



Public Works Committee Meeting

Cravath Lakefront Room, 2nd Floor

312 W. Whitewater St.

Whitewater, WI 53190

*In Person and Virtual

Tuesday, November 11, 2025 - 5:15 PM

MINUTES

CALL TO ORDER

The Public Works Committee meeting was called to order by Board President Hicks at 5:16 p.m.

ROLL CALL

PRESENT: Board President Hicks, Board Member M. Smith, Board Member Majkrzak

ABSENT: None

OTHERS: Marquardt

APPROVAL OF AGENDA

Motion made by Board Member Majkrzak to approve the agenda for Tuesday, November 11, 2025, Seconded by Board Member M. Smith.

Voting Yea: all via voice (3)

Voting Nay: None

APPROVAL OF MINUTES

1. Approval of minutes from October 14, 2025

Motion made by Board Member M. Smith to approve the minutes from October 14, 2025, Seconded by Board Member Majkrzak.

Voting Yea: all via voice (3)

Voting Nay: None

HEARING OF CITIZEN COMMENTS

None

NEW BUSINESS

2. **Discussion and Possible Action regarding Addendum 1 for City of Whitewater 2017 Water System Study – Water Supply Service Area Plan.**

Marquardt introduced Ryan Wood from Strand Associates.

Wood stated according to State Statute and Administrative Code NR 854, the City is required to update the Water Supply Service Area Plan by December 31, 2025. This is a requirement created by the DNR. Strand Associates used the 2017 Water System Study Report as the basis for the update. One of the requirements is to have a public meeting where the Water Supply Service Area Plan is discussed and any comments received should be included in the final report.

Board Member Hicks opened the discussion to the public for comment. There was no public comment and the meeting was closed.

Marquardt noted the Public Works Committee and Common Council approved Task Order 25-08 for the preparation of the report in August 2025.

There is currently no recommendation by staff.

3. Discussion and Possible Action regarding street parking restrictions on Elizabeth Street near the Middle School.

Marquardt stated at the Public Works meeting on September 9, 2025, the committee reviewed parking discrepancies including some along Elizabeth Street. The committee did not make any recommendations at that time regarding Elizabeth Street due to having interest in talking with the school district first to get their input. Included is the list of parking restrictions on Elizabeth Street. The first restriction listed is no problem. The next four restrictions are contrary to the last restriction listed.

The existing signage is as follows:

- West Side from 115 north of Melrose to Court Street: No Stopping, Standing or Parking. (4 signs)
- West Side from Kay to Walworth: 2 Hr. Parking during School Hours, 8:00 – 4:00. (1 sign)
- West Side from Walworth to cul-de-sac: No Parking This Side. (6 signs)
- East Side from cul-de-sac to Walworth: 2 Hr. Parking during School Hours, 8:00 – 4:00. (5 signs)
- East Side from Walworth to Middle School property: 2 Hr. Parking during School Hours, 8:00 – 4:00. (2 signs)
- East Side adjacent to Middle School Property: No Parking This Side of Street. (2 signs)

Marquardt stated there could be a minimal financial impact with purchasing any new signs that would be required.

Board Member Hicks stated he had concerns during the Transportation Committee meetings regarding drop off and particularly pick up, which has always been a disaster on Elizabeth St., in front of the middle school. Hicks noted that it may all change in the next year, two or three with the referendum passing. He wondered if it was any better or worse right now?

Mrs. Dowden, Principal, Whitewater Middle School, stated it hasn't gotten better or worse. It has stayed consistent; however, picking up is much more chaotic.

Board Member Hicks said the Public Works Committee talked about making no parking, standing, or stopping from north of Melrose going south to Walworth Ave.

Samuel Karns, Whitewater Superintendent of Whitewater School District, stated it might be better to wait to make changes until the upgrades are made at the middle school. The district will need to change the behavior with the parents on where they can and cannot drive.

Marquardt stated his recommendation is to clean up the ordinance because it's contradictory and the police department cannot enforce anything. The current ordinance says you cannot park in one area, and a different ordinance says you can park in that same area. Marquardt recommendation is to clean up the ordinance based on the signage that is in currently in place. That way, in case someone does park where they are not supposed to, the police department can enforce the ordinance.

Dave Friend, Director of Building & Grounds for Whitewater Unified School District, commented that the police might have a chance to enforce the ordinance in front of the middle school once the bus loop gets installed.

After further discussion, the committee decided to leave the signage and the ordinance information status quo. Therefore, no action was taken on this matter. Marquardt stated they will work with the school district to figure out a plan.

4. Discussion and Possible Action regarding the award of Contract 3-2025, Wastewater Treatment Plant Return Activated Sludge Pump Addition.

Marquardt stated the Wastewater Treatment Plant Return Activated Sludge Pump Addition Project was advertised with bids due on October 28, 2025. Two bids were received.

