

PUBLIC WORKS COMMISSION MEETING  
Tuesday, February 14, 2023 at 5:30 PM

Commission members present: Alders. Bartz, Wetzel, Comm'r. Thompson  
City employees present:  
Public Works Director/City Engineer Jaynellen Holloway  
Stormwater Utility Manager Maureen McBroom  
Street Department Operations Manager Stacy Winkelman  
Assistant Operations Manager Matt Willmann

**1. CALL TO ORDER**

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

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

None

**3. REVIEW AND APPROVE MINUTES January 24, 2023**

Motion to approve Ald. Romlein  
2nd Comm's. Thompson  
Carried by unanimous voice vote

**4. BUSINESS**

**A.** Review and Take Possible Action: Amend Watertown Municipal Code of Ordinances Chapter 453 Stormwater Ordinance - Article 1, Stormwater Management Utility

Engineering Division staff have drafted revisions to Article 1 Chapter 453, Stormwater Management Utility:

1. To clarify the formulas used to calculate the stormwater utility rate charges that were updated in 2020
2. To update the Stormwater Utility Credit program for residential properties to raise the rebate amount from \$15 to \$40 for installation of rain barrels, rain gardens, permeable pavement and other stormwater management practices.

Ald. Romlein asked if citizens will be given help and guidelines in establishing cisterns.

Broom stated that there would be help on the web and of course, the City would share any available knowledge.

Engineering Division staff respectfully request that these proposed revisions be moved on to the March 7, 2023 Common Council meeting along with proposed revisions to Article 2 and Article 3 of Chapter 453. (Article 3 is anticipated to be on the February 28, 2023 Public Works Commission agenda.) These revisions are being completed under a Wisconsin Department of Natural Resources (WDNR) Urban Nonpoint Source & Storm Water Planning Grant.

Motion to approve Ald. Ronlein  
2nd Ald. Ruetten  
Carried by unanimous voice vote

**B.** Review and Take Possible Action: Amend Watertown Municipal Code of Ordinances Chapter 453 Stormwater Ordinance - Article 2 Non Stormwater Discharges to Stormwater System

Engineering Division staff have worked with our stormwater consultant to revise portions of Article 2 of Chapter 453, Stormwater Management Utility:

1. To clarify and provide examples of non-industrial illicit discharges
2. To update acceptable methods of communication (electronic mail)
3. To clarify possible enforcement actions

Ald. Romlein received an affirmative answer after asking if the City would still be cutting curbs for residents. McBroom stated that a permitting process would be established for buildings and homes not in compliance.

Engineering Division staff respectfully request that these proposed revisions be moved on to the March 7, 2023 Common Council meeting along with proposed revisions to Article 1 and Article 3 of Chapter 453. (Article 3 is anticipated to be on the February 28, 2023 Public Works Commission agenda.) These revisions are being completed under a Wisconsin Department of Natural Resources (WDNR) Urban Nonpoint Source & Storm Water Planning Grant.

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

**C. Review and possible approval: Request to remove solid waste charges for 402½ E. Main Street**

Kenn Fox runs Paramount Guitars, LLC out of 402 E. Main Street. He has stated that the unit above (402½ E. Main Street) is being used as office space and not as a rental. It has not been used as a rental in over 16 years. He is requesting that the monthly charge of \$14.08 for solid waste services be removed from his utility bill. Matt Willmann, Solid Waste and Recycling Assistant Operations Manager, has been in the unit in question many times and can confirm it is indeed being used as office space and a recording studio, not a rental unit.

Ald. Ruetten asked what the trigger would be when this or other building would be once again added to the rolls. Comm'r. Thompson stated that residents need to request a garbage bin.  
Ald. Ruetten asked if this has been done in the past and was answered in the affirmative.

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

**D. Review and discuss: Allowing second garbage carts for residents**

Winkleman shared that there are 16 adult homes in the City who need extra bins at a charge of \$9.29/month. The cost of a new cart is \$48 plus shipping and handling.  
Ald. Ruetten asked for a number of requests in the past few years and Winkleman stated that while she is unsure of exact numbers she said that less than 10 and perhaps even five.  
Holloway stated that if there is a temporary need it would be incumbent on the resident to notify the City when that time "expires."

**5. ADJOURNMENT**

Motion to adjourn Ald. Ruetten  
2nd Ald. Romlein  
Carried by unanimous voice vote  
Meeting adjourned at 5:59 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.