done to denote curbing where there are parking restrictions. This year required approximately 70 gallons of yellow paint and a full time and part time employee for nearly a week to complete. In many cases these are at intersection radii and pork chop islands, at driveways, or where there are signs indicating restrictions for some distance. I estimate that materials cost is approximately \$1,800, and equipment and labor is approximately \$1,800.

Attached is a sketch generally showing where curb is painted, and guidance from the Manual of Uniform Traffic Control Devices (MUTCD).

In my opinion this is generally a redundant effort. Most areas where curb painting is conducted are signed no parking and/or are statutorily not parking areas. I am interested in a discussion on the value this effort provides the Village.

Recommendation:

Direction to staff on continuing annual no parking curb painting.



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

MARKED SURFACES OR SURFACES WITH MARKINGS, ARE APPLIED TO SURFACES TO INDICATE REGULATIONS, AND TO BE USED TO CONVEY INFORMATION TO ROAD USERS. (SEE [SECTION 3A.04](#))

Section 3B.21 Curb Markings

Support:
Curb markings are most often used to indicate parking regulations or to delineate the curb.

Standard:

Signs shall be used with curb markings in those areas where curb markings are frequently obliterated by snow and ice accumulation unless the no parking zone is controlled by statute or local ordinance.
Where curbs are marked, the colors shall conform to the general principles of markings (see [Section 3A.04](#)).

Guidance:

Except as noted in the Option, when curb markings are used without signs to convey parking regulations, a legible word marking regarding the regulation (such as "No Parking" or "No Standing") should be placed on the curb.

Option:

Curb markings without word markings or signs may be used to convey a general prohibition by statute of parking within a specific distance of a STOP sign, driveway, fire hydrant, or crosswalk.

Guidance:

Retroreflective solid yellow markings should be placed on the noses of raised medians and curbs of islands that are located in the line of traffic flow where the curb serves to channel traffic to the right of the obstruction.
Retroreflective solid white markings should be used when traffic may pass on either side of the island.

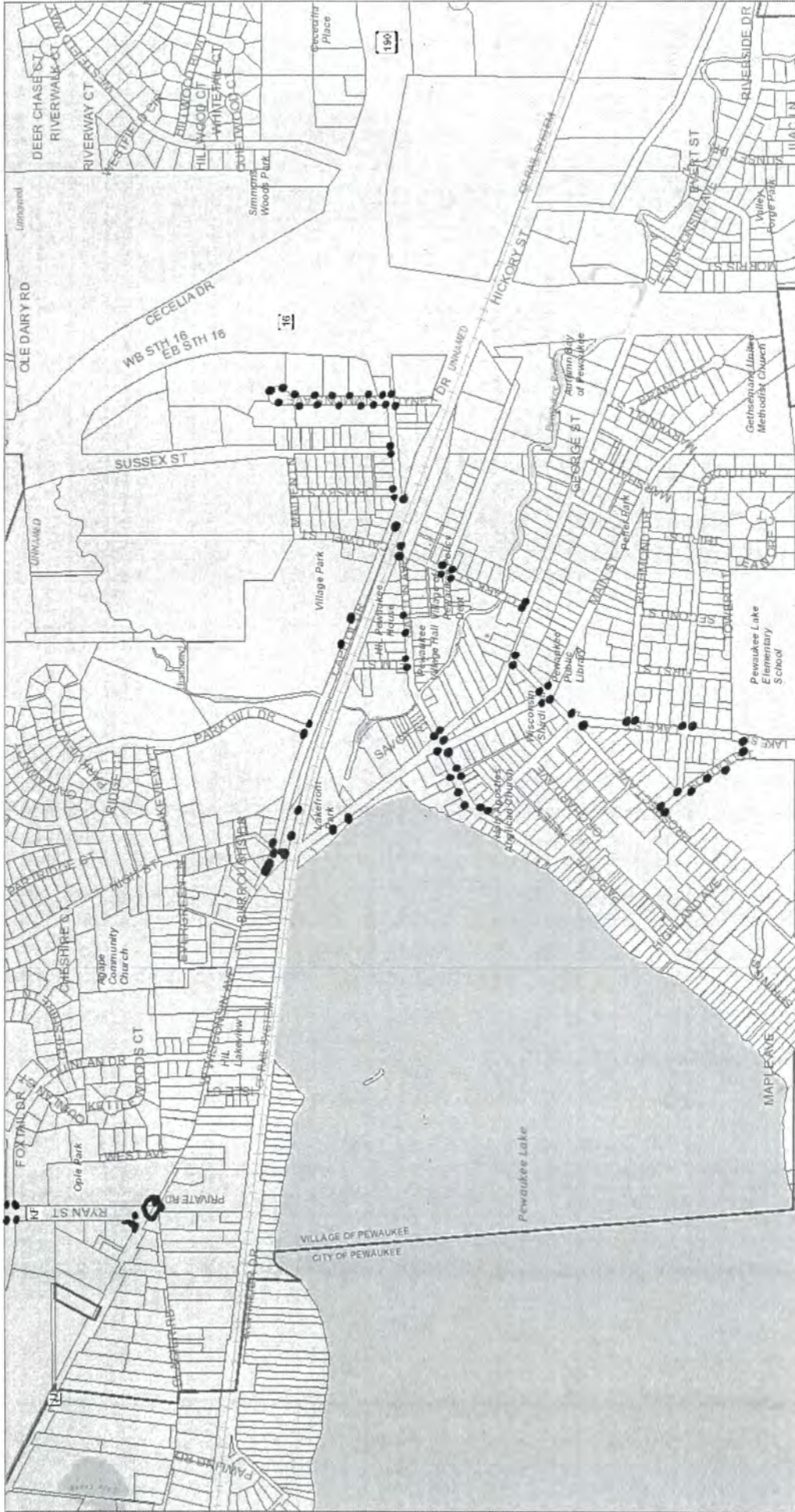
Option:

