

## CITY OF VERONA

### MINUTES

#### PUBLIC WORKS/SEWER & WATER COMMITTEE

MONDAY, SEPTEMBER 9, 2019

1. The meeting was called to order by Mr. Touchett at 5:19pm.
2. Roll Call: Present: Evan Touchett, Chad Kemp. Excused: Sarah Gaskell. Also present: Theran Jacobson, Public Works Director; Katherine Holt, Assistant City Planner; Carla Fischer, AECOM; Adam Sayre, City Administrator; Ron Henshue, Forward Development; Bill Dunlop, JSD Professional Services.
3. MOVED by Touchett, seconded by Kemp, to approve the minutes of the August 12, 2019 meeting of the Public Works/Sewer and Water Committee. Motion carried 2-0.
4. MOVED by Touchett, seconded by Kemp, to recommend approval Professional Services Agreement with Mead & Hunt for Project 2016 - 123 CTH PD (Woods Road to CTH M). Motion carried 2-0.
  - Touchett asked why Meat & Hunt
  - Mr. Jacobson gave a briefing about the property. Mead and Hunt is an approved consultant with the Historical Society. Mead and Hunt have the professional team and availability to do the work. The City Attorney reviewed the contract and approves. This study must be done prior to demolition of the house.
5. Discussion regarding Ordinance Number 19-940 Cluster Mailboxes.
  - Logistics need to be discussed.
  - Kemp - How many HOA?
  - Jacobson - Cathedral Point and maybe Scenic Ridge.
  - Kemp - This would be required for new.
  - Touchett - Prefers shelter for upper right hand side shelter open ended to assist with snow covering.
  - Touchett - Minimum of four units is deceiving.
  - Touchett did a drawing of an intersection of location of CBUs. We can add a carriage walk for USPS that neighbors maintain and clear. Carriage walk from back of curb to CBU. Prefer landscaping around the CBU for screening of neighboring properties. Want a carriage lane instead of walking up the driveway. Maximum 15 minute parking in front of the mailboxes should be done to encourage people to not park in front of the house. Carriage walk is not maintained by the City. Encourage one CBU for a person to maintain on property by them similar to a fire hydrant.
  - Touchett - We want high quality material. Only so many are approved manufactures. Discussion about the slope and long term maintenance.
6. MOVED by Touchett, seconded by Kemp, to table discussion and motion regarding Ordinance Number 19-940 Cluster Mailboxes to a future Public Works Committee meeting. Motion carried 2-0.
7. Discussion and action regarding Whispering Coves.
  - Fischer and Jacobson discussed the progress by FDG and JSD as noted below
  - Jacobson discussed the school site location and school road width. This is something that should not be a concern as the ROW is 66-feet. The typical City road section of 36-ft face to face of curb will fit into the 66-foot ROW. When the school is decided the school or developer will construct the improvements adjacent to the property.
  - There is more parkland with potential street parking, but it can be worked out in the future. The

geometric can change in the future.

- The intersection spacing and geometrics were addressed now within the WisDOT FDM standards. Dunlop stated it now comes into compliance. Hemlock Drive and the road going north were completed. Morning side is designed to the same standards.
- The outlot located for Highland View Pass should be dedicated and not an outlot.
- Transportation Impact Analysis (TIA) was received on Thursday late afternoon. Jess Billmeyer did a high level review. He sent an email to Fischer and Jacobson, but the review is in progress. The main thing at the Committee level was the intersection analysis at CTH M and the triggers for signals and functionality. Jacobson read email regarding analysis for triggering signals in the TIA and the intersection would have a LOS of D. Don't believe this should be brought back to the Committee, but will be discussed at Council for final plat approval. The TIA tells you what is needed to be built and plans tell you what the right-of-way will be. The review will incorporate all necessary improvements and be included in the plans and final plat.
- SWM facility was discussed by Jacobson regarding the retaining wall, three pumping modes, sensitivity analysis, and number of ponds. The retaining wall extends between Kettle Creek North and Whispering Coves, which is 20 feet north of the south property line of their development. There is adequate room to construct, maintain, and replace the wall if it is ever needed to be done. AECOM will review the plans for their approval. Touchett - How long will this wall last? 40+ years from now and will be owned by the city as it is on our property. They could last longer, but this is the same wall that is going in for CTH M. It faces north which will help with the weathering. There will be straps and drain tile behind the wall.
- Pumping operations for the amenity is gone. The infiltration was met without pumping is correct? Yes, per Dunlop. There is potential for recirculation while the developer owns the pump for phase 1 construction to avoid the force main being built to the Dry Tributary until it is needed. Fischer will double check the analysis to make sure everything will work.
- Touchett - Concern is what is proposed will not necessarily work as expected after construction. He wants to make sure this circulation will perform the way it should perform.
- Fischer - The blue pond was changed and the small dry basin was changed based on the analysis from test pits and infiltration rates. They are metering out the big pond slowly. This will change the type of vegetation.
- Touchett - What happens if it doesn't work as planned and how will we know?
- Jacobson - The soil borings and test pits are the same type of soil. Explained the recirculation process. It might make sense to put a valve for a dry year, but generally when we approve these we make them do physical 20-foot pits to make sure things are good before approval.
- Touchett understands and is acceptable with this unless something doesn't work.
- Lowest opening elevations on the plat is something that needs to be discussed. The lowest opening elevations on the plat is helpful for the building inspector for this on the plat. Anything adjacent to a SWM facility or adjacent to water/flood areas. Plus 2-feet above the surface area. Walkouts, egress windows, everything 2-feet above this point. Staff is to work on language that can be used for to administer elevations for this and other developments.

No action was taken on Whispering Coves but all comments at the PWC have been discussed with direction provided for staff to verify during their review process.

8. Jacobson provided no update regarding on-going public works and utility projects.
9. MOVED by Touchett, seconded by Kemp, to adjourn at 6:06pm. Motion carried 2-0.

Note: These minutes were prepared by Theran Jacobson, Director of Public Works. These minutes are based on the notes of the recorder and are subject to change at a subsequent meeting.