

Public Works Committee

Tuesday, June 11, 2019

6:00 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Discussion and action regarding the Public Works Committee minutes of April 9, 2019.
4. BUSINESS.
 - a. Discussion and action on the placement of additional stop signs at the intersection of Wild Cherry Lane and Leanne Lane
 - b. Discuss and recommend stenciling “Drains to Lake” on storm sewer inlets
 - c. Presentation of the Public Works Monthly Report from the Director
5. SCHEDULE NEXT MEETING DATE.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

VILLAGE OF MCFARLAND
Public Works Committee Minutes

Tuesday, April 9, 2019 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Carolyn Clow called the regular meeting of the Public Works Committee to order at 6:00 PM in Conference Room A.

Members present: Carolyn Clow, Marv Meyers, Terry Lawrin, Richard Vela, Chris Fredrick, Jerry Adrian

Members not present: Elizabeth Bohuski

Staff Present: Matt Schuenke (Village Administrator), Jim Hessling (Director of Public Works)

2. PUBLIC APPEARANCES.

Ellie and Adam Kyser were present to speak on item 4c.

3. APPROVAL OF MINUTES.

- a. Discussion and action regarding the minutes of the joint Public Works and Public Utilities Committee meetings held March 12, 2019.*

Motion by Clow, second by Lawrin, to approve the minutes of the joint Public Works and Public Utilities meeting of March 12, 2019. Motion carries 5 - 0 - 1 with Meyers abstaining.

- b. Discussion and action regarding the minutes from the regular meeting held on March 12, 2019.*

Motion by Adrian, second by Lawrin, to approve the minutes of the Public Works meeting of March 12, 2019. Motion carries 5 - 0 - 1 with Meyers abstaining.

4. BUSINESS.

- a. Discussion and action to make a recommendation to the Village Board regarding a Sanitary Sewer Backup Manual.*

Schuenke went over the proposed Sanitary Sewer Backup Reduction Program manual along with its history. The committee was in agreement with this proposed policy.

Motion by Adrian, second by Lawrin, to approve the manual and forward it to the Village Board for approval. Motion carries 6 - 0 - 0.

- b. Discussion and action to make a recommendation to the Village Board regarding the purchase of a hydraulic breaker.

Hessling presented to the committee information about purchasing a hydraulic breaker with unused funds from the 2019 Capital Projects budget. Lawrin inquired about dust control with this process. A wetting material will be used when needed.

Motion by Fredrick, second by Meyers, to purchase the hydraulic breaker. Motion carries 5 - 0 - 1 with Lawrin abstaining.

- c. Discussion and action regarding signage for traffic safety concern at 4604 Siggelkow Road

Hessling presented to the committee his and Chief Sherven's recommendation for signage on Siggelkow Road. After discussion, the committee thought it would be best to use Pedestrian Sign W11-2 in conjunction with the W16-9p Ahead Sign (sign numbers from the MUTCD Manual).

Motion by Fredrick, 2nd by Meyers, to install a W11-2 and a W16-9p sign on Siggelkow Road. Motion passed 6-0-0.

- d. Discussion and action regarding traffic safety concern at Linden Parkway and Holscher Road

Adrian gave some history on the stop sign installations at the intersection of Holscher and Linden Parkway. This intersection is a bus stop for the school district. The committee felt the best way to address the issue at this intersection is to increase law enforcement presence. Public Works will flag the stop signs on Holscher.

Motion by Vela, 2nd by Fredrick, to recommend to the police department to use additional enforcement to monitor the traffic in the area for adherence to obeying the stop sign. Motion passed 6-0-0.

- e. Directors report

Hessling presented a report on activities that occurred in March 2019.

5. SCHEDULE NEXT MEETING DATE.

6. ADJOURNMENT.

Motion by Adrian, 2nd by Lawrin, to adjourn at 7:00 p.m.

Motion passed 6-0-0.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Tuesday, June 11, 2019

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and action on the placement of additional stop signs at the intersection of Wild Cherry Lane and Leanne Lane

PREVIOUS ACTION:

Solar powered flasher signs were installed in this area on Leanne Lane in the summer/fall 2016.

ISSUE SUMMARY:

The Village has received a citizen request to have this intersection made into an "All Stop" intersection. A Traffic Safety Concern Report form has been filled out through the police department.

FINANCIAL/BUDGET IMPACT:

None

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Traffic_Safety_Concern_Report_Form (Sofia Hamner_Leanne Lane at Wild Cherry_four way stop request)
2. Additional Wild Cherry Leanne Lane signage email
3. School Zone Intersection Police Activity Comparison

The McFarland Village Government is committed to providing safe and efficient travel on its roadways. While we continuously review current traffic patterns and traffic violation trends to determine needed enforcement, signage or other enhancements, we also rely upon the eyes and ears of our residents and value their input.

This form is intended as a means to provide the Police Department with information related to need for additional signage, enforcement or other issues occurring in your neighborhood or elsewhere in the Village.

