



**CITY OF DELAFIELD  
MEETING MINUTES  
PUBLIC WORKS COMMITTEE**

Chair: Dan Jashinsky

Members: Art Baumann, Matt Grimmer, Jacob Berg, Elizabeth Lloyd-Weis, Jack Demski, Mark Millot

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Wednesday, May 4, 2022

6:30 p.m.

City Hall, Council Chambers  
500 Genesee St.

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**Regular Meeting**  
**Approved**

**1. Call to Order**

Art Baumann called the Wednesday, May 4, 2022, Public Works Committee meeting to order at 6:30 p.m.

*Motion by Berg that Art Baumann act as Temporary Chairperson for tonight's meeting, seconded by Millot. All in favor. Motion carried.*

**2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**3. Roll Call**

Roll Call for the Wednesday, May 4, 2022, Public Works Committee meeting:

Present

Temp Chairperson Art Baumann  
Matt Grimmer  
Jacob Berg  
Elizabeth Lloyd-Weis  
Mark Millot

Absent

Chairperson Dan Jashinsky  
Jack Demski

Also present:

Tom Hafner, Administrator/Director of Public Works  
Mike Court, Engineer  
Rob Davy, Lake Country Engineering

**4. Consent Agenda**

A. Approval of minutes from the [03-02-2022](#) regular meeting.

The Public Works Committee approved the minutes of March 2, 2022. Grimmer abstained.

**5. Citizen Comments**

Mary Daniel 309 Wisconsin Ave. – Mary spoke on Item 7A, Nagawicka Heights Project, specifically the removal of prickly ash and buckthorn. Per her gardening experience, simply pulling or cutting prickly ash is not recommended. Frequently more stems emerge. This is true for buckthorn also. In addition, Mary also stated she believes the removal of six live trees, which are oaks and hickory

along the north side, along the bridle path, should be looked at more carefully – maybe thinking outside the box to save the trees is always a good idea. If the concern is moving more freely throughout the area on horseback, maybe lifting the canopy would be better choice. The removal of Colorado blue spruce and red cedar trees in another area is concerning to her also, the existing roots help to control the soil erosion.

## 6. Unfinished Business

## 7. New Business<sup>1</sup>

Discussion and possible action on the following items:

- A. Discussion and possible action to make a recommendation to the Plan Commission on the Nagawicka Heights Project Engineering Plans.

Court stated this is at the SIP level and introduced Rob Davy, Lake Country Engineering, to go over questions/explain possible revisions.

Davy discussed the south path. Resident in disagreement with the 10' easement – in favor of 8' path Court stated he thinks this can be done. Baumann questioned if this would be a problem for maintenance. Court stated it wouldn't as it won't go beyond the 10' wide easement and they are matching the grade so there will be no slopes. Baumann questioned if they would be open to a temporary easement for construction. Court stated only 1' on each side for construction.

Davy stated the 8' path will make it a little sharper, which means people coming down on a bike will need to watch out for that. There is a temporary resident who he has tried reaching out to - asking to give them a little more easement - anything more than just 10' is going to help in the future. Davy did confirm the construction company could work around this. This area is approximately 50' to 70'. Discussion to go down to 6' wide path - committee agreed to keep at 8'.

Davy brought up lot 2, majority of the slopes set at 3 ½:1. A tiny corner toward the out lot that is 2 ½:1 – would that be ok? He stated he really didn't want to start putting retaining walls in to flatten that grade out due to not knowing what the new homeowners would want and it would cost a lot for them just to have new home owners take down. Hafner brought up he thought the city code is a minimum of 4 1/2 :1, however they can go to 3 ½:1 with Plan Commission approval. Baumann clarified this is the very northern corner of lot 2 in between the two ponds. Davy did confirm the basins themselves are at a 4:1. Baumann questioned what would need to be done to get it flatter and Davy responded either 4' retaining walls or lower the road. Court questioned what they would be matching into, Davy stated they would be matching into a 4:1. Davy also stated the lots are to be seeded with what's called a "low grow no mow" which requires very little maintenance.

Davy discussed the bridle top, discussing erosion and what is being filled in. His proposal for this path is to use some of the sewer soil getting out of the ground, all hard panned type material, sand and gravel so when it gets wet and packs down it turns really hard. In addition, 3" of top soil, seed with shade seed mixture and an erosion mat made of biodegradable material – no plastic. He stated once they start grading this, if the city can shut to the path down for 2-3 months until they get the grass growing. If people are on it right away - it will get ripped up – needs to be established. He stated there is nothing growing in there now. Court stated he wanted to go out and take a look at it – possible some restoration – including a side path swale to direct some of the flow – now with this development, reducing flow per ordinance and potentially once this is established, we won't have the same type of erosion events in the future – but again he would like to walk it. In addition, can take a

look at the trees (per citizen comments) and see if anything can be done there. Davy commented - this is a unique situation – as the trees they are looking to take out are in the middle – it would be extremely hard to work around them. Discussion on which trees needed to come out or could possibly be moved. Davy stated he will be meeting with New Berlin Contracting (Mike) and anyone else who wants to come out. He anticipated work to start middle of July. Davy stated it would be opened back up before Winter. Berg questioned who will be maintaining the path. Court stated the city owns the 20' right-of-way Hafner replied the city maintains the horse trail except this segment and will be mowing approximately 3-4 times a year and taking care of down trees. Hafner stated this portion of the segment hasn't been maintained in a long time. Lloyd-Weis clarified, once this is restored will it be maintained? Hafner replied yes. Hafner also added they have a volunteer equestrian group who will be doing a significant amount of maintenance on the trail. Davy also added they are replacing the two culverts which will help get water off the grass.

