

AGENDA
CITY OF HARTFORD
PUBLIC WORKS COMMITTEE
CITY HALL COUNCIL CHAMBERS
TUESDAY, JANUARY 28, 2020
6:30 P.M.

1. Call to order.
2. Roll call.
3. Public comment period.
4. Proposed 2020 construction schedule. (Memorandum attached)
5. Discussion and consideration of approving an Order of the Public Works Committee requiring that any sidewalk which is unsafe, defective, or insufficient be repaired or replaced at the locations listed on the attached 2020 Sidewalk Program Address List and authorizing appropriate City officials to execute the Order. (Executive Summary attached)
6. Discussion and consideration of whether to require the installation of new sidewalk in the 2020 Sidewalk Program Area where sidewalk is currently missing. (Executive Summary attached)
7. Adjournment

NOTE: "PERSONS WITH DISABILITIES REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE CITY CLERK AT LEAST ONE (1) BUSINESS DAY PRIOR TO THE MEETING."

"MEMBERS OF THE COMMON COUNCIL MAY ATTEND THE ABOVE MEETING. PURSUANT TO STATE EX REL. BADKE V. GREENDALE VILLAGE BOARD; 173 WIS 2D 553, 494 N.W. 2D 408 (1993) SUCH ATTENDANCE MAY BE CONSIDERED A MEETING OF THE COMMON COUNCIL. THIS NOTICE IS GIVEN SO THAT MEMBERS OF THE COMMON COUNCIL MAY ATTEND THE MEETING WITHOUT VIOLATING THE OPEN MEETING LAW."

MEMORANDUM

To: Public Works Committee
From: Jason W. Schall, City Engineer 
Date: 1/22/2020
Re: 2020 Construction Projects

The 2020 Construction Schedule includes a number of projects throughout the City of Hartford. Following is a list of the major projects for 2020:

- Martin Drive and Morgan Drive Reconstruction – This is the complete reconstruction of these two streets from Evergreen Drive to Jefferson Avenue. Project was started in 2019 but did not finish due to the early winter weather. Contractor will finish the landscaping and final paving in the spring.
- Mill Street Parking Lot – This is the construction of the new Mill Street parking lot between E. Sumner Street and Park Avenue. Project was started in 2019 but did not finish due to the early winter weather. Contractor will finish the sidewalk and pavement installation in the spring.
- N. Wacker Drive Reconstruction – This project will be the reconstruction of N. Wacker Dr. from W. State Street to Abbott Avenue. This project includes the complete replacement of the water main, spot repairs of the curb & gutter and sidewalk, repairs to the storm sewer, and complete replacement of gravel base and asphalt pavement.
- N. Wacker Drive Water Main Replacement – This project will replace the water main under the Rubicon River at the N. Wacker Drive Bridge. The water main was designed to avoid any conflicts with the new bridge proposed for construction in 2020.
- Harrison Street Reconstruction – This is the complete reconstruction of Harrison Street from Birch Lane to Cedar Street including the sanitary sewer, water main, sidewalk, curb & gutter, gravel base and asphalt pavement. Storm sewer repairs are also included in the project.
- Mill Pond Bulkhead Wall Replacement – This project will complete the replacement of walls around the Mill Pond that began in 2014. This project will include the north wall of the pond, ADA accessible overlooks, canoe/kayak launch, and asphalt path.
- N. Wacker Drive Bridge Replacement – This a project done in conjunction with Wisconsin DOT. The N. Wacker Drive Bridge will be completely replaced. New sidewalk will be included on the east side of the new bridge.
- N. Wacker Drive Resurfacing – This project will resurface N. Wacker Drive from W. Wisconsin Street to the railroad tracks and will include adding a new bike/pedestrian lane or path.
- Sanitary Sewer Extension 1 – This project includes the extension/installation of sanitary sewer along portions of Hwy. 83 and Lee Road east of Hwy. 83.