Local highway agencies may prescribe special colors for curb markings to supplement standard signs for parking regulation.

Support:

Since yellow and white curb markings are frequently used for curb delineation and visibility, it is advisable to establish parking regulations through the installation of standard signs (see [Sections 2B.39](#) through [2B.41](#)).
Where the curbs of the islands become parallel to the direction of traffic flow, it is not necessary to mark the curbs unless an engineering study indicates the need for this type of delineation.

Curbs at openings in a continuous median island need not be marked unless an engineering study indicates the need for this type of marking.



Village of Pewaukee
 235 Hickory Street
 Pewaukee, WI 53072
 262-691-5660



Print Date: 7/29/2020



SCALE: 1 = 667'

Village of Pewaukee

DISCLAIMER:

This map is not a survey of the actual boundary of any property this map depicts.
 The Village of Pewaukee does not guarantee the accuracy of the material contained here in
 and is not responsible for any misuse or misrepresentation of this information or its derivatives.



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

Memo

To: Public Works and Safety Committee Members
From: Dan Naze, P.E., Director of Public Works/Village Engineer
Date: February 24, 2021
Re: Discussion and Recommendation to the Village Board Regarding Requested Amendment to Section 78.118 of the Municipal Code Regarding Snow and Ice Removal

This item was directed to Committee following discussion at the February 2 Village Board meeting. The Board is looking for a recommendation to leave as is, amend, or repeal and recreate section 78.118 of Municipal Code on snow and ice removal, particularly but not limited to, sub (e.) regarding “, except hand shoveling within two feet of the curb.”

Village Board minutes:

a. Discussion and Direction Regarding Requested Amendment to Section 78.118 of the Municipal Code Regarding Snow and Ice Removal

