CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, FEBRUARY 25, 2013 – 5:30 PM

The Board of Public Works met in City Hall on Monday, February 25, 2013 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Darrin Senn and Alderperson George Adrian. Absent was Finance Manager Lynne Bauer. Also, present at the meeting were George Calkins of #1390 Mansfield Street, Alicia Yeager of the Herald, and Street and Utility Maintenance Manager Rick Ruf.

1. **Motion** by Adrian, seconded by Rubenzer to approve the minutes of the February 11, 2013 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. Director of Public Works Rubenzer presented the attached handout and the Board of Public Works discussed Chippewa Falls Municipal Code Chapter 8.11. 8.11(2) doesn't provide penalties for violations so Rubenzer proposed the highlighted wording after apprising the board of a discussion he had with Attorney Ferg. Street and Utility Maintenance Manager Rick Ruf presented pictures of violations from the February 5, 2013 snow storm and removal. He also gave estimated costs for that cleanup and projected them out on an annual basis. He stated that presently, the cost would be $100 per hour for a loader and operator and $100 for a dump truck and driver for a total of $200 per hour. When projected out annually for an average annual snowfall of 45.5 inches, the cost was approximately $46,000. Rubenzer stated that he didn't believe it was fair to allow some businesses to illegally push snow out into the street and cause the city taxpayer and benevolent businesses to foot the bill for the city to remove the snow. The board reached a consensus that violators of 8.11(2) should be billed the time and materials necessary to remove the accumulation of snow pushed into the street from their property. The charge shall be billed at a minimum one-hour charge for a loader and operator and a truck and driver but shall cover the entire cost to remove the accumulation at the then current personnel and equipment rate. The board directed Rubenzer to prepare a letter detailing this process and to send it via certified mail to all violators that could be determined and to also inform Main Street and the Chamber of Commerce of this action. **Motion** by Adrian, seconded by Senn to recommend the Common Council amend Chippewa Falls Municipal Code Chapter 8.11 (2) as shown in the highlights on the attachment and after review and approval of City Attorney Ferg. In addition, that Director of Public Works Rubenzer prepare a letter and a copy of the amended ordinance to send via certified mail to all violators (property owners and tenant businesses if different) of Chippewa Falls Municipal Code Chapter 8.11(2) who can be determined. **All present voting aye. MOTION CARRIED.**

3. **<u>Motion</u>** by Senn, seconded by Rubenzer to adjourn. **All present voting aye. <u>MOTION CARRIED.</u>** The Board of Public Works meeting adjourned at 5:55 P.M.

Richard J. Rubenzer, PE
Secretary, Board of Public Works

Please note, these are draft minutes and may be amended until approved by the Common Council.

CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, FEBRUARY 11, 2013 – 5:30 PM

The Board of Public Works met in City Hall on Monday, February 11, 2013 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer and Alderperson George Adrian. Absent was Darrin Senn. Also, present at the meeting: Alderperson Jane Lardahl, Assistant City Engineer Rob Krejci, Elmer & Darlene Roshell, (410 E. Columbia St.), Debbie Roshell, Mike Horan, Tom Stary, Troy Terhark, (13042 78th Ave.), Alicia Yeager and Pete Gartmann, (RLS from REAL Land Surveying).

1. **Motion** by Bauer, seconded by Adrian to approve the minutes of the January 21, 2013 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board discussed existing and proposed street widths for the segment of Willow Street between Island Street and Rushman Drive/STH #124. Mike Horan voiced a concern of "narrowing" street widths in the downtown area. Assistant City Engineer Krejci explained that the segment of Willow Street next to Horan Funeral Home, (Island St. to Bay St.), would remain at 40 feet face of curb to face of curb and that 38 feet face of curb to face of curb widths were more than adequate for transition type applications. **Motion** by Rubenzer, seconded by Hoffman to recommend the Common Council set a width of 40 feet face of curb to face of curb, (existing width is 40'f/c to f/c between Island St. and Bay St. and 42' f/c to f/c between Bay St. and Bridge St.), on Willow Street between Island St. and Bridge St. and a width of 38 feet face of curb to face of curb, (existing width is 38' f/c to f/c between Bridge St. and Rushman Dr.), on Willow Street between Island St. and Rushman Dr./STH #124. In addition to functionally classify Willow Street as a minor arterial between Island Street and Rushman Drive/STH #124.
All present voting aye. MOTION CARRIED.

