



Public Works Committee Meeting

Cravath Lakefront Room, 2nd Floor

312 W. Whitewater St.

Whitewater, WI 53190

*In Person and Virtual

Tuesday, August 11, 2026 - 5:00 PM

MINUTES

CALL TO ORDER

The Public Works Committee meeting was called to order by Board President Hicks at 5:00 p.m.

ROLL CALL

PRESENT: Board Member Smith, Board Member Schanen, Board President Hicks

ABSENT: None

OTHERS: Marquardt

APPROVAL OF AGENDA

Motion made by Board Member Schanen to approve the agenda for Tuesday, August 11, 2026, Seconded by Board Member Smith.

Voting Yea: all via voice (3)

Voting Nay: None

APPROVAL OF MINUTES

1. Approval of minutes from July 14, 2026

Motion made by Board Member Smith to approve the minutes from July 14, 2026, Seconded by Board Member Schanen.

Voting Yea: all via voice (3)

Voting Nay: None

HEARING OF CITIZEN COMMENTS

None

NEW BUSINESS

2. **Discussion and Possible Action regarding mid-block pedestrian crossing on W. Main Street near Fairfield Inn and Suites.**

Marquardt stated this item was requested to be placed on a future Public Works agenda after a pedestrian death occurred on March 4, 2026, at the pedestrian crossing on W. Main Street near the Mulberry Campus and Fairfield Inn. The request asked for further discussion on traffic calming/safety measures at the crossing. Before bringing the item to the Public Works Committee, staff were waiting for the official police report, so it could be included for context to the accident. Per the attached report, the accident was caused due to a driver looking at his phone and not seeing the pedestrian. Additionally, the driver was subsequently charged with Homicide by Intoxicated Use of a Vehicle with detectable amount of a restricted controlled substance in their blood after blood test results revealed a positive test for cannabinoids.

The Public Works Committee has discussed this pedestrian crossing previously. One discussion revolved around the possibility of moving the crosswalk west to align more with ALDI. After reviewing possible locations, it was decided to leave it where it currently exists.

Past projects included upgrading the overhead lighting from High Pressure Sodium to LED along W. Main Street in 2019. The standard flashing pedestrian signs were updated to Rectangular Rapid Flashing Beacon signs in 2020.

Additional pavement markings and signage will be installed the week of August 10, 2026. Pavement markings will include a Pedestrian Yield Line 60 feet west and 20 east of the marked pedestrian crossing. Yield Here to Pedestrian signs will be installed in the terrace area at each Yield Line.

Chief Meyer commented on a terrace tree that is located on the north side of W. Main St. by Fairfield Inn. If a pedestrian is near that crosswalk on the north side of W. Main Street, a driver in a vehicle, going westbound, may not see that person entering the crosswalk. He indicated there was a pedestrian killed in the crosswalk about five to seven years ago. He wondered if that tree should be taken down at that location.

Board President Hicks asked if painted text could be placed on the road 50 ft. to 75 ft. before the crosswalk indicating pedestrian crosswalk ahead. Marquardt stated he could look at that option as well. However, at what point does a driver continue to be distracted by painted text or signage.

Based on the accident report, staff is not suggesting any changes to the pedestrian crossing at this time. Marquardt will forward this to Council as a staff report.

3. Update on Police Department Outdoor Shooting Range.

Chief Meyer provided an update to the PD outdoor shooting located south of the Wastewater Treatment Facility. That location was optimal due to the proximity to the PD evidence/training garage currently under construction as well as the distance from homes and other structures. The outdoor range was planned with the goal of reducing costs associated with using the Walworth County outdoor range consisting of range reservations, fuel and personnel OT related to travel time. The need for the range has become more imminent due to the Walworth County outdoor range shutting down indefinitely.

City staff worked with Tanis Construction on a mutually beneficial arrangement in which Tanis provided filling material at low cost to the City due to an offload location, which was a cost savings for Tanis. Tanis also agreed to shape the berm with a bulldozer. The total cost of those services was \$5,000, which was approved by the City Manager using existing funds within the PD DAAT/Firearms budget.

PD command staff are currently working to establish a policy that will govern the use of the range as it is anticipated that staff could potentially begin using the range as early as late 2026.

4. Discussion and Possible Action regarding Truck Traffic on Indian Mound Parkway.

Marquardt stated at a recent Public Works Committee meeting, Alderperson Schanen requested the topic of truck traffic on Indian Mound Parkway be placed on a future agenda.

Here is the current city ordinance referencing Heavy Traffic Routes:
11.32.010 - Use by heavy traffic prohibited.

(a) Heavy traffic is prohibited on all streets in the city except Janesville Street, South Franklin Street, North Tratt Street, Business Highway 12, and state and federal highway routes through the city; provided that the ordinary use of the streets for the purpose of obtaining orders for and carrying of supplies and other necessary things to and from any one place or residence fronting on the streets is excepted from the provisions of this section.

