

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

PUBLIC WORKS COMMITTEE

Monday, June 26, 2023 at 5:00 p.m.

NOTICE: The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at www.cityofedgerton.com. Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to order; Roll Call.
2. Confirmation of Appropriate Meeting Notice Posted on Friday, June 23, 2023.
3. Consider Approval of March 20, 2023 minutes.
4. Consider pollinator / native plants planting projects.
5. Consider large item collection ordinance.
6. Consider lawn mowing ordinance.
7. Consider natural lawn ordinance enforcement.
8. Consider special assessment ordinance regarding curb, sidewalk and driveway approaches.
9. Consider E-waste collection box.
10. Staff Report.
11. 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."

**MARCH 20, 2023 PUBLIC WORKS COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Chairperson Jim Burdick called the meeting to order at 6:02 p.m.

Committee members present were Jim Burdick, Casey Langan and Sarah Braun.

Also present were City Administrator Ramona Flanigan, Municipal Services Director Howard Moser, Mayor Chris Lund and citizens.

Moser confirmed the agendas were properly posted on Friday, March 17, 2023 at the Post Office, Edgerton Library, City Hall and the City's website.

APPROVE MINUTES: The March 6, 2023 minutes were amended to state, "If snow removal results in overtime costs, the land owner will be responsible for the additional costs". A Braun/Langan motion to approve the March 6, 2023 Public Works Committee minutes as amended passed on a 3/0 roll call vote.

CONSIDER STORM SEWER FUNDING AT 15 N MAIN ST: The owner of 15 N Main Street plans to pave the existing gravel parking lot and is interested in having the storm water collection infrastructure installed. The owner is not required to install a storm sewer system but has offered to pay \$5,000 towards the project. The quote for the work is \$13,050. The Committee discussed whether or not to contribute to the cost of installing the system, which would be paid for by the stormwater utility.

A Burdick/Braun motion to approve storm sewer funding from the stormwater utility at 15 N Main St in the amount of 50% of the cost, up to \$6,525, and up to a 10% increase (\$652.50) if project costs are higher than the provided estimate passed on a 3/0 roll call vote.

CONSIDER TAKING BIDS FOR 2023 SIDEWALK WORK: Staff is requesting permission to seek general bids for sidewalk work for all of 2023 rather than obtaining individual quotes for various small projects. Bidders would be asked to provide unit cost bids for sidewalk work and staff would schedule the selected contractor as needed throughout the season using the unit cost price. The Committee agreed to move forward with the general unit cost bids for all of the 2023 sidewalk work.

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

Howard Moser/mjd
Municipal Services Director

Memo

To: Public Works Committee

From: Staff

Date: 6/23/2023

Re: June 26, 2023 Meeting

Large Item Pick up

Below is the current ordinance regarding refuse at the curb.

REFUSE OTHER THAN BRUSH AND LEAVES TO BE PLACED ON CURB NOT MORE THAN 12 HOURS BEFORE DAY OF COLLECTION AND CONTAINERS TO BE REMOVED NOT MORE THAN 12 HOURS AFTER COLLECTION. No refuse other than brush and leaves shall be placed between the sidewalk and the curb or at any place in a residential section in said City for collection more than 12 hours before the day of collection and no basket, box or other container for such refuse shall remain between the sidewalk and the curb or at any other place in a residential section in said City for collection for more than 12 hours after the time of collection. (Ord. 95-28)

A City newsletter published in the last year instructed citizens to place large items at the curb no more than 24 hours before collection day.

The following ordinance amendments are related to recent policy changes for sidewalk and curb. The section of driveway aprons requires updating.

55.20 Special Assessments

E. Determination of assessment cost for new street construction.

(1) The assessment for the initial installation of street, ~~curb, gutter~~ and pavement construction (see elsewhere in this code for repair, reconstruction, replacement or widening assessment methods) shall be computed by multiplying the adjusted front footage, as provided in subsection (3)(a) of this section, by the base charge per foot, as provided in subsection (3)(b) of this section, as established from time to time by the Common Council. The assessment for the initial installation of curb and gutter shall be calculated as described above for streets except that 50% of the cost of initial installation of curb and gutter will be paid by the Stormwater Utility. Said assessment shall apply to residential, business and industrial property.

G. Drive approach construction.

(1) Residential, business and industrial drive approaches. Driveway approaches being constructed or reconstructed must meet the grade and construction requirements set forth by the Public Works Director and/or the City Engineer.

(2) New construction and reconstruction of drive approaches will be paid for as follows 100% by the property owner.

