

**CITY OF CEDARBURG
PUBLIC WORKS AND SEWERAGE COMMISSION
January 9, 2020**

**PW/SEW20200109-1
UNAPPROVED**

A meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday January 9, 2020 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 2. The meeting was called to order at 7:00 p.m. by Mayor Michael O'Keefe

Roll Call: Present - Ryan Hammetter, Gary Graham, Bill Oakes, Mayor Michael O'Keefe, Charles Schumacher

Excused - Council Member Kristin Burkart, Judy Guse, Sandra Beck, Bob Dries

Also Present - Director of Engineering Tom Wiza, Secretary Kim Esselmann, Cedarburg Water Recycling Center Superintendent Eric Hackert, Cedarburg Water Recycling Center Lead Operator Dennis Grulkowski, Susan Orvis, Steve Orvis, City Administrator Mikko Hilvo, Cedarburg Light and Water General Manager Dale Lythjohan

STATEMENT OF PUBLIC NOTICE

Secretary Esselmann confirmed that proper legal notice of the meeting had been given.

APPROVAL OF MINUTES

Motion made by Commissioner Oakes, seconded by Commissioner Schumacher, to approve the minutes of November 14, 2019. The motion carried unanimously with Council Member Kristin Burkart, Commissioner Guse, Commissioner Beck and Commissioner Dries excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS

No comments or suggestions were offered at this time.

**CONSIDER REQUEST FOR ADDITIONAL REFUSE/RECYCLING
ACCOMMODATIONS FOR W63N545/547 AND W63N549 HANOVER AVENUE; AND
ACTION THEREON**

Dr. Susan Orvis and Steve Orvis own two separate parcels of land on Hanover Avenue and each has a commercial building on it. Years ago, the two buildings were connected,

and therefore staff has treated this as one “eligible building” for refuse/recycling collection purposes: meaning they get one recycling cart and can put out up to six-32-gallon containers or six bags of refuse per week.

Ms. Orvis has requested a second recycling cart and staff has advised that she can have one but will have to pay a monthly charge for it. She is appealing this determination to the Commission on the basis that she pays two tax bills for two buildings.

Aerial and street view photos of the building were shown, showing other types of similar buildings.

Ms. Orvis states that the building shown is not connected through a common corridor. She also claims that she was never told that a second recycling bin could be obtained by paying a yearly fee or that she, as a business owner, could obtain a yard waste access card for the excessive cardboard that the buildings incurred while having two medical offices.

No action was taken on this item it was resolved through the City Ordinances. Ms. Orvis stated that they will be applying for a second cart.

CONSIDER REQUEST TO ADD DIRECTIONAL SIGNS TO INFORM DRIVERS OF THE EVERGREEN BOULEVARD ALIGNMENT OFFSET AT LINCOLN BOULEVARD; AND ACTION THEREON

A Lincoln Boulevard resident has requested that the City install signs informing motorists on Evergreen Boulevard which way to turn on Lincoln Boulevard to continue on Evergreen Boulevard. The resident claims that many motorists are confused about how to get to the high school or swimming pool from the south segment of Evergreen Boulevard.

It would be possible to add a second Evergreen Boulevard street sign with an arrow informing drivers how to navigate the offset at Lincoln Boulevard. The cost would be about \$100 per sign; two signs would be needed.

An example of this type of signage is at the intersection of Granville Road and Highland Road in Mequon. Street view examples were shown.

Motion made by Commissioner Oakes, seconded by Mayor Michael O’Keefe, to add directional arrow street signs at northbound Evergreen Boulevard at Lincoln Boulevard and at southbound Evergreen Boulevard at Lincoln Boulevard. The motion carried unanimously with Council Member Kristin Burkart, Commissioner Guse, Commissioner Beck and Commissioner Dries excused

DISCUSS FUTURE REFUSE AND RECYCLING PARAMETERS TO CONSIDER WHEN THE CURRENT CONTRACT WITH WASTE MANAGEMENT EXPIRES AT THE END OF 2020, AND ACTION THEREON

The city's current seven-year contract with Waste Management for refuse and recycling collection and disposal will expire December 31, 2020. While that's almost a year away, staff would like to discuss some of the options to consider.

Discussion items could include the following:

- Should the City go out for bids or consider negotiating a contract extension with the current service provider?
- Should the city consider automated pick-up of refuse as well as recycling? Many communities have gone to a two-cart system.
- Frequency of pick-up for refuse and recycling.
- Size of containers offered.
- Should the city attempt to transition to the new contract before January 1, 2021?
- Should the city change present service levels or redefine "eligible building" parameters?
- Should the city add semi-annual recycling events for appliance drop-off, electronics or household hazardous waste?

It was discussed that it may be appropriate to invite the Waste Management contract representative to get the industry perspective. Changing recycling markets could influence service options in the new contract.

The Commission will invite Tony Knoeck from Waste Management to a future meeting, to discuss contracts, pricing and options.

DISCUSSION WITH DALE LYTHJOHAN OF CEDARBURG LIGHT AND WATER ON ISSUES WITH BILLING REPORTING

Superintendent Hackert stated that Cedarburg Light and Water made an error calculating the number of residences in the City of Cedarburg.

General Manager Lythjohan stated that this was a calculation error from 2018 and from 2019. They overestimated the number of sewer customers which impacts sewer revenue. General Manager Lythjohan stated that this was a human error on a spread sheet that was not updated and misrepresented the number of residents in the City.

Superintendent Hackert stated that the consequences is the fund to update and replace equipment and the facility will not have as much money set aside for these projects.

REPORTS

Update on Public Works Operations

Director Wiza updated the Commissioners that Public Works will be shifting to snow plowing operations with the anticipated snow fall expected on Saturday. Tree trimming is being conducted on Columbia Road along with Light and Water. Reorganization of Public Works and Parks Recreation and Forestry is taking place with interviews underway for crew foreman and hiring a crew person since the retirement of Pete Wegner.

Secretary Esselmann presented the 2019 Cemetery Overview.

Update on Water Recycling Plant Operations and Discussion of Monthly Reports

Superintendent Hackert reported that the plant is performing well. The Highland Road lift station is still being worked on.

Superintendent Hackert reported the effluent & influent report for November and December.

Superintendent Hackert has hired a new person. He also stated that Lead Operator Grulkowski is going into the lab. This will make Lead Operator Grulkowski more available when Superintendent Hackert is out of the office.

Superintendent Hackert presented his departments 2019 accomplishments.

Additional

City Administrator Mikko Hilvo introduced himself

Identify Future Agenda Items

The commission will invite Waste Management to future meeting(s) to discuss contract and services

ADJOURNMENT

Motion made by Commissioner Schumacher seconded by Commissioner Graham, to adjourn the meeting at 8:12 p.m. The motion carried unanimously with Council Member Kristin Burkart, Commissioner Guse, Commissioner Beck and Commissioner Dries excused

Kim Esselmann
Building Inspection/Public Works Secretary