

PUBLIC WORKS COMMISSION MEETING  
Tuesday, January 24, 2023 at 5:30 PM

Commission members present: Alders. Bartz, Wetzel, Comm'r. Thompson  
City employees present:  
Public Works Director/City Engineer Jaynellen Holloway  
Assistant City Engineer Andrew Beyer  
Street Department Operations Manager Stacy Winkelman

**1. CALL TO ORDER**

Meeting was called to order at 5:31 p.m.

**2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

**3. REVIEW AND APPROVE MINUTES December 13, 2022**

Motion to approve Ald. Bartz  
2nd Comm'r. Thompson  
Carried by unanimous voice vote

**4. BUSINESS**

It was requested that agenda item 4.D. be moved to first on the agenda.

**D. Review and take action: Approve City Well #4 rehab and rehabilitation project**

We solicited 3 contractors for quotes with a defined scope of work and received the following prices for rehab and rehabilitation for City Well #4. I recommend approval of the low quote from Municipal Well & Pump which includes the base bid & supplemental items for a total not to exceed \$63,663. Funds are available in the 2023 budget from account # 03-99-99-98 Note: Supplemental items may or may not be needed as they can only be determined after the base bid work is completed.

<b>Contractor</b>	<b>Well #4 Base Price</b>	<b>Well #4 Supplemental items</b>	<b>Total Cost</b>
Municipal Well & Pump	\$19,800	\$43,863	\$63,663
Water Well Solutions	\$8,490	\$62,440	\$70,930
CTW	\$47,220	\$84,561	\$131,781

Ald. Bartz: How often do we use supplemental items?

Hartz Not sure, but we are always surprised at what we find as work begins.

Comm'r. Thompson: Who determines what supplemental items are necessary?

Hartz: City staff relies on experts and their recommendations. However, City staff make the final determination.

A motion was presented to approve the quote from Municipal Well & Pump not to exceed \$63,663.

Motion to approve Comm'r Thompson

2nd Ald. Bartz

Carried by unanimous voice vote

**A. Update, no action required: City of Watertown Railroad Quiet Zone Reaffirmation**

Watertown, not unlike communities around the US, has several railroad crossings throughout the community. The Federal Railroad Administration (FRA) has allowed communities to implement a "Quiet Zone" to reduce train horns within municipal limits. The City of Watertown implemented a quiet zone in the mid-2000's. To implement a quiet zone, several steps need to be taken by the community such as installing proper signage and ensuring all railroad crossings meet the FRA standards. To maintain a quiet zone, a re-affirmation letter must be mailed to the FRA every 2.5 to 3 years. The affirmation notice is attached for

your reference. It's important to note that a train conductor can use a train horn within municipal boundaries in emergency situations.

**B. Update, no action required: Wisconsin Department of Natural Resources (WDNR) Urban Nonpoint Source (UNPS) Construction Grants**

The City of Watertown Engineering Division applied for and was awarded two WDNR UNPS Construction Grants in 2022. A summary and update for each grant can be seen below:

The Engineering Division applied for and was awarded a Wisconsin Department of Natural Resources (WDNR) Urban Nonpoint Source & Storm Water Grant for \$150,000 for the design and construction of a biofilter at the Yard Waste Site

The Engineering Division applied for and was awarded a Wisconsin Department of Natural Resources (WDNR) Urban Nonpoint Source & Storm Water Grant for \$49,785 for the installation of deep catch basins in the 2023 street project area.

**C. Review and take possible action (*Should read: Update, no action required*): City of Watertown Quarry Annual Report submittal**

The City of Watertown owns and operates the quarry located at 408 Bonner Street within the City Limits. A quarry operator is responsible for submitting an annual report to the administering authority, the City of Watertown in this case, for review and approval. The annual report will be distributed, and an overview of the report was given at the January 24<sup>th</sup> Public Works Commission meeting.

**5. ADJOURNMENT**

Motion to adjourn Comm'r. Thompson

2nd Ald. Bartz

Carried by unanimous voice vote

Meeting adjourned at 5:54 p.m.

Respectfully submitted,

Bob Wetzel

Public Works Commission Chair

Note: These minutes are uncorrected and any corrections made thereto will be noted in the proceedings at which these minutes are approved.