

**CITY OF CEDARBURG
PUBLIC WORKS AND SEWERAGE COMMISSION
April 13, 2023**

**PW/SEW20230413-1
UNAPPROVED**

A regular meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, April 13, 2023. This meeting was held at Cedarburg City Hall, W63N645 Washington Avenue, lower level, room 2. The meeting was called to order at 7:00 p.m. by Commissioner Oakes.

Roll Call: Present – Bill Oakes, A.J. Hester, Council Member Rick Verhaalen, Charles Schumacher, Terry Wagner, Bob Dries

Excused - Mayor Michael O’Keefe, Sandy Beck

Also Present - Director of Engineering Michael Wieser, Cedarburg Water Recycling Center Superintendent Dennis Grulkowski, Public Works Superintendent Joel Bublitz, Father Patrick Burns

STATEMENT OF PUBLIC NOTICE

Secretary Robin Van Dinter confirmed that proper legal notice of the meeting had been given.

APPROVAL OF MINUTES

Motion made by Commissioner Wagner, seconded by Commissioner Schumacher, to approve the minutes of March 9, 2023. The motion was carried unanimously with Mayor O’Keefe and Commissioner Beck excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS

No comments or suggestions were offered at this time.

PUBLIC HEARING

**A PUBLIC HEARING TO AMEND THE SECTION 8-4-10(B) OF THE CITY OF CEDARBURG CODE REGARDING UNDERGROUND INTERMENTS TO READ:
ALL UNDERGROUND INTERMENTS SHALL BE MADE IN A CONCRETE OR SIMILAR MATERIAL BURIAL ENCLOSURE WHICH WILL ENCASE THE CASKET. THE BURIAL ENCLOSURE IS INTENDED TO SUPPORT THE WEIGHT OF THE EARTH ABOVE THE GRAVE INCLUDING THE MOVEMENT OF CEMETERY MACHINERY. (A BURIAL ENCLOSURE, WHICH ONLY COVERS THE TOP AND SIDE OF THE CASKET WILL BE ALLOWED, NO DISINTERMENT WILL BE ALLOWED IN THIS CASE)**

The Public Hearing was opened by Commissioner Oakes. Section 8-4-10(b) was read aloud and explained by Commissioner Oakes.

Commissioner Oakes verified that proper legal notice was given by the City Clerk.

Commissioner Oakes explained the change was brought up by a citizen concerned about maintenance of and preserving our Cemeteries, which was the reason for the change.

A motion was made by Council Member Verhaalen, seconded by Commissioner Hester to close the public hearing at 7:10 p.m. A Roll Call Vote was taken and passed unanimously with Mayor O'Keefe and Commissioner Beck excused.

DISCUSS LIMITING THE PARKING ON HAMILTON ROAD TO ONE SIDE OF THE STREET; AND ACTION THEREON

Director Wieser confirmed letters were sent to all residents on Hamilton Road from Washington Avenue to Hilbert Avenue on April 3, 2023, to notify them of the possible change in parking to one side of the street only. The only response was from St. Francis Borgia Church with some questions.

Director Wieser explained that Hamilton Road is thirty-one feet wide (face of curb to face of curb) from Washington Avenue to the railroad tracks and forty-one feet wide (face of curb to face of curb) east of the railroad tracks. Hamilton Road is classified as a Secondary Arterial with an average daily traffic of 1,800 vehicles per day. Currently parking is allowed on both sides of the road.

The Department of Transportation design criteria would recommend a road width of thirty-four feet (face of curb to face of curb) for a secondary arterial road.

Council Member Verhaalen verified that Arabelle had approximately forty parking spots available for parishioners. Father Burns stated there is an easement agreement that if they contact Arabelle ahead of time they can utilize the parking but not on a general basis.

Council Member Verhaalen explained that on Easter Sunday, cars were parked past Jackson Street; however, there were still 8 to 10 open spots in the Arabelle area.

Commissioner Oakes stated that on Wednesday and Thursday morning of the current week during mass, the parking lot was almost full and only one car was parked on Hamilton Road.

Commissioner Wagner stated that someone is always waiting on one end or the other to make a pass on Hamilton Road. There is an issue when parishioners are crossing Hamilton Road to come or go to mass. They are not always utilizing the crosswalk which creates dangerous situations.

Commissioner Oakes believes the sun in the morning plays a key role in difficulty seeing/traveling east on Hamilton Road.

Director Wieser recommended that if parking is limited that it be done on the south side so parishioners do not have to cross the street.