- Sanitary Sewer Extension 2 – This project includes the extension/installation of sanitary sewer throughout the Hillcrest Estates Subdivision and along Hillcrest Drive and portions of Lee Road adjacent to the Hillcrest Estates Subdivision.
- Sealcoating and Thin Asphalt Resurfacing of various streets throughout the City.
- Sidewalk Repair/Replacement Program – The 2020 sidewalk program includes area from Cedar Street to S. Wilson and from E. Lincoln Avenue to Scott Court. The Engineering Department has marked the sections of sidewalk in need of repair. Also, included in the program is an area of new sidewalk installation in the Lake View Acres, 1st Addition subdivision.
- Engineering for 2021 Projects – The design for next year’s street projects will be completed in 2020.

EXECUTIVE SUMMARY

TITLE: Order to Repair or Replace Defective Sidewalk as part of the 2020 City Sidewalk Repair/Replacement Program.

BACKGROUND: According to Wisconsin State Statutes and the Hartford Municipal Code, the city sidewalk system shall be maintained in a safe condition and the cost of any repairs or replacement are to be paid by the abutting property owner. Also by State Statute and City Code, the Board of Public Works may Order any sidewalk which is unsafe, defective, or insufficient to be repaired or replaced.

The Engineering Department has completed inspections for defective sidewalk on the following streets:

- W. Monroe Avenue – Cedar Street to S. Main Street
- E. Monroe Avenue – S. Main Street to S. Wilson Avenue
- S. Rural Street – E. Lincoln Avenue to S. Main Street
- Jefferson Avenue – S. Main Street to Wheelock Avenue
- S. Main Street – E. Monroe Avenue to E. Lincoln Avenue*
- Morgan Drive – Jefferson Avenue to North End
- Evergreen Drive – South End to North End (Entire Street)
- Grand Avenue – E. Monroe Avenue to E. Lincoln Avenue
- E. Lincoln Avenue – S. Main Street to Grand Avenue
- Harker Avenue – E. Monroe Avenue to E. Lincoln Avenue*
- Wheelock Avenue – Scott Court to E. Lincoln Avenue
- Arthur Avenue – E. Monroe Avenue to North End
- James Court – Van Buren Avenue to North End
- Susan Court – James Court to West End
- Robert Court – Van Buren Avenue to West End
- Scott Court – Wheelock Avenue to West End
- Van Buren Avenue – Scott Court to S. Wilson Avenue
- Lois Court – South End to North End (Entire Street)
- S. Wilson Avenue – E. Monroe Avenue to south of Van Buren Avenue
- Zuern Drive – S. Teri Lane to Lake View Drive

The Streets marked with an asterisk will only be required to repair/replace sections that are raised trip hazards because they are scheduled for reconstruction in the CIP.

As a result of the sidewalk inspections on the above streets, the attached list shows the addresses of properties with defective sidewalk. It is necessary to obtain approval from the Public Works Committee to send notices to these property owners under Order of the Committee requiring homeowners to repair the defective sidewalk. Letters will be sent out to property owners along with a Cost Estimate asking property owners to decide if they want the City's contractor to complete the replacement or if they will hire a private contractor.

It will be the property owners' responsibility to complete the required sidewalk repairs or replacement and to pay the associated costs. If any property owner fails to complete the

sidewalk repairs or replacement as ordered, the City's contractor will complete the sidewalk replacement at the City's request and the City will bill the property owner for the actual costs. Safe Step, LLC will perform all saw cutting/shaving repairs. Both contracts will be approved in February at a Common Council meeting. Property Owners do not have the option of doing the saw cutting repairs themselves. In previous years, the saw cut work completed by property owners renting their own equipment proved to leave the sidewalk defective in many cases.

The 2020 Sidewalk Program will also include the installation of new sidewalk on the streets in the Lake View Acres, 1st Addition. This will include Lake View Drive, Zuern Drive, and portions of S. Teri Lane. This will fulfill the requirements of the Developer's Agreement for this subdivision.

FISCAL IMPACT: Final cost is unknown until the total square feet of sidewalk is determined after the deadline when property owners must decide if they are doing the work themselves or if the City's Contractor will do the work. There is \$129,000.00 included in the 2020 CIP Budget for the sidewalk program.

RECOMMENDATION: Approval of an ORDER of the Public Works Committee requiring that any sidewalk which is unsafe, defective, or insufficient be repaired or replaced at the locations listed on the attached 2020 Sidewalk Program Address List and authorizing appropriate city officials to execute the Order.

