

CITY OF VERONA
MINUTES
COMMON COUNCIL
January 25, 2021
Verona City Hall

Due to the COVID-19 pandemic, the Verona Common Council held its meeting as a virtual meeting. The Common Council did not meet at City Hall, 111 Lincoln Street. Members of the Common Council and Staff joined the meeting by using Zoom Webinar. Members of the public were able to join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting via phone.

1. Mayor Diaz called the meeting to order at 7:02 p.m.
2. Pledge of Allegiance
3. Roll call: Alderpersons Kate Cronin, Charlotte Jerney, Chad Kemp, Katie Kohl, Christine Posey, Heather Reekie, Even Touchett, and Charlie Ryan were present. Also present: City Administrator Adam Sayre, and City Engineer Carla Fischer.
4. Public Comment: None
5. Approval of minutes from the January 11, 2021 Common Council meeting. Motion by Touchett, seconded by Kemp, to approve the minutes of the January 11, 2021 Common Council meeting. Motion carried 8-0.
6. Mayor's Business: None
7. Announcements:

Kemp thanked everyone for doing a good job at being vigilant in wearing their masks and keeping their distant to help stop the spread of COVID-19.

Kohl stated that the Friends of the Verona Senior Center Board have opened up a Smile account on Amazon.

8. Administrator's Report:
 - The Sustainability Task Force meeting will be held on January 27th.
 - The Plan Commission meeting will be held on February 1st.
 - Alternate side parking is in effect until April 1st. Parking is prohibited from 1:00 a.m. to 6:00 a.m. on the even-numbered side of any public street on the odd-numbered calendar days, and on the odd-numbered side of the public street on the even numbered calendar days except as otherwise posted.
 - So far the City has processed approximately 4,000 tax bills and collected more than \$24,000,000. The first installment payment is due January 31st.
 - The City acquired the former New Century/Sugar Creek School property on January

7, 2021 from the Verona Area School District. This property is planned for redevelopment in 2021/2022. The City is exploring temporary uses for the building including use of the gym and outdoor area by the Recreation Department in 2021. The Police and Fire Departments are also planning trainings for the buildings in the near future.

- The City is in the process of recruiting for a new City Clerk, the application deadline is February 14th. Both the City Administrator and Human Resources Coordinator are working together on this recruitment. Details of the recruiting process are being coordinated with the Chairperson of the Personnel Committee and will be shared with the Common Council in the near future.

9. Engineer's Report:

Eastside Interceptor

- Traffic Control
 - Bruce Street is currently open to traffic.
 - Bruce Street will be closed again in the spring to complete permanent roadway construction and restoration.
 - Ice Age Trail is detoured to South Main Street to Military Ridge State Trail.
- Tunneling
 - Tunnel/pounding operations have begun and will take anywhere from two to six weeks to complete depending on site conditions encountered.
 - A mailing was sent to adjacent properties on December 18, 2020.
- Pipe installation
 - Gravity Sewer and MMSD Force Main are currently being installed between Bruce Street and South Main Street and are anticipated to reach South Main Street in the next couple of weeks.
 - Pipe installations will then start north of South Main Street and work toward Melody Circle connection area.
 - Once the tunneling is complete, crews will go back and make the connections under South Main Street, through the casing pipes.
 - Dewatering and pipe preparation operations are planned in the next couple of weeks, north of South Main Street to the Melody Circle connection area, ahead of starting pipe installation.
- Clearing
 - The remainder of the clearing north of South Main Street has been completed or will be completed shortly. Once clearing is completed, silt fence installation will immediately follow.
- Dane County work
 - Majority of the work will take place next summer.
- Neighborhood Information Meeting
 - A meeting was held on January 13, 2021 by project staff and was well attended.

- The presentation and figures are posted on project website.
- Neighborhood Progress Meeting
 - The first neighborhood progress meeting was held on January 20, 2021 by project staff and was attended by three (3) people.
 - The next neighborhood progress meeting will be held on February 17, 2021 by project staff.
 - A zoom link for the meeting is on the project website.

Major Design Projects

- Lincoln Street Stormwater Facility Design: Final design is progressing on the pond design and modeling, pond embankment (dam) design and permitting, and corresponding hydraulic and water quality modeling. The team is finalizing the 100% design documents. Notices have gone out to immediately adjacent property owners as part of the permitting process (this property is owned by the City and Dane County). In January, the City will be mailing notices to a larger group of adjacent property owners notifying them of a Public Information Meeting for the project. The project will be advertised for bids on February 4, 2021 with bid opening of February 24, 2021.
- N. Main Street Water Main Replacement Design: DNR permit applications were submitted last week. City staff is working with the School District on easement acquisition. The project will be advertised for bids on February 4, 2021 with bid opening of February 24, 2021.

