

**CITY OF EDGERTON
CITY HALL
12 ALBION STREET
EDGERTON, WI**

PUBLIC WORKS COMMITTEE
Monday, February 24, 2020 at 6:15 p.m.

1. Call to order; Roll Call.
2. Confirmation of Appropriate Meeting Notice Posted on Friday, February 21, 2020.
3. Consider Approval of February 10, 2020 minutes.
4. Consider Henderson Street cul-de-sac.
5. Consider Business Park street maintenance.
6. Consider existing compost pile grinding quotes.
7. Consider locations for rapid flashing pedestrian lights.
8. Staff Report
9. Adjourn.

cc: All Commission Members
Department Heads

City Administrator
City Engineer

All Council Members
Newspapers

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 884-3341

"Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision-making responsibility. The only action to be taken at this meeting will be action by the Public Works Committee."

**FEBRUARY 10, 2020
PUBLIC WORKS COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Chair Debbie Olson called the meeting to order at 6:04 P.M. Committee members present were Debbie Olson and Jim Burdick. Committee member Sarah Braun arrived at 6:08 PM. Also present were Mayor Chris Lund, City Administrator Ramona Flanigan and Municipal Services Director Howard Moser.

Flanigan confirmed the agendas were properly posted on Friday, February 7, 2020 at the Post Office, Edgerton Library, and City Hall.

APPROVE MINUTES: A Burdick/Olson motion to approve the October 22, 2019 Public Works Committee minutes as amended passed, all voted in favor.

CONSIDER HENDERSTON STREET CUL DE SAC: The 2020 Budget includes \$76,300 to resurface Henderson Street. The budget includes a separate project to construct a cul de sac at the end of the street for \$20,000. Flanigan stated the policy is that the adjoining property owner is assessed for public infrastructure that is installed for the first time. The City owns 2/3s of the frontage and one property owner owns the other 1/3. Flanigan stated if the cul de sac was completed, a right of way of the cul de sac would be dedicated to allow for the property at 112 Henderson Street to become a legal lot.

Braun recommended moving forward with the project to improve efficiency for the Department of Public Works while completing snow removal and street cleaning. Olson asked if the cul de sac would need sidewalk extended to 112 Henderson Street. The committee recommended installing the cul de sac as close to the end of Henderson Street as possible. Flanigan stated the policy requires sidewalk be installed on the entire street when a street is reconstructed. Since this is a resurface only project, sidewalk would not be required for the rest of the street. The decision to require sidewalk for 112 Henderson Street would be up to the committee. Braun would like to continue the sidewalk along the north side of the street and in the cul de sac. Burdick recommended special assessing the cul de sac. Braun would like to have the City pay for the construction of the cul de sac while the owner pays for the curb, gutter and driveway apron. Flanigan stated the installation will assist the property owner at 112 Henderson Street by making the lot legal.

A Braun/Olson motion to move forward with Henderson Street cul de sac project passed, all voted in favor.

Olson/Braun made a motion to special assess for the homeowner's portion of the curb and gutter for the Henderson Street cul de sac project.

An Olson/Braun motion to amend the motion to special assess for the homeowner's portion of the driveway apron passed, all voted in favor.

The original Olson/Braun motion to special assess for the curb and gutter passed, all voted in favor.

A Burdick/Braun motion for the property owner to pay for their share of pavement passed on a 2-1 roll call vote.

CONSIDER WESTSIDE INDUSTRIAL PARK STREET AND POND PROJECTS: The Council has taken actions to construct the street needed to serve the four acres off of Gear Drive that the City plans to purchase. The stormwater settling basin was constructed several years ago. The City was waiting to construct the main pond until development in the area required it or just before TIF #8 district closes. Since the TIF #8 expenditure ends in September the City should consider completing construction now. Braun recommended

completing the pond and the street at the same time. Olson would like the area to become a park for the area. Flanigan stated it has been discussed to include a walking path in the project design.

A Burdick/Braun motion to complete west side pond passed, all voted in favor.

