

**PUBLIC WORKS COMMITTEE MEETING**  
**Monday, July 12, 2021 at 4:15 PM**  
**Caledonia Village Hall – 5043 Chester Lane**

1. Call to Order
2. Approval of Minutes
3. Asphalt Thickness Discussion
4. Children at Play Signage on Erie St/Kentwood Drive
5. Adjournment

July 9, 2021

Joslyn Hoeffert  
Village Clerk

Only committee members are expected to attend. However, attendance by all Board members (including non-members of the committee) is permitted. If additional (non-committee) Board members attend, three or more Board members may be in attendance. Section 19.82(2), Wisconsin Statutes, states as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that three or more members of the Caledonia Village Board actually attend, this meeting may be rebuttably presumed to be a “meeting” within the meaning of Wisconsin’s open meeting law. Nevertheless, only the committee’s agenda will be discussed. Only committee members will vote. Board members who attend the committee meeting do so for the purpose of gathering information and possible discussion regarding the agenda. No votes or other action will be taken by the Village Board at this meeting.

Trustee Weatherston called the meeting to order at 4:00 p.m. in the Boardroom of the Village Hall, 5043 Chester Lane, Racine, Wisconsin.

Present were: Trustee Weatherson and Trustee McManus

Absent: None

Staff present: Village of Caledonia Public Works Director Tom Lazcano and Village of Caledonia Administrator Tom Christensen

### **1. Approval of minutes**

Motion by Trustee McManus to approve the minutes from the February 3, 2021 meeting. Seconded by Trustee Weatherson. Motion carried unanimously.

### **2. BRIARWOOD Condo Early Start Amendment**

#### **Memorandum**

Tom Lazcano

Re: Briarwood Condo Early Start Amendment

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The Engineering Department has received a request to allow the developer to build one 2-unit condo early to use as a model for the Briarwood development. The Development Agreement states that building permits cannot be issued until the road is paved. The developer has several reasons for the request and asked to be placed on the Public Works Committee agenda.

The Developer has given the following reasons for their request:

- They would like to build a model home to show customers that would be interested in purchasing condos what they actually look like. According to the developer, it is easier to sell units when you have a model that people can walk through and see.
- The Developer is concerned about the cost of building materials going up and would like to build the model sooner, if possible. Over the past few months building materials have gone up significantly and some items are on back order. Building early would save on costs and possibly avoid delays.
- The Developer has limited control over the paving schedule, they can theoretically have the road base gravel ready in June but it might not get paved for some time if the paving contractor cannot get to it right away, and the finished model condo would not be ready for several months after that.

After reviewing the request, the Engineering Department would be okay with allowing one 2-Unit condo to be built prior to the road paving. The Engineering Department would request that it be the closest unit to the entrance in case any emergency units are during construction.

**Briarwood Condo Early Start Amendment Discussion:**

Public Works Members expressed concern if the roads would be asphalted. Ray Leffler said before the public comes in it would be asphalted, and it currently has the storm sewer in place ready for the gravel and curbs to be installed.

**Motion:** Trustee McManus moved to approve the Briarwood Condominium condo early start request subject to the following:

- Section 19 of Development Agreement will need to be amended to allow building permits for one 2-unit condo prior to the private road being constructed and accepted.

Seconded by Trustee Weatherston

**3. YMCA Run**

**Memorandum**

Tom Lazcano

Re: 43<sup>rd</sup> Annual Lighthouse Run 2021

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The Department of Public Works has received a request for permission to allow the 43rd Annual Lighthouse Run through the Village of Caledonia.

The Lighthouse Run will be held July 31st this year. It will begin at the Olympia Brown school and will end at different locations depending on the distance each runner chooses. The run will go through portions of the Village of Caledonia and the Village of Wind Point. The organizers are working on arrangements with Olympia Brown and Village Parks for start and rest locations.

Brenda Hughes is the contact person for the event. Brenda has submitted a letter that addresses necessary requirements per the Village Ordinance. The Event will need Police and Department of Public Works services. Brenda will work with each department on the specifics. The event has volunteers that will set up, clean up and take down any cones or signage that they need for the run.