Simply fill out the form (will expand as you type), save and submit it to Chief Sherven at craig.sherven@mcfarland.wi.us, who will review it and determine the best course of action. Note that the Police Department does not have sole decision making authority in many cases, and your request may require approval from the Public Safety Committee and/or Village Board. With regard to requests for signage (especially stop signs) or street construction, there are many more issues at hand that may be obvious and may take longer than you may think to process.

Village of McFarland TRAFFIC SAFETY CONCERN - REVIEW REQUEST FORM		
REQUESTER CONTACT INFORMATION		
Name:		Phone:
Current address:		
City:	Email:	Best Contact Time:
INFORMATION ABOUT REQUEST		
Location of Problem:		
Briefly Describe Problem:		
Action You Are Requesting:		
OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE		
RECEIPT BY POLICE DEPARTMENT		
Received By:		Date:
Actions Taken:		
Police Department Recommendation:		
Recommendation Forwarded To:		Date:
COMMITTEE / BOARD ACTION		☐ NOT APPLICABLE
Discussed By:	Date:	Action Taken:
Discussed By:	Date:	Action Taken:
Discussed By:	Date:	Action Taken:
Discussed By:	Date:	Action Taken:
FINAL RESOLUTION		
Final Action Taken:		
Completed By:		Date:
REQUESTER NOTIFICATION		
Notified By:	Date:	Via:

Additional Notes:

From: Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>
Sent: Thursday, May 30, 2019 8:16 AM
To: Sofia Hamner <hamnersofia@gmail.com>
Cc: Craig Sherven <Craig.Sherven@mcfarland.wi.us>; Jim Hessling <Jim.Hessling@mcfarland.wi.us>
Subject: RE: Upcoming meeting

Sofia,

Thank you for your comments. Jim (Public Works Director) will place this information in their packet so the Public Works Committee has your feedback on the issue. Craig (Police Chief) will also be present for support as needed. We wanted to let you know when the meeting was the request form would be considered so in case you wanted to be present, you knew when to attend. Some people like to be present and provide comment directly to the Committee, which is perfectly fine. Some do not or are not able to. All meetings are open to the public and certainly anyone can attend to provide their input on the issues.

In any event, the Committee will meet next week and we'll be in touch shortly thereafter based on the direction they provide. We appreciate your interest in the matter and the comments that have been provided. Let us know if you have any questions.

Thanks,
Matt

Matthew G. Schuenke
Village Administrator
Village of McFarland

From: Sofia Hamner <hamnersofia@gmail.com>
Sent: Wednesday, May 29, 2019 2:41 PM
To: Jim Hessling <Jim.Hessling@mcfarland.wi.us>
Cc: Dan Kolk <Dan.Kolk@mcfarland.wi.us>; Craig Sherven <Craig.Sherven@mcfarland.wi.us>; Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>; Cassandra Suettinger <Cassandra.Suettinger@mcfarland.wi.us>; Jerry Adrian <Jerry.Adrian@mcfarland.wi.us>
Subject: Re: Upcoming meeting

Hi...

I will NOT be there. But if you could note:

1. Back in 2010 over 100 neighbors signed that they wanted a four way stop
2. 3/10/10 they voted "NO". Because of some dumb reason like wasting "gas" because there was a four way stop at Blackwalnut and Leanne.
3. The few people that showed up back then live RIGHT BY THE corner of Wild Cherry and Leanne lane. So of course they don't want to hear the stops of cars.

***BUT IT IS NEEDED!!!!!!!!!!!!!!!!IT'S SOOOO DANGEROUS DOWN THERE! A KID JUST GOT HIT BY A CAR. THE LIGHTS DOWN THERE DON'T STOP PEOPLE. A STOP SIGN

DOES. TRUST ME IT'S ONLY A MATTER OF TIME UNTIL A BAD ACCIDENT WITH A PEDIASTRIAN HAPPENDS DOWN THERE**

Thanks
Sofia

On Wed, May 29, 2019 at 2:29 PM Jim Hessling > wrote:

Sofia,

Attendance at the meeting is entirely up to you.

Jim

Jim Hessling | Director of Public Works | Village of McFarland | 5115 Terminal Drive | McFarland, WI 53558 |
|608-838-7287 | jim.hessling@mcfarland.wi.us | Proud member of the WI American Public Works Association



From: Sofia Hamner <hamnersofia@gmail.com>
Sent: Wednesday, May 29, 2019 2:27 PM
To: Jim Hessling <Jim.Hessling@mcfarland.wi.us>
Cc: Dan Kolk <Dan.Kolk@mcfarland.wi.us>; Craig Sherven <Craig.Sherven@mcfarland.wi.us>; Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>; Cassandra Suettinger <Cassandra.Suettinger@mcfarland.wi.us>; Jerry Adrian <Jerry.Adrian@mcfarland.wi.us>
Subject: Re: Upcoming meeting

Hi..

Do I need to attend?