PREPARED BY: Jason W. Schall 1-22-2020
Jason W. Schall DATE
City Engineer

REVIEWED BY: Darryl Kranz 1-22-2020
Darryl Kranz DATE
Director of Public Works

REVIEWED BY: Dawn Timm 1/22/2020
Dawn Timm DATE
Finance Director/Treasurer

APPROVED BY: Steve Volkert 1/23/2020
Steve Volkert DATE
City Administrator

ROUTING: Public Works Committee - January 28, 2020

ORDER

OF THE PUBLIC WORKS COMMITTEE

2020 REPAIRS OR REPLACEMENT OF SIDEWALK

In order to promote the public safety and welfare and pursuant to Wisconsin Statute Section 66.0907 and Section 7.04 of the Municipal Code of the City of Hartford, Wisconsin, the Public Works Committee of the City of Hartford, Washington County, Wisconsin, hereby ORDERS:

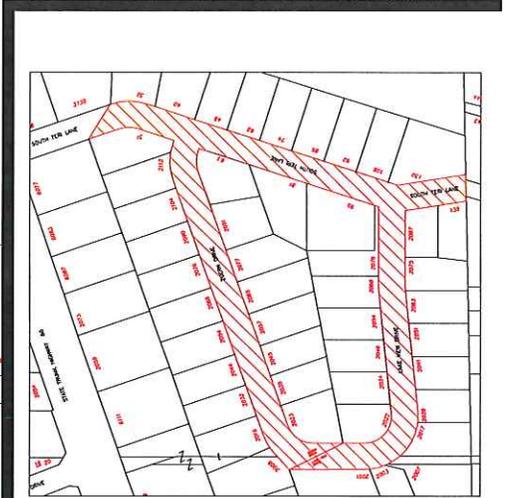
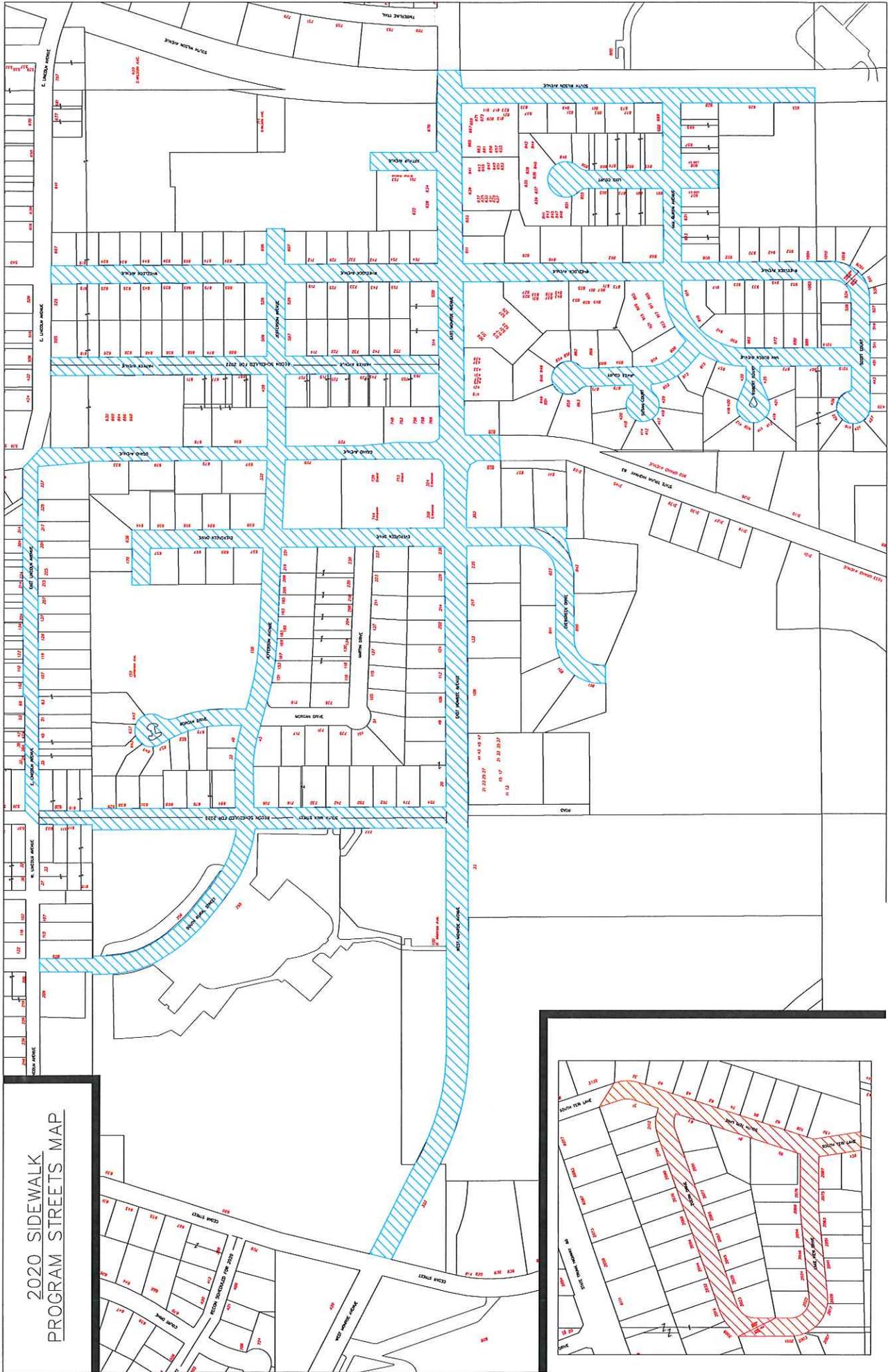
1. Damaged sidewalk, as designated by the City Engineer, shall be removed and replaced abutting the attached list of parcels of land.
2. The owner of the parcel shall cause the sidewalk to be removed and replaced abutting said premises in accordance with the plans and specifications of the City, which are on file with the City Engineer, 109 North Main Street, Hartford, Wisconsin, after service of a copy of this Order and before June 1, 2020.
3. If the owner fails to comply within the time specified, the City Engineer shall cause the sidewalk construction to be done by contract let consistent with Wisconsin Statutes, Section 62.15.
4. The cost of removing and replacing said sidewalks, if incurred by the City, shall be charged to each lot or parcel of land as a special tax to be collected in all respects like any other tax upon real estate.
5. Responsibility for the cost of the removal and repair of sidewalk shall be in accordance with the provisions of Section 7.04 of the Hartford Municipal Code.
6. The City Engineer shall serve a copy of this Order on the owner by one of the methods specified in Section 66.0907(3) (c), Statutes.