(b) In this section, "heavy traffic" means all vehicles not operating completely on pneumatic tires and all vehicles or combination of vehicles, other than motor buses, designed or suited for transporting property of any nature and having a gross weight of more than six thousand pounds.

(c) Any person who violates the provisions of this chapter shall, upon conviction thereof, be subject to a penalty of not less than twenty-five dollars nor more than two hundred dollars for the first offense, together with the costs of prosecution; and on second and subsequent offenses within one year, not less than fifty dollars nor more than two hundred fifty dollars, together with the costs of prosecution.

Currently, there is a No Truck Traffic Allowed sign just south of W. Main Street for southbound traffic on Indian Mound Parkway and a No Truck Traffic Allowed sign on the southern tip of the median island on Indian Mound Parkway at Walworth Avenue for northbound traffic. There is also a No Truck Traffic Allowed sign just east of Highway 12 on Walworth Avenue for eastbound traffic.

Currently, there are no recommendations from staff.

5. **Update on timeline for issuing Request for Proposals and design for the Public Works Street Facility.**

Marquardt stated the Capital Improvement Plan (CIP) approved in November 2025 for the 2026-2027 Budget included money in 2027 for the hiring of a consultant to start the design for the new Public Works Street Facility. The following is the proposed timeline:

Issue Request for Proposal (RFP): December 2026/January 2027

Select Consultant: April 2027

Start Design (18 months): June 2027

Complete Plans/Specifications: November 2028

Bid: January 2029

Start Construction: May 2029

Complete Construction: Summer 2030.

With this timeline, staff intends to start developing the RFP in August and September for review and editing at future Public Works Committee meetings with the intention to post it in December 2026.

The design of the Street Facility was included in the 2026-2027 CIP approved as part of the 2026-2027 Budget in November 2025.

\$500,000 has been budgeted initially in the CIP.

As this is an update, no formal action is required.

6. **Discussion and Possible Action regarding the award of Contract 7-2026, 2026 Detention Basin Maintenance.**

Contract 7-2026, Detention Basin Maintenance Project, was advertised on July 16, and July 23, 2026, with a bid opening on August 11, 2026. The project consists of dredging and reshaping three detention ponds. The first one is located off Starin Road across from the Street Department garage.

The other two basins are located east of Waters Edge Drive, closer to the multi-use path near Trippe Lake.

As stated, bid opening was held on August 11. Five bids were received:

- CJP Excavating LLC \$159,161.75
- RR Walton & Company LTD \$179,029.85
- Integrated Lakes Management Inc \$222,819.60
- Fischer Excavating Inc \$240,343.00
- Interstate Clearing & Construction \$341,194.00

The Task Order to design and assemble plans for bidding was approved by the Public Works Committee and Council in February 2026. The basin dredging project was approved by Council as part of the 2026-2027 Budget and Capital Improvement Plan.

The City has budgeted \$345,000 for the Detention Basin Maintenance Project.

Staff recommended a motion to approve Resolution No 2026-R-041 and award Contract 7-2026 to CJP Excavating LLC in the amount of \$159,161.75.

Motion made by a Board Member Smith to recommend that Council approve the award of Contract 7-2026, Detention Basin Maintenance, seconded by a Board Member Schanen.

Voting Yea: Board Member Smith, Board Member Schanen, Board President Hicks

Voting Nay: None

7. Discussion and Possible Action regarding updating Municipal Code 12.44.020 – North-South and East-West Streets – Base line.

Dan Boldt, GIS Analyst, has been working with Walworth and Jefferson Counties and cleaning up addresses for the E911 Addressing Project. In doing so, he noticed some streets with E., W., N., and S. prefixes and some streets without. According to Chapter 12.44.020 of the City's Municipal Code, it appears all streets should have a directional prefix. Instead of going back and adding a directional prefix, staff would like to make a small change to the ordinance. It would reflect that any street that crosses, or has the chance to cross, the "base line" as defined in Chapter 12.44.020, would have to have a directional prefix. If the street does not cross or will not cross the "base line", the directional prefix is not needed. Examples:

Prince Street crosses Main Street (the east/west base line), thus it is known as North Prince Street and South Prince Street respectively.

Burr Oak Trail will never cross Main Street, thus it does not have a "North" associated with its name.

This change in Chapter 12.44.020 is more clerical in nature and updates the Chapter to be more in line with today's practices. Staff recommended a motion to approve the change and forward to council for final approval.

Motion made by a Board President Hicks to recommend that Council approve North-South and East-West Streets – Base line, seconded by a Board Member Schanen.

Voting Yea: Board Member Schanen, Board President Hicks, Board Member Smith

Voting Nay: None

8. Discussion and Possible Action regarding the 2023 – 2026 Biosolids Hauling Contract and the Option to Extend for two additional years.