Superintendent Bublitz believes the biggest problem is people coming off Washington Avenue onto Hamilton Road and recommends one side parking only. During festivals one sided street parking is in effect from Washington Avenue to the railroad tracks.

Commissioner Wagner suggested that if parking is taken away on one side, that it is permanent and not posted as hourly due to enforcement issues.

Father Burns asked if there is something that the church/parishioners could do to improve things. His concern is having enough parking spaces for St. Francis parishioners.

Commissioner Wagner explained that parking was brought up due to the Amcast development on Hamilton Road along with the increased traffic from the Western Road apartments. During school hours, Hamilton Road was completely closed.

Father Burns will be encouraging the parishioners to cross in the cross walks and use the parking lot when they can.

Director Wieser advised that a traffic study will be done with the Amcast development, and we can wait to see what the outcome is of that study.

Council Member Verhaalen suggested holding off on doing anything at this point.

Superintendent Bublitz measured the first driveway of Arabelle, and it is three hundred feet on the north side of Hamilton Road, and he also took a video. This is where it bottlenecks. Before the handicapped parking, there is no parking where cars can pause before proceeding on Hamilton Road.

Commissioner Wagner stated that taking away parking on the North side of Hamilton Road could add more handicapped spots on the south side.

Commissioner Schumacher recommended putting a proposal together with all the ideas/suggestions and table the topic for further discussion. Commissioner Dries agreed and suggested eliminating the left turn from Hamilton Road to Washington Road.

Commissioner Schumacher made the motion to table the discussion of limiting parking on Hamilton Road and bring it back later. Seconded by Commissioner Hester. Motion carried unanimously with Mayor O'Keefe and Commission Beck excused.

Commissioner Oakes requested that Father Burns check with parishioners and see what their thoughts are on the subject. Director Wieser will notify Father Burns of future meetings discussing Hamilton Road.

DISCUSS AN UPDATE TO THE ACCEPTANCE OF CONTAMINATED GROUNDWATER AT THE WATER RECYCLING FACILITY POLICY; AND ACTION THERON

Superintendent Grulkowski stated that not much has changed on the policies other than some verbiage such as Water Recycling Center instead of Wastewater Plant. Contaminated ground water was referenced in the DNR charts from 1996. They since have changed so NR140.10 has now been incorporated with the limits and action plan limits as of June 2021.

DISCUSS AN UPDATE TO THE SEWERAGE CREDIT OR CHARGE METERS POLICY; AND ACTION THEREON

The Sewerage Credit and Water Meters policy has some verbiage changes and added illustrations, so residents understand if you are measuring sewerage going out or just water. Summer billing will not change. May to October is considered the summer months.

Commissioner Dries agreed with the current updates.

Council Member Verhaalen made a motion to approve the updated Acceptance of Contaminated Groundwater at the Recycling Facility policy. Seconded by Commissioner Hester. Motion carried with Mayor O'Keefe and Commissioner Beck excused.

Council Member Verhaalen made a motion to approve the updated Sewerage Credit or Charge Meters Policy. Seconded by Commissioner Hester. Motion carried unanimously with Mayor O'Keefe and Commissioner Beck excused.

REPORTS

UPDATE ON PUBLIC WORKS OPERATIONS

Road repair work was done on Washington Avenue and Lincoln Boulevard. Also, on Evergreen Boulevard to repair some of the potholes. The machine and process has been working good so far.

Street sweeping and tree planting both have been started for the season. Brush pick-up has begun as well and is more involved this time due to inclement weather.

Yard Waste gate update. The City has cards for the gate, but the software is not yet in. Follow up with the company has us at 2 to 3 weeks out.

There are cameras in the yard waste area to monitor illegal dumping.

UPDATE ON WATER RECYCLING PLANT OPERATION AND DISCUSSION OF MONTHLY REPORTS

Three million gallons a day are still being used; a couple of issues have been discovered

with some laterals. It is believed that the break occurred during construction on Park Circle.

IDENTIFY FUTURE AGENDA ITEMS

Hamilton Road Parking.
Left turn from Hamilton Road on to Washington Avenue.

Director Wieser advised that the DNR is coming at the end of April to do the storm water audit, as the City is next on the list.

ADJOURNMENT

Motion made by Commissioner Hester, seconded by Council Member Verhaalen, to adjourn the meeting at 8:00 p.m. The motion was carried unanimously with Mayor O'Keefe Commissioner Beck excused.

Robin D. Van Dinter
Administrative Assistant