This is the first time the Lighthouse Run has asked to go through the Village of Caledonia and that is why this is before the Public Works Committee. The Public Works Director recommends approval of the Lighthouse Run subject to arrangements and agreements being made with Police and Highway Department.

**43<sup>rd</sup> Annual Lighthouse Run 2021 Discussion:**

Village of Caledonia Administrator Tom Christensen asked if there would be compensation for the use of Village of Caledonia Officers. Brenda Hughes said yes off duty officers would be utilized and compensated for their time. Hughes added that they are awaiting approval from Olympia Brown Elementary School and potentially Cliffside Park to be granted permission for the use of their properties.

Motion by Trustee McManus to approve the Lighthouse Run subject to arrangements and agreements being made with Police and Highway Department.

Seconded by Trustee Weatherston

**4. Ned Kramer Lawn Damage Complaint**

**Memorandum**

Tom Lazcano

Re: Ned Kramer Lawn Damage Complaint/Pulverized Topsoil Request – 1813 4 ½ Mile Rd

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Mr. Ned Kramer, who owns the home at 1813 4 ½ Mile Road has reached out to Village staff and Trustees concerning the lawn area in the Village's road Right of Way adjacent to the northwest corner of his property. Mr. Kramer believes that snow plowing operations this past winter damaged his property and created low spots and holes in the lawn and has requested 10 to 12 cubic yards (CY) of pulverized topsoil from the Village to repair the lawn.

In mid-April, members of the Highway Department responded to Mr. Kramer's initial complaint and visited his property and filled several holes along the back of curb with topsoil and grass seed. Mr. Kramer was not satisfied with the repair and elevated his concerns to the Village Administrator, Mr. Tom Christensen and to Village Trustee, Mr. Kevin Wanggaard. The Administrator asked me to take a look at Mr. Kramer's concern and report back.

I met Mr. Kramer at his home on April 28th to review and discuss his concerns. I did notice there were some low spots and holes in the Village's road Right of Way which I considered minor. Mr. Kramer considered the low spots and holes major damage and was adamant that they were caused by the Village's end loader moving snow piles back onto the lawn. I explained to Mr. Kramer that the damage he was complaining about was within the Village's road Right of Way and that our Highway Department had to move the snow piles back to allow left turning traffic from Sunshine to see traffic from the east on 4 ½ Mile Road to make the turn safely. I told him I was satisfied with the Highway Department's repairs from mid-April and that I did not see the need bring additional topsoil to fix the road Right of Way area. I offered to have the Highway Department bring additional grass seed and erosion mat for the areas we had already repaired and Mr. Kramer declined.

Mr. Kramer was not satisfied with my response and wanted to elevate further. I reached out to him on May 4th and offered to send the issue to the Public Works Committee Meeting in May.

I have attached photos showing the location of the subject area and an aerial photo showing the property and road right of way limits.

I believe giving 10 to 12 CY of pulverized topsoil to Mr. Kramer would set a bad precedent that would be financially detrimental to the Village and would make residents believe they own and/or have authority over the road Right of Way. That would be harmful to future plowing operations by limiting how far back snow would be stored. The Village has the right to store snow in the road Right of Way and needs to do so to keep roads clear of snow and ice and keep them safe. I recommend making a motion denying delivering 10 – 12 CY of pulverized topsoil to Mr. Kramer’s property to fill the road Right of Way area.

**Ned Kramer Lawn Damage Complaint Discussion:**

Public Works Committee Members said they visited the property to assess Ned Kramer’s complaint and spoke with him. Committee Members spoke with Hintz Landscaping for an estimated cost of 10 yards of topsoil, which estimated to be between \$300.00 - \$400.00.

Motion by Trustee McManus to deny the owners request of additional topsoil to be replenished in the Right-of-Way at 1813 4 ½ Mile Road.

Seconded by Trustee Weatherston.