Trustee Gergen stated that many residents are upset due to the snow and ice removal this year. Notices went out to some, not to all residents. Previously residents in cul-de-sac's were allowed to plow the excess snow into the middle of the cul-de-sac but this year they were not allowed to do so. Director Naze stated no operational changes on how the snow is being plowed were made, but the amount of snow is significantly more this year than last year. It is universal that snow gets plowed to the middle of the cul-de-sac but the difference is that a lot of people have put snow back into the streets. If people were placing snow to the middle and making no mess it wouldn't be a problem but that is not the case. Notices went to people that were obviously placing snow into the road which was a softer approach than issuing citations. Trustee Gergen shared the notice and the diagram with the Village Board on the screen and questioned Ordinance 78.118(e) regarding hand shoveling and asked for an explanation on the diagram as she believes it is unreasonable to clear snow according to the diagram. Naze stated the diagram is an option intended to open up and allow the snow to be directed in the clear area to avoid built up snow unloading in the driveway. Trustee Hill suggested to have the Public Works and Safety Committee review and update this Ordinance. Trustee Rohde stated that hand shoveling should be removed from the Ordinance and if residents are neat when moving snow to the middle of the cul-de-sac there should not be a problem, but no one should be able to blow snow into the street. Discussion followed regarding citations. Trustee Gergen suggested that the notices be sent out in a more professional manner. President Knutson asked if the Village Board is in agreement to let residents do what they have been doing as long as they are not creating a mess in the road. Village Board members agreed. Trustee Rohde reiterated that if people are blowing snow back into the road staff should be enforcing this code. Trustee Hill stated that this should be added to the March 2021 Public Works & Safety Committee meeting.

Recommendation: None



To: Jeff Knutson, President
Village Board

From: Scott A. Gosse
Village Administrator

Date: January 28, 2021

Re: Agenda Item 8b, Discussion and Direction Regarding Requested Amendment to Section 78.118 of the Municipal Code Regarding Snow and Ice Removal

BACKGROUND

This matter is on the agenda at the request of Trustee Gergen after receiving a request for discussion on a proposed ordinance amendment to Section 78.118 of the Village Code, Snow and Ice Removal. Attached for your review please find a copy of the information received by Trustee Gergen from a Village resident in the Lake Park subdivision on this matter (Sanctuary Court). Specifically, changes are requested to section "e" of the code and also the addition of a new paragraph "f". Also attached for your review please find a clean copy of the current Village Code language as well as ordinance language from three surrounding communities regarding snow removal.

ACTION REQUESTED

The action requested of the Village Board is to provide direction on this matter.

ANALYSIS

The requested amendment to the Village Code would permit for the placement of snow on a Village street, sidewalk or right-of-way to be placed into a public roadway more than 2 feet from the edge of pavement or curb line. The current code language allows for hand shoveling snow within 2 feet of the curb. The three surrounding communities reviewed do not permit resident to place snow onto any public property and/or right-of-way.

On a general basis, staff has discussed the proposed amendment to allow for the placement of snow back onto Village streets as it would cause conflict with Public Works staff attempting to complete snow plowing operation. Specifically, the ability to place snow back in the street has at least two possible outcomes, the first is that streets and cul de sacs are covered completely or sporadically with hardpacked snow areas that will generate complaints and vehicle and equipment damage, the second is that to meet an expected level of service, the DPW will need to keep returning to these areas to again re-plow snow that will be put directly back into the street.

Attachments

January 22, 2021

Trustee Heather Gergen and the Village of Pewaukee Board Members,

Thank you Trustee Gergen for working with us to address Village of Pewaukee residents' concerns regarding snow and ice removal.

On 12/30/2020 we received approximately 8" of snow. During snow plowing operations numerous homes located in multiple cul-du-sacs were left with piles of snow along the curb and at the end of driveways in excess of 3'-4' in depth and in some cases more than 3' out into the road. Based on ordinance Sec. 78.118e, residents can only hand shovel up to 2' away from the curb. The residents' concerns include:

- Requiring only hand shoveling places undue physical challenges in which many residents cannot move that quantity of snow, or for that matter, any quantity of snow. The manner in which snow is moved should not be specified.
- Secondly, mail, garbage, and fire service all require greater clearance for their vehicles than a 2' path. If residents follow the ordinance as written, we would not be able to receive these essential services.
- Finally, many residents who live in cul-du-sacs have limited road frontage so there is no place to move mounds of snow in the quantities that are left curbside.

In the past, Village of Pewaukee DPW snowplow operators collaborated with Lake Park cul-du-sac residents to resolve these issues by allowing cul-du-sac residents to move snow already on the roadway towards the center of the cul-du-sac. This allowed the plow operators to take the widest radius path next to the curb pushing all snow into the center thus clearing a driving path for service providers and residents to enter and exit the cul-du-sac. It also significantly reduced the amount of snow piled at the end of driveways blocking entrance and exit to homes. This has successfully worked for more than 20 years.

