

COMMITTEE OF THE WHOLE MEETING AGENDA

Tuesday, January 28, 2025

Immediately following the Village Board Meeting, but not before 6:30 p.m.

Caledonia Village Hall - 5043 Chester Lane

Caledonia, WI 53402

1. **Meeting called to order**
2. **Roll Call**
3. **Approval of Minutes:** Committee of the Whole – January 14, 2025
4. **Public Comment** - Provides a two-minute opportunity for citizens to voice opinions to the Committee of the Whole. The Committee of the Whole cannot respond as this may conflict with open meeting requirements.
5. **New Business**
 - A. Review and Discuss Equestrian Sign Request - Multiple Locations
 - B. Discuss options for reducing utility bill mailing costs *(1/14/25 CoW)*
 - C. Discussion on fire department consolidation *(1/14/25 CoW)*
 - D. Suggested items to be placed on the next meeting agenda *(with no action)*
6. **Continuing Business**
 - A. Report on 4 Mile Road roadway conditions, truck use, and vehicle speeds *(CoW 9/24/24, 10/8/2024, 11/12/2024)*
 - B. Discussion on potential revisions to Title 14, Chapter 3, subdivision controls *(CoW 2/13/24 postponed, CoW 2/27/24 postponed to 3/26/24 meeting, CoW 3/26/24 invite SEWRPC for presentation, VB 6/25 SEWRPC presentation)*
7. **Adjournment**

**Committee of the Whole Meeting
January 14, 2025**

1 - Order

President Weatherston called the Committee of the Whole meeting to order at 7:34 p.m. at the Caledonia Village Hall.

2 – Roll Call

PRESENT: 6 – President Weatherston, Trustee Lambrecht, Trustee Wishau, Trustee Martin, Trustee Pierce and Trustee Stillman

EXCUSED: 1 – Trustee McManus

STAFF: Administrator Todd Willis, Finance Director Wayne Krueger, Village Attorney Elaine Ekes, Assistant Village Attorney Tim Pruitt, Public Services Director Tony Bunkelman, Village Engineer Ryan Schmidt, Development Director Peter Wagner, Police Chief Christopher Botsch, Interim Fire Chief Walter Leininger, Deputy Clerk Norgie Metzinger, and Clerk Jennifer Bass

3 – Approval of Minutes

A **motion** was made by Trustee Martin to approve the December 10, 2024 Committee of the Whole meeting, seconded by Trustee Wishau. **Motion carried 6-0.**

4 – Public Comment

The following people appeared to speak before the Committee:
None

5 – Trustee Committee Updates

A. Racine County Convention and Visitors Bureau Board Meeting Update – Fran Martin

6 – New Business

A. Repeal and Replace Ordinance Title 7, Chapter 4 (Transient Merchant/Direct Seller)

Motion by Trustee Martin to recommend approval to the Village Board, seconded by Trustee Lambrecht **Motion carried 6-0.**

B. Repeal and Replace Ordinance Title 2, Chapter 1 and Create Title 2/Chapter 2

Motion by Trustee Martin to recommend approval to the Village Board, seconded by Trustee Lambrecht. **Motion carried 6-0.**

C. Employee Handbook Update to be consistent with 2023-2025 PD Contract

Motion by Trustee Pierce to recommend approval to the Village Board, seconded by Trustee Martin. **Motion carried 6-0.**

D. Oak Creek Zone Baseball Park Use Agreement

Motion by Trustee Stillman to receive and file, seconded by Trustee Pierce. **Motion carried 6-0.**

E. Convergent Technologies, LLC Contract

Motion by Trustee Pierce to recommend approval to the Village Board, seconded by Trustee Martin. **Motion carried 6-0.**

F. 2025 Vactor 2100i Combination Sewer Cleaner Truck – Sole Source Equipment/Specific Brands

Motion by Trustee Martin to recommend approval to the Village Board, seconded by Trustee Stillman. **Motion carried 6-0.**

G. Suggested items to be placed on the next meeting agenda (*with no action*)

1. Discuss options for reducing utility bill mailing costs
2. Racine County Intergovernmental Cooperation Council report from President Weatherston (March)
3. Continuing discussion on fire department consolidation
4. Invite Executive Director Stacey Santiago of Seno/KRLT for a presentation

7 – Continuing Business

- A. Discussion & Review of Rainfall Intensity (*COW 12/10/24*)

8 – Adjournment

President Weatherston adjourned the meeting at 8:18 p.m.