Next Davy discussed the water main extension to the west. Put it in the plans, double checking to make sure it's still needed. How much maintenance to get line flushed out so it doesn't go stagnant – typically DNR allows 20 feet without a flushing line. This will be about 3 - 4 times a year getting that flushed out. Everyone to the west of there has wells. Court stated normal practice is to extend utilities to their property line. Court stated he would check with Paul (DPW) to see if he has any concerns. Hafner stated he wouldn't expect this to get flushed more than once a year – which is normal. Davy stated there will be an air release valve at the high point near Hwy 83. Hafner questioned if a hydrant could go there in place of the air release valve. Davy stated there will already be 2 hydrants in that area.

Davy concluded that he will get these plans turned around and give to Brian for review. The water main will take approximately 8-10 weeks to get approved. He would like to get a conditional owner approval letter so he can submit to the DNR for the water main extension. Davy stated he will be at Del-Hart's meeting on May 17<sup>th</sup>, and expects to get their approval. He stated they are only about 4 weeks out in getting approval from the DNR with regards to sewer approval.

Baumann asked for clarification of path – was it going to be built all the way to 83 – plans show only being built to the property line. Hafner stated it would go to the property line and it is not typical to have the developer pay for the path beyond their property.

Baumann also asked for clarification if this would have to come back to PWC – Court stated it may need to come back to PWC but would not need to go back to Plan Commission and it would not impact the schedule. Court stated it should be conditionally approved by Plan Commission at the May 25<sup>th</sup> meeting.

*Motion by Millot to recommend approval to Plan Commission contingent on staff approval and conditional if staff sees additional revisions, it will come back to Public Works Committee, seconded by Grimmer. All in favor. Motion carried.*

- B. Discussion and possible action to make a recommendation to the Common Council for future budgeting regarding the proposed Genesee Street Path from Oakwood to Carriage Hills Drive.

Court stated this is scheduled for next year but needs to be considered for construction budgeting and approval by common council at end of this year.

Court discussed differences in 10' path or 6' path – construction (retaining wall with 10" path) and costs (approx. 6' path \$130,000 and 10' path \$176,000). Discussion on the benefits of a 10' path especially with increased bike usage.

Baumann brought up possible grants if they went with 10' path to help mitigate some of the costs.

Discussion about possibly going past Carriage Hills Drive (North) with next segment to the Copperfield Subdivision.

*Motion by Berg to recommend 10' wide path from Oakwood to Copperfield pending staff research on grant funding options. Grimmer seconded. Motion denied.*

*Motion by Grimmer to approve 10' wide path from Oakwood to Carriage Hills and recommend to council. Lloyd-Weis seconded. Approved 4-1. Berg Nay. Motion carried.*

- C. Discussion and possible action regarding recommendations to protect the westbound stop sign at the intersection of Main Street and Oneida Street from getting damaged.

Court stated the stop sign has been hit a few times. Hafner stated from March of 2021 to February of 2022 the sign was hit 3 times. In March of 2022, it was hit an additional 3 times. One was a UPS delivery truck, no other accident reports to explain the others.

Discussion on options such as bump outs. Hafner stated the police department is there enforcing the stop sign. Court stated there is already a "stop ahead" sign. Discussion about how to make the sign more visible. Baumann questioned if double sign could be done to make more visible. Possible LED lights around the stop sign were brought up.

*Motion by Grimmer for DPW to investigate red reflective tape for the stop sign. Berg seconded. All in Favor. Motion carried.*

## **8. Special Order of Business**

- A. Election of Public Works Committee representative for the Deer Management Committee

*Motion by Grimmer, seconded by Millot, to appoint Jacob Berg as the Public Works representative for the Deer Management Committee for a term of two years to begin May, 2022, subject to appointment by the Mayor and confirmation by the Common Council. All in favor. Motion carried.*

## **9. Reports of City Officials**

- A. Director of Public Works – No report
- B. City Engineer – Street Improvement Program – construction will be beginning shortly and notices will be sent out to area residents/businesses.
- C. Traffic Staff – No report
- D. Clerk – No report
- E. Public Works Committee Meeting Dates & Deadlines
  1. Next Meeting: June 1, 2022
  2. Meeting Submittal Deadline: May 19, 2022, at noon

F. Correspondence

## **10. Adjournment**

There was no further business; therefore, the Wednesday, May 4, 2022, Public Works Committee meeting adjourned at 8:22 p.m.

Respectfully submitted,

Cassy Rivers  
Administrative Support