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Sec. 78.118. - Snow and ice removal.

SHARE LINK TO SECTIONPRINT SECTIONDOWNLOAD (DOCX) OF SECTIONEMAIL SECTION

(a) All snow and ice shall be removed from sidewalks and public pedestrian ways within 24 hours after snowfall or occurrence causing formation of snow and ice.

(b) If such snow and ice is not removed within such time, the village board may order its agents and employees to effect such removal and impose a special charge against the owner of the property abutting on such sidewalk or pedestrian way.

(c) Such special charges shall not be payable in installments. If not paid within 60 days after receipt of a bill, such delinquent special charges shall become a lien as provided in Wis. Stats. § 66.60(15) as of the date of such delinquency and shall automatically be extended upon the current or next tax roll as a delinquent tax against the property; and all proceedings in relation to the collection, return and sale for delinquent real estate taxes shall apply to such special charge.

(d) The charges under subsections (b) and (c) of this section shall not include forfeitures for violation, which upon conviction shall be as provided in section 1.102.

(e) No person shall deposit, place or cause any snow or ice to be deposited on any public sidewalk, street or right-of-way in the village, except hand shovelling within two feet of the curb.

f) Snow located on a public sidewalk, street, or right-of-way in Village cul-du-sacs may be moved in excess of two feet into the roadway to provide adequate storage for snow removal.

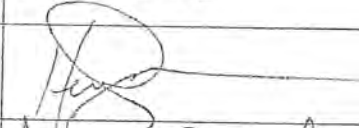
(Code 1967, § 8.05; Ord. No. 2019-16, § 1, 10-1-2019)

Current language

Sec. 78.118. - Snow and ice removal.

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(Code 1967, § 8.05; Ord. No. 2019-16, § 1, 10-1-2019)

Village of Pewaukee resident name (please print)	Signature	Address
Ella Ozier	Ella Ozier	935 Sanctuary Ct.
Kent Johnson		935 Sanctuary Ct.
JUDITH ZYWIICKI	Judith Zywicki	930 SANCTUARY CT
ROBERT ZYWIICKI	Robert Zywicki	930 SANCTUARY CT
B. J. Magennis B. J. Magennis	B. J. Magennis	918 " "
Sherrri Fonte	Sherrri Fonte	919 Sanctuary Ct
Nicholas Fonte	Nicholas Fonte	919 Sanctuary Ct
MARTIN FONTE	Martin Fonte	919 SANCTUARY CT
Jennifer Kraussel	Jennifer Kraussel	907 Sanctuary Ct.
Ralph Kraussel	Ralph Kraussel	907 Sanctuary Ct
Mike Doupek	Michael Doupek	781 Barrington Ct
Shankini Baskaran	Shankini Baskaran	914, Sanctuary Ct
VINOD BASKARAN	Vinod Baskaran	914 SANCTUARY CT
Ryan Kane	Ryan Kane	923 Sanctuary Ct.
Deborah Novak	Deborah Novak	902 Sanctuary Ct
Matt Novak	Matt Novak	902 Sanctuary Ct

Current Language

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(Code 1967, § 8.05; Ord. No. 2019-16, § 1, 10-1-2019)

January 22, 2021

Trustee Heather Gergen and the Village of Pewaukee Board Members,

Thank you Trustee Gergen for working with us to address Village of Pewaukee residents' concerns regarding snow and ice removal.

On 12/30/2020 we received approximately 8" of snow. During snow plowing operations numerous homes located in multiple cul-du-sacs were left with piles of snow along the curb and at the end of driveways in excess of 3'-4' in depth and in some cases more than 3' out into the road. Based on ordinance Sec. 78.118e, residents can only hand shovel up to 2' away from the curb. The residents' concerns include:

- Requiring only hand shoveling places undue physical challenges in which many residents cannot move that quantity of snow, or for that matter, any quantity of snow. The manner in which snow is moved should not be specified.
- Secondly, mail, garbage, and fire service all require greater clearance for their vehicles than a 2' path. If residents follow the ordinance as written, we would not be able to receive these essential services.
- Finally, many residents who live in cul-du-sacs have limited road frontage so there is no place to move mounds of snow in the quantities that are left curbside.

