



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

Phone: (608) 437-6884 Fax: (608) 437-3190

Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

PUBLIC WORKS COMMITTEE AGENDA

Monday, July 24, 2023 at 6:00 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Roll Call
- 3) Agenda Items
 - a. Consider minutes from the May 22, 2023 meeting
 - b. Consider 2024 Capital Budget Requests
 - c. Discuss brush and yardwaste pickup in alleys
 - d. Consider future donation for RRFB at Eighth St. and Military Ridge State Trail
 - e. Consider adding handicap stall in front of 205 E. Main St.
 - f. Discuss street signage for Thompson Street
 - g. Public Services Director's Report
- 4) Future agenda items
- 5) Meeting adjournment.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.



AGENDA ITEM REPORT

MEETING DATE

July 24, 2023

PREPARED BY

AGENDA ITEM # 3.a

Consider minutes from the May 22, 2023 meeting

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Village of Mt. Horeb_20230712_074624



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

Phone: (608) 437-6884 Fax: (608) 437-3190

Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

PUBLIC WORKS COMMITTEE AGENDA

Monday, May 22, 2023 at 6:00 PM

DRAFT MEETING MINUTES

1) Call to order

The Public Works Committee was called to order on the above date at 6:00 pm in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Members present were Cathy Scott, Nate Gauger, and Ben Jones. Absent members were Jeff Hook and Rob VanDomelen. Also present were Village Administrator Nic Owen, Public Services Director Jeff Gorman, and Office Coordinator Niki Erickson.

a. Introduction of new members

It was announced that Ben Jones is the Chair of the Committee, and all of the new members were welcomed.

2) Agenda Items

a. Consideration of the January 23, 2023 meeting minutes.

Motion by Gauger, seconded by Scott to approve the January 23, 2023 minutes. Motion carried.

b. Consider Public Works Committee Mission Statement

Owen explained why the mission statement is important, and two statements were presented to the board in the packet. Motion by Scott, seconded by Jones, to choose statement #1, with the adjustment of adding a comma after 'high quality'. Motion carried.

Public Works Committee Mission Statement:

To provide public infrastructure and municipal services to protect and enhance the quality of life for all, balanced through efforts to maintain a cost-effective operation and to provide these services in a high quality, responsible and efficient manner.

c. Consider recommendation from Public Safety Committee to install an all-way stop at N. Fourth St. and Park St.

Gorman explained that this recommendation from the Public Safety Committee is to install an all-way stop at N. Fourth St. and Park St., due to the lack of sidewalks, several kids in the area, lack of visibility and speeding. It would cost under \$500 in materials and labor to install.

Motion by Jones to recommend installing an all-way stop at this location,

seconded by Scott. Motion carried. Gorman will go ahead and proceed with installing.

- d. Consider policy for school district purchasing salt from the Village
Gorman gave a background of the school district purchasing salt from the Village. He explained how many tons we receive and how much is on reserve. Discussed maybe putting a cap on how much they get, or putting a charge on it. Gorman explained how the shed that stores the salt is around 23 years old, and will need to be replaced within 10 years. The shed is a Morton building that gets yearly inspections. Motion by Scott to recommend a Village Policy to charge \$10/ton to school, no cap - but with the option to review it next year with a cap and discuss with the school district. Seconded by Jones. Motion carried.
 - e. Discussion regarding No Mow May and natural lawn ordinance
Gorman wanted a conversation about not enforcing un-mowed lawns in May, and to discuss the Natural Lawn Ordinance. Gorman explained that May through July is a busy time, and he visited 12 lawns last year. Residents complain about neighbors' yards and it could be hard to tell if it's a natural lawn with native, exotic grass, or weeds. The Sustainability Commission is currently working on a Lawn Ordinance. Having residents file plans for their natural lawns is an option. This will eventually go to the Village Board. No action needed from this committee.
 - f. Public Services Director's Report
Gorman went through his monthly report and answered questions.
- 3) Future agenda items
July - budget items
Stop Sign at N. Brookwood - Public Hearing
 - 4) Meeting adjournment.
Motion by Gauger, seconded by Scott to adjourn the meeting at 6:52 pm. Motion carried.

