

**THE VILLAGE OF SHOREWOOD HILLS
PUBLIC WORKS COMMITTEE MINUTES**

Wednesday, May 10, 2023, at 6:30pm

Location: Virtual via Zoom

1. The meeting was called to order by Chairperson Erin Clune at 6:35 pm.
 - a. Roll Call -- Members present included Erin Clune, Katie Petykowski, Rick Chappell and Austin Tierney. Bob Corbett and Mary Sweeney were absent. Others present included Village Engineer Brian Berquist and Tim Stieve of Town & Country, Tom Stetzer of Strand Associates, Eric Hjellen from MMSD, Village Administrator Sharon Eveland, Public Work's Crew Chief Mike Meier and Administrative Assistant Teresa Brommer.
2. Ms. Eveland confirmed compliance with the open meeting law.
3. **Public Comments, Appearances and Communications** – None.
4. **Approval of the minutes** – March 8, 2023: Katie Petykowski moved, Austin Tierney seconded to approve the March 8, 2023, meeting minutes. Vote: 4-0 (approved).
5. **Update from Public Works Superintendent** – Mr. Meier started by giving an update of Village projects for DPW:
 - Highbury Road base layer completed, and final layer will be placed end of week with a few days closed before opening for traffic.
 - Dumpster Day was a success with an overwhelming amount of electronics.
 - Pool filled with water ahead of schedule.
 - Seeing Marshall Ct/University project creating traffic issues.
 - Shorewood Blvd will close for 3-7 days, intersection at Locust Drive and Shorewood Blvd to stay open.
 - Public Works Department is down an employee shorting labor 25%.
 - B-Cycle concrete poured and end of next week bike rack placement.
 - Marina is set up per Deano Dock
 - Locates from AT&T have taken days from the crew.
 - Mulch and native plant sale this Saturday 05/13

Discussion was had by the committee.

6. **Discussion/possible action regarding easements for MMSD interceptor project** – Ms. Eveland noted the temporary and permanent easements requested along the railroad tracks for MMSD project which will be involving the village's greenspaces. Temporary sites involved are the volleyball court area and the swimming pool parking lot, the permanent area runs along the railroad track and pool.

Discussion was had by the committee.

Motion recommending to the Board to approve temporary easement for these two parcels. Erin Clune made a motion and Katie Petykowski seconded. Vote 4-0 (approved).

7. **Update on Railroad right of way maintenance-** Ms. Eveland unable to locate evidence of permission from railroad for Village staff to perform maintenance activities along the railroad right-of-way. At this time, waiting for a response from railroad contacts and will update the committee.

Discussion was had by the committee.

8. Update on Water and Wastewater Rate Cases- Per Ms. Eveland water rate case will be finalized and reportable at the July committee meeting (hearing 05/11). The wastewater rate case will be available in a couple of months.

9. Discussion/possible action regarding vacating High Close Road- Mr. Berquist went thru the information included in the committee packet involving village roads that may no longer be necessary for the Village to maintain:

- High Close Road creates two front yards for properties.
- Wood Close has utilities and is the only access to some vacant parcels.
- Hunter Hill is paved with several homes' driveways attached.
- Swarthmore Court alley is paved with several homes' driveways attached.
- Shady Lane is paved and the only access to a vacant parcel.

Discussion was had by the committee and staff will bring back additional information at the next meeting for further discussion.

10. Discussion/possible action regarding Lake Mendota Drive easement from City of Madison- Ms. Eveland referred to agenda primer in the committee packet concerning a Pleasure Association easement from a 100 years ago. As farmer's property was platted out to individual residential owners there was a clerical error involving 7 village properties leaving an unnecessary easement.

Motion recommending the Board's acceptance and the immediate abandonment of the easement on Lake Mendota Drive from the City of Madison. Katie Petykowski moved, Erin Clune seconded. Vote 4-0 (approved).

11. Discussion/possible action regarding traffic flow and pedestrian safety on Highbury Rd- Highbury Road is nearing completion and question of striping has been brought to the committee's attention. Planned striping would make the road one way with a bike lane. Discussion was had by the committee.

Motion to authorize staff to move forward with limestone screening path and refrain from striping. Austin Tierney moved, and Erin Clune seconded. Vote: 4-0 (approved).

12. Discussion/possible action regarding snow removal from sidewalks in front of non-Village properties- No possible action. Village Administrator informed the committee that the Board approved an ordinance change about ten years ago that required all sidewalk snow/ice removal be the responsibility of the property. The Village Administration has directed staff, effective immediately, to no longer plow or de-ice sidewalks that are not along Village property. Affected residents will be informed of this change this summer.

Discussion was had by the committee.

13. Future Agenda Items

- Condition of split rail fence along Locust Drive

14. Next meeting date: Wednesday, July 12, 2023, at 6:30 pm.

15. Adjourn – The meeting adjourned at 9:00pm.

Respectfully submitted,
Teresa Brommer, Administrative Assistant