

MINUTES OF A MEETING OF THE BOARD OF PUBLIC WORKS OF THE CITY OF CUDAHY,  
WI TO BE HELD AT THE CUDAHY MUNICIPAL BUILDING,  
5050 SOUTH LAKE DRIVE, CUDAHY, WI ON  
**Monday, September 24, 2018 @ 5:30 PM**

**ROLL CALL**

The Meeting was called to order by Chairman Litkowiec at 5:30 p.m. with the following answering “present” to roll call: Mr. Lohr, Mr. Magestro, Mr. Pritzlaff & Ald Hollenbeck.

Also Present: DPW Director Mary Jo Lange & DPW Superintendent Scott Rewolinski

The proper open meeting statement was made at this time. In addition Chairman Litkowiec read the following statement to the audience: The Board of Public Works is not an open forum for the public to speak. Speaker must be identified on the agenda related to an agenda item. Public hearings are not held at the Board of Public Works.

Individual present to speak on agenda item: Mark Copernack, Storage Masters for Item # 1, Peggy Tennesen, 4021 Bottsford for Item # 3.

Approval of the Minutes: Motion made by Lohr seconded by Magestro to approve the Minutes of the June 25, 2018 meeting. All voted in favor.

**NEW BUSINESS**

1. **Welcome new Board of Public Works member Ron Pritzlaff.**
2. **Discussion & approval of less than 1’ fence encroachment 5083 S. Packard Avenue (old Tannery Site).** Representative for Storage Master/Cudahy may be allowed to speak on behalf of the company. The Board asked Mark Copernack to address the Board regarding this issue. Mr. Copernack stated that on behalf of Storage Master/Cudahy, he is asking for a right of way encroachment on Packard Avenue in front of 5083 S. Packard (old tannery site). Mr. Copernack stated that even though they had the right of way staked out before they installed the fence, the fence company installed the fence along Packard Avenue 1’ into the right of way. He is requesting that he not be required to remove the fence. Lange told the Board that the code does allow for the Board to grant an exception with an agreement by both parties with conditions. A copy of the agreement was included in the Board’s packets. **Motion made by Lohr seconded by Pritzlaff to approved the exception & have the City sign the agreement.** All voted in favor.
3. **Discussion & necessary action regarding the Petition for the installation of speed humps on Sheridan Drive & the 4000 block of E. Bottsford Avenue. Peggy Tennesen of 4021 Bottsford will be present & may be allowed to speak on behalf of the neighborhood.** The Board asked Peggy Tennesen to speak. Peggy Tennesen gave a presentation on why speed humps were necessary. Ms. Tennesen stated that between the months of May through September the neighborhood gets a lot of traffic from the park. Ms. Tennesen stated that this summer one

vehicle crashed into a parked car of a neighbor. Ms. Tennesen believed that the speed humps should be placed in the 4000 block of Bottsford just before the curve and another on Sheridan Dr. just before the corner with Bottsford. The speed humps would alert people to slow down around the curve. Director Lange told the Board that a speed hump is one of many traffic calming devices used in neighborhoods to slow speed or discourage the use of a roadway. Since these types of devices have as many inherent problems as they do benefits, the City should respond cautiously. The Cities who have installed these types of devices all have written policies. Most special assess the residents on the street where the traffic calming device is being installed. Many do studies to determine if there is a problem and if it can't be minimized some other way. If you put them up on one roadway – other neighborhoods will follow with their requests. So you need to know how to handle those requests. Devices are sometime portable which means that they are removed prior to the winter or are installed on a temporary basis to study the impacts. At this point Lange stated there are a lot of unknowns and a policy should be discussed and written before these devices are considered. The Board also asked the staff gets a report from the Police Department about any issues such as speed and crashes in the 4000 block or Bottsford . **Motion made by Lohr to have the Department bring back a draft policy before next spring and to investigate this area for the possibility of speed humps. Member Pritzlaff added that part of the investigation should include a report from the Police Department to see if there are any speeding issues. Motion seconded by Hollenbeck.** All voted in favor.

4. **Discussion and necessary action for staff to prepare and submit 2019 DNR Recycling Grant application.** Director Lange stated that as part of submitting the annual request for the DNR recycling grant the DNR requires the grant request to be formally accepted by a Board or Council. **Motion made by Lohr, seconded by Pritzlaff to request staff to prepare and submit the 2019 DNR Recycling Grant application.** All voted in favor.
5. **Discussion and approval of revised sidewalk inspection and hazardous sidewalk replacement program.** Director Lange stated that for the last 9 years the Engineering Department has done a pretty thorough job of inspecting and replacing hazardous public sidewalk. Because the sidewalk project takes up an extensive amount of time for the engineering staff, Lange has re-evaluated the district boundaries and the scheduling between when they are inspected and replaced. Obviously public safety is of the utmost and if a sidewalk issue appears the Department will address them however, the scheduling will not be as aggressive as it has the past 9 years. Lange asked the Board to approve the district maps and schedule included in their packets. **Motion made by Lohr seconded by Magestro to approve the redistricting and proposed schedule for the inspection and replacement of hazardous walk.** All voted in favor.
6. **Discussion and necessary action to rescind current Drop-Off Policy/Procedures & recommend policy change. If Policy change requires audit of financial & operational implications to the change, necessary action on outside firm to prepare the service change implications.** Lange stated that the Mayor received a request to have the Department of Public Works review the current Drop-Off Policy & Procedures and determine the financial and operational impacts of running the Drop-Off site like it was pre 2012. Lange stated that the

Board of Public Works and the Council approved the current practice and that it evolved out of the fact that the Drop-Off Site could not be funded. Lange stated that such an exercise would require a lot of time and money and would not change anything operationally. Lange stated that her department was trying to get construction plans done for next year's projects and this type of

analysis would delay constructive work. The result was going to be no different. Lange stated that the request went to legal counsel and the determination was made that the decision to change the policy would require Board of Public Works action & that if an audit needed to be done to determine the financial impacts & if the Department could not fit that request in - that it should be prepared by an outside consultant. Member Lohr reminded the Board members how often the discussion regarding the operations of the Drop-Off Site have been analyzed and discussed at the Board of Public Works. Lohr stated that it was because the City could not financially operate it the way it was done in the past. Lohr stated that nothing has changed – we can't increase taxes. Motion was not made because the Board of Public Works believed that they had to rescind their original motion on the Policy & Procedures and that they needed to know who made the original motion & what they were rescinding. **Action therefore not taken on the item.**

7. Review & discussion regarding the 2019 preliminary Public Works & Utility budgets. **No action necessary**
8. For Information Only – letter to be sent to the property owners in the 5000 block of Nicholson Ave. to relocate garbage/recycling receptacles from the gravel alley to Nicholson Avenue for pick-up. **No action necessary**
9. For Information only – Road salt shortage at the Milwaukee Harbor and possible impacts to winter de-icing **No action necessary**
10. For Information Only – Leaf Collection
11. Project Updates: Salt Storage facility, Squire Alley reconstruction, City Hall parking lot, DPW tree restoration work, tree removal, road patching, and catch basin replacement. **No action necessary**

### **Adjourn**

**Motion made by Lohr seconded by Magestro to adjourn the meeting. All voted in favor.**  
Meeting adjourned at 7:14 p.m.