

**Town of St. Joseph**  
**Minutes for the Public Works Committee**  
**Wednesday, July 6, 2016 – 6:00PM**

**CALL TO ORDER at 6:05PM**

**PLEDGE OF ALLEGIANCE**

**STATEMENT OF PUBLIC NOTICE** by the Clerk     **ROLL CALL**-all are present.     **ADOPTION OF**

**AGENDA:** Motion to adopt the agenda as posted Long/Simpson- passed

**APPROVAL OF PRIOR MEETING MINUTES – 6/1/16::** Motion to approve the minutes with changes to #5-Johnson/Simpson passed

**Business:**

1. Public Works building—Bids, timeline and recommendations: Bids are due on July 20<sup>th</sup> –there is some interest in this project and we will meet at our August meeting to pass the bids onto the board.
2. Chapter 149- plates and changes to ordinance: we went over changes that need to be made to the ordinance and plates. Stantec will be bringing back the changes to our next meeting. Johnson will talk to the Plan Commission about the changes.
3. Review of current and future expenditures for 2016 to date and all bills received from May and June: we have reviewed all the expenditures and will ask that the erosion issue along the Fire Hall be charged to the building and not to Public Works. It would be helpful for the committee or at least the chair or board rep have a look at the bills prior to them being entered in the accounting system so that they are entered into the correct expenditure.
4. Updating the Town Road Map: WISDOT changes etc. will be incorporated into the Town Road Map near the end of the year.
5. General maintenance:
  - a. Signs
    - i. Inventory of reflectivity: count and costs of replacement: full list will go to Stantec this week.
  - b. Red Pine Trail update: we are in suit.
  - c. ROW and ditch issues:
    - i. Installation of signs: all done
    - ii. Further encroachment on 60<sup>th</sup> and elsewhere: all good
  - d. Gravel and grading roads-retriever and grading completion: Have a few things to address but most of it is done.
  - e. Retriever for shouldering: will finish mowing and go to the retriever
  - f. 20<sup>th</sup> St. patch: Gravel is holding and we will probably not patch it.
  - g. Maintenance issues
    - i. Timeline for repairs and maintenance and potholing: things are pretty near completion. Taking care of all the washouts in Birch Park. Will address the corners that are being cut with a ramp.
    - ii. 85<sup>th</sup> Street: deterioration of the driving surface and maintenance: It is taken care of for this year until we rebuild this road.
    - iii. Damages to roads: 122<sup>nd</sup> letter has been sent. Perch Lake Rd will have to be fixed by Tuma. We still hold the road damage deposit. 464 Bluebird has been damaged by a contractor for a sewer system. 336 White Eagle Trail has damages also.
    - iv. Sweeping: issue on White Eagle but it is very little.
    - v. Completion of work orders: most are going well
    - vi. 41<sup>st</sup> St issues: put back on the next agenda

- vii. Discussion of disposition of end portion of 30th(gravel) maintenance problem; return road to landowner or? Difficult to do 130 feet of road with a grader off an asphalt surface. **Motion to ask the board look at returning the gravel driveway portion of 30<sup>th</sup> to the landowner. Johnson/Marty passed**
- h. Inspection of erosion control areas in existing subdivisions: all in good shape
- 6. Spraying of weeds, mowing and tree cutting: Spraying of the weeds are done for about \$1800. We may have a few more spots to spray. We need to address some more trees that are hanging over. We are over on the budget for trees but need to take care of this. We will issue a work order addressing the most critical ones.
  - a. Mowing with 3 pt and arm mower: Long presided over this part of the meeting and Marty recused himself from the discussion. We are using the 3Point mower on some of the roads that are easy to do. We feel that it saves us some money to use toward some brushing of the roads but still need to do some of the roads with the arm mower.
  - b. Tractor logs for tracking activities: We want to have a line item for chipping and mowing separately. Logs will be refined.
- 7. Sign replacement, timeline for ordering and placement: see above- on our agenda twice
- 8. Info and update on Town parking lot drainage issues behind the town hall to coordinate with building: no action
- 9. Future funding options for Public Works: review of roads needing attention and costs involved: Will address this at our next meeting after the Finance/Board meets tomorrow night with Ehlers.
- 10. Review of work orders – on the agenda twice

**PUBLIC COMMENT** –Opportunity for comments on subjects not on the agenda when recognized by the presiding officer.

Items for Town Board Agenda : Motion regarding the discontinuance of the end of 30<sup>th</sup>.

Items for next Public Works Committee Agenda: see above

Date for the next Public Works Committee: August 1, 2016 at 6:00PM

Adjournment: Motion to adjourn Marty/Zahler passed at 8:45PM