A Braun/Burdick motion to move to pay for the construction of the pond funding in accordance with staff recommendations using the following funds: stormwater utility for existing residential development \$35,019; TIF for existing and future industrial land in the TIF \$165,713.34; TIF for future residential development in the TIF (residential land north of W Fulton St) \$29,544; and deferred special assessments for future residential development not in the TIF (undeveloped land near West Meadows Drive) \$9,723 passed, all voted in favor.

DISCUSS 2020 STREET MAINTENANCE PROJECTS:

The City has a total of \$145,995 from 2019 along with \$92,000 in the 2020 budget for maintenance of City streets. Municipal Services Director, Howard Moser, presented two lists of options utilizing these funds. Moser recommends prioritizing the streets that are in good enough shape to benefit from the maintenance. The committee gave direction to proceed with Option A (see attached) for 2020.

DISCUSS HOME COMPOST BINS: The City requested citizen input on purchasing compost bins for home use. Staff received 129 responses on Facebook and 5 calls from citizens indicating interest. The committee discussed the different styles of bins. Burdick would like to offer a discount to encourage purchasing. Olson was concerned that citizens may not utilize if they get it at a large discount. The committee recommended purchasing 36 compost bins. The committee directed staff to obtain more information on the Home Composter and Earth Machine.

STAFF REPORT: Moser reviewed the trees and stump removal efforts. He is planning to grind the stumps using City staff and not having it completed by an outside contractor. Howard reviewed the options for the existing compost piles and possible location changes to be discussed on a future agenda. Flanigan gave an update regarding flashing lights for crosswalks to be used on West Fulton Street. It will be discussed at a future meeting.

Being no other business before the Committee, a Braun/Olson motion to adjourn passed, all voted in favor.

Ramona Flanigan/jas
City Administrator

An assess

2020 STREET MAINTENANCE PROGRAM

STREET NAME	SECTION LENGTH	WIDTH	PARAMETERS	CRACK FILL	CHIP SEAL	OVERLAY	RESURFACE	COST ESTIMATE
THRONSON DR.	272'	33'	Main St. - Dead End		X			2,693.00
SAVANAH WOODS DR.	1020'	33'	Thronson Dr. - Dead End		X			10,098.00
SUNLAND	424'	32'	Savannah Woods - Dead End		X			4,071.00
CUMBERLAND DR.	615'	33'	Sunland - Dead End		X			6,089.00
WILEMAN DR.	211'	41'	East Fulton - Cul de sac		X			2,596.00
FAIRWAY CIRCLE	1320'	42'	Wileman Dr. - Wileman Dr.		X			16,632.00
BLAINE ST	1056'	28'	Swift St. - Randolph St.		X			8,870.00
MECHANIC	845'	24'	West Fulton - Rollins St.		X			6,084.00
BLANCHARD	370'	26'	Main St. - Dead End		X			2,886.00
DICKINSON	475'	28'	Main St. - St. Josephs Circle		X			3,990.00
MAPLE CT.	140'	33'	Stoughton St. - IKI Property				X	10,000.00
ROBINSON DR.	1351'	12'	Main St. - Dead End				X	27,056.00
DOTY DR.	560'	12'	Main St. - Robinson Dr.				X	11,214.00
POMEROY	762'	12'					X	15,260.00
SCHIELDT	715'	12'					X	14,319.00
EBBOTT	633'	12'					X	12,676.00
TERRACE CT.	680'	20'	Washington - Colonial Dr.				X	20,400.00
WILSON ST.	730'	25'	Doty - Cul de sac				X	27,375.00
HAIN RD.	3971'	37'	Main St. - Hwy 59	X				4,000.00
MARLBORO AVE.	1104'	44'	West Fulton - Hain Rd.	X				3,000.00
TOTAL								\$209,309.00
OPTION B								
St. JOSEPHS CIRCLE	1907'	40'	Ladd St. - Ladd St.				X	114,420.00