Sabel Mechanical	\$243,850.00
August Winter & Sons	\$274,200.00

The Public Works Committee and Common Council approved Task Order 25-04 for the design of the project in February 2025.

Strand's Opinion of Probable Construction Cost was \$158,000. The project was included in the 2026 CIP with a budget of \$140,000. Strand reached out to Sabel Mechanical after the bid and asked for a breakout of costs. The huge difference was in electrical where Sabel Mechanical was estimating \$126,000 worth of work.

The low bid is 55% higher than the estimate. Staff cannot justify a recommendation to move forward with this project at this time. Staff recommended a motion to reject all bids and not award the contract and forward to council for final action. Staff will also ask Finance to remove this project from the CIP for consideration next year.

Due to the small scale of construction, staff will look to do this project in conjunction with and when another project is planned at the Wastewater Treatment Facility.

Motion made by Board Member Majkrzak to reject all bids and not award the contract at this time, Seconded by Board Member Smith.

Voting Yea: Board Member M. Smith, Board Member Majkrzak, Board Member Hicks.

Voting No: None

5. Discussion and Possible Action regarding granting an easement from Parcel /OT 00037 to 328 W. Main Street (Hamilton House) for a handicap ramp.

Marquardt stated The Hamilton House, located at 328 W. Main Street, wants to install a handicap ramp along the west side of their building to provide ADA access. The current 48-inch-wide sidewalk abuts the property line. To install the 52-inch-wide handicap ramp, they need an easement from the City owned parcel to the west, Parcel /OT 00037. The permanent easement would be one foot, with a temporary easement also granted for construction.

The Plan and Architectural Review Commission met on Monday, November 10, 2025, to give their recommendation.

Staff recommended a motion to approve the easement and forward to council for final approval. Easement language will be available for the Council meeting.

Motion made by Board Member M. Smith to approve the granting of an easement from Parcel/OT 00037 to 328 W. Main Street (Hamilton House) for handicap ramp, Seconded by Majkrzak.

Voting Yea: all via voice (3)

Voting Nay: None

6. Discussion and Possible Action regarding hiring a contractor to remove blockage and debris from Whitewater Creek near 220 and 228 N. George Street.

Marquardt stated staff received calls from two concerned residents along Whitewater Creek, who reside on George Street just north of the bridge. Their concern was with a blockage causing debris, mainly dead cattails, backing up in the creek adjacent to their and other's property. According to the DNR, the DNR nor the City is responsible for removing anything from the waterway. Affected residents can remove material if they desire if the riverbed is not disturbed, otherwise a dredging permit would be required. The blockage, and backup, are more than the residents can handle and even more than the City can take on. The city manager agrees to hiring a contractor to help with the removal of the blockage and backup. However, since this was not a budgeted expense, he asked that this item be brought to the Public Works Committee for discussion.

An estimate from a local contractor thought they could do the work for under \$25,000. If the City helped with trucking the material to the compost site, it would be even less. There is money available in the Stormwater Utility from the 2025 Dredging Project. \$300,000 was budgeted, but the project came in around \$160,000.

The blockage is from a large tree in the water. The backup consists of dead cattails that are being washed downstream from the lakes and from dried duckweed. The backup material is estimated to be one to three feet thick. Staff's recommendation is to move forward with this project. The project is proposed to be completed over the winter.

Board Member Majkrzak asked if the City followed through with this project would it be setting a precedent for others down the road that the City will take care of the creek. There are also concerns with easements and residents' yards getting messed up.

Marquardt spoke with the city attorney, and he would like easements from both the east and west side property owners.

Board Member M. Smith and Board Member Hicks both agreed something needs to be done. Board Member Hicks did have concerns as well about setting the precedent down the road.

Motion made by Board Member M. Smith to approve hiring a contractor to remove blockage and debris from Whitewater Creek near 200 and 288 N. George Street, Seconded by Board Member Hicks.

Board Member Majkrzak stated he would not be going with the majority and would like to see what would happen at Council. Marquardt stated it wouldn't be going to Council because it's less than \$25,000 (not a biddable project). It is a maintenance project and not public construction. If it's something for transparency, it could be brought to Council.

Therefore, Board Member M. Smith modified his motion to take this matter to Council, Seconded by Board Member Hicks.

Voting Yea: Board Member Hicks, Board Member M. Smith

Voting No: Majkrzak

FUTURE AGENDA ITEMS

Parking on Elizabeth Street by Whitewater Middle School (update) - Board Member Majkrzak
Basin Repairs update (citywide) – Board Member Hicks

ADJOURNMENT

Motion made by Board Member Majkrzak to adjourn the Public Works Meeting at 6:16 p.m., Seconded by M. 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, _____*