

Present: Manfred Enburg, Mike Duerst, Kirk Trainor, John Senseman, Russ Swiggum, and Philip Meinel (arrived at 7:08 AM)

Also Present: John Wright, Clerk-Treasurer, Amanda Arnold, Planner/Administrator, Mark Judd (departed shortly after 7:10 AM), Road Patrolman, Kevin Lord, MSA Engineer, and Justin Temple (departed at 7:57 AM), Developer for Woods at Watch Hill

1. **Call to Order/Approve Agenda** – Manfred Enburg called the meeting to order at 7:04 AM. Duerst moved to approve the agenda; 2nd by Senseman. Motion carried.
2. **Approval of October Minutes** - Duerst moved to approve minutes from 10/25/2016: 2nd Senseman. Duerst abstained due to absence at the meeting; motion carried.
3. **Update on Planimetric, Cross-Sections, and Contours for Woods at Watch Hill Development with Possible Action** – MSA Engineer Lord reviewed the contour maps of the Woods at Watch Hill Development and surrounding areas. The maps included planimetric data of larger diameter trees, pavement edges, driveways, existing culverts, and other significant physical features. Lord noted that the red polygons defined critical areas of sight distance relative to the proposed intersection of Shady Oak Lane and the private road for the development; these were determined by using the standards defined in the Department of Transportation Facility Development Manual. There was a brief review of the brush and trees to be removed within the vision area to the north; the Developer is responsible for their removal. Lord confirmed that the location of the private road where it intersects Shady Oak Lane is in the original location that was proposed. The existing driveway and culvert that crosses Condo Unit 1 to provide access to the existing home on Condo Unit 2 will be removed; Condo Unit 2 will have access to Shady Oak Lane via the private road being discussed. It was noted that a culvert will need to be installed beneath the private road within the right-of-way of Shady Oak Lane by the developer. The developer will also need to clear and grub the ditch line within the Shady Oak Lane right-of-way along the rest of the property as well as re-establish the ditch along the length of his development. It was noted that if the property currently owned by the Crawleys is ever to be further developed, then the Crawley driveway should be relocated.

Motion: Duerst moved to approve the intersection design contingent upon Temple installing the culvert below the private road within the right-of-way for Shady Oak Lane, adhering to the guidelines within the MSA Professional Services letter dated November 10, 2016, and final approval from Dane County Water Resource Engineering for stormwater management; 2nd Swiggum. **Action:** Chair Enburg requested a roll call vote: Meinel, aye; Trainor, aye; Swiggum, aye; Senseman, aye; Duerst, aye; and Enburg, nay.

4. **MSA Engineering Report on Proposed Ditching along Shady Oak Lane** – Chair Enburg reported that he has met several times with Greta and William Crawley to listen to their concerns. They contend that Shady Oak Lane was raised at some point in time that adversely contributes to stormwater issues on their property. Enburg noted that the Town has paid for MSA Professional Services to study possible solutions to the current conditions. According to Enburg, the Crawleys are amenable to ditching along Shady Oak Lane. Developer Justin Temple is unwilling to pay for the ditching as his stormwater plan approved by the Wisconsin Department of Natural Resources will not contribute additional stormwater to the Crawley property post-development. Enburg reviewed the existing biobed detention basin to the north of the private road; there is a culvert from the biobed that travels below the private road and is directed toward a partially blocked culvert on the Crawley property below their driveway. A gabion (a cage filled with rocks to control erosion) will be installed on the low end of the culvert. According to Enburg, the Crawleys worry that the culvert from the development to the north will direct stormwater onto their property during a large event. Enburg described an area on the northeast corner of the Crawley property that is typically wet although it is neither an intermittent stream nor a creek. Instead, it is a low swale that is a drainage way through a farm field.

Chair Enburg reviewed some of the solutions proposed by MSA, noting that the Town wants to act as a facilitator between Temple and the Crawleys. One possible scenario is to direct any stormwater not captured by the biobed via a culvert directed toward improved ditching in the right-of-way of Shady Oak

Lane. Another possible solution is to direct any water escaping from the biobed via the existing culvert to improved ditching in the right-of-way of Shady Oak Lane by ditching within the Crawley property; this scenario requires the relocation of the existing driveway to the south. Swiggum noted that relocating the Crawley driveway would require a substantial addition of fill. It was further noted that the proximity of the two access points from Shady Oak Lane could result in some snow plowing/snow storage issues. Temple noted that the biobed has been capturing and holding stormwater from recent events; he further noted that plantings that improve its effectiveness will be added soon. Temple questioned the need to pay for other efforts; he is willing to make improvements if a problem can be proven. The biobed is engineered to contain a 100 year event. Temple further reported that he received his draft maintenance agreement from Dane County Water Resource Engineering Division on Friday, November 22, 2016 which he completed and submitted for their review.