(a) ~~The~~ When roadwork work is to will be done by a city issued contract, totally by the contractor awarded the contract by the City if the drive approach and the sidewalk area of the approach is being constructed along with roadwork initiated by the City. The replacement cost of the approach and the sidewalk area of the approach will be 100% paid for by the City, assessed to the property owner.

(b) ~~The work~~ New or reconstructed approaches can be contracted by the property owner as long as the City does not have plans for street repairs that would affect the drive approach. ~~in which~~ either case the property owner is responsible for 100% of the costs of the approach.

(c) When work is to be done on a drive approach that is contracted by the property owner and it involves the sidewalk area of the approach, the property owner is responsible for 100% of the sidewalk work abutting the approach.

H. Sidewalks, new construction and reconstruction.

(1) Except as provided in Subsection H(7), the City does not require sidewalks on all paralleling City streets unless, the City Council deems necessary a sidewalk for public safety and/or public convenience. All sidewalks constructed or reconstructed within the City limits must meet the grade and construction requirements set forth by the Public Works Director and City Engineer.

(2) Sidewalks currently existing in the City shall not be permitted to be removed by the abutting property owner.

(3) The cost of new and the reconstruction of City sidewalk will be paid for in accordance with Chapter 366 Article IV by the person whose property abuts an existing sidewalk with the following exceptions:

(a) ~~The cost of repairing sidewalk along the frontage of the streets listed below shall be divided evenly between the City and the property owner if the sidewalk is wider than six feet: Fulton Street (north side) between Catlin Street and Albion Street also including 312 West Fulton Street for that portion that is constructed curb to building; Fulton Street (south side) between Catlin Street and 2 Burdick Street including 2 Burdick Street; Burdick Street at 2 Burdick Street; Main Street (west side) between Canal Street and 202 South Main Street including 202 South Main Street; Main Street (east side) between Rollin Street and West Lawton Street; Canal Street (south side) lot six, block 11 of Swift's Addition; Henry Street (east side) between West Fulton Street and Canal Street, and 115 and 121 Henry Street; Henry Street (west side) between West Fulton Street and 114 Henry Street; Swift Street (east side) between West Fulton Street and 101 Swift Street; Swift Street (west side) between West Fulton Street and 16 Swift Street.~~

**CITY OF EDGERTON
ORDINANCE No. 20-11**

**AN ORDINANCE TO AMEND CHAPTER 17.03 “PUBLIC NUISANCES”;
SECTION 17.03 (14) “OBJECTIONABLE VEGETATIVE COVER AND
NOXIOUS WEEDS” TO ADD EXCEPTIONS TO THIS SECTION
OF THE EDGERTON CODE OF GENERAL ORDINANCES,
CITY OF EDGERTON ROCK AND DANE COUNTIES, WISCONSIN**

Aldersperson Jim Burdick introduced the following Ordinance and moved its adoption:

THE COMMON COUNCIL OF THE CITY OF EDGERTON, ROCK AND DANE COUNTIES, WISCONSIN, DO ORDAIN AS FOLLOWS:

CHAPTER 17.03 PUBLIC NUISANCES shall be amended as follows:

(14) OBJECTIONABLE VEGETATIVE COVER AND NOXIOUS WEEDS.

(a) WEED COMMISSIONER – APPOINTED. The office of Weed Commissioner for the City of Edgerton is hereby established. The Weed Commissioner shall be appointed pursuant to Chapter 2.03(12) of this Municipal Code. The Weed Commissioner of the City shall enforce this subsection. (Ord. 02-11)

(b) RESPONSIBILITY OF OWNER OR OCCUPANT.

1. Every owner or occupant of any premises in the City shall destroy or mow any growth of ground cover or weeds of a height equal to or greater than six inches on such premises. Weeds for purposes of this chapter shall include Canada thistle, leafy spurge, field bindweed, (creeping Jenny) and such other rank vegetable growth that exhales unpleasant or noxious odors and any other vegetation commonly known as weeds. This section shall also apply to the boulevard in front of or along any premises. (Ord. 97-5)
2. Every owner or occupant of any premises having a lawn shall cut and maintain such lawn at a height not exceeding six inches on such premises as well as the boulevard in front of or along such premises. In this section “yard” means an open space at grade on the same lot as a building or structure located between the main building and the adjoining lot line and/or street line. The measurement of a yard shall be the minimum horizontal distance between the lot line and the building or structure.
Yards shall be provided with adequate lawn, groundcover or vegetation, hedges or bushes, equal to at least ten (10) percent of the total lot area. All areas that are not covered by vegetation shall be treated to prevent dust or the blowing or scattering of dust particles into the air.