TOTAL AVAILABLE FUNDS = \$238,082.00

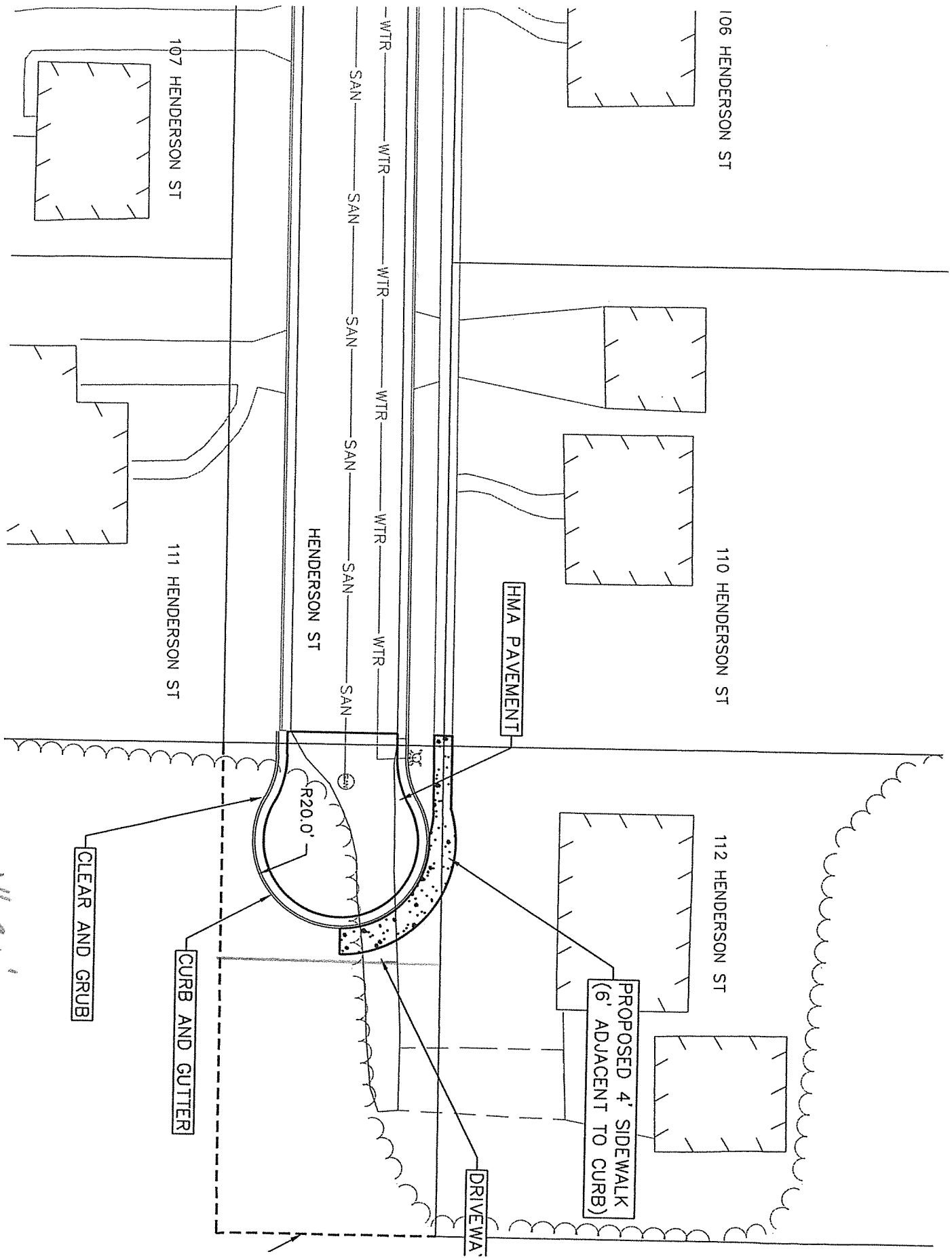
REMAINING MAINTENANCE FUNDS = 28,773.00

Memo

To: Common Council
From: Staff
Date: 2/21/2020
Re: February 24, 2020 Meeting

Business Park Streets Preventative Maintenance: The streets in the Business Parks are in need of preventative maintenance treatments (crackfilling, seal coating and some milling/overlay). The estimated cost of the work is \$131,594. When a TIF closes, any funds remaining after all the expenses are paid are distributed proportionately to the taxing jurisdictions. As one of the taxing jurisdictions, the City will receive a portion of the residual funds. Staff is recommending the City undertake the preventative maintenance of the business park streets using the following sources: the distribution of residual funds created when TIF #5 closes; TIF 5 interest payments; land value assumptions; and surplus created in 2018.

Henderson St special assessment: The PW committee requested staff prepare an estimate of the special assessment costs for the Henderson Street cul de sac. The portion of the project that would be assessed to the adjoining property owner is estimated to be \$5,367. The actual amount will not be known until after bidding. The last projects with special assessments that included new (not just replacement) improvements were assigned a 10 year amortization schedule.



14-90'

Memo

To: Common Council

From: Staff

Date: 2/17/2020

Re: Compost/Brush Piles

Staff has been exploring options for the removal or utilization of the compost/brush piles located at Fassett Cemetery. In addition, Staff is exploring alternative methods for brush and leaf collection in order to avoid the stockpiling of material in the future.

In the past the piles created by the brush and bulk leaf collection programs have been burned by the City. This option is not recommended as the smoke has been problematic to residents and businesses. Staff contacted the Wisconsin Department of Natural Resources regarding open burning and were told that municipalities are not allowed to burn leaves. The City could obtain a wood burning permit for brush larger than 6 inches in diameter. The majority of collected brush is smaller than 6 inches in diameter.

Staff contacted several vendors and received four proposals to grind the existing leaf and brush piles. Atlas Custom Grinding, PO Box 163 Somers, WI 53171 is the lowest responsible bidder based on estimated completion time as seen in the table below:

