

**MINUTES OF THE
IMPROVEMENT & SERVICE COMMITTEE
Wednesday, March 12, 2014
ROOM 207, CITY HALL
6:30 p.m.**

MEMBERS: Brian Danzinger, Joe Moore, Jim Warner, Jerry Wiezbiskie

1. Approval of the minutes from the regular meeting on February 26, 2014.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the minutes from the regular meeting on February 26, 2014.

Motion carried.

2. Approval of the agenda.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the agenda. Motion carried.

3. Request by Sue Doroba on behalf of Peace United Methodist Church, for a third garbage cart at 919 Schwartz Street.

Department of Public Works (DPW) staff received a request from Ms. Doroba requesting a third garbage cart for Peace United Methodist Church. This request was brought forward for Committee review because a third cart would exceed the level of service previously provided by the City. In the past, residents were allowed to place up to four 32-gallon bags of trash at the curb for collection, for a total of 128 gallons of trash collected. A third 96-gallon trash cart would result in up to 288 gallons of trash collected, more than double the previous level of service. DPW staff wanted Committee input prior to acting on these requests.

After some discussion, the Committee inquired if the requestor stated why the third cart was desired. This information was not provided in the request. The Committee expressed desire in knowing why this level of service is being requested before acting on the request.

A motion was made by Ald. Warner and seconded by Ald. Moore to refer to Department of Public Works staff to request additional information for the request by Sue Doroba on behalf of Peace United Methodist Church, for a third garbage cart at 919 Schwartz Street. Motion carried.

4. Request by Linda Mommaerts on behalf of Eugene Clark for an exemption to §16.11(b)2, Green Bay Municipal Code, requiring the mandatory connection of sump pump discharge to City's storm sewer system at 2407 Oakwood Drive.

The home at 2407 Oakwood Drive is on the west side of the City, which typically has sandier soils with better infiltration capacity than other areas. DPW staff reviewed the Brown County soils map and determined that the soils in this area do have enough infiltration capacity to allow a sump pump to discharge to grade without causing street-level issues. DPW staff supports this request, with the requirement that a sump pit, sump pump, and discharge pipe be installed at the property.

Ald. Danzinger asked Ms. Linda Mommaerts, who was in attendance, if the property had a sump pit, sump pump, and discharge pipe. She stated that the property had a sump pit but no pump or discharge pipe. The Committee reiterated that the pump and discharge pipe would

need to be installed. Once installed, the City's Inspection Department would inspect the property again and verify that it conforms to the waiver granted by Common Council, assuming approval of this item at the next Council meeting.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Warner to approve the request by Linda Mommaerts on behalf of Eugene Clark for an exemption to §16.11(b)2, Green Bay Municipal Code, requiring the mandatory connection of sump pump discharge to City's storm sewer system at 2407 Oakwood Drive. Motion carried.

5. Request by Hagemeister Park to place tables on the sidewalk in front of their business at 325 N. Washington Street.

Director Grenier referred the Committee to their packets, which contained a copy of the request letter and a sketch of the proposed table location. The sketch doesn't show the grade of the sidewalk, so DPW staff could not determine if the resulting sidewalk layout would be Americans with Disabilities Act (ADA) compliant. Director Grenier requested that this item be referred to DPW staff for further investigation.

While DPW is investigating the ADA compliance of this specific request, DPW staff would also like to investigate what constitutes the travel way. The ADA covers persons with all manners of disability, to include those with mobility impairments and visual impairments. This request for tables on the sidewalk would push the travel way from the area adjacent to the building to adjacent to the curb, which could create a serpentine travel way. DPW would like to investigate whether this is ADA compliant. Based on this information, DPW will create a policy to be used to consistently evaluate this and future requests.

During discussions, questions were raised on the hours and months of operation for the sidewalk dining, and whether the business would be prohibited from serving alcohol at these tables. Director Grenier stated that DPW would investigate the intended hours and duration of operations, but the open container issue would be handled through the Police Department.

A motion was made by Ald. Moore and seconded by Ald. Warner to refer to Department of Public Works staff the request by Hagemeister Park to place tables on the sidewalk in front of their business at 325 N. Washington Street. Motion carried.

6. Request by Ald. Steuer to look at the need for effective buffers between the businesses on the south side of Velp Avenue and the adjoining residential areas to the south.