Dated: _____

Rachel Mixon, Chairman

Lori Hetzel, City Clerk

2020 SIDEWALK PROGRAM STREETS MAP



2020 SIDEWALK REPAIR/REPLACE ADDRESS LIST

No.	Address	Street	Notes
1	Cedar St	680	
2	Evergreen Dr	636	
3	Evergreen Dr	644	
4	Evergreen Dr	657	
5	Evergreen Dr	685	
6	Evergreen Dr	697	
7	Evergreen Dr	698	
8	Evergreen Dr	827	
9	Evergreen Dr	841	
10	Evergreen Dr	842	8 Unit - split bill
11	Evergreen Dr	850	8 Unit - split bill
12	Evergreen Dr	851	
13	Evergreen Dr	861	
14	Grand Ave	630	
15	Grand Ave	696	
16	Grand Ave	709	
17	Grand Ave	720	
18	Grand Ave	748	
19	Harker Ave	616	
20	Harker Ave	674	
21	Harker Ave	742	
22	Harker Ave	765	
23	James Ct	848	
24	James Ct	862	
25	James Ct	879	815-879
26	James Ct	880-884	
27	James Ct	903	
28	James Ct	904-908	
29	James Ct	915	
30	Jefferson Ave	32	
31	Jefferson Ave	43	
32	Jefferson Ave	150	
33	Jefferson Ave	167-169	
34	Jefferson Ave	205	205-209
35	Jefferson Ave	332	
36	Jefferson Ave	428	
37	Jefferson Ave	506	
38	Jefferson Ave	507	
39	Jefferson Ave	526	
40	Lake View Dr	2001	
41	Lake View Dr	2003	
42	Lake View Dr	2007	
43	Lake View Dr	2017	

