

Village of Menomonee Falls, Wisconsin
UTILITIES & PUBLIC WORKS COMMITTEE MEETING
MINUTES

Monday, October 21, 2019

Present: Katie Kress, Trustee; Tim Newman, Trustee; Steve Taggart, Trustee

1. Consideration of an Intergovernmental Agreement with the Village of Lannon for Snow and Ice Control Services for the 2019 - 2020 Winter Season.

Motion by Trustee Tim Newman, second by Trustee Steve Taggart to recommend to the Village Board an Intergovernmental Agreement with the Village of Lannon for Snow and Ice Control Services for the 2019 - 2020 Winter Season.

Vote: 3 - 0 Motion Carried

2. Consideration of an Ordinance establishing the following No Parking Zones on Water St between Falls Parkway and Pershing Avenue

1. Create "No Parking at Any Time 12:00AM-6:00AM, 2 Hour Parking from 6:00AM-4:00PM" parking zone along both sides of Water Street from 215 feet south of Falls Parkway to 190 feet north of Pershing Avenue except by driveways; and
2. Create "No Parking at Any Time" zone along both sides of Water Street from Falls Parkway to a point 215 feet south of Falls Parkway

Motion by Trustee Tim Newman, second by Trustee Steve Taggart to recommend to the Village Board an Ordinance establishing the following No Parking Zones on Water St between Falls Parkway and Pershing Avenue

Vote: 3 - 0 Motion Carried

3. to Consideration of an Ordinance establishing a "No Parking At Any Time, Except for Loading/Unloading" zone on both sides of Mill St between Garfield Drive and a point 400 ft North of Garfield Drive.

Motion by Trustee Tim Newman, second by Trustee Steve Taggart to recommend to the Village Board an Ordinance establishing a "No Parking At Any Time, Except for Loading/Unloading" zone on both sides of Mill St between Garfield Drive and a point 400 ft North of Garfield Drive.

Vote: 3 - 0 Motion Carried

4. Consideration of an Ordinance establishing a "No Parking At Any Time" zone along the north side of Manhattan Drive from University Drive east to Franklin Drive.

Motion by Trustee Tim Newman, second by Trustee Steve Taggart to recommend to the Village Board an Ordinance establishing a "No Parking At Any Time" zone along the north side of Manhattan Drive from University Drive east to Franklin Drive.

Vote: 3 - 0 Motion Carried

Minutes submitted by Trustee Kress

Meeting minutes transcribed by Laurie Lang



Utilities and Public Works Committee

1.

Meeting Date: 10/21/2019
Topic: 2019-2020 Lannon Snow and Ice Control Agreement
From: Arlyn Johnson, Assistant Manager/Director of PW
Department: Administration
Presenter: Arlyn Johnson
Date of Committee 10/21/2019
Action (if required):
Date of Village Board 10/21/2019
Action (if required):

Information

Subject:

Consideration of an Intergovernmental Agreement with the Village of Lannon for Snow and Ice Control Services for the 2019 - 2020 Winter Season.

Background Information:

The Village of Menomonee Falls has been providing snow and ice control services for the Village of Lannon since the 2004 - 2005 winter season. The Village of Lannon wishes to continue this arrangement for the 2019 - 2020 winter season.

Key Issues for Consideration:

The proposed Intergovernmental Agreement includes small increases over the 2018-2019 hourly rates for our Labor and Truck costs. These rates cover Village of Menomonee Falls cost increases for wages, insurance and Wisconsin Retirement System contributions. Our per ton rate for de-icing salt has also increased by 5.72% or \$4.19 per ton over last season.

Action By Committee or Village Board:

Staff recommends approval of the Intergovernmental Agreement with the Village of Lannon for Snow and Ice Control Services for the 2019 - 2020 Winter Season.

Attachments

Lannon Plowing Memo 2019-2020
Lannon Snowplowing Agreement 2019-2020

Memo

To: Mark Fitzgerald, Village Manager
From: Arlyn R. Johnson, P.E., Asst. Village Manager/Director of Public Works
Cc: Jason Kaczmarek, Director of Financial Services
Jim Schneider, Supt. of Public Works
Brenda Klemmer, Village of Lannon
Date: October 13, 2019
Re: Snow and Ice Control Services for the Village of Lannon for the 2019/2020 Winter Season

The Village of Menomonee Falls has been providing snow and ice control services for the Village of Lannon since the winter of 2004/2005. The Village of Lannon wishes to continue this arrangement for the 2019/2020 winter season.