VENDOR	COST
Atlas Custom Grinding	\$7,200.00
Bucklins	\$22,400.00
Gifford	\$31,500.00
Clark Companies	\$42,500.00

Staff also met with Tim Clark who currently leases the farm located next to Fassett Cemetery to discuss the possible utilization of the grindings. Mr. Clark is interested in using the ground leaves as fertilizer on the farm and expressed interest in using the woodchips as well. This use would alleviate the need for trucking since the ground material would be used on site.

Staff recommends awarding the contract for grinding of the compost and brush piles to Atlas Custom Grinding, PO Box 163 Somers, WI 53171 in the not to exceed amount of \$15,000.00. Funding for this contract will come from 2019 surplus in Fund 206 Refuse Collection.

Attachments:

Atlas quote

Bucklin's quote

Gifford quote

Clark quote



Traffic Engineering, Operations & Safety Manual

Chapter 4 Signals Section 5 Beacons

4-5-1 General Provisions

July 2018

GENERAL

Reference is made to the WisMUTCD Chapter 4L.

Flashing beacons (a.k.a. flashers, warning flashers, beacons) are a special type of signal indication used to supplement standard regulatory and warning signs. According to the WisMUTCD, flashing beacons have the following applications:

1. Intersection control beacon
2. Stop beacon
3. Speed limit sign beacon
4. Warning beacon (includes Rectangular Rapid Flashing Beacons)

Warning beacon includes Rectangular Rapid Flashing Beacons (RRFB). Flashing beacons are part of a sign, as it pertains to the provisions for allowing the installation of the beacons on highway right-of-way. Statutes 84.02 (4)(c) and 86.19 (3) convey exclusive authority for signs and warning devices on the state trunk system to the department.

This policy contains provisions for proper application, design, and permitting of flashing beacons on the STH system.

POLICY

General

The following general criteria apply to all flashing beacon installations on the STH system:

1. There are two types of flashing beacons:
 - a. Red—only to be used with STOP signs
 - b. Yellow—to be used with any yellow warning (W-series) signs, speed limit, speed limit reduction, pedestrian warning and school speed limit signs

Flashing beacons **shall** only be associated with the sign installations referred to above.