- (c) **PUBLISHED NOTICE.** The Weed Commissioner shall, annually, on or before April 15th and again on or before May 15th, cause to be published in the official newspaper a notice to the effect that weeds are required to be destroyed as provided in this chapter and lawns are required to be mowed as provided in this chapter, and that if the same are not so destroyed, action will be taken pursuant to Section d. At no time thereafter shall any weed or lawn growth exceeding six inches in height be permitted.
- (d) **CITY ACTION.** After ten days from the first annual publishing of a notice given as stated in this chapter, the City may destroy any weeds not so destroyed or mow lawns not so mowed and assess the expense therefore against such property as a special tax thereon.
- (e) **OTHER NOTICE.** In the event a person whose duty it shall be to mow or destroy the vegetation in accordance with this Section fails to do so, the Weed Commissioner shall serve either personally or by mail a special or additional notice requiring the destruction or mowing. This notice shall contain the regulations described in this section, and shall be provided one time during the growing season prior to the Weed Commissioner performing the work. No special or additional notice is required for subsequent violations. Failure to provide said special or additional notice does not void any action authorized by this or other sections of the Code of General Ordinances.
- (f) **CITY OWNED PROPERTY.** City-owned Property. It shall be the duty of the Weed Commissioner to apply the provisions of this Chapter to City-owned property.
- (g) **EXCEPTIONS.** Exceptions to the requirements in Section 17.03(14) a. through f. above are specifically granted for the following. Noxious weeds are prohibited in all areas including the areas of exception listed below.
1. Any land owned or leased by the Wisconsin Department of Natural Resources or the City of Edgerton that is preserved as a natural area by design.
 2. Any land in a natural floodplain, wetland or waterway that has been allowed to remain in its natural state to enhance water quality of those bodies of water.
 3. Any land within the railroad right-of-way,
 4. Wooded areas or in tree lines where the distance between trees effectively prevents mowing of vegetation.
 5. Parcels exceeding two (2) acres in size.
 6. On platted lands (subdivisions or developments) where a Development Agreement provides for specific regulation of ground cover maintenance.
 7. Rain Gardens.
 8. Natural Lawn Areas.
 - aa. Natural Lawns Defined. Natural lawn as used in this Section shall include common species of grass and wild flowers native to North America, which are designed and purposely cultivated to exceed six (6) inches in height from the ground. Specifically excluded in natural

lawns are the noxious grasses and weeds identified in Section 17(14) of this Chapter. The growth of a natural lawn in excess of six (6) inches in height from the ground surface shall be prohibited within the City corporate limits unless a Natural Lawn/Management Plan is approved and a permit is issued by the City as set forth in this Section. Natural lawns shall not contain litter or debris and shall not harbor undesirable wildlife.

bb. Natural Lawn Management Plan Defined. Natural Lawn Management Plan as used in this Section shall mean a written plan relating to the management and maintenance of a lawn upon which the planted grass will exceed six (6) inches in length. The plan shall be submitted on a form provided by the City,

cc. Natural Lawn Area Regulations

1. Property owners who wish to plant and cultivate a natural lawn must submit their written plan and related information on the form provided by the City. Natural Lawn Management Plans may be filed by the property owner only. Applicants are strictly prohibited from developing a natural lawn on any of the following:
 - a. City-owned property including street rights-of-way.
 - b. Property located between the sidewalk and the street or a strip not less than ten (10) feet adjacent to the street where there is no sidewalk.
 - c. Areas included in the vision triangle as defined in 22.403 of the Code of General Ordinances if the vegetation exceeds the provisions of that section.
 - d. Areas within ten (10) feet of a public right-of-way or within four (4) feet of a side lot line of an abutting property. The abutting property owner may waive the four (4) foot restriction by written notice to the Public Works Director to allow the natural lawn area to be established in the four (4) foot setback area. Such waiver is to be affixed to the Lawn Management Plan.

dd. Application Process.

1. Property owners interested in applying for permission to establish a natural lawn shall obtain and complete an application form from the Public Works Director. The completed application shall include a Natural Lawn Management Plan and a \$25.00 fee.
2. If the property owner's application is in full compliance with the Natural Lawn Management Plan requirements, the Public Works Director shall issue a permit to install a natural lawn. Upon issuing a permit, the Public Works Director shall send a notice of the approved permit to Neighboring Property Owners which include each of the owners of record of the property situated immediately adjacent or across a street (if the natural lawn area in the front yard) from property for which the permit was issued.

ee. Application for Appeal. The property owner may appeal the Public Works Director's decision to deny the natural lawn permit request to

the City Council. All applications for appeal shall be submitted within fifteen (15) calendar days of the notice of denial of the Natural Lawn Management Plan. The decision rendered by the City Council shall be final and binding.

ff. Safety Precautions for Natural Grass Areas.