3. The Board discussed existing and proposed street widths for the segment of Columbia Street between Duncan Creek and State Street.
Motion by Adrian, seconded by Rubenzer to recommend the Common Council set a width of 38 feet face of curb to face of curb, (existing width is 38' f/c to f/c), on Columbia Street from Duncan Creek to State Street. In addition that Columbia Street between Duncan Creek and State Street be functionally classified as a minor arterial. **All present voting aye. MOTION CARRIED.**

4. The Board considered the attached special assessment rates for 2013. Director Rubenzer explained that an eight year rate history, recent bid prices and anticipated fuel prices went into the proposed rates. Assistant City Engineer Krejci added that rates are based on a minimum level of service and are uniform city-wide.
Motion by Hoffman, seconded by Bauer to recommend that Common Council set the proposed special assessment rates for 2013 as listed on the attached sheet and approve the corresponding resolution.
All present voting aye. MOTION CARRIED.

5. Assistant City Engineer Krejci explained the attached aerial photo design for the intersection of Columbia Street and State Street. The proposal is to remove paving from the "cut off section" and make it green space as shown on the attachment. Mr. Krejci stated there had been three accidents over the past three years and that it wasn't a large number of accidents considering the large traffic volume

accessing the intersection. He did say the proposed "T" intersection would eliminate potential conflict areas and make the intersection safer. He noted the sidewalk would be moved adjacent to the curb and gutter and that he had designed in "flat" spots at the Columbia St./State St. intersection and State St./Grand Ave. intersection to increase visibility and allow a slowing-stopping queuing area. Mike Horan was concerned about left turns onto State St. from Columbia St. during funeral processions. Mayor Hoffman asked for comments for or against the proposal from the neighbors in attendance. Board member Adrian listed a concern about plowing at the top of the "cut off" due to the existing steep slope. Assistant City Engineer Krejci stated the design would address the concern.
Motion by Hoffman, seconded by Rubenzer that the Common Council approve the design concepts of making the State Street/Columbia Street intersection a "T" design and greening up the "cut off" section as shown on the attachment. **All present voting aye. MOTION CARRIED.**

6. The Board considered the attached Street Privilege Permit request from Tschopp Durch Camastral Co., Inc. to place an off-premise sign in public street right-of-way on the Southeast corner of County Trunk I and Scheidler Road. Rubenzer explained that the request had been considered at the November 12, 2012 Board of Public Works meeting and then the request to locate the sign in County Trunk I right-of-way had been denied by Chippewa County. The request was then brought before the January 21, 2013 Board of Public Works meeting. Rubenzer stated that the Board had set a maximum sign size of 30 square foot for this application and that using the state statutory process of 66.0425 would be a uniform treatment for all sign requests in public right-of-ways.
Motion by Adrian, seconded by Bauer to recommend the Common Council approve Resolution #2013-04 granting a Street Privilege Permit to Tschopp Durch Camastral Co., Inc. to place a maximum 30 square foot, not-illuminated off-premise sign, (attached), in the Southeast right-of-way at the intersection of County Trunk I and Scheidler Road. **All present voting aye. MOTION CARRIED.**

7. The Board considered a request to discontinue and re-plat Coventry Lane in the Wissota Green Development. After discussion:
Motion by Adrian, seconded by Hoffman to recommend the Common Council discontinue Coventry Lane from Parkland Drive to the North. **All present voting aye. MOTION CARRIED.**

8. The Board considered the attached proposal to crush material and produce base course at the City garage yard and at Tilton Pit. The terms would be to crush all materials at one time/visit and that the City would receive $0.40 - $0.50 per ton for half the amount of the piles, (estimated at 76,700 tons).
Motion by Hoffman, seconded by Rubenzer to proceed with getting existing piles of concrete, sand and other materials at the City garage yard and Tilton Pit crushed into base course under the terms proposed on the attachment and:
   1) All crushing to occur at one time/visit.
   2) Have a term of five years to dispose of or sell the base course.

   All present voting aye. MOTION CARRIED.

9. **Motion** by Bauer, seconded by Adrian to adjourn. **All present voting aye. MOTION CARRIED.**
The Board of Public Works meeting adjourned at 6:25 P.M.