In the past, Village of Pewaukee DPW snowplow operators collaborated with Lake Park cul-du-sac residents to resolve these issues by allowing cul-du-sac residents to move snow already on the roadway towards the center of the cul-du-sac. This allowed the plow operators to take the widest radius path next to the curb pushing all snow into the center thus clearing a driving path for service providers and residents to enter and exit the cul-du-sac. It also significantly reduced the amount of snow piled at the end of driveways blocking entrance and exit to homes. This has successfully worked for more than 20 years.

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- f) Snow located on a public sidewalk, street, or right-of-way in Village cul-du-sacs may be moved in excess of two feet into the roadway to provide adequate storage for snow removal
(Code 1967, § 8.05; Ord. No. 2019-16, § 1, 10-1-2019)

Snow Removal Ordinance Comparison

City of Pewaukee

City Code Section 10.09 DEPOSIT OF SNOW IN STREETS OR RIGHT-OF-WAYS

No person, corporation or organization shall cause, allow or permit snow or ice to be deposited from premises owned, controlled, leased, rented or maintained by the said person, corporation or organization onto any streets or right-of-way in the City of Pewaukee.

Each violation and each day that a violation occurs or continues shall be considered a separate violation of this ordinance.

In addition to any penalty imposed for violation of this section, the City may charge to the violator the actual costs and expenses of correcting the violation, and if the violator does not pay such charge, the same may then be added to the tax roll as a special real estate charge.

Village of Sussex

Village Code Section 7.56 PUBLIC STREETS; SNOW AND ICE REMOVAL.

(1) No person, firm or corporation shall place snow or ice onto the paved portion of any public street within the Village.

(2) The Village may remove any snow or ice placed upon the paved portion of any public street within the Village, the expense of removing such snow or ice shall be a lien against the property from which the snow was placed upon the paved portion of the public street and the Village shall keep an account of such expense and shall enter the account therein charged to each lot or parcel of land in the next subsequent tax roll as a special tax against said lot or parcel of land, and the same shall be collected in all respects like other Village taxes upon real estate, and no lot or parcel of land in the Village shall be exempt from the payment thereof.

City of Delafield

Village Code Sec. 42-8. - Snow and ice removal.

(a) Sidewalks to be kept clear. The owner, occupant or person in charge of each and every building, structure, lot or parcel in the city shall clean or cause to be cleaned all public sidewalk fronting or abutting said building, structure, lot or parcel of snow and ice to the width of said sidewalk within 24 hours after each snowfall or occurrence causing the formation of snow and/or ice on the sidewalk, and shall cause the sidewalk to be kept clear from ice and snow, provided that when ice has formed on any sidewalk so that it cannot be immediately removed, the persons referred to in this subsection shall keep the sidewalk sprinkled with salt, sand or other appropriate ice melting products.

(b) Deposit in streets restricted.

(1) Snow and ice removed from private property shall not be deposited onto any public property or right-of-way. All such snow and ice shall be stored on private property or removed therefrom by the property owner.

(2) Snow and ice removed from public sidewalks, private driveway approaches or other areas located within public street or alley right-of-way shall not be deposited onto the paved roadway, including any curb and gutter section. No person shall be allowed to generate snow mounds in the public right-of-way causing visual obstructions and no person shall deposit snow past the curb line or edge of the roadway pavement nearest their property.

(3) Exceptions to subsections (a) and (b) of this section may be allowed with a permit from the director of public works or the director's designee, if it is determined to be necessary and appropriate. As part of the permitting process, the director of public works or the director's designee may require a fee sufficient to reimburse the city for the cost of removing any snow so deposited.

(c) If the owner, occupant or person in charge fails to comply with any of the snow and ice removal requirements of this section, the director of public works or the director's designee may cause snow and ice to be removed or treated as required and the cost thereof shall be billed directly to the person listed as the owner of the property involved. If the bill remains unpaid at the end of 30 days, the charges shall be entered on the assessment role of the general city taxes and collected in the same manner as other city taxes pursuant to Wis. Stats. § 66.0627.