44	Lake View Dr	2022	
45	Lake View Dr	2029	
46	Lake View Dr	2034	
47	Lake View Dr	2041	
48	Lake View Dr	2046	
49	Lake View Dr	2051	
50	Lake View Dr	2054	
51	Lake View Dr	2063	
52	Lake View Dr	2066	
53	Lake View Dr	2075	
54	Lake View Dr	2087	
55	Lois Ct	846	
56	Lois Ct	866	
47	Lois Ct	882	
58	Lois Ct	891	
59	Lois Ct	892	
60	Lois Ct	907	
61	Lois Ct	908	
62	Main St (South)	603	
63	Main St (South)	606	
64	Main St (South)	616	
65	Main St (South)	617	
66	Main St (South)	626	
67	Main St (South)	638	
68	Main St (South)	650	
69	Main St (South)	676	
70	Main St (South)	684	
71	Main St (South)	706	
72	Main St (South)	730	
73	Main St (South)	750	
74	Martin Drive	230	
75	Martin Drive	237	
76	Monroe Ave (East)	235	
77	Monroe Ave (East)	236	
78	Monroe Ave (East)	308	
79	Monroe Ave (East)	437	
80	Monroe Ave (East)	611	
81	Monroe Ave (East)	623	
82	Monroe Ave (East)	627-653	
83	Monroe Ave (East)	670	
84	Morgan Dr	637	
85	Morgan Dr	649	
86	Morgan Dr	657	
87	Nature Trail	1678	
88	Primrose Ln	1523	
89	Robert Ct	408	
90	Robert Ct	421	

91	Robert Ct	430	
92	Robert Ct	435	
93	Rural St (South)	755	
94	Rural St (South)	756	
95	Rushmore Ln	43	
96	Scott Ct	416	
97	Scott Ct	422	
98	Scott Ct	426	
99	Scott Ct	427	
100	Scott Ct	435	
101	Scott Ct	443	
102	Scott Ct	511	
103	Scott Ct	519	
104	Scott Ct	526	
105	Scott Ct	527	
106	Scott Ct	534	
107	Scott Ct	541	
108	Susan Ct	418-420	
109	Susan Ct	429	
110	Teri Ln (South)	31	
111	Teri Ln (South)	40	
112	Teri Ln (South)	48	
113	Teri Ln (South)	62	
114	Teri Ln (South)	63	
115	Teri Ln (South)	74	
116	Teri Ln (South)	81	
117	Teri Ln (South)	86	
118	Teri Ln (South)	92	
119	Teri Ln (South)	95	
120	Teri Ln (South)	108	
121	Teri Ln (South)	130	
122	Van Buren Ave	657	
123	Van Buren Ave	665	
124	Van Buren Ave	666-668	
125	Van Buren Ave	910-914	
126	Van Buren Ave	950	
127	Van Buren Ave	957	
128	Van Buren Ave	962	
129	Van Buren Ave	973	
130	Van Buren Ave	988	
131	Wheelock Ave	635	
132	Wheelock Ave	684	
133	Wheelock Ave	826	
134	Wheelock Ave	846	
135	Wheelock Ave	862	
136	Wheelock Ave	865	
137	Wheelock Ave	888	

138	Wheelock Ave	906	
139	Wheelock Ave	917	
140	Wheelock Ave	922	
141	Wheelock Ave	933	
142	Wheelock Ave	1005	
143	Wheelock Ave	1010	
144	Wilson Ave (South)	809-823	
145	Wilson Ave (South)	849-851	
146	Wilson Ave (South)	861-863	
147	Wilson Ave (South)	909	
148	Zuern Dr	2008	
149	Zuern Dr	2023	
150	Zuern Dr	2032	
151	Zuern Dr	2035	
152	Zuern Dr	2044	
153	Zuern Dr	2045	
154	Zuern Dr	2054	
155	Zuern Dr	2057	
156	Zuern Dr	2065	
157	Zuern Dr	2066	
158	Zuern Dr	2076	
159	Zuern Dr	2077	
160	Zuern Dr	2090	
161	Zuern Dr	2091	
162	Zuern Dr	2104	
163	Zuern Dr	2112	

