

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

**PUBLIC WORKS COMMITTEE**  
Monday, April 15, 2024 at 5:45 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](http://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, April 12, 2024.
3. Consider Approval of April 1, 2024 minutes.
4. Consider honorary street naming.
5. Consider compost and brush grinding quotes.
6. Consider cemetery improvements.
7. Consider Stoughton Road improvements.
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."



**APRIL 1, 2024 PUBLIC WORKS COMMITTEE MEETING MINUTES  
CITY OF EDGERTON**

Chairperson Jim Burdick called the meeting to order at 6:16 p.m.

Present: Jim Burdick, Casey Langan and Shawn Prebil.

Others Present: City Administrator Ramona Flanigan, Municipal Services Director Howard Moser, Mayor Christopher Lund and citizens.

Moser confirmed the agendas were properly posted on Friday, March 29, 2024 at the Post Office, Edgerton Library, City Hall and the City's website.

**APPROVE MINUTES:** A Prebil/Langan motion to approve the February 27, 2024 Public Works Committee minutes passed, all voted in favor.

**CODE ENFORCEMENT SERVICES:** Staff provided a proposed code enforcement contract with Municipal Code Enforcement (MCE). The committee discussed the code enforcement services that would be provided by MCE. There is \$5,000 in the 2024 budget for code enforcement.

A Langan/Prebil motion to recommend the contract with MCE for code enforcement to Council passed on a 3/0 roll call vote.

**PARKING ON HEAD STREET:** A resident of Head Street requested the City allow parking on the east side of Head Street. Staff estimates about 10-12 parking spaces could be created.

A Burdick/Prebil motion to allow parking on the east side of Head Street passed, all voted in favor.

**2024 SIDEWALK REPAIR CONTRACTS:** Staff received three quotes for saw cutting/grinding at a per linear foot cost and the lowest responsible bid was submitted by Universal Concrete Grinding at \$13.75 per linear foot. The sidewalk repair project will be funded by the sidewalk utility.

A Langan/Prebil motion to accept the contract with Universal Concrete Grinding for the sidewalk repair program passed on a 3/0 roll call vote.

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

Howard Moser/mjd  
Municipal Services Director



# Memo

**To:** Public Works  
**From:** Staff  
**Date:** 4/12/2024  
**Re:** April 15, 2024 Meeting

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**Honorary Street Naming:** A request was made to add a second name to a street in the downtown in honor of Ilir Banushi. The City does not have a policy regarding honorary street naming and before deciding to designate an honorary street. If the Committee wants to consider allowing honorary street naming, staff recommends the City develop a policy since these types of naming decision can be fraught with conflicting opinions about who should be eligible to receive such an honor. Does the Committee wish to consider a policy?

There is a Fulton Street “street party” event planned for June to honor Ilir Banushi. If a policy is not prepared in time, or if the City decides to not allow permanent honorary street designations, the Committee could consider placing a sign to be displayed on the day of the event only and then presenting the sign to the Banushi family.

**Stoughton Road:** The capital plan has Stoughton Road and W Rollin from Stoughton Road to Albion Street scheduled for reconstruction in 2027. Based on the cost of the project, the schedule of the city’s borrowing plan, and the timing of grant opportunities, that project cannot be moved up without the City and the utilities taking out an additional borrowing. Stoughton Road is in very bad condition. The question for the committee is, should staff be seeking quotes for a temporary repair to the driving surface to improve the condition until the street can be reconstructed? The estimate for one option which is an overlay of a slurry material (micro-surfacing) is \$71,800. Staff is seeking options for a shallow mill and overlay as another alternative procedure. This solution is a short-term solution and the funding used to pay for this work will take the place of other more permanent road repairs planned in the 2024 budget.

**Compost/Brush Grinding:** The City contracts the grinding of brush/compost on a biannual basis. Staff contacted several vendors and received two quotes for the grinding. Urban Forest Services LLC provided the lowest responsible quote as shown below:

CONTRACTOR	MOBILIZATION	HOURLY RATE	ESTIMATED TOTAL
URBAN FOREST SERVICES LLC	\$400	\$600	\$7,600
BUCKLINS	\$1,500	\$575	\$8,400.

Staff recommends awarding the brush/compost grinding contract to Urban Forest Services LLC at the quoted hourly rate and mobilization fee.

**Cemetery funding:** The City Council previously authorized staff to use the \$21,573.00 from the cemetery fund to repair/replace the decorative iron fence. Staff contacted several vendors and received two proposals that well exceeded the available funds. Staff believes that we can repair the fence in-house at minimal cost and utilize the funds on other projects. Two potential projects to consider are repairing some of the roads within the cemetery and standardizing the street name signs. Staff is requesting direction for the remaining cemetery funds.

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