

Public Works Committee Minutes

Thursday, February 4, 2021 (Rescheduled from January 26, 2021) 7:00 AM

Town of Verona Hall, 7669 County Highway PD

Via on-line Zoom software with provisions for in person participation at town office with masking and distancing

Present: Mike Duerst (chair), John Senseman, Russ Swiggum, Phyllis Wiederhoeft (on line)
Manfred Enburg (online)

Absent: None

Also Present: Christopher Barnes, Public Works Director, Mark Judd, Road Patrolman, Mark Geller, Town Chair

Public Present: None

1. **Call to Order/Approve Agenda** - Chair Duerst called the meeting to order at 7:00 AM. The meeting was moved to February 4, 2021 from January 26, 2021 due to snow weather conditions. Enburg moved to accept the agenda, second by Senseman. Motion carried.
2. **Review Minutes of December 29, 2020** - The minutes were reviewed with changes made by Wiederhoeft. Duerst called for a motion to approve the December minutes as revised. Motion by Wiederhoeft, second by Senseman, motion carried.
3. **Discussion and Possible Action: 2021 Road Maintenance Program** - Barnes presented the 2021 road maintenance program proposed in the 2021 town capital improvement program. He stated that the program was basically the same process as used in 2020 which included asphalt wedging and leveling of selected areas followed by a granite chip seal. Barnes also stated that he has included the adjustment of four manhole frames on Nesbitt Road that are settling. Enburg stated that he was glad to see a mix of local and major roads included in the program. Barnes stated that he was planning for a bid opening in late February to take advantage of early season pricing. General discussion followed. Duerst stated Dane County Towns Association suggested that towns combine work to present a bigger program for contractors.
4. **Discussion: Draft Subdivision Ordinance Review Memo** - Duerst asked Barnes to explain the draft memo contained in the agenda. Barnes stated that he used the comments drafted by Wiederhoeft to prepare a memo to the Plan Commission. Barnes proceeded to go through the memo with Wiederhoeft to discuss each of the relative points, Discussion followed regarding the labeling of road classifications. Enburg stated that the town roads all typically fall into the rural local road category, and that the categories he had developed (and used by Barnes for maintenance planning) were more descriptive than the national functional classification descriptions in the draft subdivision ordinance. Barnes agreed to produce a cross reference for the Plan Commission to use as guidance. General consensus of the committee was that the more descriptive classifications were more relevant to the town usage. Discussion followed on the use of the term "significant impact" as it relates to traffic impacts. General discussion followed on the levels of impact due to traffic on town roads. Barnes agreed to research how other

government agencies have thresholds or triggers for traffic impacts. Barnes also supplied the typical town road standard cross-section to better define the required pavement thickness. Barnes explained that thickness can vary based upon traffic, soil types, water table, etc. Swiggum stated that he sees a number of different pavement designs, and that all road construction required a proof roll of the subgrade prior to base and surface pavement construction. Enburg stated that it can be problematic to be too specific on standards, and it is better to use a performance specification rather than a specific pavement design so the developer cannot use the town standard against the town. Duerst asked that Barnes prepare a final memo based on the committee comments. No further discussion.

5. **Joint Purchase Agreements with other Government Agencies** - Duerst opened the discussion by stating that he has asked for this item be added to the agenda and felt that there were various opportunities for local governments to work cooperatively. Duerst mentioned items such as equipment purchases, material purchase (such as salt, sand, fuel) and construction work such as paving and chip sealing. Barnes stated that he saw some areas that can be shared and mentioned the state bid salt purchase program and others, such as paving, in which the town may have individual specification which would have to worked out. Duerst requested Barnes to pursue areas which he thought could be cooperative.
6. **Discussion: Valley Road Bridge Engineering Update** - Barnes stated that he has prepared a request for proposals for design engineering for the Valley Road Bridge, and that the proposals would be due February 19, 2021. There was interest from four firms in the project. The selection committee will consist of five members Town Chair, Mark Geller (required), Mike Duerst, Phil Meinel, Sarah Gaskell, and Barnes. General discussion followed regarding the bridge height and water levels during flooding. Enburg suggested that the bridge height be considered as part of the engineering. Barnes explained about the difficulties of acquiring right of the way of publicly owned property such as the canoe landing area. More information would be available at the next committee meeting.
7. **Discussion: Border Road Jurisdiction and Maintenance Agreements Update** - Duerst asked Barnes to summarize the agreement contained in the agenda. Barnes stated that the agreement had been reviewed by the Town Board and that it was ready to submit to the Town of Springdale. Wiederhoeft asked what would be the next border community to contact, and Barnes stated that he believed that Fitchburg would be the next community since there are plans to reconstruct Fitchrona Road between Nesbitt Road and Lacy Road and other potential residential development along Fitchrona Road.
8. **Discussion: Goose Lake Storm Drainage Study Update** - Barnes stated that the work had been completed on the study and the consultant now needed to draft up the final report. Wiederhoeft asked when the final report may be available, and Barnes stated he thought in March. Swiggum mentioned the possibility of a development on the east side of Fitchrona Road and south of Lacy Road which could impact storm water drainage in the area. Barnes stated that he was aware of the proposal along with the City of Fitchburg drainage engineer.

9. **Development Updates:** Barnes stated:

- a. **Twin Rock Prairie Circle Development** - No new work developments. Gas service has been installed from County Highway PD along portions of Spring Rose Road to the Twin Rocks site. No home construction will begin until after paving in 2021.
- b. **Prairie Circle Development** - The project is substantially complete. Road paving is complete to binder course. Final paving will occur in 2021. All utilities (electric, gas, fiber optic) are complete.

10. **Equipment Condition Update** - Judd stated that the new plow truck is scheduled to begin fabrication of the equipment in February and delivery would be likely too late for use in this winter season. Other vehicles were receiving typical service for the winter season

11. **Schedule February 2021 Committee Meeting and Set Agenda** -The February meeting was set for the 26th at 7:00AM to accommodate the road maintenance program bid opening to be held on February 25, 2021.

12. **Adjourn** - Duerst called for adjournment, motion by Senseman, second by Swiggum. Motion carried. Adjourned at 8:28 AM.

Approved: February 26, 2021

Prepared By: W. Christopher Barnes