**5. Quarry Blasting Permit Renewal**

**Memorandum**

Tom Lazcano

RE: Payne & Dolan – Racine Quarry - Explosives and Blasting Permit

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The Village of Caledonia issues an annual Explosives and Blasting Permit for the Payne & Dolan Racine Quarry. The information and the required permit fees for the Permit was submitted by Payne & Dolan on April 27, 2021.

The information for the permit was reviewed by the Engineering Department and appears to be in order. There are no expiring licenses during this permit period that need to be updated. If any new blasting personnel are added an updated Blaster list is required.

This Explosive and Blasting Permit is valid from July 1, 2021 to June 30, 2022.

This Explosive and Blasting Permit is hereby recommended for approval at the May 10th Public Works Committee meeting and the May 17th Village Board meeting.

**Quarry Blasting Permit Renewal Discussion:**

Clint Weninger (Manager, Land Resources at Payne & Dolan Inc.)

2019-2020-2021 blasting hertz (Hz) numbers are close from the four seismographs readings.

2020 Blasting Review– 63 days of blasting up to 1 ¾ blasting per day all met under the blasting requirements.

New area people haven't experienced it for a while, and some are new to these situations. Pre-blast surveys were sent out to residents per ordinance that needed to be filled out to see where the state of each property was before blasting occurs. This was to eliminate if the blasts were to cause problems to a property.

Motion by Trustee McManus to approve the Explosive and Blasting Permit for Payne & Dolan, Inc. – Racine Quarry subject to the following

1. An updated Licensed Blasters List for the Racine Quarry is submitted to the Village as licenses are renewed or staff is added so a current list is on file at the Village Hall.

Seconded by Trustee Weatherston

**6. Adjournment**

Trustee McManus motioned to adjourn. Seconded by Trustee Weatherston. Motion carried unanimously. Meeting adjourned at 4:43 p.m.

Respectfully submitted,  
Erika Waege, Building Admin

# MEMORANDUM

Date: July 9, 2021

To: Public Works Committee

From: Tom Lazcano P.E. *Tom Lazcano*  
Public Works Director

Re: Asphalt Pavement Thickness

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The Engineering Department has received a request to use a 4-inch asphalt pavement thickness for subdivisions. Newport Developers has investigated roadway thickness requirements of surrounding communities and is requesting the Village allow the same thickness used by surrounding communities. Newport Developers says the reduction of pavement thickness will mean significant cost savings for future projects.

The Engineering Department has verified the thickness of the surrounding communities and agrees that a 4-inch pavement thickness would be sufficient for most subdivision roads. A 6-inch pavement thickness is more common on higher used roadways such as State Trunk Highways and Truck Routes in the state.

There is an issue that needs to be resolved if a 4-inch pavement thickness is allowed. That issue is the Village's requirement of only paving binder lifts until the subdivision is 95% developed or 2 years pass. Once the subdivision is 95% developed, an asphalt inspection is completed, any repairs that are necessary are done, and then the surface lift of asphalt is placed.

Some options to address this are:

Do not pave subdivisions for 2 years, have traffic run on gravel. Pave after 2 years.

Only pave 2.5-inch binder and have traffic run on that until 95% developed or 2 years. Then perform an inspection and pave surface.

Pave all 4-inches of asphalt and perform an inspection in 2 years, then require repairs if necessary.

There are pros and cons to each option that we should discuss before approving.

# MEMORANDUM

Date: July 8, 2021

To: Public Works Committee

From: Tom Lazcano P.E. *Tom Lazcano*  
Public Works Director

Re: Request for “Children at Play” Sign

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The Engineering Department has received a request to add a “Children at Play” sign for Erie Street and Kentwood Drive. The Village no longer installs these signs because a study showed they provide a false sense of security for residents and become ineffective after a few weeks. They are noticed when they are initially installed but are ignored soon after. They then become a maintenance issue going forward.

We have allowed the “Slow Down” or “Children at Plan” yard signs if residents want to purchase them and install them on their own. These can be moved and removed so they are more noticeable and effective. Some examples are on the next page.

I would recommend denial to the request to add a Children at Play sign at Erie Street and Kentwood Drive.





Sign Examples