



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-8145
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www.ci.mequon.wi.us

Public Works Department

PUBLIC WORKS COMMITTEE
Tuesday, September 13, 2022
6:45 PM
South Conference Room

Agenda

1) Call to Order, Roll Call

2) Approval of Minutes

a. Public Works Committee - Regular Meeting - Aug 10, 2022 6:15 PM

3) Resolutions

Action requested: review and recommend approval

a. **RESOLUTION 3979** A Resolution Authorizing the Purchase of Road Signs in the Amount of \$35,000 from the Right-of-Way Assets Capital Account to Replace Signage Along Streets Included in the City's Annual Road Program from 2015-2018

4) Discussion Items

Discussion and Possible Action

a. 2022 Work Plan (9.13.22)

5) Adjourn

Dated: September 13, 2022

/s/ Jeffrey Hansher, Chair

.....
Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the Public Works Department at 262-236-2913, Monday through Friday, 7:00 AM – 3:30 PM.



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Public Works Department

PUBLIC WORKS COMMITTEE

Wednesday, August 10, 2022

6:15 PM

South Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Chair Jeffrey Hansher
 Alderman Mark Gierl
 Alderman Dale Mayr

Also present: Director of Public Works/City Engineer Lundeen, Deputy Director of Public Works Weyker, Assistant City Engineer McCraw, Alderman Parrish, and Administrative Assistant Schlereth.

2) Approval of Minutes

a. Public Works Committee - Regular Meeting - Jun 14, 2022 6:00 PM

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Mayr

SECONDED BY: Alderman Gierl

AYES:	Hansher, Gierl, Mayr
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3) Resolutions

Action requested: review and recommend approval

- a. **RESOLUTION 3971** A Resolution Approving Amendments to the City of Mequon's FY2022 Fee Schedule, Relating to Financial Guarantees for Stormwater Facilities and Green Infrastructure Projects

Director of Public Works/City Engineer Lundeen stated this is for the fee established for the green infrastructure drainage financial guarantee and should be financially advantageous to the applicant because the cost is less than the drainage financial guarantee required for installing storm water facilities.

Minutes Acceptance: Minutes of Aug 10, 2022 6:15 PM (Approval of Minutes)

Chair Hansher inquired if there is basically no cost. Director Lundeen stated there was never intended to be a cost to the applicant. It's just a drainage financial guarantee to ensure the installation and upon certification then the drainage financial guarantee would be released in both scenarios.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Gierl

AYES: Gierl, Mayr

- b. **RESOLUTION 3970** A Resolution Awarding Contracts for the Replacement of Exterior Doors at City Hall to Quality Door & Hardware LLC, Wisconsin Rapids, Wisconsin in the Amount of \$89,050 and for Access Upgrades to Complex Security Solutions, Inc., of New Berlin, Wisconsin in the Amount of \$20,077

Alderman Mayr questioned the door width and push button capability. Director Lundeen responded the building entrances width are not ADA compliant, but they will be push button access to automate the door opening.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Gierl

AYES: Gierl, Mayr

4) Discussion Items

Discussion and Possible Action

- a. 2022 Drainage Capital Improvement Program - Prioritization Meeting Request

Director Lundeen stated the main intent of this discussion is to determine a date at which the staff's recommendation for prioritization of the Drainage Capital Improvement Program could be presented to the public for their input.

Discussion ensued on having the meeting on a regular standard meeting night or having a standalone meeting, timeline, and notification deadlines.

The committee agreed on Wednesday October 26th for a possible meeting date.

- b. Range Line Road Asphalt Path Update

Per Alderman Parrish's request, Director Lundeen provided an update on this item. She stated that the intention is to both included it as a part of the scope of the Joint Mequon - Thiensville Bike and Pedestrian Way Commission and to update the school district of its status.

- c. 2022 Work Plan (8.10.22)

Alderman Gierl asked for a ‘No Outlet’ sign for West Hemlock Lane. Deputy Director of Public Works Weyker stated a sign will be posted.