The attached Intergovernmental Agreement for Snow and Ice Control Services provides for invoicing the Village of Lannon for all labor, equipment and materials used on a monthly basis throughout the 2019/2020 winter season as we have done in the past. The Village of Lannon may act on the proposed Intergovernmental Agreement at their Village Board meeting in November.

2018/2019 Season Rates

Labor: \$86.45 per hour
Truck: \$76.11 per hour
Salt: \$73.28 per ton (included \$3.40/ton for salt storage and loading)
Administrative Fee: 10% of the total costs for labor, truck and salt as identified above.

2019/2020 Proposed Rates

	<u>% Change</u>
Labor: \$92.11 per hour	6.55%
Truck: \$77.30 per hour	1.56%
Salt: \$77.47 per ton (includes \$3.40/ton for salt storage and loading)	5.72%
Administrative Fee: 10% of the total costs for labor, truck and salt as identified above.	

The proposed rates above reflect anticipated changes in costs to provide snow and ice control services for the Village of Lannon during the 2019/2020 winter season. The labor rates have changed due to increases in pay, insurance and Wisconsin Retirement System costs. Material costs for de-icing salt have also increased by about 6% over last season.

Recommendation:

Staff recommends approval of the Intergovernmental Agreement with the Village of Lannon for Snow and Ice Control Services for the 2019/2020 Season.

INTERGOVERNMENTAL AGREEMENT
PURSUANT TO WIS. STATS. §66.0301
BETWEEN
THE VILLAGE OF MENOMONEE FALLS
AND THE VILLAGE OF LANNON

THIS INTERGOVERNMENTAL AGREEMENT is made between the Village of Lannon (Lannon), Wisconsin, and the Village of Menomonee Falls (Menomonee Falls), Wisconsin, pursuant to §66.0301 of the Wisconsin Statutes.

This Agreement is based in part upon the following:

- A. Lannon is interested in having Menomonee Falls provide salting and snow plowing services for local, public streets in Lannon over which it has jurisdiction.
- B. Menomonee Falls is willing to provide the services Lannon seeks, subject to the provisions of this agreement.
- C. Subject to the other provisions of this Agreement, Menomonee Falls is willing to provide these services from 12:00 a.m. on November 1, 2019 thru 11:59 p.m. on April 30, 2020.
- D. The parties are also interested in exploring the possibility of having Menomonee Falls perform these services beyond the limits as set forth above .

NOW, THEREFORE, Lannon and Menomonee Falls, pursuant to Wisconsin Statutes §66.0301, hereby enter into the following agreement:

1. Obligations of Lannon.

- a. Lannon shall pay all invoices issued by Menomonee Falls for services provided under the terms of this Agreement within 30 days of the date of the invoice. If payment is not received by Menomonee Falls within 30 days of the date of each

invoice, interest charges shall be incurred at a rate of nine percent (9%) per annum on any outstanding balance due.

- b. Lannon will add Menomonee Falls as a named insured on all applicable insurance policies.

2. Obligations of Menomonee Falls.

- a. Menomonee Falls shall salt and plow the local public streets under the jurisdiction of Lannon according to the same schedule and in the same manner as it currently provides for local public streets under the jurisdiction of Menomonee Falls.
- b. All aspects of the services Menomonee Falls provides under this Agreement, including but not limited to frequency, timing, staffing, level of service and equipment to be used, shall be at the complete discretion of Menomonee Falls, so long as the services provided are on the same schedule and at the same level of service as those provided by Menomonee Falls for local public streets under its jurisdiction.
- c. Menomonee Falls shall invoice Lannon for the cost of the services provided under this Agreement in accordance with the following schedule:

Labor: \$92.11 per hour

Truck: \$77.30 per hour

Salt: \$77.47 per ton (includes \$3.40/ton for salt storage and loading)

Administrative Fee: 10% of the total costs for labor, truck and salt as identified above.

