

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

**PW/SEW20230713-1
UNAPPROVED**

A regular meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, July 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 Mayor O'Keefe.

Roll Call: Present – Mayor Michael O'Keefe, Bill Oakes, Terry Wagner,
Sandy Beck, Bob Dries

Excused - Andrew Hester, Charles Schumacher, Rick Verhaalen,
Council Member Robert Simpson

Also Present - Director of Engineering Michael Wieser, Cedarburg
Water Recycling Advanced Operator Christopher
Schweda, Director of Public Works Joel Bublitz

STATEMENT OF PUBLIC NOTICE

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

ELECTION OF VICE-CHAIRPERSON; AND ACTION THEREON

A motion was made by Commissioner Beck to nominate Commissioner Oakes as the continued Vice-Chairperson for the Public Works Commission and was seconded by Commissioner Dries. The motion carried unanimously with Commissioner Hester, Commissioner Schumacher, Commissioner Verhaalen and Council Member Simpson excused.

APPROVAL OF MINUTES

A motion made by Commissioner Oakes and seconded by Commissioner Beck, to approve the minutes of May 11, 2023. The motion carried unanimously with Commissioner Hester, Commissioner Schumacher, Commissioner Verhaalen and Council Member Simpson excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS

No comments or suggestions were offered at this time.

**CONSIDER REQUEST FROM W65 N714 ST. JOHN AVENUE TO WIDEN DRIVEWAY
APPROACH: AND ACTION THEREON**

Director Wieser presented the request to widen the driveway at W65 N714 St. John Avenue. The City removed a tree in front of the residence that prevented the original driveway to line up with the garage doors. Since the tree has been removed, the homeowner is requesting to extend the current driveway approach, so it is straight.

The extension would put the property approximately a foot past the north side of the garage, making the approach 37 feet at the sidewalk and 37 ½ feet at the curb. City code states for a two car garage, the maximum is 18 feet at the sidewalk and 20 feet at the curb. Since it is two driveways, it is 18 feet for each driveway or 36 feet.

Motion made by Commissioner Beck to allow the homeowner to widen the driveway approach at the homeowner's expense except for the sidewalk damage caused by the City tree removal. The City will absorb the cost of the tree damaged sidewalk. Motion was seconded by Commissioner Wagner. The motion carried unanimously with Commissioner Hester, Commissioner Schumacher, Commissioner Verhaalen, and Council Member Simpson excused.

DISCUSS PARKING ON HAMILTON ROAD; AND ACTION THEREON

The Common Council did not approve the ordinance to prohibit parking 100 feet east of the east right of way on Hamilton Road with the concern of removing parking spaces. At the Council Meeting Council Member Simpson suggested posting no parking time limits.

A concerned parishioner from the St. Francis Borgia Church asked the Commission to wait on the approval due to concerns of crosswalk safety. The parishioner also would like the left turn allowed out of the parking lot on to Washington Avenue going south.

After further discussion, since the church was unable to attend this meeting, Commissioner Dries suggested tabling this for further discussion until a representative from the church could be there.

Motion made by Commissioner Beck to table the discussion. Motion was seconded by Commissioner Oakes. The motion carried unanimously with Commissioner Hester, Commissioner Schumacher, Commissioner Verhaalen and Council Member Simpson excused.

**DISCUSSION ON THE USE OF NEIGHBORHOOD ELECTRIC VEHICLES AND GOLF
CARTS WITHIN THE CITY; AND ACTION THEREON.**

Director Wieser presented the current Code, Sec. 10-6-1, for golf carts allowed on street with speed limits posted under 25 MPH in connection of operations for concerts, fair, a festival, or special event within the City. The Economic Development Committee is proposing expanding this Code to allow residents driving down the streets with thoughts

that it would be good for the downtown area.

The Economic Development Board presented sample ordinances from other communities. These examples had stipulations that included: drivers to be at least 16 years of age, annual registration with the City, golf carts inspected to make sure they are adequately equipped, hours of use, and only operational within a certain daily time frame. They would not be allowed on sidewalk or trails; however, parking the same as cars.

Director Wieser spoke with Police Chief McNerney who stated that he sees more harm than good to expanding golf cart usage. All officers may need special training to become familiar with golf certification requests.

Commissioner Wagner stated that parking spots would have to be re-marked/marked and have setbacks. There would be a safety concern at intersections as well. Further discussion indicated that electric golf vehicles and golf carts would be a major safety issue. Commissioner Beck feels that even the ordinance for golf carts is unsafe.

Commissioner Dries made a motion to maintain the current ordinance for golf cart usage in the City of Cedarburg. Motion was seconded by Mayor O'Keefe. The motion was carried with one negative vote by Commissioner Beck. Commissioner Hester, Commissioner Schumacher, Commissioner Verhaalen and Council Member Simpson excused.

DISCUSSION ON THE ROLLOUT OF NEW ACCESS CARDS FOR THE YARD WASTE DROP-OFF SITE AT PUBLIC WORKS FACILITY; AND ACTION THEREON.

Superintendent Bublitz stated there will not be an annual fee for yard waste cards. The new system is in place, and the City is working on notifying the citizens of Cedarburg.

A discussion ensued regarding the other communities and their cost/charge for yard waste facilities and systems.

The City would use their new Building Permit software, using tax key numbers. January 1, 2024, would be the best date to implement the new system, with notification coming from signage, Light and Water Inserts, Facebook, News Graphic and an email blast to residents.

Motion was made by Commissioner Oakes to roll out the new system officially January 1, 2024, replacing old cards with new cards at no cost and a \$30 fee for any new or lost cards. Motion was seconded by Commissioner Beck. The motion carried unanimously with Commissioner Hester, Commissioner Schumacher, Commissioner Verhaalen and Council Member Simpson excused.

REVIEW AND CERTIFY CODE OF ETHICS; AND ACTION THEREON.

Commissioner Dries made a motion to accept the Code of Ethics. Motion seconded by Commissioner Beck. The motion carried unanimously with Commissioner Hester, Commissioner Schumacher, Commissioner Verhaalen and Council Member Simpson excused.

REPORTS

UPDATE ON PUBLIC WORKS OPERATIONS

Superintendent Publitz indicated that Public Works has been very busy with the set up and take down of Strawberry Festival, 4th of July, and Maxwell Street Days. Street painting, mill and fill and street sweeping are in full swing. Summer Sounds and Country in the Burg is minimal additional work for Public Works.

UPDATE ON WATER RECYCLING PLANT OPERATIONS AND DISCUSSION OF MONTHLY REPORTS

Christopher Schweda stated treatment and operations are running smoothly. Wastewater had a midpoint meeting with Donahue, who is doing the facility study/plan. The first three chapters of the study were submitted which goes over the past, present, and future conditions. Wastewater is pleased with the data submitted. The Dorchester lift station is set to start July 24. New employee Thomas Campbell is doing great and is a great asset to the Water Recycling Center.

IDENTIFY FUTURE AGENDA ITEMS

Hamilton Road

ADJOURNMENT

Motion made by Commissioner Oakes, seconded by Mayor O'Keefe, to adjourn the meeting at 7:50 p.m. The motion carried unanimously with Commissioner Hester, Commissioner Schumacher, Commissioner Verhaalen, and Council Member Simpson excused.

Robin Van Dinter
Building Inspection/Public Works Secretary