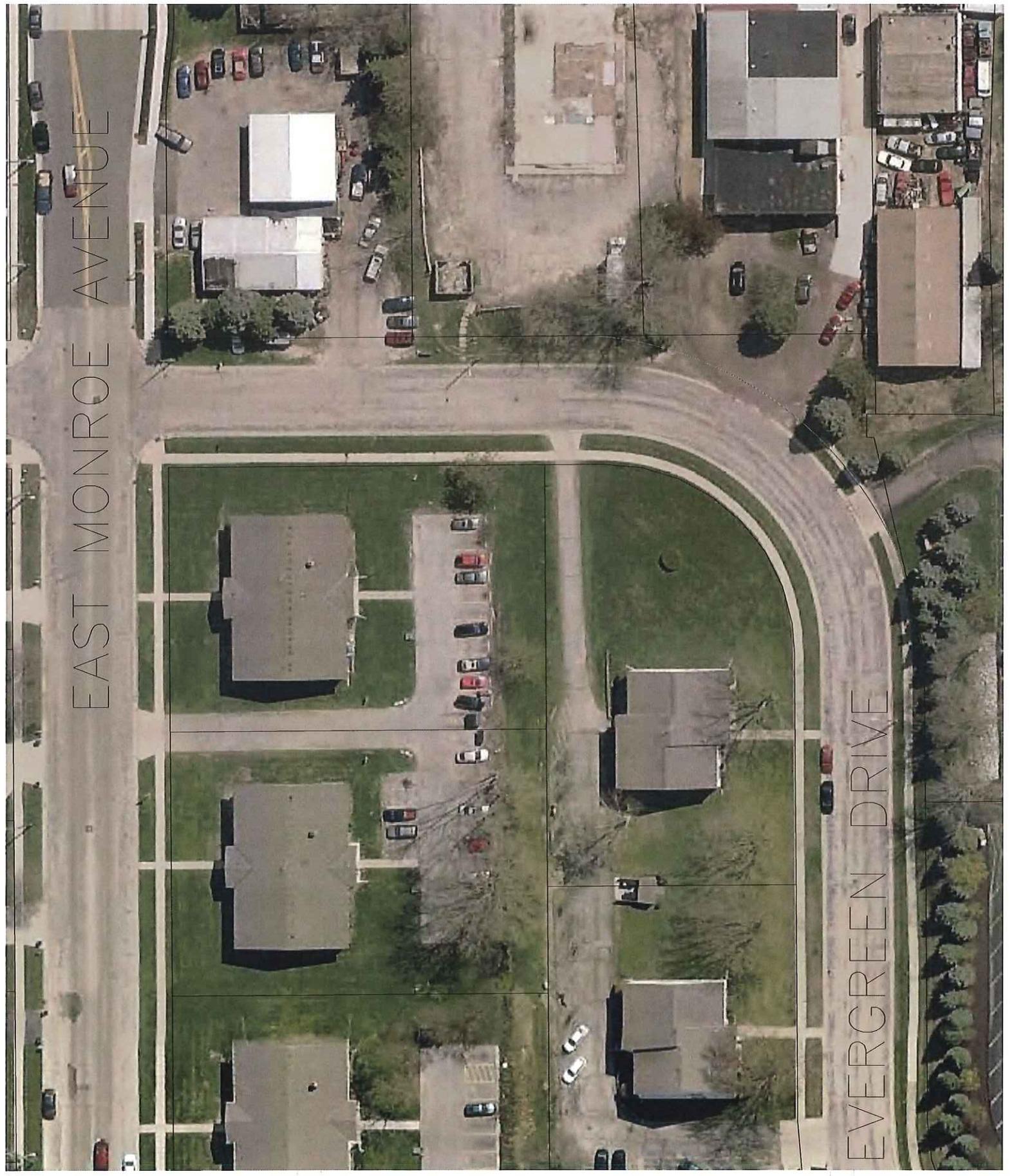
REVIEWED BY:  1/22/2020
Dawn Timm DATE
Finance Director/Treasurer