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

Memo

To: Public Works and Safety Committee Members
From: Dan Naze, P.E., Director of Public Works/Village Engineer
Date: March 25, 2021
Re: Discussion and Action Regarding Plant Selection for Healthy Lakes Project

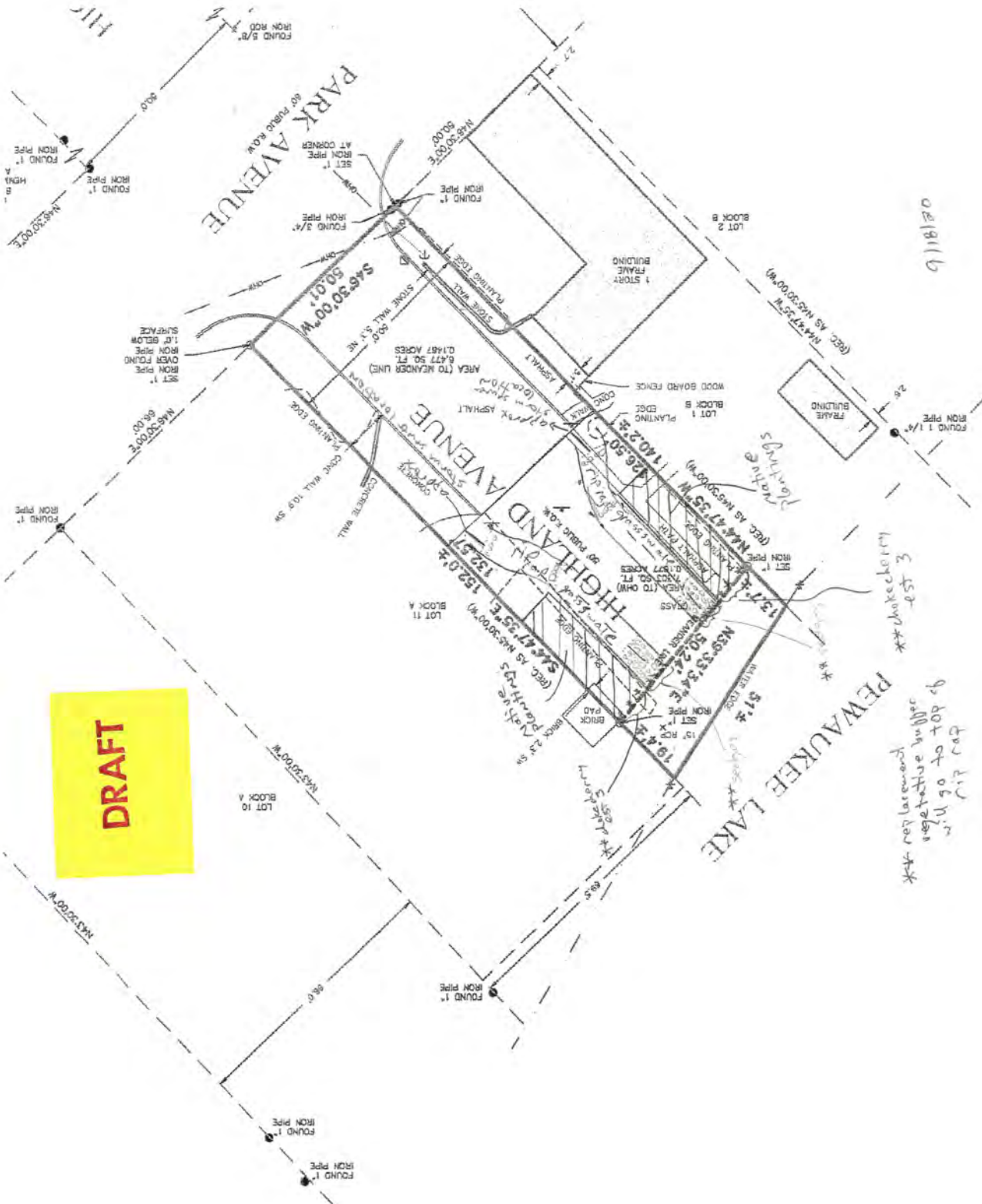
I was asked during 2020 to get feedback from officials on plants selected for the Healthy Lake grant project at the end of Highland Avenue before purchase. We do not have a professionally designed species list and planting plan, so I worked with representatives at native plant supplier Agrecol in Evansville, Wisconsin, to recommend and provide a list of plantings suitable for the two 350 square foot native planting areas. The recommended plants grow to generally no more than three feet of height.