Richard J. Rubenzer, PE
Secretary, Board of Public Works

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Review violations of Ordinance 8.11 Snow and Ice Removal

Objective: Find solution to existing situation that will work for all parties involved.

1) Review existing Ordinance.

8.11 - *SNOW AND ICE REMOVAL*.

(1)

FROM SIDEWALKS. (Am. #90-18) The owner or occupant of every premises fronting upon any street within the City shall keep the sidewalks in front of such premises reasonably clear of snow and ice and shall clear the snow from each sidewalk within 24 hours after each snowfall. If the owner or occupant shall fail to clear the snow and ice as required hereunder, the City Building Inspector shall cause the same to be done by removal or by placing sand or a combination thereof and the cost thereof assessed against the abutting property as a special tax.

(2)

SNOW REMOVAL RESTRICTIONS. (Am. #92-4; #97-5) No person in clearing snow from driveways, parking lots, filling stations, garage entrances, or other large areas shall place such snow on the paved portion of any streets or public ways, or on the property of another or on the public right-of-way adjacent to the property of another, without consent of said property owner or in such a manner as to block the vision of motorists at intersections, or create a traffic hazard. Such person shall cause such accumulation of snow to be hauled away. If said person does not cause the accumulation to be hauled away, the City engineer or his appointee shall cause the same accumulation to be removed and the cost thereof assessed against the abutting property as a special tax. In the Central Business District, where walks have been constructed from the street right-of-way line to the curb, snow from the sidewalk may be deposited in the portion of the public way intended for parking, but not in any portion of the traveled section of such public way. With permission of the Street and Utilities Maintenance Manager, residents or businesses located in the city of Chippewa Falls may haul accumulations to one of the City of Chippewa Falls Snow Dumping yards.

2) Show and explain existing situation (pictures)

A) Violations

B) Safety concerns

3) Explain added cost to City

Example: On February 5, 2013 we removed snow piles illegally pushed onto the street right of way and parking lanes from businesses. That was after a 2" combine snow fall. It took 3 men 7hrs each. The equipment used was 1-Loader, 2-Dump trucks 1-sand/salt Truck. The approx. cost to the city is $100.00 per hour per man with equipment. Total cost was approx. $2100.00. The average snow fall in Chippewa Falls is 45.5 inches per year. The cost to the city for one year's snow removal is approx. $46,200.00 if all work is done during normal business hours. Add to that times when clean up is done on over time hrs (add $15.71 per man per hour) and the snow blower is used ($240.00 per hour) the cost could reach $55,000.00 to $60,000.00 per year.

3) Possible Solutions

1) Enforce Ordinance 8.11 Businesses to remove snow from their lots as they need at their own cost.

2) Remove or amend Ordinance 8.11 Continue to pick up snow and the cost.

3) Remove Ordinance 8.11 and charge the businesses for snow removal. More research needs to be done to determine the charge and how each business would be charged.

City of Chippewa Falls Municipal Code Chapter 8.11(2) after February 25, 2013 Board of Public Works recommendations.

8.11(2)

SNOW REMOVAL RESTRICTIONS. (Am. #92-4; #97-5) No person in clearing snow from driveways, parking lots, filling stations, garage entrances, or other large areas shall place such snow on the paved portion of any streets or public ways, or on the property of another or on the public right-of-way adjacent to the property of another, without consent of said property owner or in such a manner as to block the vision of motorists at intersections, or create a traffic hazard. Such person shall cause such accumulation of snow to be hauled away. If said person does not cause the accumulation to be hauled away, the City engineer or his appointee shall cause the same accumulation to be removed and the cost thereof assessed against the abutting property as a special tax. The amount of special tax shall be determined to be the cost for a loader and operator and dump truck and driver at the then current rate for city of Chippewa Falls personnel and equipment . The minimum charge shall be one hour of a loader and operator and one hour of a dump truck and driver. In the Central Business District, where walks have been constructed from the street right-of-way line to the curb, snow from the sidewalk may be deposited in the portion of the public way intended for parking, but not in any portion of the traveled section of such public way. With permission of the Street and Utilities Maintenance Manager, residents or businesses located in the city of Chippewa Falls may haul accumulations to one of the City of Chippewa Falls Snow Dumping yards.