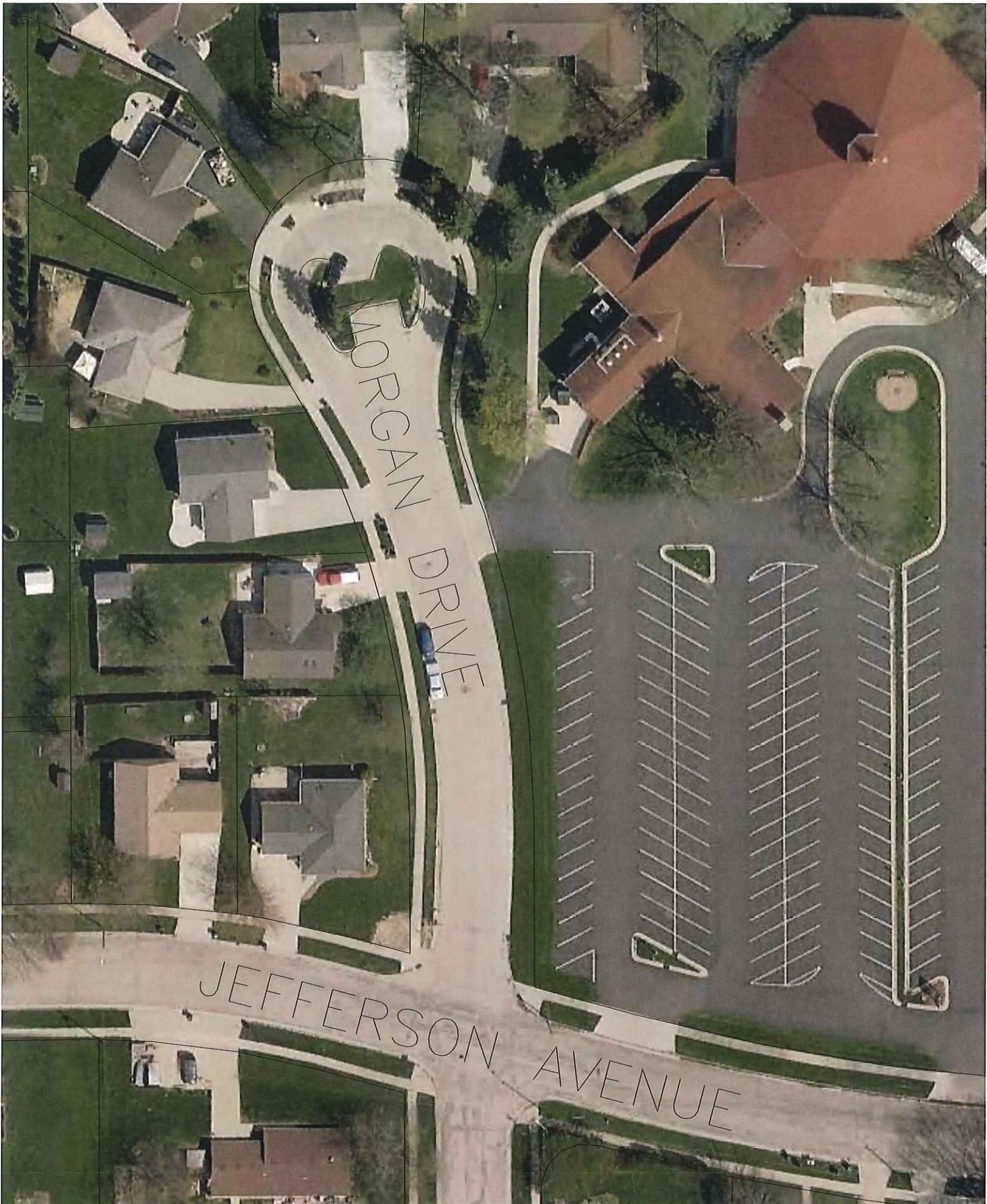
APPROVED BY:  1/23/2020
Steve Volkert DATE
City Administrator