9 years ago I had over 100 signatures from people in the neighborhood asking for a four way stop down there. They voted on 3/10/2010 which was my 40th birthday so I did NOT attend. And I had noooooooo idea people attending would help make it happen.

Like 4 people showed up who didn't want it and they won. They shouldn't have.

It's really unsafe down there. When there are sooooo many cars parked in front of the softball field.

I hope it passes.

-Sofia

PS You could move the existing expensive light to the Broadhead Leanne lane intersection

On Wed, May 29, 2019 at 2:21 PM Jim Hessling <Jim.Hessling@mcfarland.wi.us> wrote:

Hi Sofia,

I wanted to let you know that your request for additional stop signs on Leanne Lane will be discussed at the next Public Works Committee meeting.

The meeting will be held on Tuesday June 11, 2019 at the McFarland Municipal Center located at 5915 Milwaukee Street, McFarland. The meeting will take place in Conference Room A and will start promptly at 6:00 p.m.

Please let me know if you have any questions.

Thanks,

Jim

Jim Hessling | Director of Public Works | Village of McFarland | 5115 Terminal Drive | McFarland, WI 53558 |

|608-838-7287 | jim.hessling@mcfarland.wi.us | Proud member of the WI American Public Works Association

School Zone Intersection Police Activity Comparison 2004 – Present

Definitions:

- **Traffic Accident Involving Pedestrian** is an accident in which a pedestrian has been struck by a vehicle, pedestrian not at fault.
- **Traffic Accident Other** any other type of vehicle accident not involving a pedestrian or crosswalk.
- **Traffic Arrest** a traffic violation in which the driver was cited
- **Traffic Stop** a traffic violation in which the driver was not cited, but warned
- **Traffic Incident** generally a situation in which a traffic related complaint has been filed by a resident
- **Safety Hazard** a situation in which either an officer has observed something unsafe, or a resident has reported something. An example would be a malfunctioning traffic control device or a damaged road sign, or an individual engaged in unsafe behavior

	Traffic Accident Involving Pedestrian	Traffic Accident - Other	Traffic Arrest	Traffic Stop	Traffic Incident	Safety Hazard Relating to Pedestrian Safety	Total Incidents
Leanne Ln. @ Wild Cherry	1	1	19	28	24	0	92
Burma @ Farwell	0	11	45	60	63	0	179
Exchange @ Highland	0	1	9	17	25	0	52
Johnson @ Sure	0	0	8	33	26	1	68
Overall Average	.25	3.25	20.25	34.5	34.5	.25	97.75

Summary

- The Leanne Ln. / Wild Cherry intersection is above average for accidents involving a pedestrian. That said, it's important to note that the sample size is incredibly low, which greatly skews the comparison numbers.
- The Leanne Ln. / Wild Cherry intersection is below the average for other types of traffic accidents.
- The Leanne Ln. / Wild Cherry intersection is slightly below the average for traffic arrests.
- The Leanne Ln. / Wild Cherry intersection is below the average for traffic stops.
- The Leanne Ln. / Wild Cherry intersection is below the average for traffic incidents/complaints.
- The Leanne Ln. / Wild Cherry intersection is below the average for Safety Hazard incidents.
- The Leanne Ln. / Wild Cherry intersection is slightly below the average for total incidents.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Tuesday, June 11, 2019

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discuss and recommend stenciling “Drains to Lake” on storm sewer inlets

PREVIOUS ACTION:

None

ISSUE SUMMARY:

This item was requested to be discussed at Public Works per Trustee Utter at the Village Board meeting of May 28, 2019. His request is to have village wide stenciling of our storm water drains along the curbs.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Tuesday, June 11, 2019

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Presentation of the Public Works Monthly Report from the Director

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. May 2019 directors report

PUBLIC WORKS COMMITTEE

May 14, 2019

PUBLIC UTILITIES COMMITTEE

May 21, 2019

PARKS, RECREATION & NATURAL RESOURCES COMMITTEE

May 16, 2019

**Public Works Directors Report
for
May 2019**

The following is information concerning events and activities of the Public Works Department along with the Water and Sewer Utilities for the previous month. This information is provided in brief to provide an overview of the highlights.

Street Sealing and Crack Filling

In preparation of the upcoming street work, the department has finished repairing water boxes and various street apparatuses. Crack filling and small area patching have been completed.

Consumer Confidence Report (CCR)

The annual Consumer Confidence Report has been filed with the WI DNR. This report, which is delivered to the public, is a synopsis of our waterworks system pertaining to various sampling parameters.

License Upgrade

Schulte has recently earned his Groundwater and Distribution License through the WI DNR. He will be classified in a training status until his license is upgraded with experience.

Public Works Week

The department held its annual open house on May 18. We had a great turn out despite other activities in the area along with rainy weather.

Meetings/Training/Seminars

Hessling participated in the following meetings:

APWA Spring Conference in Oshkosh

MMSD & Town of Dunn on chloride reductions (salts)