- d. The obligation of Menomonee Falls to provide services under this agreement terminates when the agreement terminates under ¶3 below.

3. **Term.** This agreement terminates on April 30, 2020 at 11:59 p.m.

4. **Default.** The failure of any party to perform any obligation under this Agreement shall be considered a default. If a default occurs, the defaulting party shall have 30

days from receipt of written notice of default to cure the default. Failure to cure the default may be grounds to terminate the agreement for cause. Notice of termination for cause shall be given in writing as provided in ¶5 below.

5. **Notice.** Any notice required to be given under this agreement shall be given to the respective Village Clerk at the following addresses:

Clerk	Village Clerk
Village of Menomonee Falls	Village of Lannon
W156 N8480 Pilgrim Road	20399 W. Main Street
Menomonee Falls, WI 53051	Lannon, WI 53046

6. **Modification of Terms of this Agreement.** Any of the terms of this agreement may be modified or changed by mutual written agreement of the parties.
7. **Entire Agreement.** This Agreement embodies the entire agreement and understanding among the parties.
8. **Effective Date.** It shall become effective on the date it is approved by the Menomonee Falls Village Board or the Lannon Village Board, whichever is later.

END OF TERMS. SIGNATURES FOLLOW

VILLAGE OF MENOMONEE FALLS

Approved by the Board of Trustees of the Village of Menomonee Falls on the _____ day of _____, 2019.

By _____
Village President

By _____
Clerk

VILLAGE OF LANNON

Approved by the Board of Trustees of the Village of Lannon on the _____ day of _____, 2019.

By _____
Village President

By _____
Clerk-Treasurer



Utilities and Public Works Committee

2.

Meeting Date: 10/21/2019
Topic: An Ordinance Establishing Certain Traffic Regulations On Water St
From: Tom Hoffman, Director of Engineering & Development
Department: Engineering Services
Date of Committee 10/21/2019
Action (if required):
Date of Village Board 10/21/2019
Action (if required):

Information

Subject:

Consideration of an Ordinance establishing the following No Parking Zones on Water St between Falls Parkway and Pershing Avenue

1. Create “No Parking at Any Time 12:00AM-6:00AM, 2 Hour Parking from 6:00AM-4:00PM” parking zone along both sides of Water Street from 215 feet south of Falls Parkway to 190 feet north of Pershing Avenue except by driveways; and
2. Create “No Parking at Any Time” zone along both sides of Water Street from Falls Parkway to a point 215 feet south of Falls Parkway

Background Information:

Two businesses, The Knights of Columbus and Alto-Shaam, have requested the Village consider changing the No Parking restrictions on Water Street in this area. There is currently a "No Parking Anytime" zone in this area. With Alto-Shaam in the process of building an addition to their building on the former DPW site the parking in the area will become limited. The Knights of Columbus used the former DPW site for parking during their events now with the proposed addition do not have the parking. Alto-Shaam also would like to use the on street parking for visitors visiting their company.

Village Staff analyzed Water Street between Falls Parkway and Pershing Avenue and has determined that the Village could accommodate the two requests and allow some parking on Water Street between Falls Parkway and Pershing Avenue.

Key Issues for Consideration:

Action By Committee or Village Board:

Village Staff recommends approval of the Ordinance establishing the following No Parking Zones on Water St between Falls Parkway and Pershing Avenue

1. Create “No Parking at Any Time 12:00AM-6:00AM, 2 Hour Parking from 6:00AM-4:00PM” parking zone along both sides of Water Street from 215 feet south of Falls Parkway to 190 feet north of Pershing Avenue except by driveways; and
2. Create “No Parking at Any Time” zone along both sides of Water Street from Falls Parkway to a point 215 feet south of Falls Parkway

Attachments

Parking Restrictions - Water St

Village of Menomonee Falls Ordinance No. ____-O-19

AN ORDINANCE REPEALING VILLAGE ORDINANCES 730-O-19 AND AFFECTING OR ESTABLISHING CERTAIN TRAFFIC REGULATIONS IN THE VILLAGE OF MENOMONEE FALLS