ROUTING: Public Works Committee - January 28, 2020

EAST MONROE AVENUE

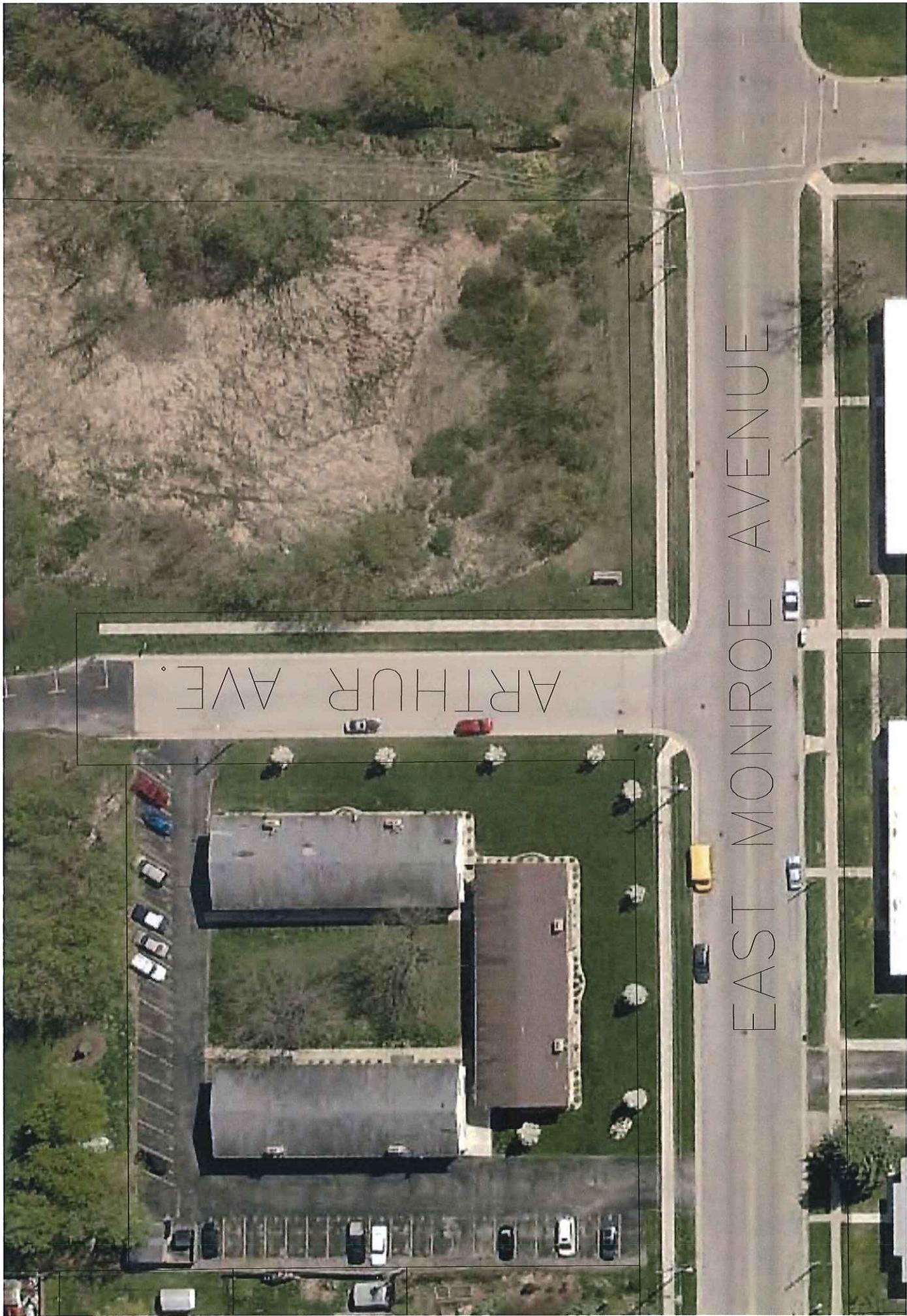
EVERGREEN DRIVE





MORGAN DRIVE

JEFFERSON AVENUE



ARTHUR AVE.

EAST MONROE AVENUE