



Public Works & Utilities Advisory Committee Minutes
Hobart Village Offices; 2990 S. Pine Tree Rd, Hobart, WI
Tuesday, February 10, 2015- 6:30 pm

1. **CALL TO ORDER; ROLL CALL:** Meeting called to order by K. Sowinski at 6:30pm. Roll call was taken: K. Sowinski, E. Kazik, D. Severson, D. Baranczyk, D. Dahlstrom, R. Happel were present. D. DeRuyter and D. Smith arrived at 6:33pm.
2. **VERIFY/MODIFY/APPROVE MEETING AGENDA: Motion made by E. Kazik, second by R. Happel, to approve the agenda. The motion passed unanimously.**
3. **APPROVAL OF PREVIOUS MEETING MINUTES:** (January 13, 2015 minutes will be held until March meeting.

4. COMMITTEE BUSINESS

Discussion and possible Committee recommendations re:

- A. Village Road Repaving Program Funding. Before implementing any recommended plan, funding must be available. The committee discussed the options presented for appropriating funds. It is evident additional funding is needed. Sources of funding include:
 - Levy Increase - Knowing that \$0.01 of tax rate equals approximately \$6,250 then \$0.35 increase is needed for one mile of road. This method does not capture any revenue from tax exempt parcels.
 - Per Parcel Charge – Would this apply to all parcels or just improved parcels? Agricultural operations have many parcels. This method also does not capture any revenue from tax exempt parcels.
 - Special Assessments to parcels benefitting - These assessments would not apply to any land abutting a state or county road. The large frontage parcels in our rural community also will have a large assessment if it is calculated on a per foot basis.
 - Debt – This method will increase the tax levy. It increases the cost of the project due to the interest and fees applied for the borrowing costs.
 - Wheel Tax – This “tax” applies to any registered vehicle housed in the Village. Applies regardless of Trust or Fee land status. It is unknown how many vehicles are registered as housed within the Village. Vehicles are registered by the DOT as well as the Oneida Tribe.
 - Removal of Levy Funded Public Fire Protection (PFP) charges - this charge would be moved to the water utility. This would free up the money in the levy to apply to roads. This amount is currently \$225,000.00. Fire protection charges are then supported by the water utility customers. This would have a rate impact. All residents are not utility customers at this time.

The committee agrees that the Village needs to keep the level of road maintenance planned for 2015 but increase the number of miles being maintained by one mile each year to catch up with the road repairs. The roads to be considered first for maintenance would be the arterials and collectors and then the local residential roads. Members discussed the need to tell residents what needs to be done and let them know what the cost will be for them. It was recommended that we slowly build up the road funds over a 3 to 3 ½ year timeline so it is easier for the residents to absorb the costs into their budgets.

Financial analysis will be completed by staff and brought back to the committee for the March meeting.

- B. Sewer Utility Fund Balance Policy. The section titled *Criteria for a Comprehensive Rate Review* was discussed. D. Severson asked to change the word "Shall" to language similar to "the utility will consider" in the opening sentence of the section. In the section of the policy under *Capital Improvement & Replacement Fund Cash Accumulation*, the last sentence discussing the CIRF accumulating above 10% was removed because the language was also in the Criteria list. **Motion made by D. Dahlstrom, second by E. Kazik, to recommend approval of the Sewer Utility Fund Balance Policy to the Board with the changes made. The motion passed unanimously.**
- C. Establishing New Sewer Volume Rates per GBMSD Local Annual Adjustment Policy. The committee discussed the Local Annual Adjustment Policy for GBMSD. The committee discussed the policy and the method of calculation. The impact of the increase from GBMSD computes to an additional \$0.36 /1000 gallons for our residents. This would be added to the existing sewer volume rate of \$4.75 giving an adjusted rate of \$5.11/1000 gallons. The quarterly and annual impact for residential sewer utility customers is \$4.01 per quarter and \$16.04 annually. **Motion made by E. Kazik, second by R. Happel, to approve a new sewer volume rate of \$5.11/1,000 gallons, in accordance with the Local Annual Adjustment Policy calculation, and to advance it to the Village Board for its consideration.** The motion passed unanimously.
- D. Refuse can size standardization. Discussion on the current garbage & recycling bin sizes took place. The new program will have a weekly recycling collection which will hopefully encourage more recycling. The sizes of garbage bins that will be offered were discussed. There are some residents now that have a 95 gallon bin for garbage and the committee discussed the fact that those families may need the additional room of a 95 gallon bin but may not need two of the 65 gallon size bins. It was determined that the current residents who have the 95 gallon bins will be sent a letter letting them know that they will be allowed to keep the 95 gallon size, but there will be an additional \$25.00 fee for the year, or they may downsize to a 65 gallon size when the program first starts. New residents will only be offered the 65 gallon bin size for garbage. The recycling bin size will remain at the 95 gallon size.
- E. Placement of Guardrail on STH 29/ Centennial Centre Boulevard. Andrew Vickers, Village Administrator, explained that he has contacted the DOT and asked again for a cable type guardrail along Centennial Centre Boulevard. The DOT has said that it is not going to install a guardrail. The right-of-way is owned by the DOT, not the Village. The Committee discussed information from the State Roadside Design Engineer and the DOT. The Facilities Development Manual used by the DOT for the frontage road states that a 45' separation minimum between the roadways for an urban condition. Additionally, only 11% of errant vehicles go beyond 45' of their travel way. So, there is relatively low risk of a vehicle getting out that far. The fact that a guard rail itself becomes a hazard was discussed; it might cause a vehicle to bounce off and go back onto the roadway causing more problems. The Village has taken this issue as far as possible at this time.
- F. Other items brought forth by Committee members. There were no other items brought for discussion.

5. MEETING ADJOURNMENT: Motion made by R. Happel, second by D. Baranczyk, to adjourn. The motion passed unanimously. The meeting adjourned at 7:45pm.