Duerst reviewed the estimate of \$42,000 for ditching and \$12,000 for relocation of the Crawley driveway and stated that this would be to the benefit of the Crawleys, not of the Town. Duerst was comfortable with the Town sharing the results of the engineering study with the Crawleys, but with the understanding that its construction would be a special charge levied to the Crawleys. Likewise, if the Crawleys were to pursue improving the waterway on their property, the expense would need to be paid by the Crawleys or by Temple. Duerst assumes that there was more effective ditching on the property at one time, but that expansions of agricultural activities towards the right-of-way for Shady Oak Lane have diminished its effectiveness. Engineer Lord noted that he is aware of overlays to Shady Oak Lane of no more than 3" since he began working with the Town. It was noted that aerial photos of the property from 1937 to the present have shown the northeast section of the Crawley land to continually be wet once the wooded portion was removed and the existence of a waterway throughout that history. After brief discussion, the Public Works Committee recommends that the Town Board take no action regarding ditching in the right-of-way for Shady Oak Lane; without objection. Temple stated that his offer to the Crawleys to install an improved waterway on their property is not contingent upon a timeline.

5. **Approve 2017 Public Works Budget** – Planner/Administrator Arnold requested that Lord remove the amount budgeted for ditching along Shady Oak Lane. Chair Enburg requested that Lord bring an exhibit for the Committee for their next meeting to show plans for Hillside Heights and De Marco Trail; in particular, he wanted to know where the Town road ends for the northern portions of Andes and Allegheny. Arnold noted that at the Public Hearing for the budget, the 2017 levy amount was approved by the electorate; the Board will review the budget for possible approval at their regular meeting on December 6, 2016. Duerst recommended that the \$1,300 balance in the 2016 budget for tree trimming be used to contract with Wolfe to improve conditions within the Town right-of-way for Sunset Drive to the east of Range Trail on the south side of the road. Residents should be offered the wood so the Town does not have to pay for its processing. The amount allocated for ditching along Shady Oak will be repurposed as Safety Ditching and Engineering to use to improve ditching conditions along Sunset Drive and Range Trail; it was noted that the review of Horseshoe Bend ditching has been completed. Duerst moved to approve up to \$320,000 in the Street Maintenance Capital budget; 2nd Swiggum. Motion carried. Lord will update the headings as noted above. Swiggum moved to approve the operating budget as presented; 2nd Duerst. Motion carried.
6. **Review 5-Year Capital Road Improvement Plan** – Clerk/Treasurer Wright stated he has been too busy with the General Election, tax preparation, and preparation for the Election recount to work on this item. Enburg would like as part of the analysis, a value for the amount of revenue received from the Department of Transportation for each road based upon length and a value for the assessed valuation of the property that abuts each road. There was brief discussion regarding the results of the borings taken along roads in Hillside Heights and along De Marco Trail. Although Lord did not have the documents with him from Nummelin Testing Services, he recalled that Cortina and Everest had up to 6" of asphalt paving and 8" to 10" of base. De Marco had up to 4" of paving with a decent base; some areas had a base of silty clay. Some undercutting may be required. Details will be shared at the next meeting.
7. **Updates for Local Roads**
 - a. Locust Drive – Duerst reported that he drove the repaired section and stated the ride to be greatly improved.
 - b. Wesner Road – Chris James of Dane County Parks stated in an email reply to Clerk/Treasurer Wright that Dane County will pursue improving the vacated portion of the road independent of the Town. The Public Works Committee needs to reach out to Resurrection Lutheran Church as plans are

reviewed. Enburg would like to draft a Memorandum of Understanding with Dane County regarding their portion of road vacated by the Town.

8. **Schedule December 2016 Meeting and Set Agenda**-after review of member schedules, it was determined that December will be skipped; the next meeting will be on January 31, 2017 at 7:00 AM:
Call to Order/Approve Agenda
Approve Minutes from 11/29/2016
Review Hillside Heights
 Pavement and base testing by Nummelin
 Limits of Andes and Everest
Review 5-Year Capital Road Improvement Plan
Updates for Local Roads
 Wesner Road
 Slag Sealing on Shady Oak Lane
Schedule February 2017 Meeting and Set Agenda
Adjourn
9. Duerst moved to adjourn; 2nd Swiggum. Motion carried at 8:25 AM.

Approved: December 27, 2016

Prepared by: John Wright, revised by Amanda Arnold