

**VILLAGE OF COTTAGE GROVE PUBLIC WORKS & PROPERTIES COMMITTEE
MEETING MINUTES OF AUGUST 6, 2019**

- 1. Call to Order at the Former Public Works Building.** The meeting was called to order at 6:06 p.m. by John Williams.
- 2. Determine that a quorum is present and that the agenda was properly posted.**

It was determined that a quorum was present and that the agenda had been properly posted. Committee members present were Mike Hackel, Andy Eberhardt, Larry Kieck and John Williams (chair). Scott Schuerman arrived at 6:20 pm. Also present were Public Works Director JJ Larson and Mike Maloney of MSA.
- 3. Public Appearances – Public’s opportunity to speak to Committee Members about any item that is not a specific agenda item.**

None.
- 4. Old Business**
 - a. Update on solar panels for the Municipal Services Building.**

Larson stated that Full Spectrum Solar presented to the Village Board and that the Board seemed supportive. It will be a capital project budget item to be considered at the Board level during budget planning this fall. Williams indicated the next step is to get the roof assessed and determine if the anticipated remaining lifespan is as long as solar panels’ expected life.
 - b. Update on bike path projects.**

Larson indicated that work had begun on the bike path extension along CTH N/Main St. Larson and Maloney described the benefits of urbanizing the roadway; improved stormwater management and safer for users of the path. Maloney described how stormwater infrastructure additions eliminated some yard drains and ditching and how added sumps will improve water quality. The path is scheduled for an early September completion.
 - c. Update on Cottage Grove Road construction.**

Larson gave a schedule update on the planned pulverization and asphalt paving of the southern half. Past drainage issues were discussed, as were the storm pipes that run under the bike path portion of the project.
- 5. New Business**
 - a. Discuss and consider recommendation on language change to ordinance 270-2 regarding sidewalk responsibility.**

Larson presented information explaining all of the administrative time that goes into assessing charges for saw-cut sidewalk repairs to adjacent property owners. Larson was looking to have the ordinance language changed to remove “repair” and only assess property owners for complete replacement of sidewalk sections. The estimated time spent does not equate to the amount of money that the Village recoups from property owners annually, so the Committee opted to make no change in policy. No action taken.
 - b. Discuss maintenance of vacant lots.**

Larson was looking for guidance on how to enforce the weed ordinance in the case of large commercial lots. Some lots mow them completely to remain in compliance while others only mow the borders; which technically violates Village ordinance. The Committee indicated that Larson should enforce the ordinance as written and instruct owners to mow their entire lots.
 - c. Discuss potential crosswalk options on Cottage Grove Road.**

Williams stated that he’d heard concerns from citizens and members of the Chamber of Commerce about the need for a crosswalk across BB somewhere near the Post Office and

shopping center. The committee discussed many options and levels of protection for pedestrians. The intersection of Sandpiper and BB was discussed as a logical choice for having a median for pedestrians as well as a location at an intersecting street. Hackel stated that the Committee should look to add this project to the 2020 budget.

d. Discuss options for compost.

Larson indicated that he had a proposal for compost drop off from Purple Cow at their Deforest site. He indicated he would still be looking at trucking options as the site is significantly further than the Dane County Landfill. Larson stated he would continue to seek other options.

e. Discuss potential remedies for truck traffic in Commerce Park.

Larson explained the truck delivery issues in the Commerce Park, but stated that since the addition of some signage, he hasn't heard of further issues. No discussion needed at this time.

6. Engineers Report

Quarry Ridge Subdivision

Grading on the site for Phase A will occur into the month of August. Nate Snyder, developer, anticipated underground utility construction to begin in early August. Sewer pipe is on site and we are planning inspection of the sanitary sewer to begin soon.

Main Street Bike Path

Badgerland Excavating completed the gross fill operation for the project limits. The storm sewer and curb and gutter has been completed. We provided staking and check point for the trail grading that will continue in August.

Cottage Grove Road Rehab

Payne & Dolan is in the final phase of traffic control after completing the street work on the north side of the road. They are underway on the rehab of the south side of the street.

Buss Road / Cottage Grove Road Intersection Plan

We are working on the preliminary plans to verify the needed earthwork to widen Cottage Grove Road. We need to move the bike trail to the north side of the street from Damascus Trail heading westerly to Buss Road. This will prevent the large expense of building a retaining wall along the Township residential properties and will reduce the snow storage issue for the south side of the road. We also foresee meeting with other property owners of undeveloped lands to accommodate stormwater and grading.

Shady Grove Subdivision

We are reviewing the Final Plat and associated engineering plans. This subdivision includes a sanitary lift station for about 30 acres of the development.

5th Addition to Westlawn Estates

We are reviewing the Preliminary Plat and associated engineering plans. This subdivision includes a sanitary lift station for about 20 acres of the development.

7. Directors Report

Road repaving work was completed by Wolf on July 17th on Weald Bridge and Southing Grange. Fahrner completed chipseal work the week of July 29th.

Saw-cut contractors completed their work for the year and Larson plans to coordinate sidewalk replacement work once the department is fully-staffed again.

Larson indicated that they have two vacant Public Works Technician positions to fill and that applicant reviews began August 5th. Larson stated that the staff is doing a great job given the circumstances.

8. Approve the minutes of the July 2, 2019 Public Works & Properties Committee meeting.

Motion by Kieck, seconded by Schuerman, to approve the July 2, 2019 Public Works and Properties Committee meeting minutes as presented. Motion carried with a voice vote of 4-0-1 with Hackel abstaining.

9. Set tentative date for next meeting.

The next meeting is tentatively scheduled for Wednesday, September 4, 2019 at 6:00 pm.

10. Future Agenda Items

- Update on solar panels/roof assessment

11. Adjournment

Motion by Eberhardt, seconded by Kieck, to adjourn at 8:10 pm. Motion carried with a voice vote of 5-0-0.

Respectfully submitted by JJ Larson, Director of Public Works

Approved on: 9/4/19

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim discussion of the subjects and conversations that took place.