

**CITY OF CEDARBURG  
PUBLIC WORKS AND SEWERAGE COMMISSION  
January 11, 2018**

**PW/SEW20180111-1  
UNAPPROVED MINUTES**

A meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, January 11, 2018 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, Room 2. The meeting was called to order at 7:00 p.m. by Mayor Kinzel.

Roll Call:           Present - Mayor Kip Kinzel, Bill Oakes, Gary Graham, Charles Schumacher, Judy Guse

Excused - Council Member Mike O'Keefe, Sandra Beck

Absent - Bob Dries

Also Present - Candidate for Council Member District 3 Ryan Hammetter, Director of Engineering & Public Works Tom Wiza, Wastewater Superintendent Eric Hackert, Administrative Secretary Darla Drumel

**STATEMENT OF PUBLIC NOTICE**

Administrative Secretary Drumel confirmed that proper legal notice of the meeting had been given.

**APPROVAL OF MINUTES**

A motion was made by Commissioner Guse, seconded by Commissioner Schumacher, to approve the minutes of November 9, 2017 as presented. The motion carried without a negative vote, with Council Member O'Keefe and Commissioner Beck excused, and Commissioner Dries absent.

**COMMENTS AND SUGGESTIONS FROM CITIZENS**

No comments or suggestions were offered at this time.

**CONSIDER PLACEMENT OF A "NO U TURN" SIGN AT LINCOLN BOULEVARD AND MADISON AVENUE DURING SCHOOL HOURS; AND ACTION THEREON**

Director Wiza reported that the Police Department is recommending the addition of "No U-Turn" signs on Lincoln Boulevard at Madison Avenue. The police have been observing parents drop off their children at Westlawn School and then making U-turns around the boulevard to head back the way they came.

The police department feels this movement could contribute to vehicular or pedestrian accidents at this busy intersection.

In response to a question from Commissioner Oakes, Director Wiza advised that because it is a four-way stop, no crossing guard is assigned to the intersection.

Commissioner Guse moved to recommend installation of "No U Turn" signage at the Lincoln Boulevard and Madison Avenue intersection without time restrictions. The motion carried without a negative vote, with Council Member O'Keefe and Commissioner Beck excused, and Commissioner Dries absent.

### **UPDATE ON REPLACEMENT OF THE HIGHLAND LIFT STATION**

Director Wiza noted that a feasibility study had been done for the Highland Lift Station replacement that has been anticipated for years. The proposed BMO Harris Bank location is less controversial as a lift station is already sited there and this way construction could be completed while the existing lift station continues to operate. City ownership of the parcel would also provide access for repairs to the City-owned dam on Highland Drive.

Director Wiza informed the Commissioners that a request for proposals has been sent out to three engineering firms qualified for design of the lift station. The proposals are due February 1, 2018 for presentation at the February 8, 2018 Public Works and Sewerage Commission meeting. The goal is to award the bid for a June 2018 construction date before the typical rise in costs that occurs later in the year.

BMO Harris Bank has been cooperating in the City's acquisition of the parcel with a closing probable in March of 2018.

Superintendent Hackert pointed out that the lift station will be used to handle flows from the Sandhill Trails subdivision on Keup Road, Cedar Place Apartments and The Glen at Cedar Creek on Sheboygan Road, and any development that occurs in the City along STH 60. Even now, the high flows generated each spring cause the pumps to start over 1,000 times a day and run for 11 to 12 hours.

Commissioner Oakes questioned if there is funding for the lift station replacement. Director Wiza advised that \$1,000,000 has been budgeted for the project. In response to a query by Commissioner Guse, Director Wiza advised that the wet well and the valve vault would be flush with the ground. The only building on the site would be the approximate 13' by 17' generator building designed to be visually compatible with the existing BMO Harris bank building.

Once the facility has been designed, it will need final approval from the Department of Natural Resources (DNR).

**DISCUSS SNOW AND ICE REMOVAL REQUIREMENT FOR PUBLIC SIDEWALKS**

Director Wiza informed the Commissioners that Mr. Kassander brought to staff's attention the City of Glendale official notice of their snow and ice removal requirements and staff has generated one for Cedarburg. Chief Frank advised that the Police Department has been using their own warnings for some time and they routinely make contact. If any of the Department of Public Works (DPW) staff issues a warning, they need make sure they note it or call the Police Department so we have a good idea when to start writing citations and call DPW for snow removal. Fliers have been provided for DPW to hand out, if necessary.

Director Wiza added that it would be costly for a City-wide mailing and that the information is disseminated through the City's website and the emailed Cedar Post newsletter.

**REPORTS**

**Update on Public Works Operations**

Director Wiza reported that the pre-construction tree trimming has been completed. The remaining downtown slatted steel trash receptacles that need repainting have been collected for that work. The monopole foundation has been set and the tower will be erected in late January.

**Update on Sewerage Plant Operations and Discussion of Monthly Reports for the Month of December 2017**

Superintendent Hackert reported that the plant is doing well and is experiencing very low flow. All operators are now working weekends, so that each operator is required to work every sixth weekend.

The City has a deadline to provide a report on plant operations by March 31, 2018 and a compliance report by March of 2019. Staff sought a proposal from Symbiont Engineering to assist in meeting those requirements that was accepted by the Common Council on January 8, 2018. Symbiont Engineering was chosen because it has been assisting the Municipal Environmental Group (MEG), of which the City is a member, with DNR permit parameters and is familiar with City plant operations. Budgeting has been provided for 2018 and will be provided for the 2019 report.

Superintendent Hackert discussed the difficulties of meeting proposed EPA Total Maximum Daily Load (TMDL) limits for the new permit when the plant experiences high flows and Symbiont will explore different options that might be used. The option of "trading credits" by buying and managing farmland at waterways is very complex and has not yet been successfully accomplished by any other communities.

Identify Future Agenda Items

No future agenda items were identified.

**ADJOURNMENT**

A motion was made by Commissioner Oakes, seconded by Commissioner Guse, to adjourn the meeting at 7:39 p.m. The motion carried without a negative vote, with Council Member O'Keefe and Commissioner Beck excused, and Commissioner Dries absent.

Darla Drumel  
Administrative Secretary