In-house Design Projects

- 2021 Asphaltic Street Rehabilitation Project: This will consist of repaving Locust Drive from the US 18/151 bridge to Bruce Street and Prairie Heights Drive from Locust Drive to CTH M. The project will include pavement surface mill and overlay, as well as spot replacement of curb and gutter, spot replacement of concrete sidewalk, and spot driveway replacement. The plans and specifications are completed and will be advertised for bids on February 4, 2021 with bid opening of February 24, 2021.
- 2021 Pavement Surface Treatment Project
 - The 2021 Pavement Surface Treatment Project will consist of a granite chip seal for the following streets:
 - Maple Road from Basswood Ave to Poplar Way
 - Walnut Street from Mahogany Way to Cross Country Road
 - Poplar Way from Tamarack Way to Walnut Street
 - Spruce Street from Tamarack Way to Maple Road
 - Spruce Circle
 - Birch Court
 - Hickory Court
 - Ash Court
 - Pine Court

- Cedar Court
 - Tamarack Way from Cross Country Road to Esker Drive
 - Esker Drive
 - Carter Court
 - Kettle Woods Drive
 - Lone Pine Way from Tamarack Way to Hemlock Drive
 - Ashton Drive from Lone Pine Way to Hemlock Drive
 - Drumlin Drive
 - Kettle Court
- The 2021 Pavement Surface Treatment Project will also consist of a polymer deck overlay for all four bridges owned and maintained by the City:
 - Bruce Street bridge over the Badger Mill Creek
 - Old PB bridge over the Badger Mill Creek
 - Stewart’s Woods Road bridge over the Dry Tributary
 - Wildcat Way bridge over the Military Ridge State Trail
- The plans and specifications are completed and will be advertised for bids on February 4, 2021 with bid opening of February 24, 2021.
- 2021 Concrete Street Rehabilitation Project: This will consist of repairing and replacing deteriorated concrete pavement on West Verona Avenue from Westridge Parkway to Epic Lane. The plans and specifications are completed and will be advertised for bids on February 4, 2021 with bid opening of February 24, 2021.
- 2021 Pavement Marking Project
 - The 2021 Pavement Marking Project will consist of placing epoxy pavement marking in the following locations:
 - Replacing existing markings disturbed by the 2021 Asphaltic Street Rehabilitation Project.
 - Replacing existing markings disturbed by the 2021 Pavement Surface Treatment Project.
 - West Verona Avenue from Westridge Parkway to Epic Lane
 - East Verona Avenue from the Fire Station to the entrance of Dane County Consolidated Foods (centerline skips only)
 - North Nine Mound Road from Cross Country Road to Northern Lights
 - Southbound Northern Lights from CTH PD to North Nine Mound Road
 - The plans and specifications are completed and will be advertised for bids on February 4th, 2021 with bid opening of February 24th, 2021.

10. Committee Reports:

A. Finance Committee

- (1) Discussion and Possible Action Re: Payment of bills. Motion by Kemp, seconded by Cronin, to pay the bills in the amount of \$581,708.79. Motion carried 8-0.

B. Public Works/Sewer and Water Committee

(1) Discussion and Possible Action Re: Amendment no. 2 with AECOM for construction related services for Project ID 2017-115 Well 6

This amendment is for additional and extended services provided during the construction of Well 6. The services provide are as follows:

- Additional site walk with contractor and staff
- Additional virtual meetings for start-up documentation
- Additional submittals for diagnostics of certain mechanical processes from contractor
- Extension of contract schedule requiring additional consultant staff time and additional progress meetings
- Additional shop drawing review and/or substitutions

This amendment is for additional \$8,260 above the contract of \$166,100; therefore, a new contract value is not to exceed \$174,360. This project will be final billed. No additional work is to be completed by AECOM.

Motion by Touchett, seconded by Ryan, to approve an Amendment no. 2 with AECOM for construction related services for Project ID 2017-115 Well 6. Motion carried 8-0.

(2) Discussion and Possible Action Re: Professional services agreement with Short Elliot Hendrickson for Project ID 2018-108.3 Badger Mill Creek restoration

This professional services agreement with Short Elliot Hendrickson is for the preparation of construction documents for stream bank improvements along Badger Mill Creek between Bruce Street and the Lincoln Street bridge. The contract includes the following services: project management, design, permitting, and construction documentation preparation. Short Elliot Hendrickson was the design consultant for the eastside interceptor project and is familiar with corridor and needs of the project.

The proposed improvements have the intention to mirror the work that was prepared by Dane County east of the Lincoln Street bridge. The Wisconsin Department of Natural Resources will ultimately have the permitting authority for the project; therefore, we will use them as a resource as part of the design process. This is part of their permitting requirements.

Motion by Touchett, seconded by Reekie, to approve a professional services agreement with Short Elliot Hendrickson for Project ID 2018-108.3 Badger Mill Creek restoration contingent on legal counsel review and not to exceed \$28,804.00. Motion carried 8-0.

11. Old Business

A. Discussion and Possible Action Re: Amendment to Expanded Family Medical Leave and Emergency Paid Sick Leave policies for general employees

This policy addendum shall supersede and replace the Emergency Paid Sick Leave Act (EPSLA) and Emergency Family and Medical Leave Expansion Act (EFMLEA) provisions of the Families First Coronavirus Response Act (FFCRA). The FFCRA became effective on April 1, 2020. The legislation required the City to provide general employees with additional paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions applied from April 1, 2020 through December 31, 2020. The addendum will extend the leave benefits covered under these polices until June 1, 2021.

Motion by Touchett, seconded by Reekie, to approve the Amendment to Expanded Family Medical Leave and Emergency Paid Sick Leave policies for general employees. Motion carried 8-0.

13. Adjournment:

Motion by Touchett, seconded by Kemp, to adjourn at 7:22 p.m. Motion carried 8-0.

Kayla Martin
Deputy City Clerk