Minutes by Niki Erickson, Office Coordinator



AGENDA ITEM REPORT

MEETING DATE

July 24, 2023

PREPARED BY

AGENDA ITEM # 3.b

Consider 2024 Capital Budget Requests

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. capital requests PS 2024
2. capital improvement plan 2024-2028
3. Street projects 2023-2027



Village of Mount Horeb

Public Services Department

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-3351/Fax (608) 437-3190
www.mounthorebwi.info

2024 CAPITAL BUDGET REQUESTS

PUBLIC WORKS COMMITTEE

STREET PROJECTS

Sunset St.	\$60,000
Francis Circle	\$110,000
Ida Circle	\$90,000
Linda Rd. – Durtschi to Michelle	\$280,000
Heather Ct.	\$105,000
Alaska Ave. storm sewer replacement	<u>\$50,000</u>
	\$728,000 (includes 5% increase)

STREET MAINTENANCE

\$363,000

Crack filling, sealcoating and striping Springdale St.	\$325,000
Crack filling Lillehammer Ln / Cox Dr.	\$15,000
Village (in-house) cold-patching and hot mix repair	\$15,000
Crack filling, sealcoating library parking lot, driveway	\$8,000

REPLACE 2014 CHEVROLET 1-TON DUMP TRUCK

\$85,000

Replace our 10-year-old 1-ton dump truck. Add tool box behind cab for storage.

LAKE STREET STORMWATER IMPROVEMENTS

\$50,000???

50% Cost share with Dane Co.? Rob Wright and I met with Dane County Parks and Highway Departments on June 26 to discuss stormwater issues at Lake Street, Hwy. JG and Stewart Park. The County plans to repave Hwy JG in 2025 and is looking to work with the Village to improve the stormwater issues coming off Lake Street. We may look at enlarging the sediment trap at the end of Lake Street and changing the discharge from the sediment basin.

MUNICIPAL BUILDING SECURITY CAMERAS

\$???

REPLACE 1998 PRESSURE WASHER

\$???

The natural gas pressure washer in our shop is 26 years old and should be replaced. I am still waiting on quotes.

REPLACE SHOP GARAGE DOORS**\$50,000**

We have six overhead doors and openers at our shop that are over 50 years old. Some have been hit over the years and are bent and do not seal properly on top or on the bottom. The current doors have an approximate R value of 6 at the most. New doors would have an R value of 16 and would save some money on heating costs. I am going to look to see if there are any rebates/incentives from Focus on Energy. If we don't want to tackle all six at one time, we could replace 2/year over three years.

OTHER ITEMS TO CONSIDER:

1. Our salt storage shed is leaning and has horizontal cracks in some of the vertical columns. The building is a Wick building constructed in 1999. It failed DOT inspection two years ago but nothing was noted this past year. I plan to begin doing some research into a possible replacement building.
2. The Public Services department and the MH Utilities are running out of storage space at our current facility on Blue Mounds Street. We are looking at possible solutions for both cold storage space and heated space. We share a cold storage shed with the Utilities and it is completely full. We need a short-term storage solution and should look at long-range planning for Public Services facility improvements.
3. The Community Center building will need painting or residing within two years. I have one quote for painting at \$25,000. We should look into our options for the building.

Mount Horeb Public Services Dept.
Capital Improvement Plan
2024-2028

ITEM	2024	2025	2026	2027	2028
Street Projects	728,000	948,000	753,000	906,000	
Street Maintenance	363,000	100,000	100,000	100,000	100,000
Hwy. 92 pavement project - DOT				65,000	
Lake Street stormwater improvements	???				
Municipal Building security cameras	???				
Replace 1998 pressure washer - Village garage	???				
Replace Village Garage overhead doors	50,000				
2014 Chevrolet Silverado 3500 replacement	85,000				
Replace retaining wall at Comm. Center			30,000		
2008 ODB Leaf Vac		??			
Replace 2013 Western Star dump truck/plow				225,000	
Exterior improvements to community center		??			
Repair/replace salt storage shed					
Address storage space needs					
2016 John Deere 1585 mower/snblo/broom	60,000				
2018 John Deere 1580 mower		35,000			
2015 Ford F-250 Pickup		50,000			
Comp. Outdoor Recreation Plan		25,000			
Replace Grundahl Park ball diamond lights					
Sunrise Park ball diamond #1 lighting					
Waltz Park baseball/softball improvements	15000				
Pool painting - Wading/Plunge pools			12,000		
Replace benches at Aquatic Center	7,000				
Playground equipment replacement-Foster		50,000			
Playground equipment replacement-Grundahl			150,000		
Playground equipment replacement-Himsel				100,000	
Playground equipment replacement-Lions					100,000
Recreation Dept Renovations					
TOTALS	1,308,000	1,208,000	1,045,000	1,396,000	200,000

