



AGENDA
City of Milton
Public Works Committee
Tuesday, July 5, 2016
6:45 PM
MILTON CITY HALL
Council Chambers, 710 S. Janesville Street

1. Call to Order

2. Approval of Agenda

3. Approval of Public Works Committee Minutes - March 1, 2016.

Documents: [03-01-2016 Public Works Minutes.pdf](#)

4. Engineers Report

Documents: [Engineers Report - July 2016.pdf](#)

5. Discussion and Possible Action Regarding Resolution 2016-21 Preliminary Public Works Resolution Allowing Scheduling of a Public Hearing for Potential Curb and Gutter Assessments on Chicago Street.

Documents: [Memo - 2016 Chicago Street Assessment.pdf](#), [Resolution 2016-21 Preliminary Chicago Street Curb and Gutter Replacement.pdf](#)

6. Next Meeting Date - Tuesday, August 2, 2016 at 6:30 p.m.

7. General Items

8. Adjourn

**Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's Office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

Posted at Dave's Ace Hardware, Piggly Wiggly, Milton City Hall

**City of Milton
Public Works Committee Minutes**

3/1/2016 - Minutes

1. Call to Order

Chair Ald. Nancy Lader called the March 1, 2016 meeting of the Public Works Committee to order at 6:30 p.m.

Present: Ald. Nancy Lader, Ald. Dave Adams (via phone), and Ald. Lynda Clark.

Also Present: DPW Director Howard Robinson, City Engineer Gary Vogel/Mark Langer, Administrator Al Hulick, and City Clerk Elena Hilby.

2. Approval of Agenda

Ald. Adams moved to approve the agenda. Ald. Clark seconded, and the motion carried.

3. Approval of Minutes - Public Works Committee Minutes – February 2, 2016.

Ald. Clark moved to approve the minutes. Ald. Adams seconded, and the motion carried.

4. DPW Equipment Maintenance Log.

DPW Director Robinson reviewed the log.

5. Engineers Report

City Engineer Gary Vogel reviewed the report.

6. Discussion and Possible Action Regarding the Awarding of the Sidewalk Repair and Installation for 2016 Quote.

Ald. Adams moved to recommend to the Common Council to approve Dietz Concrete per their 2016 quote except for the Northside Drive sidewalk, with remaining funds to be used for concrete repairs in various locations in the city. Ald. Clark seconded, and the motion carried.

7. Discussion and Possible Action to Approve Items for Surplus.

Ald. Clark moved to recommend to the Common Council to approve city staff to sell these items as resale items or scrap items. Ald. Adams seconded, and the motion carried.

8. Discussion and Possible Action to approve Baxter & Woodman Municipal Drive Drainage Improvements Design and Construction Engineering Work Order.

Ald. Adams moved to recommend to the Common Council to approve the contract with Baxter & Woodman to proceed with design and modification of the Municipal Drive storm water ditch. Ald. Clark seconded, and the motion carried.

9. Discussion and Possible Action to Approve Baxter & Woodman Well #2-Well House Reconstruction Construction Engineering Work Order.

Ald. Clark moved to recommend to the Common Council to approve the contract with Baxter & Woodman which provides reconstruction and oversight of the Well #2 reconstruction project. Ald. Adams seconded, and the motion carried.

10. Discussion and Possible Action regarding Baxter and Woodman 2016 Engineering Services Work Order – Miscellaneous Services.

Ald. Clark moved to recommend to the Common Council to approve the Baxter & Woodman contract for discounted rates for 200 hours of service. Ald. Adams seconded, and the motion carried.

11. General Items

12. Next Meeting Date – Wednesday, April 6, 2016 at 6:30 p.m.

13. Adjourn

Ald. Clark moved to adjourn the meeting of the Public Works Committee at 6:52 p.m. Ald. Adams seconded, and the motion carried.