Chair Hansher requested an update on the bike path drainage tile at West Donges Bay and Wauwatosa Road. Director Lundeen stated that it is a private property matter.

Chair Hansher requested an update on Hawthorne Road repair plan. Discussion ensued that due to the emergency repair work holding up better than expected the repair plan has been extended.

Discussion ensued that in four years the state project on Wauwatosa Road will include the extension of city sidewalks to connect with the subdivision sidewalks.

5) Adjourn

Motion to adjourn at 6:34PM.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Mayr

SECONDED BY: Alderman Gierl

AYES:	Gierl, Mayr
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Respectfully Submitted,

Karen Schlereth
Administrative Assistant

Minutes Acceptance: Minutes of Aug 10, 2022 6:15 PM (Approval of Minutes)



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Office of Public Works

TO: Public Works Committee
FROM: Tim Weyker, Deputy Director of Public Works
DATE: September 13, 2022
SUBJECT: RESOLUTION 3979 A Resolution Authorizing the Purchase of Road Signs in the Amount of \$35,000 from the Right-of-Way Assets Capital Account to Replace Signage Along Streets Included in the City's Annual Road Program from 2015-2018

Background

The Department of Public Works Highway Division maintains the City's road signs (both regulatory signs and street name signs) for approximately 215 miles of city streets through its work supplies - signs & striping operating account currently budgeted at \$40,000 annually, of which \$12,700 is allocated for replacing signs. The remainder of the account is allocated for striping (road centerline & fog line painting) supplies. The operating account allocation would allow for a replacement cycle of approximately 25-30 years if replacement was required only due to aging. Based on industry standards, the expected service life of a road sign is 15 to 30 years depending on the environment. Recently, the trend of signs being vandalized and/or stolen has increased, and the cost of roads signs has gone up, meaning the funding for this account cannot keep up with the sign replacement needs. In addition, many of the City's street name signs do not meet current standards of the Manual on Uniform Traffic Control Devices (MUTCD) for format, and many regulatory signs do not meet the MUTCD reflectivity requirements.

In 2019, in recognition of the above, the City started replacing all signs associated with road projects in the Annual Road Program. The signs replaced in conjunction with the Annual Road Program have been paid for from the Right-of-Way Assets Capital Account. This policy shift has helped the City to address this backlog, but only on roads that have been re-paved since 2019.

On average, over the last four years, the Annual Road Program addressed 15.4 miles of roadwork, or 3.8 miles per year, and replacement signs for these projects have cost an average of \$5,300 per year. This equates to \$1,375 per mile to replace the signs on these projects.

Analysis

To further "catch up" with sign replacement, staff is recommending purchasing signs, signposts, and related hardware to retroactively replace signs for the prior four years' worth of Annual Road Program projects that were completed in the years 2015 through 2018. In these four years, the Annual Road Program addressed 25.5 miles of roads. Using the above calculation per mile sign costs, completing sign replacements for the roadwork done between 2015 and 2018 is estimated to be approximately \$35,000. Signs that have been previously replaced on these roadways and are good condition will be left in place or reused on other roads. Please see the attached map for the roads slated for sign replacement associated with this effort.

Fiscal Impact

On February 8, 2022, the Common Council approved a \$5 million bond issuance for a 3-year borrowing for the Annual Road and Parking Lot Program between 2022 and 2024. There is adequate funding in the Right-of-Way Assets capital account (410780-720017-10001) for the purchase of road signs and related hardware to complete this project.

Recommendation

It is staff's recommendation that the Public Works Committee favorably endorse, and the Common Council approve the attached resolution authorizing the purchase of \$35,000 worth of road signs and associated posts and hardware from the Right-of-Way Assets Capital Account with the intent to replace all of the road signs and street name signs for the road projects completed between 2015 and 2018.

