

**VILLAGE OF COTTAGE GROVE PUBLIC WORKS & PROPERTIES COMMITTEE  
MEETING MINUTES OF APRIL 2, 2019**

**1. Call to Order at the Municipal Services Building.** The meeting was called to order at 6:00 p.m. by John Williams.

**2. Determine that a quorum is present and that the agenda was properly posted.**

It was determined that a quorum was present and that the agenda had been properly posted. Committee members present were Andy Eberhardt, Mike Hackel, Larry Kieck, Scott Schuerman and John Williams. Also present were Public Works Director JJ Larson, Mike Maloney of MSA, Public Works Administrative Assistant Kristen Krause and Utility Commission Chair Charlie Rogers.

**3. Public Appearances – Public’s opportunity to speak to Committee Members about any item that is not a specific agenda item.**

None.

**4. Old Business**

**a. Discuss solar on the Municipal Services Building.**

Utility Commission Chair Charlie Rogers was present to discuss installing solar panels on the Municipal Services Building (MSB) roof. His interest stems from having them on his own home and he brought information that he collected from the company that installed his. The information that he presented to the committee is just preliminary and he noted that a project of this size would need to go out for bid if the Village Board deemed it worthwhile. The company that he utilized is Full Spectrum Solar and they created a cost estimate and performance analysis for the former Public Works Building at 225 Bonnie Road. Since the panels have a 30-year warranty, the data showed a 30-year spread for cost and benefits. Utilizing solar panels will not only reduce the Village’s carbon footprint, but it will also lower utility bills for the MSB. Rogers also wondered if the panels on the MSB generate enough electricity, could the Village use that towards payment of other Village utility bills. Committee members agreed that a full analysis of the MSB roof would need to be performed before seriously considering installation of panels. Rogers did note that once the panels are installed, the roof would no longer be exposed to weather elements which would protect the integrity of the roof. Eberhardt mentioned the possibility of the Village creating a sustainability plan, which could incorporate the usage of solar panels. Overall, Rogers wants to make sure that all committees are on board with the idea of solar panel usage for the MSB. Larson and the committee stated that they are in favor of advancing/exploring utilizing solar panels on Village buildings. No formal action was taken.

**b. Update on bike path projects.**

Maloney stated that the Village and MSA will have its first operational planning meeting regarding the bike path on CTH N (Main Street) with Alliant Energy, Mi-Tech and Charter on Friday. He also explained that some guide wires and poles will need to be moved and or replaced by Alliant Energy along the project route. The bid for the project will go out in May.

The bike path for the state trail connect is in the stages of working out the 3-party contract with the DOT.

With the upcoming development on the west side of the Village and the new school coming, Maloney wanted to start the discussion of bike paths in that area. He had some preliminary cross-section plans showing what the different road widths and bike path locations would look like. At this time, he presented a bike path on the east side of Buss Road. He would like to resolve the road design before the new school is built.

**c. Update on Conservancy Court wetland scrape project.**

MSA will be checking on final punch list items soon. Retainage will be released after confirmation of completion of punch list items and proper restoration to the project area.

## 5. New Business

### a. Discuss and consider ROW permit request from Alliant Energy.

Larson explained that the committee will discuss and consider all new large project permits. Alliant Energy will be running telecommunications fiber from Stoughton to Madison, straight through the Village of Cottage Grove. Maloney explained that the proposed project would run right over the water main near the Commerce Park Building that houses Princeton Club. The meeting with Alliant Energy this Friday will lay out the schedule for the project. MSA has already sent over the new bike path plans for CTH N to Alliant. Some issues that Maloney would like to include as a condition of the permit are to have Alliant place the fiber at least five-feet from Village utilities so that the Village can perform maintenance and repairs without disturbing the Alliant fiber, have the fiber stay clear of Village sidewalks and bike paths, and to request that all structures related to the project are placed at grade level. **Motion** by Hackel, seconded by Kieck, to recommend approving the ROW Permit from Alliant Energy with the following conditions: maintain a five-foot (5') separation from Village utilities, keep structures off of Village surfaces such as sidewalks and bike paths, and install all structures at grade throughout the Village. Motion carried with a voice vote of 5-0-0.

### b. Discuss and consider road repave plan for 2019.

Larson created a road re-paving plan and this will be the first year that it is utilized. Both Larson and Public Works Foreman Marty Groskreutz met and decided on the first set of streets that will be repaired in 2019. Southing Grange from CTH BB to Weald Bridge was selected for the portion that was not repaired a couple of years ago and it is anticipated that the project will also include the intersection at Weald Bridge, east to Clearbrooke Terrace. Larson is hoping to include this roadwork with the CTH BB project this summer. MSA will add the re-paving of Southing Grange as an addendum to CTH BB project for online bidding. **Motion** by Hackel, seconded by Eberhardt, to recommend moving forward with Larson's road re-paving plan for 2019. Motion carried with a voice vote of 5-0-0.

### c. Update on the CTH BB re-paving project.

Maloney included the recommendations from the Public Works Committee last month in the design, including the shortening of the center median on the east side of the intersection with Southing Grange and CTH BB, finishing the bike path in front of the church and developing a transition between the path and the road bike lane. Bid opening for the project will occur at 10:00 am on Tuesday, April 9. As stated earlier, the re-paving for Southing Grange would be an addendum.

## 6. Engineers Report

### Jimmy John's

MSA will go through the punch list and confirm restoration for pavement damage.

### Oakstone Recreation

Plans for the business are moving forward to the Plan Commission.

### Coyle South

Since Homburg took over the Coyle South, they are making corrections to improve the development.

## 7. Directors Report

Larson recently submitted the MS4 Annual Report after presenting it to the Village Board. Since the Village is now included with Madison, there will be a new permit for this in the future and it will require more data and reporting.

The CTH BB re-paving project is currently out for bid. Since the storm sewer near Westlawn is in great shape, we will not need that option.

MSA is currently in the process of designing the bike path extension north on CTH N. Dane County officially approved the grant money for the project.

We ordered the new plow truck from Peterbilt. The cab and chassis are expected for delivery in October 2019 and Burke will finish building the truck, with an expected completion date in the spring of 2020. The Peterbilt model was cheaper overall, and we will also save money by putting a down payment to secure a spot with Burke for the build out.

Larson also reminded the committee that this will be the first year of the road re-paving capital program.

**8. Approve the minutes of the March 5, 2019 Public Works & Properties Committee meeting.**

**Motion** by Kieck, seconded by Schuerman, to approve the March 5, 2019 meeting minutes as presented. Motion carried with a voice vote of 5-0-0.

**9. Set tentative date for next meeting.**

The next meeting is tentatively scheduled for Tuesday, May 7, 2019 at 6:00 pm.

**10. Future Agenda Items**

- Bike path update
- Conservancy Court wetland scrape update
- CTH BB re-paving update
- Discuss solar panels on MSB
- Update on Alliant Energy permit
- Update on Shady Grove development
- Discuss creating a multi-use path policy (for later date)
- Discuss modifying Snow Emergency Ordinance (for later date)
- Discuss developing a Hydrant Shoveling Ordinance (for later date)

**11. Adjournment**

**Motion** by Eberhardt, seconded by Hackel, to adjourn at 7:28 pm. Motion carried with a voice vote of 5-0-0.

Respectfully submitted by Kristen Krause, Public Works Administrative Assistant.

Approved on: 5/7/19