Respectfully submitted,
Elena Hilby
City Clerk

CITY OF MILTON, WI
Engineering Status Report
July 5, 2016

- **2016 Water Main Improvements** – Contractor completed Part B – North Janesville Street. Will start work on Part A after mid-July.
- **South High Pressure Zone Water Main** – Contractor should be completed Part A – East Tower Water Main. Work on Madison Ave will start within the next week.
- **Well 2** – Work is ongoing with block wall construction.
- **Booster Station/PRV** – The project will go out to bid next week with a bid opening on July 28th.
- **CMOM (Capacity, Maintenance, Operation, and Management of Sanitary Sewer System)** – We have created a draft CMOM document. We are discussing final requirements with City staff and together are gathering outstanding information to create CMOM.
- **WWTP UV/Disinfection** – The draft report has been provided to staff for review.
- **Municipal Drive Ditch Grading** – The project will go out to bid next week with a bid opening on July 28th.
- **2016 Pavement Improvements** - The project will go out to bid next week with a bid opening on July 28th. The project consists of Merchant Row parking lot paving, Chicago Street paving (2 locations) and Serns Road paving as an alternate.

Office of the Director of Public Works

To: City of Milton Public Works Committee
From: Howard Robinson, Director of Public Works
Date: July 5, 2016
cc: Mayor Anissa Welch, Common Council Members
Subject: Discussion and Possible Action Regarding Resolution 2016-21 Preliminary Public Works Resolution Allowing Scheduling of a Public Hearing for Potential Curb and Gutter Assessments on Chicago Street.

Discussion

The Chicago Street Project may be approved and scheduled to have curb and gutter replacement in 2016 contingent on funding being approved for resurfacing. Curb and gutter is eligible for assessment to property owners at 50% of the cost.

The provided Resolution is to be approved by the Common Council which allows the City Clerk to establish a public hearing date for interested parties to speak in reference to the potential curb and gutter special assessments. A date for the public hearing can be established after the City Clerk receives a public works report from the Director of Public Works.

Staff Recommendation

I recommend that the Common Council adopt Resolution 2016-21 allowing a public hearing date for the Chicago Street curb and gutter assessments contingent on the street project being approved.

Attachments

- Resolution 2016-21

PRELIMINARY PUBLIC WORKS RESOLUTION #2016-21

Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section #66.0701 & 66.0703, Wisconsin Statutes

RESOLVED, by the Common Council of the City of Milton, Wisconsin;

1. The Common Council hereby declares its intention to exercise its power under Section #66.0701 & 66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by said improvement:

CURB AND GUTTER REPLACEMENT

Property	Street Frontage
Chicago Drive	From South Janesville Street to East High Street.

2. Before such improvements are made, the Director of Public Works is directed to notify the utility companies of the forthcoming project.
3. The amount assessed against any parcel shall not be greater than the benefits accruing thereto from said improvements.
4. The assessment against the parcel may be paid in cash upon completion of the project of in five (5) annual installments at the interest rate set by Finance Director policy.
5. The Director of Public Works is directed to prepare a report consisting of:
 - a. Preliminary plans and specifications for said improvements.
 - b. An estimate of the entire cost of the proposed curb and gutter improvement.
 - c. The estimate against each parcel of property.Upon completing such report the Director of Public Works is directed to file a copy thereof in the City Clerk's office for public inspection.
6. Upon receiving the report of the Director of Public Works, the Clerk is directed to give a Class 1 notice of a public hearing on such report as specified in Section #66.0701 & 66.0703, Wisconsin Statutes. (The Clerk is further directed to prepare as part of such notice a small map showing the general boundary lines of the proposed assessment district.) The hearing shall be held at the Council Chambers in the City Hall at a time set by the Clerk in accordance with Section #66.0701 & 66.0703 Wisconsin Statutes.

Adopted this 5th day of July 2016.

Anissa M. Welch, Mayor

Elena Hilby, City Clerk/Deputy Treasurer