WHEREAS, Wisconsin State Statute § 61.34(1) provides that except as otherwise provided by law, the Village Board shall have the management and control of the Village property, finances, highways, streets, navigable waters, and the public service, and shall have power to act for the government and good order of the Village, for its commercial benefit and for the health, safety, welfare and convenience of the public, and may carry its powers into effect by license, regulation, suppression, borrowing, taxation, special assessment, appropriation, fine, imprisonment, and other necessary or convenient means; and that the powers thereby conferred shall be in addition to all other grants and shall be limited only by express language; and

WHEREAS, Section 106-41(a) of the Municipal Code of the Village of Menomonee Falls provides that permanent traffic regulations shall be established by the Village Board of Trustees; and;

WHEREAS, the Board of Trustees adopted Ordinance 730-O-18 on October 1, 2018, which imposed certain traffic control regulations on portions of Water Street, as identified in that ordinance; and

WHEREAS, the Village Staff has reviewed the traffic control regulations affecting Water Street, from Falls Parkway to a point 1,000 feet south, as imposed by Ordinance 730-O-18; and

WHEREAS, as part of its review, the Village Staff has analyzed current traffic control along Water Street from Falls Parkway to Pershing Avenue and has determined the existing “No Parking at Any Time” zones are to be modified to accommodate “No Parking at Any Time” between 12:00AM-6:00AM, “Two (2) Hour Parking” between 6:00AM-4:00PM, and unrestricted parking between 4:00PM-12:00AM along Water Street; thereby allowing parking at specified times throughout the day; and

WHEREAS, as part of its review, the Village Staff has determined it to be necessary to create a “No Parking at Any Time” zone along both sides of Water Street from Falls Parkway to 215 feet south of Falls Parkway for the purpose of truck turn movements in the interests of traffic safety; and

WHEREAS, as Village Staff has recommended allowing limited parking to accommodate the needs of local businesses along Water Street from Falls Parkway to Pershing Avenue; thereby, the following parking restrictions are recommended:

Miscellaneous Parking Zone Restrictions:

1. Create “No Parking at Any Time 12:00AM-6:00AM, 2 Hour Parking from 6:00AM-4:00PM” parking zone along both sides of Water Street from 215 feet

south of Falls Parkway to 190 feet north of Pershing Avenue except by driveways; and

2. Create “No Parking at Any Time” zone along both sides of Water Street from Falls Parkway to a point 215 feet south of Falls Parkway; and

WHEREAS, the Village Board finds that it will further public safety and is in the best interests of the Village of Menomonee Falls to repeal Ordinance 730-O-18 and to adopt the above described regulations as recommended by Village staff.

NOW, THEREFORE, the Board of Trustees of the Village of Menomonee Falls do hereby ordain as follows:

Section 1. Ordinance No. 730-O-18 is hereby repealed.

Section 2. The permanent traffic regulations currently in affect in the Village of Menomonee Falls are amended as follows, which shall also be added to the official records on file in the Village Clerk’s office and the Police Department:

Miscellaneous Parking Zone Restrictions:

1. Create “No Parking at Any Time 12:00AM-6:00AM, 2 Hour Parking from 6:00AM-4:00PM” parking zone along both sides of Water Street from 215 feet south of Falls Parkway to 190 feet north of Pershing Avenue except by driveways; and
2. Create “No Parking at Any Time” zone along both sides of Water Street from Falls Parkway to a point 215 feet south of Falls Parkway; and

Section 3. EFFECTIVE DATE. This resolution shall take effect and be in full force from and after its passage.

Section 4. SEVERABILITY. If a court of competent jurisdiction adjudges any section, clause, provision or portion of this resolution unconstitutional or invalid, the remainder of this resolution shall not be affected thereby.

Adopted by the Board of Trustees of the Village of Menomonee Falls on the 21st day of October, 2019.

By: _____
David Glasgow, Village President

Date Published/Posted:

Attest: _____
Janice Moyer, Village Clerk



Utilities and Public Works Committee

3.

Meeting Date: 10/21/2019
Topic: An Ordinance Establishing Certain Traffic Regulations on Mill Street
From: Emily Duval, Management Assistant
Department: Engineering Services
Date of Committee: 10/21/2019
Action (if required):
Date of Village Board: 10/21/2019
Action (if required):

Information

Subject:

Consideration of an Ordinance establishing a “No Parking At Any Time, Except for Loading/Unloading” zone on both sides of Mill St between Garfield Drive and a point 400 ft North of Garfield Drive.