1. When, in the opinion of the Fire Chief, the presence of a natural lawn may constitute a fire or safety hazard due to weather and/or other conditions, the Fire Chief may order the cutting of natural lawns to a safe condition. As a condition of receiving approval of the natural lawn permit, the property owner shall be required to cut the natural lawn within the three (3) days upon receiving written direction from the Fire Chief
2. Natural lawns shall not be removed through the process of burning unless stated and approved as one of the management and maintenance techniques in the Lawn Management Plan. The Fire Chief shall review all requests to burn natural lawns and shall determine if circumstances are correct and all applicable requirements have been fulfilled to ensure public safety. Burning of natural lawns shall be strictly prohibited unless a written permit to burn is issued by the Fire Chief

gg. Revocation of an Approved Natural Lawn Management Permit. The Public Works Director shall have the authority to revoke an approved Natural lawn Management Plan Permit if the owner fails to maintain the natural lawn or comply with the provisions set forth in this Section. Notice of intent to revoke an approved Natural Lawn Management Plan Permit shall be appealable to the City Council. All applications for appeal shall be submitted within fifteen (15) calendar days of receipt to the written Notice of Intent to revoke the approved Natural Lawn Management Plan. Failure to file an application for appeal within the fifteen (15) calendar days shall result in the revoking of the Natural Lawn management Plan Permit. All written applications for appeal filed within the fifteen (15) calendar day requirement shall be reviewed by the City Council in an open meeting. The decision rendered by the City Council shall be final and binding.

hh. Public Nuisance Defined-Abatement After Notice.

1. The growth of natural lawn as defined in this section shall be considered a public nuisance unless a Natural Lawn Management Plan has been filed and approved and a permit is issued by the City as set forth in this Section. Violators shall be served with a notice of public nuisance to the last-known mailing address of the property owner,

ii. Penalty

1. Any person, firm or corporation which does not abate the nuisance within the required time period or who otherwise violates the provisions of this Section shall be subject to the general penalty found in 17.(14)g.

Electronic Recycling - City of Edgerton

Ateeq Ahmed <wisconsin@com2recycling.com>

Wed 6/21/2023 11:24 AM

To: Ramona Flanigan <rflanigan@edgerton.wi.gov>; Wendy Loveland <wloveland@edgerton.wi.gov>; City of Edgerton Government <edgertongovernment@edgerton.wi.gov>

Cc: nabeel@com2recycling.com <nabeel@com2recycling.com>; 'Saheem Baloch' <com2@com2recycling.com>; 'Kathleen Fahey' <kathleen@com2recycling.com>; muneeba@com2recycling.com <muneeba@com2recycling.com>

1 attachments (1 MB)

COM2 - WI Flyer.pdf;

Hello,

I hope this email finds you well.

I am writing on behalf of [COM2 Recycling Solutions](#), an R2-certified electronic recycler, regarding setting up a collection box for electronic waste within your city. Our company provides comprehensive electronic (e-waste) recycling services to businesses, residents, and local governments.

As a gesture of gratitude for welcoming us into your state and counties, we offer [Free Recycling Services](#) for residents in your community. We understand the importance of proper e-waste disposal and are committed to processing all electronics in compliance with the **Department of Natural Resources (DNR)** regulations.

Providing a convenient and responsible means of disposing of electronic waste is essential for the community's and environment's health. As an R2-certified recycler, we ensure that all electronics we collect are safely and securely handled, and their data is securely erased to protect our customers' privacy.

By partnering with [COM2](#) to set up a collection box for electronic waste, your village can demonstrate a commitment to sustainability and responsible waste management. Additionally, this service can provide a convenient option for residents to dispose of their electronic waste, reducing the likelihood of improper disposal that can harm the environment.

In line with this commitment, we want to set up recycling boxes in your community, where residents can drop off their old and unwanted electronics

We would be honored to work with you to establish this service and are available to answer any questions.

Thank you for your time and consideration, and we look forward to hearing from you soon.

Regards,

Ahmed

COM2 Recycling Solutions LLC

W140N5958, Lilly Road

Menomonee Falls, WI 53051

P: 262-293-9079

E: wisconsin@com2recycling.com

[www.com2recycling.com]www.com2recycling.com

Certified and Responsible Recycler



TeamWork makes Greenwork!



If data containing devices are received, they're processed internally through logical sanitization and/or via R2V3 downstream for physical destruction.