Attachments:

2015_2018 Map (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3979

A Resolution Authorizing the Purchase of Road Signs in the Amount of \$35,000 from the Right-of-Way Assets Capital Account to Replace Signage Along Streets Included in the City's Annual Road Program from 2015-2018

RECITALS

A. The Department of Public Works has the responsibility of replacing all road signs on all City streets to comply with the Manual on Uniform Traffic Control Devices (MUTCD) standards, including the proper format of street name signs, and reflectivity of regulatory signs.

B. Funding levels have not been adequate to replace the signs effectively within the current annual operating account due to such factors as the rising costs of traffic signs, increased incidents of vandalized and damaged or stolen signs, and a growing City road network.

C. The City policy since 2019 has been to replace signs on roads associated with the Annual Road Program and fund those sign replacements through the Right-of-Way Assets Capital Account.

D. Staff has proposed purchasing and replacing aging road signs on those streets that were completed in the Annual Road Program between 2015 and 2018 to bring more City road signs in compliance with the MUTCD at an estimated cost of \$35,000.

E. Adequate funds are available for the recommended road sign replacement in the Right-of-Way Assets account (41780-720017-10001).

F. The Committee on Public Works, at its meeting on September 13, 2022, approved staff's recommendation.

BASED UPON THE FOREGOING RECITALS IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that:

1. Staff is authorized to purchase replacement road signs in the amount of \$35,000 utilizing the Right-of-Way Assets account (41780-720017-10001) to replace signs on City roads associated with the Annual Road Program between the years 2015 to 2018.

Approved by: Andrew Nerbun, Mayor

Date Approved: September 13, 2022

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on September 13, 2022.

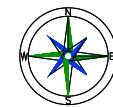
Caroline Fochs, City Clerk



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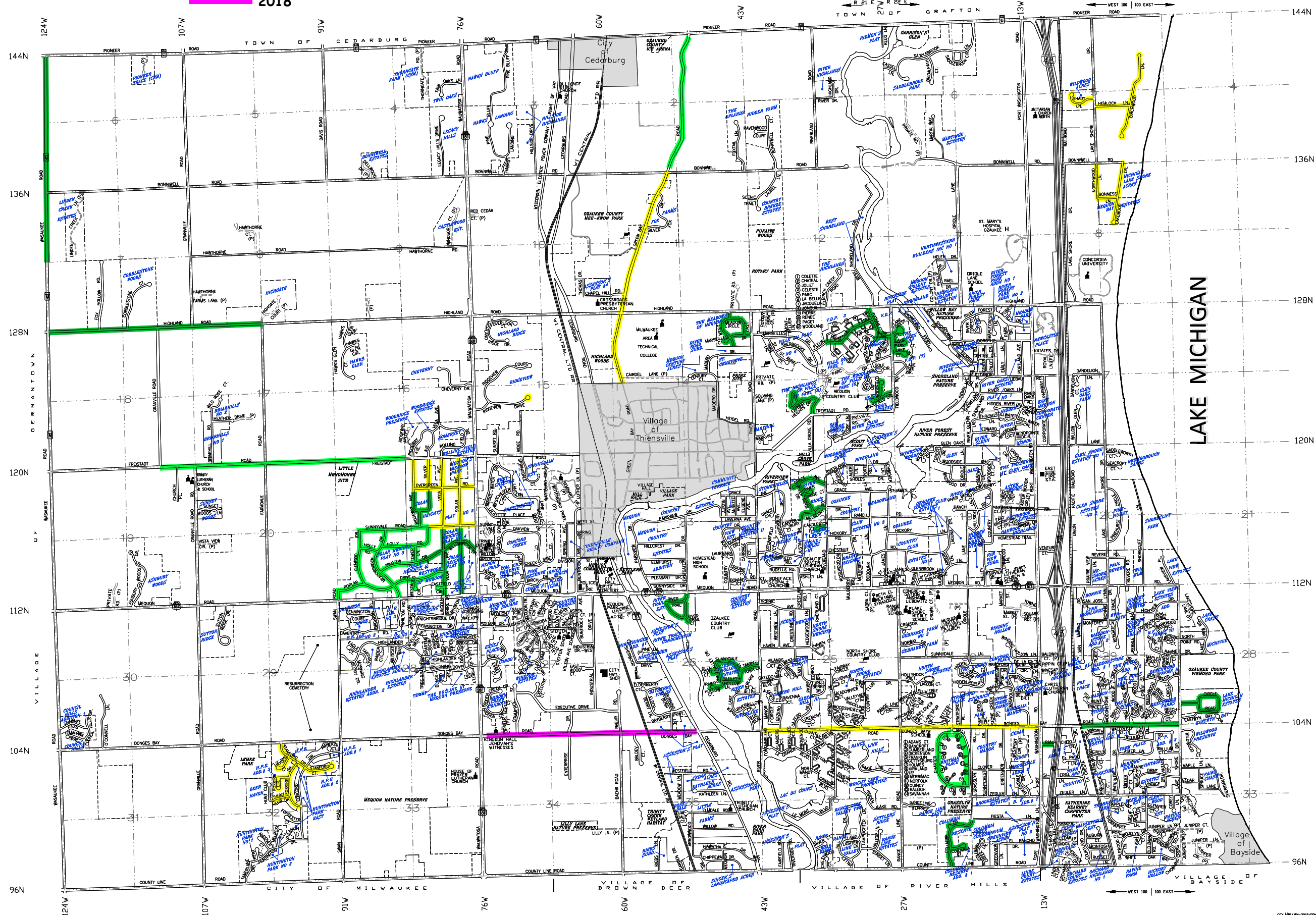
- 2015
- 2016
- 2017
- 2018