Marquardt stated the Wastewater Utility currently has a contract with HPC Industrial LLC for hauling and land applying biosolids onto farmer's fields. The current contract runs from January 1, 2023, through December 31, 2026. When the Request for Proposals (RFP) was issued, it was noted that the Terms of the Contract would include an Option to Extend for two additional years.

Staff received two responses to the RFP in October 2022. HPC Industrial's cost was estimated at \$63,000 and the other cost was estimated at \$120,000.

In October 2018, the City entered into an Agreement with Clean Harbors (now doing business as HPC Industrial) for the hauling of the biosolids. The contract was for 2018 – 2020 with an extension to the contract signed in March 2021 for the years 2021 and 2022. As mentioned above, the City issued a RFP in September 2022. The Public Works Committee and Council approved entering into an Agreement with HPC Industrial in October 2022.

The actual cost is based on the gallons of biosolids hauled away from the plant. Under the current contract the prices were:

• 2023	\$.042/gallon	Actual cost:	\$46,346
• 2024	\$.042/gallon	Actual cost:	\$65,916
• 2025	\$.045/gallon	Actual cost:	\$60,750
• 2026	\$.045/gallon	Budgeted:	\$80,000

It also included a fuel surcharge of 1% for every \$.10 fuel is over \$3.00

The proposed prices for the two-year extension are:

• 2027	\$.046/gallon	Estimated cost:	\$61,790
• 2028	\$.049/gallon	Estimated cost:	\$65,820

It also includes a fuel surcharge of 1% for every \$.10 fuel is over \$3.00

Not knowing how much prices might go up, the 2027 budget included \$125,000 for this line item.

Ben Mielke, Wastewater Superintendent, reached out to other Wastewater Facilities to see what they were paying. In all cases, the proposed rate being asked for by HPC Industrial is lower than those other Facilities. Wastewater staff have had no issues with HPC Industrial. The \$.001/gallon increase equates to about a 2% increase. Based on this, staff recommended a motion to move forward with the two-year extension and proposed pricing and forward to Council for final approval.

Motion made by a Board Member Schanen to recommend that Council approve the Biosolids Hauling Contract with HPC Industrial and extend it for two additional years, seconded by a Board Member Smith.

Voting Yea: Board President Hicks, Board Member Smith, Board Member Schanen

Voting Nay: None

9. Discussion and Possible Action regarding changing the hours of operation for ATV/UTVs.

The City enacted an Ordinance in November 2021 that allowed the operation of ATV/UTVs on City streets. Part of that Ordinance included a provision that ATV/UTVs could not be operated between the hours of 10:00 p.m. and 5:00 a.m. At the August 4, 2026, Common Council meeting, Alderperson Hicks asked for a review of these hours.

In November 2021, the Common Council adopted Chapter 11.45 – Operation of all-terrain vehicles and utility terrain vehicles allowed.

The Public Works Department and the Police Department have no issue with changing the hours of operation. Staff will create an Ordinance Amendment based on the direction of the Public Works Committee for the August 18, 2026, Council meeting.

Board President Hick stated he would like the hours of operation changed to be able to operate an ATV/UTV on City streets between the hours of 12:00 a.m. – 5:00 a.m.

Jill Gerber, 234 S. Pleasant St., stated if a person was pulled over while driving an ATV/UTV and was arrested for OWI, it is a DNR violation. Chief Meyer stated this violation is completely different from the State Statutes and would not be a criminal OWI but rather a DNR violation.

Board President Hicks asked if this could be taken back to the City attorney to get it more stringent than State Code. It could then be brought back to this committee for further discussion.

Under 11.45.030 – Limitations. Board President Hicks would like (3) ATVs/UTVs shall be operated on the paved surface on the extreme right side of the roadway eliminated from the list. He would also like this reviewed by the City attorney.

At a later date, Marquardt stated this item will be brought back to the Public Works Committee meeting for discussion.

10. Discussion and Possible Action regarding the safety of people fishing near the railings on the north side of Main Street along the Cravath Lake Dam spillway.

Marquardt stated at the August 4, 2026, Common Council meeting, Alderperson Smith requested this item be placed on a future Council agenda. It was recommended that it first be discussed at the Public Works Committee.

Board Member Smith stated he is happy to see kids fishing at this spot. However, he is concerned about the safety of that area and asked what can be done to make it safer.

Marquardt stated he doesn't know what can be done. One thought would be to build stairs that go down with a platform at the bottom where they could stand and fish.

At this time, no further action was taken on this matter.

FUTURE AGENDA ITEMS

11. Ann Street and Trippe Street stop sign

ADJOURNMENT

Motion made by Board Member Schanen to adjourn the Public Works Meeting at 5:59 p.m., seconded by Board Member Smith.

Voting Yea: all via voice (3)

Voting Nay: None

Respectfully submitted,

Alison Stoll

Alison Stoll, Administrative Assistant
Department of Public Works

*Minutes Approved on Tuesday, _____