Background Information:

This is the section of Mill Street that was recently reconstructed behind Fiddleheads and the soon to be open Hot House Tavern. Mill Street in this area is only 24 feet wide from face of curb to face of curb. This does not allow room for on street parking on either side of Mill Street in this area. Also since this is in the rear of two businesses and this is where their deliveries are brought in Staff is suggesting a “No Parking At Any Time, Except for Loading/Unloading” zone on both sides of Mill Street.

Key Issues for Consideration:

Action By Committee or Village Board:

Staff recommends approval of the Ordinance establishing a “No Parking At Any Time, Except for Loading/Unloading” zone on both sides of Mill St between Garfield Drive and a point 400 ft North of Garfield Drive.

Attachments

Parking Restrictions - Mill St Alley

Village of Menomonee Falls Ordinance No. ____ O-19

AN ORDINANCE ESTABLISHING CERTAIN TRAFFIC REGULATIONS IN THE VILLAGE OF MENOMONEE FALLS

WHEREAS, Wisconsin State Statute § 61.34(1) provides that except as otherwise provided by law, the Village Board shall have the management and control of the Village property, finances, highways, streets, navigable waters, and the public service, and shall have power to act for the government and good order of the Village, for its commercial benefit and for the health, safety, welfare and convenience of the public, and may carry its powers into effect by license, regulation, suppression, borrowing, taxation, special assessment, appropriation, fine, imprisonment, and other necessary or convenient means; and that the powers thereby conferred shall be in addition to all other grants and shall be limited only by express language; and

WHEREAS, Section 106-41(a) of the Municipal Code of the Village of Menomonee Falls provides that permanent traffic regulations shall be established by the Village Board of Trustees; and;

WHEREAS, the Village Staff has reviewed the traffic control regulations affecting the two-way portion of the Mill Street Alley from Garfield Drive to a point 400 feet North of Garfield Drive; and

WHEREAS, as part of its review, the Village Staff has analyzed current traffic conditions along the two-way portion of the Mill Street Alley from Garfield Drive to a point 400 feet North of Garfield Drive; and determined that a “No Parking At Any Time” zone be formally established along both sides of the two-way alley to prevent vehicles from parking along both sides of the alley in the interest of traffic safety; and

WHEREAS, as part of its review, the Village Staff has analyzed local business needs and determined that delivery trucks routinely deliver supplies to the surrounding businesses in the Mill Street Alley; and

WHEREAS, based on the above, the Village staff is also recommending that the following traffic control regulations on the two-way portion of the Mill Street Alley from Garfield Drive to a point 400 feet North of Garfield Drive be established:

Miscellaneous Parking Zone Restrictions:

1. Create “No Parking At Any Time, Except for Loading/Unloading” zone along both sides of Mill Street Alley from Garfield Drive to a point 400 feet North of Garfield Drive; and

WHEREAS, the Village Board finds that it will further public safety and is in the best interests of the Village of Menomonee Falls to adopt the above described regulations as recommended by Village staff.

NOW, THEREFORE, the Board of Trustees of the Village of Menomonee Falls do hereby ordain as follows:

The permanent traffic regulations currently in affect in the Village of Menomonee Falls are amended as follows, which shall also be added to the official records on file in the Village Clerk's office and the Police Department:

Miscellaneous Parking Zone Restrictions:

1. Create "No Parking At Any Time, Except for Loading/Unloading" zone along both sides of Mill St Alley from Garfield Drive to a point 400 feet North of Garfield Drive; and

Section 1. EFFECTIVE DATE. This ordinance shall take effect and be in full force from and after its passage.

Section 2. SEVERABILITY. If a court of competent jurisdiction adjudges any section, clause, provision or portion of this ordinance unconstitutional or invalid, the remainder of this ordinance shall not be affected thereby.

Adopted by the Board of Trustees of the Village of Menomonee Falls on the 21st day of October, 2019.