CITY OF MEQUON



0 660 1320 2640 5280 Feet
0 1/8 1/4 1/2 1 Mile

- H HOSPITAL
- S SCHOOL
- C CHURCH
- SY SYNGAGUE
- G GOLF COURSE
- CP PRIVATE ROAD
- INTERSTATE HIGHWAY
- STATE TRUNK HIGHWAY
- COUNTY TRUNK HIGHWAY
- MEQUON CITY HALL
- LATITUDE 42° 13' 24" N
- LONGITUDE 87° 59' 03" W





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Office of Engineering

TO: Public Works Committee
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: September 13, 2022
SUBJECT: 2022 Work Plan (9.13.22)

Attached for the Board's review is a copy of the proposed work plan for 2022.

Attachments:
2022 Work Plan (9.13.22) (PDF)

**Public Works Committee
2022 Work Plan (September 13, 2022)**

4.a.a

Month	Agenda Topics
October 26	• Drainage CIP Meeting
October	• City Hall Roof Replacement Contract Award • M-T Trails Dedication Agreement
November	• Road Program Update
December	• Building Capital Project Award: City Hall Sanitary Lateral

Future Agenda Topics

- Review of Standard Specifications for Land Development, for update and specifically as it relates to regulations of berms
- Hawthorne Road
- Policy language for structures (i.e. Little Free Library) within the building setback
- Discussion regarding path/sidewalk on Range Line Road south of Mequon Road – UPDATE AT AUGUST MEETING

2022 Completed Items:

• Approval of Approving a First Amendment to the Special Event Agreement for Annual Gathering on the Green Festivities in Rotary Park • Authorization of Receipt of Infrastructure Improvements and Execution of a Dedication Agreement with Thiensville-Mequon Youth Baseball Association for Fencing Improvements at River Barn Park • Support of the M-T Trails Foundation, Inc. Application for a WisDOT TAP Grant and Pending MOU/Donation Agreement for an Off Road Path on Highland Road from the OIT to Rotary Park • Approval of the Purchase of a Replacement Plow Truck and a Replacement Mower • Contract Award for the 2022 Road Improvements • Contract Award for the 2022 Crack Sealing Contract • Contract Award for the 2022 GSB-88 Bituminous Seal Contract • Contract Award for Baseball Field Management Services During the 2022 Season • Approval of the Purchase of a Purchase of a CAT Excavator • Contract Award for City Hall Doors	
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Attachment: 2022 Work Plan (9.13.22) (7658 : 2022 Work Plan (9.13.22))