2. Flashing beacons are supplementary to signs. When used, they **shall** be mounted on the same support as the sign which the beacon supplements in accordance with WisMUTCD 4L.03.
3. Activated flashing beacons **shall not** be approved on the STH system for use in conjunction with train crossings.
4. Emergency vehicle entrances *may* have activated flashing beacons, which will cancel after a pre-timed period of flash.
5. State-owned and permitted installations
 - a. The department *may* determine that flashing beacons are needed and *may* install and maintain them at specific sites. In this case, the regional traffic engineer **shall** make a final determination regarding the use of these devices on behalf of the department.
 - b. At locations where local authorities determine that the use of flashing beacons is desirable, a permit *may* be issued for the installation and maintenance of flashing beacons. Permitted installations are subject to the approval of the department and the conditions of this policy. Additionally, permits are revocable at the discretion of the department.

Application of Flashing Beacons

The following sections highlight policy items for flashing beacons that *may* be different from those represented in WisMUTCD Chapter 4L.

Intersection Control Beacon: Used at intersections where traffic or physical conditions do not justify conventional traffic control signals but crash rates indicate the possibility of a special need, generally located over the center of an intersection. Refer to WisMUTCD Section 4L.02.

Stop Beacon: Refer to WisMUTCD Section 4L.05.

Speed Limit Sign Beacon: Refer to WisMUTCD Section 4L.04. The department rarely, if ever, would install and maintain flashing beacons with speed limit signs or school speed limit signs. Local authorities **shall** follow the permit requirements stated below.

Warning Beacon: Refer to WisMUTCD Section 4L.03.

Flashing Beacon Design & Installation

The following provisions pertain to the installation, operation, and maintenance of flashing beacons other than rectangular rapid flashing beacons (RRFBs) on the state trunk highway system.

1. Location
 - a. Ground mount: Flashing beacons *may* be ground mounted, where they will be approximately one foot above the sign they supplement. The sign *should* be in the lateral and vertical location as specified in the WisMUTCD Part 2 (no change). Illustrations of typical ground-mount installations are in Figure 1 below.
 - b. Overhead mount: A flashing beacon *may* be mounted on one or both sides of an overhead sign. It *may* be mounted above the sign if the entire assembly including the sign has a minimum clearance of 17 feet.
2. For state-maintained installations, the standard size of flashing beacons is 12 inches in diameter. At the discretion of the regional traffic engineer, permitted (not state-maintained) installations that are in areas with a posted speed less than 30mph *may* use 8-inch diameter beacons.
3. Ground-mounted supports **shall** be the same as are normally used to support the sign, and of the same cross-section as normally used. These **shall** be 4 x 4 or cross-drilled 4 x 6 posts, or in urban areas signal posts on concrete footings, or light poles or wood poles where speeds are low. Usage of any kind of pole **shall** be in conformance with the offsets specified in highway lighting permit policy, FDM 11-15-1.
4. The installation of two posts, one for the sign and the other for the flashing beacon, is not permissible within the clear zone because of the unpredictable behavior of the combination of two posts when struck.
5. Service poles must be offset to the right-of-way line or in conformance with offsets in FDM 11-15-1.
6. Service *may* drop to the top of the support, which would be extended to maintain an 18-foot minimum wire-to-ground clearance as per Wisconsin electrical code. Service *should* preferably be installed underground. In the latter case, the conduit **shall** be run up and attached to the post or pole. The control box *may* be mounted on the post or pole.
7. At the discretion of the regional traffic engineer, solar-powered flashing beacon installations *may* be allowed on the STH system provided the installation meets applicable electrical and crash standards.
8. According to TEOpS 2-1-8, flashing beacons and STOP or STOP AHEAD signs that incorporate flashing displays (e.g. blinker signs) **shall not** be used at the same intersection approach.

