

Chapter 11

PUBLIC WORKS



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11.01 Public Works Crew Chief

- (1) **Appointment.** The public works crew chief shall be appointed subject to the provisions of section 1.03 of this code.
- (2) **Powers and Duties.** The public works crew chief shall perform the following duties:
 - (a) administration and supervision of all public works under the supervision of the administrator;
 - (b) those specified by the position description of the public works crew chief, which is adopted by the village board and updated from time to time and is hereby incorporated by reference; and
 - (c) other duties as specified by provisions of this code and as requested by the village board.

11.02 Official Map.

Pursuant to Wis. Stats. §62.23(6), the official map of the village is hereby established and incorporated by reference. The official map and amendments thereto shall be kept in the office of the administrator and recorded as required by law.

11.03 Letting of Village Contracts.

- (1) **Adoption of City-bid Statute.** Pursuant to Wis. Stats. §61.56, as a complete alternative to the requirements established by Wis. Stats. §61.54 and 61.55, and in lieu thereof the provisions of Wis. Stats. §62.15 shall henceforth be applicable to the village contracts.
- (2) **Authority Exercised by Village Board.** The authority vested in the board of public works, as set forth in Wis. Stats. §62.15, shall be exercised by the village

board.

- (3) **Construction by the Village.** Any class of public construction may be done directly by the village without submitting the same for bids provided that the same is authorized by an ordinance approved by a three-fourths vote of all the members of the village board.

11.04 Permits to Work on Highways.

- (1) **Written Permit Required.** No person, firm, corporation, or utility shall perform any type of work including planting or landscaping, upon, or make any excavation in or under or injure, tear up, or obstruct any street, alley, or sidewalk in the village without first obtaining from the administrator a written permit for any such work or excavation.
- (2) **Requirements of Application for Permit.** The application for this permit shall state the purpose for which the permit is desired and the location of the proposed work or excavation. The application shall contain an agreement that the applicant will pay all damages to persons or property, public or private, caused by the applicant, agents of the applicant, employees or servants in the doing or erection of the work for which the permit is granted, and that the applicant will hold the village free and harmless of any damages or claims against it by reason of the execution of the work for which the permit is granted. Any applicant may be required as a condition to the granting of the permit, in the discretion of the administrator, to file a bond, in such amount as the administrator shall determine to leave the street or sidewalk in as good condition as the same was in when the work was commenced, to at all times keep the place where the work is done properly guarded and lighted by night and to hold the village harmless from any and all damages, costs and charges that may accrue from applicant's use of such street or sidewalk.

11.05 Street Numbering.

- (1) **Street Numbering Map.** All lots and parts of lots in the village shall be numbered in accordance with a certain map now on file in the office of the administrator, which is designated "a street numbering map." All lots and parts of lots hereafter platted shall be numbered to conform as nearly as possible to the general scheme of numbering as outlined on said map, and shall be assigned numbers with the approval of the administrator.
- (2) **Affixing Numbers.** It shall be the duty of each owner or occupant of any existing building fronting upon any platted right-of-way in the village and, in case of new buildings, within thirty days after the completion of such building, to fasten or securely attach upon or in front of the lot or premises constituting the site thereof, at a height not more than ten feet above the surface of such platted right-of-way, in a conspicuous position so that the same can be plainly seen and read from the street, the proper number of such building, as inscribed upon said map, in figures not less than two and one-half inches in height, and the owner or occupant shall at all times keep such numbers securely attached and plainly visible from the street.

- (3) **Alternate Numbers - Selections.** Whenever more than one number shall be assigned on said map to the lot or premises occupied by any such building, the owner thereof shall select and use the number designated by the administrator as most appropriate, having regard to the location of the building upon said premises and to any established custom as to the use of a particular number as designating the same.
- (4) **Notice to Affix Numbers.** If any owner or occupant of any building required by this section to be numbered shall neglect for a period of thirty days to duly fasten up or maintain the proper numbers for such building, upon or in front of the lot or premises constituting the site thereof, the administrator or any police officer of the village shall serve upon the owner or occupant a notice signed by the administrator or police chief, requiring such owner or occupant to properly number the same, and if he or she neglects to do so for ten days after the service of such notice, he or she shall be deemed to have violated this section.
- (5) **Penalty.** In addition to the penalty as provided in section 11.25, each subsequent period of ten days for which an owner or occupant shall neglect to properly number said premises as herein required shall constitute a separate offense.

11.06 Snow and Ice Removal

- (1) **Sidewalks to Be Kept Clear.** The owner or occupant of any lot or parcel shall promptly, within 24 hours of the conclusion of any snowfall, remove all snow and ice which may have fallen or accumulated upon the sidewalk in front of such lot or parcel.
 - (a) When ice has so formed that it cannot be removed, the owner or occupant shall keep the same sprinkled with a material which will prevent the sidewalk from being a danger to pedestrians.
 - (b) If the owner or occupant fails to comply with this subsection, the crew chief may cause the snow or ice to be removed or sprinkled as required in this subsection, the cost thereof to be assessed against the property as a special tax at the rate determined from time to time by the village board, with a one hour minimum charge.
- (2) *[(2) was deleted by Ordinance L-2013-3 on November 18, 2013]*
- (3) **Determination of Sidewalk Condition.** For the purposes of this section, when a complaint is received, it shall be the duty of the chief of police or crew chief or their designee to make a determination as to the condition of the sidewalks in question.
- (4) **Snow Disposal.** It shall be unlawful for any person to throw, leave or deposit on any street or public sidewalk, snow removed from private property whether the same be adjacent to said street or public sidewalk or not.
- (5) **Snow Removal and Snow Emergencies.** Section 7.10 of this code applies to winter snow removal and snow emergencies.

11.07 Permit for the Use of Village Streets.

Permits for the use of village streets shall be issued according to the terms of section 17.07 of this code.