Five Year Road Construction Plan
Approved 10/24/22

2023 Dollars
Includes design and engineering
Includes 25% contingency

2023	\$ OVERLAY	\$ FULL RECON.	\$ TOT. VILLAGE	REMARKS
Oak Valley Rd.	173,992	279,747	173,992	Water main upgrades
Beth Circle	86,877	139,167	86,877	Water main upgrades
South Rd. -View Ct. to Valley	194,618	334,449	194,618	Water main upgrades
Alley - Between Grove and Second		157,126	157,126	
Alley - Between Center and Fourth		198,191	198,191	
Alley - South of Main, East of Fourth		65,165	65,165	
	455,487	1,173,845	875,969	
			897,000	Budget
2024	\$ OVERLAY	\$ FULL RECON.	\$ TOT. VILLAGE	REMARKS
Sunset St.	57,626	93,994	57,626	Water main upgrades
Francis Circle		107,074	107,074	Water main upgrades
Ida Circle		89,727	89,727	Water main upgrades
Linda Rd. - Durtschi Dr. to Michelle St.		276,602	276,602	Water main upgrades
Heather Ct.		103,123	103,123	Water main upgrades
	57,626	670,520	634,152	
			672,000	Budget (5% increase)
2025	\$ OVERLAY	\$ FULL RECON.	\$ TOT. VILLAGE	REMARKS
Blue Mounds St. - Main to Parkway		536,613	536,613	Extend sidewalk on west side?
W. Garfield St. - Blue Mounds-west	321,469		321,469	Sidewalk?
	321,469	536,613	858,082	
			948,000	Budget (5% annual)
2026	\$ OVERLAY	\$ FULL RECON.	\$ TOT. VILLAGE	REMARKS
Henry St.	219,536	390,752	219,536	Water main upgrades. Install sidewalk?
S. First St. - Lincoln to Carver	422,654	726,381	422,654	Water main upgrades. Extend sidewalk?
	642,190	1,117,133	642,190	
			753,000	Budget (5% annual)
2027	\$ OVERLAY	\$ FULL RECON.	\$ TOT. VILLAGE	REMARKS
S. Second St. - Lincoln to Carver	352,294	595,728	352,294	Water main upgrades. Sidewalk: Carver to Spellman?
N. Brookwood Dr.-Fox Run to Perimeter		392,188	392,188	Extend sidewalk?
	352,294	987,916	744,482	
			906,000	Budget (5% annual)

** Cost estimates do not include any water main, sanitary sewer, storm sewer or sidewalks.



AGENDA ITEM REPORT

MEETING DATE

July 24, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 3.c

Discuss brush and yardwaste pickup in alleys

BACKGROUND

Our department currently picks up brush and yard waste in the alleys throughout the Village. My crew has expressed concerns about driving our large equipment down the narrow alleys. It is difficult to maneuver without driving onto private driveways and we do not want to damage any private driveways or alleys in the process. There are also many low, overhead wires that we have to be careful not to hit. In addition, we have had issues with residents piling their brush or yard waste right next to poles, posts, fences, telephone pedestals, etc.

RECOMMENDATION

I recommend that we do not pick up brush and yard waste in alleys in the future. Residents should be required to place in along the street in front of their residences. We plan to get the word out to residents through door hangers and the Village website and Facebook page.

ATTACHMENTS

1. 20211102_131131_resized





AGENDA ITEM REPORT

MEETING DATE

July 24, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 3.d

Consider future donation for RRFB at Eighth St. and Military Ridge State Trail

BACKGROUND

I have been contacted by Donna Schneider, who is the mother of Nicholas Day. They do a fundraiser every year in honor of Nicholas. For their next fundraiser, they would like to donate money to install rectangular rapid flashing beacons (RRFB) at the bike trail crossing on S. Eighth Street. Last year they raised \$8500 and expect to raise more than that this year. I have requested and am waiting for a quote to install a two-post system from Decker Supply. I expect the cost to be between \$5000 and \$8,000. The Village would have to apply for a permit from DOT for the installation, but that shouldn't be an issue.

RECOMMENDATION

Since the funding will be donated and we have had requests in the past from the public for RRFB's at this location, I would recommend accepting the future donation and moving forward with this project.