Warning Beacon (i.e., RRFBs) Design & Installation

Yellow flashers are to be used with any yellow warning (W-series) signs and school speed limit signs. Actuated blinker signs are supplementary to warning signs. When used, they **shall** be mounted on the same support as the sign which the beacon supplements in accordance with WisMUTCD 4L.03.

At locations where it is determined that the use of warning sign enhancements signs is desirable, a permit *may* be issued for the installation and maintenance of these blinker-type signs. Permitted installations are subject to the approval of the Department and the conditions of this policy. Additionally, permits are revocable at the discretion of the Department.

It is recognized that the use of warning sign enhancements *may* affect STH traffic operations by increasing delay and reducing mobility, especially if used near existing signalized or stop controlled intersections. The following location criteria *should* be met prior to approval:

1. The location is an uncontrolled pedestrian crossing.
2. A minimum volume of 20 or more pedestrians during a single hour (any four consecutive 15-minute periods) of an average day *should* be met. Young (<12), elderly (>85) and disable pedestrians count 2 times toward volume thresholds. Additionally, seasonal day volumes can be used in place of average day volumes if the crossing is in a known tourist area.

3. A minimum vehicular volume of 1,500 vehicles per day.
4. Maximum of four lanes crossed, unless there is a raised median, in which case it can be six lanes.
5. There exists a minimum of 300 feet between the subject crossing and the nearest controlled pedestrian crossing or intersection traffic control device on the state trunk highway system. Consideration *should* be given to extending this distance beyond 300 feet if the proposed crosswalk location falls within an auxiliary turn lane for the nearby intersection or if the standing queue from the intersection extends over the proposed crosswalk location.
6. Adequate stopping sight distance exists based on FDM 11-10-5 or greater than 8 times the posted speed limit.
7. RRFBs **shall** use a much faster flash rate and **shall** provide 75 flashing sequences per minute (except for existing RRFBs that follow FHWA IA-11). According to IA-21, the left and right RRFB indications **shall** operate using the following sequence:

RRFB Flash Pattern												
Beacon	0.05 sec	0.05 sec	0.05 sec	0.05 sec	0.05 sec	0.05 sec	0.05 sec	0.05 sec	0.05 sec	0.05 sec	0.05 sec	0.25 sec
Left	ON	OFF	OFF	OFF	ON	OFF	OFF	OFF	ON	OFF	OFF	OFF
Right	OFF	OFF	ON	OFF	OFF	OFF	ON	OFF	ON	OFF	ON	OFF

The use of warning sign enhancements *may not* be appropriate at locations where there is a combination of both high traffic volumes and high pedestrian volumes. In these situations, there *may* be an increase in crashes and/or delay that make the use of the actuated blinker signs inappropriate. Instead a traffic signal or Pedestrian Hybrid Beacon (PHB) *should* be considered, if feasible.

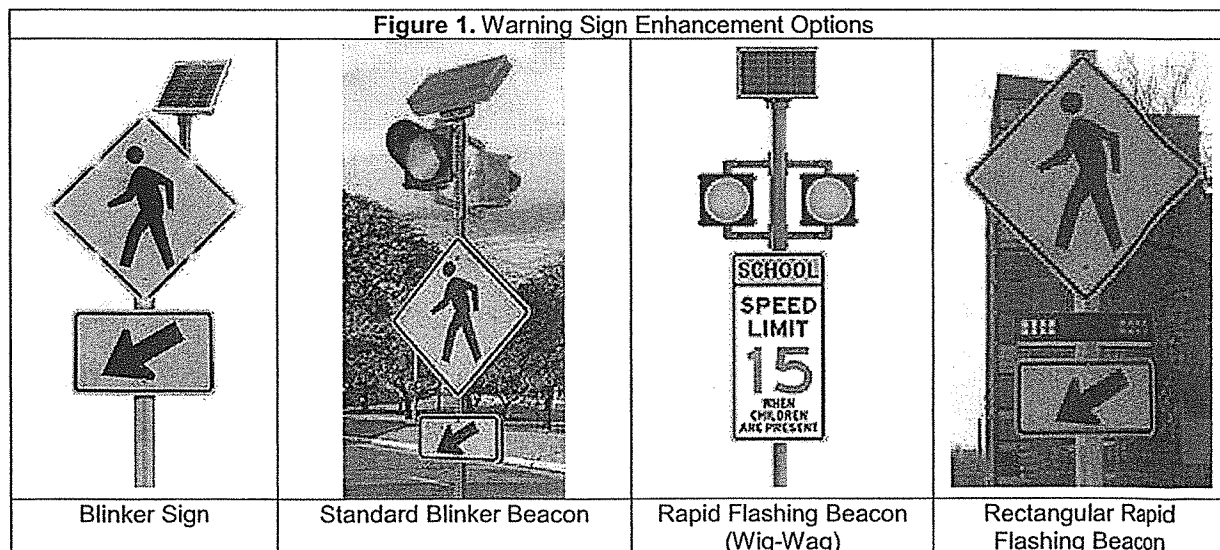
Consideration *should* also be given to spacing between pedestrian crossings – both uncontrolled as well as those supplemented with warning sign enhancements. These blinker-type signs are highly visible and therefore can be confusing or distracting to drivers if there are too many within their field of vision at one time. Historically, 1,200 feet has been a rule of thumb for minimum spacing.

