

**CITY OF SPARTA**  
**PUBLIC WORKS AGENDA**  
**November 1, 2016**

**CITY HALL**

**6:00 P.M.**

- 1. Call Meeting to Order**
- 2. Consideration of Minutes of the Joint Meeting with Planning Commission on September 19, 2016 and minutes of the regular meeting on October 12, 2016**
- 3. Consideration of ALP Line Repairs at Sanitation Department**
- 4. Consideration of Sludge Valve Replacement at Sanitation Department**
- 5. Consideration of Tree Planting Ordinance**
- 6. Closed Session Per Wis. Stats. 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**  
**Sanitation Department Employee**
- 7. Closed Session Per Wis. Stats. 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**  
**DPW position**
- 8. Motion to go to Open Session**
- 9. Consideration of Sanitation Department Employee Wage**
- 10. Consideration of DPW Position**
- 11. Items for Future Consideration**
- 12. Adjourn**

A Possible Quorum of the Common Council may be in attendance at this meeting, but no action will be taken by the Council.

Posted: 10-28-16

**CITY OF SPARTA**  
**PUBLIC WORKS MINUTES**  
**October 12, 2016**

**PRESENT:** Norm Stanek, Bryan Jandt, Dean Zuehlke, Jim Church Kevin Brueggeman, Larry Tichenor, Kevin Riley

**ABSENT:** None

**ALSO PRESENT:** Lynn Jerome, Todd Hanson, Dennis Johnson, Mark Sund, Dave Kuderer, Kim Bowen, developer

Norm Stanek called the meeting to order at 6:00 p.m.

**A motion was made by Jim Church and seconded by Dean Zuehlke to approve the Consent Agenda consisting of the minutes from the August 10, 2016 meeting; Director of Public Works Reports for August & September; Wastewater Treatment Operation & Maintenance Reports for August & September; Water Utility Operation & Maintenance Reports for August & September and monthly bills for Street Department, Water utility and Sanitation Department. Motion carried 7-0.**

The PUD-SIP for the project at 623 E. Main Street was approved at a joint meeting with the Planning Commission last month. There were a few concerns from the surrounding residents that they wanted changed. The new PUD-SIP includes fences, driveways and storm water ponds were changed from the original plan. The Public Works Board will only deal with the utility portion of this project. **A motion was made by Dean Zuehlke and seconded by Kevin Brueggeman to approve the changes to the PUD-SIP at 623 E. Main Street. Motion carried 7-0.**

**A motion was made by Jim Church and seconded by Dean Zuehlke to approve the No Parking on either side of the 100 Block of S. Rusk Avenue. Motion carried 7-0.**

There was a request to put a stop sign in the SE corner of E. Main Street and Rusk Ave. to help with the anticipated increase in traffic when the 33 unit complex is finished. Chief Kuderer did a traffic study in this area and did not feel that a stop sign was needed and, in fact, might even make the traffic flow worse. **A motion was made by Dean Zuehlke and seconded by Kevin Riley to deny the request to place a stop sign on the SE corner of E. Main Street and Rusk Ave. Motion carried 7-0.**

Lynn received a Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid that needs to be approved by the Public Works Board. There are some improvements that need to be completed and are listed on this Resolution which needs our Board and City Council to approve. This is their 5 year plan for State and Federal aid. **A motion was made by Kevin Riley and seconded by Kevin Brueggeman to approve the Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid from State and Federal. Motion carried 7-0.**

**A motion was made by Kevin Riley and seconded by Kevin Brueggeman to approve the 2017 Street Department Equipment Replacement List. Motion carried 7-0.**

**A motion was made by Kevin Riley and seconded by Larry Tichenor to approve the 2017 Water Utility Budget as presented. Motion carried 7-0.**

**A motion was made by Kevin Brueggeman and seconded by Kevin Riley to approve the 2017 Sanitation Budget as presented. Motion carried 7-0.**

There were several complaints from residents in the Goodman Court area since the flooding so the Board members wanted to discuss what happened and if there were any solutions to this problem. This area seems to flood when we get a lot of rain and if it is heavy rain. Several years ago, the Cedar Corp. worked on a drainage problem and there was a pathway for the rain to follow, but it may have eroded and will have to be dug out again. Another solution would be to create a major retention pond. We will have to continue to research what can be done in that area. That area was just not able to handle all the rain that we had all at once.

The Tree Ordinance is going to be changed and Lynn gave each member a copy of our current ordinance with proposed changes. This will be on next month's agenda for action. Therefore, no action was taken at this time.