Director Grenier stated that he had not had the opportunity to discuss this request with Ald. Steuer prior to the meeting. However, requests of this nature are not part of the Department of Public Works service line. The Planning Department has addressed these requests in the past. He recommended this issue be referred to the Planning Department for evaluation.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to receive and place on file and recommend resubmission of the communication to the Planning Department the request by Ald. Steuer to look at the need for effective buffers between the businesses on the south side of Velp Avenue and the adjoining residential areas to the south. Motion carried.

7. Request by Ald. Thomas and Tim DeWane to have Department of Public Works staff survey whether 1458 Porlier Street is really qualified as a flood zone property as indicated by FEMA, with possible action.

Director Grenier reviewed the process in place to challenge a flood zone determination by Federal Emergency Management Agency (FEMA). This process requires engineering and

surveying services for a private land owner. DPW does not provide this service to residents, therefore would be unable to provide the services needed to address this request.

Ald. Tim DeWane stated that this communication may have been brought forward to the Improvement & Service Committee prematurely. He is still working with Congressman Reid Ribble's office to resolve this issue, as FEMA is a federal agency. Ald. Moore and Danzinger both expressed support for this effort, but cautioned that there are a large number of requests right now due to the change in Flood Insurance subsidies, and that the process takes a long time to work itself out. Ald. Moore has been working on a similar issue in his district for over two years.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to receive and place on file the request by Ald. Thomas and Tim DeWane to have Department of Public Works staff survey whether 1458 Porlier Street is really qualified as a flood zone property as indicated by FEMA, with possible action. Motion carried.

8. Review and approval of the 2013 Annual Storm Water Report.

Director Grenier reviewed the 2013 Annual Storm Water report, highlighting DPW efforts in 2013. Outfall repairs and inspections are ongoing. DPW continues public education efforts through inlet marking, mapping, educational material distribution, presentations at neighborhood associations and participation in National Night Out. We participate in regional efforts through the Northeast Wisconsin Stormwater Consortium, and participation with regional citizens groups, such as the Baird Creek Preservation Foundation. We responded to illicit discharge incidents, and continue to work the one ongoing discharge, which should be resolved by the end of next year. We have attended training to maintain technical proficiency in storm water management. We continue to inspect and perform routine maintenance on the City's storm water ponds, also hiring a local trapper to try to reduce the muskrat population at nineteen (19) of our wet ponds.

In 2013, we completed the construction of the Mill Street Pond. We anticipate construction of the Mossy Oak Storm Water Facility and Ravine Restoration project and the Christa McAuliffe storm water facility in the future.

DPW staff requests approval of this report, and authorization to sign the report and submit it to the Department of Natural Resources.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the 2013 Annual Storm Water Report. Motion carried.

9. Applications for Concrete Sidewalk Builder's Licenses by the following:

- A. Jeff Basten Concrete Construction, Inc.
- B. Fischer Ulman Construction, Inc.
- C. Alliance Construction and Design, Inc.
- D. Sommers Construction

DPW staff has reviewed all four (4) applications and recommends approval.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the applications for Concrete Sidewalk Builder's Licenses by the following:

- A. Jeff Basten Concrete Construction, Inc.
- B. Fischer Ulman Construction, Inc.
- C. Alliance Construction and Design, Inc.
- D. Sommers Construction

Motion carried.

10. To receive and place on file the verbal Director's Report on the recent activities of the Public Works Department.

With this winter's above average snowfall and colder than average temperatures, the snow banks are larger than normal. In some places, these banks are obstructing the gutter and storm drain, leaving the street susceptible to flooding. All Operations staff members are actively locating and cleaning out storm inlets to allow for street drainage. So far, the slow warming trend we've seen in the past few weeks has allowed the snow to melt without incident. However, a large rainstorm in conjunction with warm temperatures could still cause localized flooding. DPW staff continues to actively monitor this situation and address it as appropriate.

We're also monitoring rivers within the City, watching for ice dams that could cause flooding issues, particularly on the East River. We've been in contact with local contractors who have addressed ice dams for us in the past; they're on standby to address ice dams this year should the need arise.

The City's first overflow trash week will start on Monday, March 17, 2014. This has been published in the paper and local news channels are aware of it. The Committee and Council are asked to help spread the word to their constituents as well.

Phase 2 of the automated trash cart implementation will occur the first week of April. Director Grenier and Chris Pirlot have already been contacted by local news agencies regarding this next round of carts. They will continue to do interviews with the press for education and outreach.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to receive and place on file the verbal Director's Report on the recent activities of the Public Works Department. Motion carried.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to adjourn the meeting. Motion carried.

Meeting adjourned at 7:13 p.m.