Warning beacon types

There are four options that *may* be used to enhance pedestrian and school warning signs:

1. Blinker Sign. Refer to TEOpS 2-1-8 for application criteria.
2. Standard Blinker Beacon. Refer to TEOpS 4-5-1 for application criteria.
3. Rapid Flashing Beacon (Wig-Wag).
4. Rectangular Rapid Flashing Beacon (RRFB). RRFBs can only be pedestrian actuated.

These devices can be pedestrian actuated and/or time-of-day programmed.



As of March 20, 2018, FHWA has granted interim approval (IA-21) for the optional use of the RRFB as a pedestrian-actuated conspicuity enhancement to supplement standard pedestrian crossing or school crossing signs at uncontrolled marked crosswalks to any jurisdiction that submits a written request to FHWA. WisDOT received statewide approval from FHWA to allow all jurisdictions to install an RRFB. The jurisdiction must agree to furnish a list of locations where RRFBs are installed, acknowledge that FHWA has the right to rescind the

interim approval at any time and acknowledge that the interim approval does not guarantee that the provisions will be adopted into the WisMUTCD.

PERMITTING OF FLASHING BEACONS

Any improperly installed electrical equipment *may* pose a hazard to the public. As such, the department spells out general and specific conditions, which are part of the permit agreement. These conditions are incorporated into the permit form, DT1877, a copy of which is appended to this policy. The WisMUTCD Chapter 4L and specific conditions stated above **shall** also be followed for flashing beacons installed on all state trunk highways. Flashing beacons installed on connecting highways **shall not** require a WisDOT permit.

The following information provides conditions and processes related to the issuance of permits:

1. Permit applications **shall** be received, and permits issued, by the appropriate regional office.
2. Permits for flashing beacons *may* only be issued to municipalities, not to private individuals at agencies, or to power companies. This *should* result in working with the most responsible and objective agency associated with the safety problem being addressed.
3. The region *may* rightfully deny the issuance of the permit. Reasons for denial *may* include: lack of need, conflict with other traffic control devices, vulnerable location, lack of confidence in the maintaining ability of the subject agency, or knowledge that the request is due to reaction rather than long term need of commitment.
4. The region *may* revoke the permit for any of the reasons above, especially regarding lack of maintenance, as well as for reasons cited on the permit itself.
5. For permitted flashing beacons installed on signal standards, Standard Detail Drawings 9C2, 9C3, and 9E7 *should* be made part of the permit. SDDs 9C5 and 9D3 for control cabinet installations *may* also apply.
6. In the event of the reconstruction of the highway, reasonable notice *should* be given to the municipality to allow their removal of the equipment and arranging for disconnecting the electrical service.

Figure 1. Standard Flashing Beacon Installations for Rural & Urban Districts