Respectfully submitted:
Jennifer Bass
Village Clerk

MEMORANDUM

Date: January 22, 2025

To: Committee of the Whole

From: Ryan Schmidt, P.E.
Village Engineer



Re: **Equestrian Sign Installation Request on Village Road Right-of-Ways.**

BACKGROUND INFORMATION

The Public Works Department has received a request from Tracy Larson to provide additional Equestrian Signage at multiple locations in the Village Road Right-of-Way. The requested locations included a variety of areas in the North/Northeast quadrant of the Village – primarily in areas typically expected of the equestrian activity around 7 Mile and Foley Road. Those locations are as follows:

- 2 along County Line Road – East and West of Foley Road
- 4 around the Foley Road/East River Road fork.
- 1 on Botting Road @ 7 Mile Road
- 1 on Botting Road @ 6 Mile Road
- 1 on Foley Road at 7 Mile Road.

In total, 9 signs are recommended. Discussing with the Public Works Staff, it would cost the Village \$160 per sign in materials. This would total \$1,440 in material and the labor costs would fall within our department hourly responsibilities. By definition, the W11-7 Equestrian/Horse Warning Sign is a non-vehicular warning sign used to alert road users in advance of locations where unexpected entries into the roadway by equine or equestrians. They may occur randomly over a segment of roadway unless they are used in advance of a specific crossing location. The est. cost will not negatively impact the 2025 DPW budget.

Standard Engineering practices are to reduce the proliferation of signage in the Right-of-Way so as not to confuse the operators of the roadway but also not to make them numb to the other signage that may have more restrictive or controlling requirements (i.e. speed limits, stops, yields, etc). This is to ensure safe and efficient operation of the roadway. After reviewing the locations of the proposed signage, the majority of these signs do not appear to cause this issue and would replicate signage that appears on neighboring roadways, providing consistency in our road network for this area. However, some areas will require further investigation. One sign is proposed to be installed in the City of Oak Creek, which is not our responsibility (which would reduce the cost by \$160.) In addition, the area south of 6 Mile that includes both Foley Road and East River Road has limited Right-of-Way availability and may have the opportunity to reduce signage and still effectively convey the message of Equine users in the public right-of-way.

MEMORANDUM

Date: January 22, 2025

To: Committee of the Whole

From: Ryan Schmidt, P.E.
Village Engineer



Re: 4 Mile Road – Speed Limit Study

BACKGROUND INFORMATION

The Committee of the Whole directed staff to further investigate the costs associated with a speed limit study and possible speed limit reduction on 4 Mile Road between STH 38 and N. Green Bay Road after discussion at a previous meeting on November 12th, 2024.

Staff reached out to Traffic Analysis & Design, Inc. (TADI) who specializes in traffic engineering studies and analyses to get a budgetary quote for this type of project. The scope of work includes the following:

- 48 hour traffic count and spot speed study along the corridor collected in 3 spot locations.
- Measurement of prevailing speed characteristics – including calculating the 85th percentile speed.
- Evaluation of reported crash experience for past 5 years.
- Assessment of roadway geometry and sight distance.
- Determination of the 10mph pace.
- Determination of the average speed.
- Evaluation of density (# of driveways and access points)
- Consideration of conflicts with parking practices and bike/ped activity.
- Evaluation of shoulder widths and conditions.
- Determination of the current level of enforcement.

After this information is collected, TADI would determine if the existing speed limit is appropriate based on DOT Speed Management Guidelines and provide recommendations on an appropriate speed limit if necessary. The cost of providing this work is \$14,823.00. Staff notified TADI that this information will need to be presented to the Village Board for further action and discussion.