In addition, we will purchase some native vegetated mat product from Agrecol for possible placement at both the lowest and highest area of the lot which creates both erosion control and quick established plant growth.

Ready to plant product may not be available until June and July, so the project won't start until closer to that time.

Recommendation:

Approve or amend the list as you find fitting. Make recommendation to the Village Board if you decide that is a necessary action. Time is of the essence in placing the order.



DRAFT

02/18/16

the lot of 10' in rearward
 to be set back
 10' from rearward
 *** check ***

est 3
 *** check ***

PEWAUKEE LAKE

PARK AVENUE

HIGHLAND AVENUE

Hwy

1 STORY FRAME BUILDING

FRAME BUILDING

WOOD BOARD FENCE

CONCRETE WALL

ASPHALT DRIVE

STONE WALL 6" X 8"

STONE WALL 6" X 8"

IRON PIPE

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Quote

Agrecol LLC
 10101 N Casey Road
 Evansville, WI 53536
 (608) 223-3571
 ecosolutions@agrecol.com
 www.agrecol.com

Order Number: 0054446
 Order Date: 3/24/2021
 Salesperson: LMP
 Customer Number: 37-VIL210

Sold To:
 Village of Pewaukee
 238 Main Street
 Pewaukee, WI 53072

Ship To:
 Village of Pewaukee
 238 Main Street
 Pewaukee, WI 53072

Confirm To:
 DANIEL NAZE 262-671-5694

Comment:

Customer P.O.	Ship VIA SPEE-DEE	F.O.B. GREENHOUSE	Terms NET 30	Ship Date: 12/18/2023
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Item Number	Unit	Ordered	Shipped	Back Order	Price	Amount
QUOTES ARE VALID FOR 10 DAYS. ALL PRODUCT IS SUBJECT TO AVAILABILITY.						
ASC INC 32	EACH	64.000	0.000	0.000	1.3500	86.40
ASCLEPIAS INCARNATA	<i>Marsh milkweed</i>					
LIA PYC 32	EACH	64.000	0.000	0.000	1.3500	86.40
LIATRIS PYCNOSTACHYA	<i>Prairie blazing star</i>					
RUD HIR 32	EACH	64.000	0.000	0.000	1.2500	80.00
RUDBECKIA HIRTA	<i>Black eyed Susan</i>					
SOL OHI 32	EACH	64.000	0.000	0.000	1.2500	80.00
SOLIDAGO OHIOENSIS	<i>Ohio Goldenrod</i>					
CAR VUL 32	EACH	64.000	0.000	0.000	1.1500	73.60
CAREX VULPINOIDEA	<i>Brown Fox Sedge</i>					
CAR BEB 32	EACH	64.000	0.000	0.000	1.1500	73.60
CAREX BEBBII	<i>Bebb Sedge</i>					
BRO KAL 32	EACH	64.000	0.000	0.000	1.1500	73.60
BROMUS KALMII	<i>Prairie Brome</i>					

Net Order:	553.60
Less Discount:	0.00
Freight:	138.00
Sales Tax:	34.58
Order Total:	726.18

An interest charge of 1.5% per month (18% per year) is applied to invoices that are past due.



Rudbeckia Hirta

Black eyed Susan



Liatris Pycnostachya

Prairie Blazing Star



Asclepias Incarta

Marsh Milkweed



Bromus Kalmii

Prairie Brome



Carex Bebbii

Bebb Sedge



Carex Vulpinoidea

Brown Fox Sedge



Solidago Ohioensis

Ohio Goldenrod