By: _____
David Glasgow, Village President

Date Published/Posted:

Attest: _____
Janice Moyer, Village Clerk



Utilities and Public Works Committee

4.

Meeting Date: 10/21/2019
Topic: Ordinance Establishing Certain Traffic Regulations in on Manhattan Drive
From: Tom Hoffman, Director of Engineering & Development
Department: Engineering Services
Date of Committee 10/21/2019
Action (if required):
Date of Village Board 10/21/2019
Action (if required):

Information

Subject:

Consideration of an Ordinance establishing a “No Parking At Any Time” zone along the north side of Manhattan Drive from University Drive east to Franklin Drive.

Background Information:

There is currently parking allowed on both sides of Manhattan Drive in this area. A request was received by a property owner that during school events both sides on Manhattan are parked full and it is difficult to get in and out of his driveway safely or at all. Staff reviewed this matter and determined that no parking should be establish on the north side of Manhattan Drive in front of the Residential properties. The other side of Manhattan is the backside of the commercial properties along Appleton Avenue.

Key Issues for Consideration:

Action By Committee or Village Board:

Staff recommends the approval of the Ordinance establishing a “No Parking At Any Time” zone along the north side of Manhattan Drive from University Drive east to Franklin Drive.

Attachments

No Parking Manhattan 1

Village of Menomonee Falls Ordinance No. ____ O-19

AN ORDINANCE ESTABLISHING CERTAIN TRAFFIC REGULATIONS IN THE VILLAGE OF MENOMONEE FALLS

WHEREAS, Wisconsin State Statute § 61.34(1) provides that except as otherwise provided by law, the Village Board shall have the management and control of the Village property, finances, highways, streets, navigable waters, and the public service, and shall have power to act for the government and good order of the Village, for its commercial benefit and for the health, safety, welfare and convenience of the public, and may carry its powers into effect by license, regulation, suppression, borrowing, taxation, special assessment, appropriation, fine, imprisonment, and other necessary or convenient means; and that the powers thereby conferred shall be in addition to all other grants and shall be limited only by express language; and

WHEREAS, Section 106-41(a) of the Municipal Code of the Village of Menomonee Falls provides that permanent traffic regulations shall be established by the Village Board of Trustees; and;

WHEREAS, the Village Staff has reviewed the traffic control regulations affecting Manhattan Drive from its intersection with University Drive east to its intersection with Franklin Drive; and

WHEREAS, as part of its review, the Village Staff has analyzed current traffic conditions along Manhattan Drive from its intersection with University Drive east to its intersection with Franklin Drive and determined that a “No Parking At Any Time” zone be formally established along the north side of Manhattan Drive between University Drive and Franklin Drive to prevent vehicles from parking along the north side of Manhattan Drive in the interest of traffic safety; and

WHEREAS, based on the above, the Village staff is also recommending that the following traffic control regulations on Manhattan Drive be established:

Miscellaneous Parking Zone Restrictions:

1. Create “No Parking At Any Time” zone along the north side of Manhattan Drive from its intersection with University Drive east to its intersection with Franklin Drive; and

WHEREAS, the Village Board finds that it will further public safety and is in the best interests of the Village of Menomonee Falls to adopt the above described regulations as recommended by Village staff.

NOW, THEREFORE, the Board of Trustees of the Village of Menomonee Falls do hereby ordain as follows:

The permanent traffic regulations currently in affect in the Village of Menomonee Falls are amended as follows, which shall also be added to the official records on file in the Village Clerk’s office and the Police Department:

Miscellaneous Parking Zone Restrictions:

- 1. Create “No Parking At Any Time” zone along the north side of Manhattan Drive from its intersection with University Drive east to its intersection with Franklin Drive; and

Section 1. EFFECTIVE DATE. This ordinance shall take effect and be in full force from and after its passage.

Section 2. SEVERABILITY. If a court of competent jurisdiction adjudges any section, clause, provision or portion of this ordinance unconstitutional or invalid, the remainder of this ordinance shall not be affected thereby.

Adopted by the Board of Trustees of the Village of Menomonee Falls on the 21st day of October, 2019.

By: _____
David Glasgow, Village President

Date Published/Posted:

Attest: _____
Janice Moyer Village Clerk