Items for future consideration were:

Remove tree from St. Anne St. and Thayer Ave.  
Stop lights out again at the corner of Black River Street and Wisconsin Street  
Bridge project on Main Street to start next June  
Roundabout on Hwy 27 to be built in 2018

**A motion was made by Dean Zuehlke and seconded by Kevin Riley to adjourn at 6:45 p.m. Motion carried 7-0.**

Respectfully submitted,

Julie Hanson  
City Clerk

**CITY OF SPARTA**  
**JOINT MEETING**  
**PUBLIC WORKS AND PLANNING COMMISSION MINUTES**  
**September 19, 2016**

**PUBLIC WORKS BOARD MEMBERS PRESENT:** Norm Stanek, Kevin Brueggeman, Kevin Riley, Bryan Jandt, Dean Zuehlke

**ABSENT:** Larry Tichenor, Jim Church

**PLANNING COMMISSION MEMBERS PRESENT:** Mayor Button, Norm Stanek, Kevin Riley, Bob Halverson, John Sund, John Ambro

**ABSENT:** Jim Church

**ALSO PRESENT:** Todd Fahning, Mark Sund, Dave Kuderer, Josh Lydon, Jim Hellman, Vicki Horstman, Mary VonRuden, a representative for the Developers, citizens

The **Public Works** portion of the meeting was called to order at 6:00 p.m. by Norm Stanek.

The clerk did roll call.

Norm explained the purpose of this meeting along with how it will run.

A representative for the developers for this project to be located at 623 E. Main Street went over some of the plans. The Public Works Board is here to approve the utility portion of this project. Retention ponds were mentioned along with a pipe being installed underground for excess water and street access for Main and Rusk was discussed.

**A motion was made by Kevin Riley and seconded by Dean Zuehlke to approve the utility portion of the PUD-GDP-SIP from the Public Works Board and recommend to the Planning Commission to go ahead with the egress to be marked one way to Rusk Avenue and intersect with Main Street. Motion carried 5-0.**

**A motion was made by Dean Zuehlke and seconded by Kevin Brueggeman to adjourn at 6:37 p.m. Motion carried 5-0.**

The **Planning Commission** meeting starts at this point.

Mayor Button called the meeting to order at 6:40 p.m.

Roll call was done by the clerk.

**A motion was made by Norm Stanek and seconded by Bob Halverson to approve the consent agenda consisting of the regular minutes of August 15, 2016. Motion carried 6-0.**

**A motion was made by Norm Stanek and seconded by Bob Halverson to approve the site plan for Dutch Mill Trucking, Inc. located at 1320 Industrial Drive. Motion carried 6-0.**

**A motion was made by John Ambro and seconded by John Sund to approve the site plan for Sparta Fitness located at 2101 W. Wisconsin Street. Motion carried 6-0.**

**A motion was made by Norm Stanek and seconded by John Ambro to approve the CSM for JJDA Investments, LLC. for property locates on E. Main Street. Motion carried 6-0.**

The Public Hearing regarding a PUD-GDP-SIP consisting of a proposed development for a 32 unit apartment complex located at 623 E. Main Street in accordance with the City of Sparta Zoning Ordinance Section 17.11 and more specifically 17.11(6)b&d was open for discussion at 6:48 p.m.

The developer explained that this project will consist of 4 buildings with a total of 32 units. All units will have a garage, there will be parking stalls for 74 vehicles, will be 2 story townhouses and will target certain housing markets. This type of housing was mentioned in our comprehensive plan that was recently approved.

There were several neighbors that were opposed for this project for some of the following reasons: Traffic, congestion, blocking the view of the lake, didn't want these types of buildings that close to their property and having kids possibly going in their yards to play.

There were a few in favor of these units.

The project would hopefully start in November of 2016 and be completed in July of 2017. It was mentioned that the residents would like fencing or border trees put up between their properties and the access roads.

At this point, the public hearing was closed at 7:44 p.m.

**A motion was made by Norm Stanek and seconded by John Sund to approve the PUD-GDP-SIP for the 32 unit complex at 623 E. Main Street which will include fencing facing South and security lighting. Motion carried 6-0. Roll call vote: Stanek-Yes; Riley-Yes; Sund-Yes; Ambro-Yes; Halverson-Yes; Button-Yes.**

**There were no items mentioned for future consideration.**

**A motion was made by Norm Stanek and seconded by John Ambro to adjourn the meeting at 7:52 p.m. Motion carried 6-0.**

Respectfully Submitted,

Julie Hanson  
City Clerk