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

July 24, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 3.e

Consider adding handicap stall in front of 205 E. Main St.

BACKGROUND

I was contacted by Doug Vierck who said he had a request from Brian Ladow to add a handicap stall immediately west of the alley next to Skol. There is already a handicap stall to the east of the alley. The Public Safety Committee was ok with adding the stall so there would be one handicap stall on either side of the alley.

RECOMMENDATION

I am unsure if this is really necessary.

ATTACHMENTS

1. Handicap Stall 205 E Main





AGENDA ITEM REPORT

MEETING DATE

July 24, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 3.f

Discuss street signage for Thompson Street

BACKGROUND

This item was brought up by Doug Vierck who had some complaints from residents and wrong-way drivers entering Thompson Street from the wrong direction, off of Springdale Street.

One way signage upgrades at Thompson and Springdale based on complaints of wrong way drivers:

Ideas:

Move the one way signs over to the stop sign post if possible **Not possible. Other signs are not allowed on same post as stop sign.**

Move the post for the Do Not Enter, if possible, south of the fire hydrant so it is closer to the road, but not in the terrace area **This would cause a visibility issue with vehicles at stop sign looking east.**

Put a sign on that post facing east that indicates "No Right Turn" **No**

Put a sign on that post facing west that indicates "No Left Turn" **No**

Another option would just be to put a "No Right Turn" under the Do Not Enter sign, facing east.

The best option may be to put a no right turn sign on the street light pole in front of the CBD shop and a no left turn sign in the terrace in front of the Yapp's building. This would require a new post installation.

The main goal for Thompson is that it is very difficult to see the one way sign and Do Not Enter if you are heading westbound.

RECOMMENDATION

I recommend installing the two no turn signs mentioned above. The current signage on Thompson Street meets all requirements for signage based on the Wisconsin Manual of Uniform Traffic Devices. You will never stop all people from entering the street from the wrong way.

ATTACHMENTS



AGENDA ITEM REPORT

None



AGENDA ITEM REPORT

MEETING DATE

July 24, 2023

PREPARED BY

AGENDA ITEM # 3.g

Public Services Director's Report

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. pw comm report 7.24.23



Village of Mount Horeb

Public Services Department

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-3351/Fax (608) 437-3190
www.mounthorebwi.info

Public Works Committee

July 24, 2023

Public Services Director's Report

1. Alley reconstruction update as of 7/9/23: All alleys have been excavated and the base installed. The concrete subcontractor, Augelli, poured driveway extensions, curb, gutter and sidewalk July 6-7 and July 10. The contractor is planning to perform final grading early in the week of July 17 and paving later in the week of July 17.
2. Street project update as of 7/9/23: Oak Valley Rd. and Beth Circle have been paved and Rule Construction is finishing up the additional water main installation between Wilson St. and Oak Valley. All that is left on these two streets is the finish landscaping. Rule will start excavation on South Rd. soon.
3. Rob Wright and I met with Dane County Parks and Highway Departments on June 26 to discuss stormwater issues at Lake Street, Hwy. JG and Stewart Park. The County plans to repave Hwy JG in 2025 and is looking to work with the Village to improve the stormwater issues coming off Lake Street. We may look at enlarging the sediment trap at the end of Lake Street and changing the discharge from the sediment basin. This will be part of our budget discussion. Dane County does have a 50% cost sharing grant that we could apply for.
4. Fahrner Asphalt Sealers completed our 2023 street sealcoating on July 7. A total of 71,000 sq. yds. of street was completed at a cost of \$170,000.
5. We have an accepted offer for our vacant Crewperson position. Brian Schult is planning to start on July 31. He has spent the last 13 years working for the City of Verona Public Works and prior to that was the Public Works Director for the Village of Blue Mounds. We also have an accepted offer to fill the Crewperson/Mechanic position. Dan Emberson will also be starting July 31. He is currently working for the Dane County Landfill as an equipment operator.
6. Mount Horeb Police officer Adam Fell assisted our department in locating two contractors who were repeatedly dumping large amounts of brush and landscape waste at the Village compost site. Both contractors were cited. Two other contractors were given verbal warnings.
7. Finks Concrete has completed our 2023 hazardous sidewalk replacements. Approximately 900 square feet of sidewalk was replaced. Our crew will be grinding raised sidewalk pads later this summer.

8. Our crew rebuilt three stormwater catch basins and we are about 90% done with our traffic line painting for the summer.