

A G E N D A
CITY OF HARTFORD COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, FEBRUARY 25, 2020
7:00 P. M.

1) CALL TO ORDER

This is a regularly scheduled meeting of the Common Council of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the City Office Meeting Board, Library Bulletin Board, and Police Bulletin Board. In addition, the Daily News (the official City newspaper) was given notice of this meeting and an agenda was placed in their City Office mailbox at least 24 hours ago.

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

4) UNANIMOUS CONSENT AGENDA

A) The Common Council minutes of February 11, 2020.

5) COMMUNICATIONS

6) APPEARANCES/CITIZENS COMMENTS

7) MAYOR'S REPORT

8) ALDERMANIC REQUESTS

A) Any alderperson wishing to identify any pertinent information may do so; no action may be taken unless specifically identified on the agenda.

9) PUBLIC HEARINGS

A) Rezoning request for a portion of 110 N Pike Lake Drive

1) Opening of Hearing

2) Reading of Notice

3) Explanation of hearing by staff person

4) Appearances for

5) Appearances against

6) Discussion by Council

7) Closing of Hearing

8) Action: - Ordinance No. 1415– An ordinance amending the zoning map, a part of ordinance 278. (Executive Summary attached)

B) Installation of sidewalk

1) Opening of Hearing

2) Reading of Notice

3) Explanation of hearing by staff person

4) Appearances for

5) Appearances against

6) Discussion by Council

7) Closing of Hearing

8) Action: - Resolution No. 3561– A final resolution for the levying and collecting of special assessments under Section 66.0703 WI Statutes for the installation of sidewalk in Lake View Acres, 1st Addition Subdivision and 2001,

2003, &2007 Lake View Drive and 40 S Teri Lane located in The City of Hartford, Washington County, Wisconsin. (Executive Summary attached)

10) STANDING COMMITTEE REPORTS

A) FINANCE & PERSONNEL

B) PUBLIC WORKS

C) UTILITY

11) RESOLUTIONS AND POSSIBLE ACTION THERON

A) Resolution No. 3562 – A preliminary resolution for the levying of special assessments under Section 66.0703 WI Statutes for the installation of sidewalk on Evergreen Drive, Morgan Drive and Arthur Avenue. (Executive Summary attached)

B) Resolution No. 3563 – A resolution granting a Distribution Easement along the east side of N Wacker Drive from W Wisconsin Street to approximately 450' south, to Wisconsin Gas. (Executive Summary attached)

B) Resolution No. 3564 – A resolution approving a certified survey map for a property located in the City of Hartford. *110 North Pike Lake Drive* (Executive Summary attached)

12) ORDINANCES

A) FIRST READING AND POSSIBLE ACTION THERON

B) SECOND READING AND POSSIBLE ACTION THERON

13) CITY ADMINISTRATOR'S REPORT

A) Discussion and consideration of authorizing appropriate City officials to enter into a contract with Rennhack Construction Co., Reeseville, for the 2020 Sidewalk Replacement Program bid at an estimated cost of \$203,425. (Executive Summary attached)

B) Discussion and consideration of authorizing appropriate City officials to enter into a Proposal Agreement with Safe Step, Hortonville, for the sidewalk shaving program under Proposal #200206 with an estimated cost for 2020 in the amount of \$12,349.35. (Executive Summary attached)

14) CLOSED SESSION

A) The Common Council to move into closed session under § 19.85 (1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" relative to the City Administrator's performance review. The Common Council to reconvene in open session for adjournment only.

15) 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

**CITY OF HARTFORD
COMMON COUNCIL
February 11, 2020**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, met for its regularly scheduled meeting on Tuesday, February 11, 2020, 7:00 p.m., in the Common Council Chambers of Hartford City Hall, 109 North Main Street, Mayor Timothy Michalak presiding.

PLEDGE OF ALLEGIANCE

Mayor Michalak led the Common Council in the Pledge of Allegiance.

ROLL CALL

The Mayor and all Alderpersons were present.

UNANIMOUS CONSENT AGENDA

MOTION by Alderperson Hegy, and seconded by Alderperson Turchi approving the following unanimous consent agenda items.

- A) The Common Council minutes of January 28, 2020.
- B) Authorizing appropriate City officials to enter into a contract with Payne & Dolan, Inc., Jackson, for the 2020 Asphalt Pavement Program bid at an estimated cost of \$94,125.
- C) Authorizing appropriate City officials to enter into a contract with Fahrner Asphalt Sealers, LLC, Waunakee, for the 2020 Seal Coat bid at an estimated cost of \$71,830, which includes acceptance of Alternate #2 and Alternate #3.
- D) Approving the purchase of a John Deere 325G skid steer loader from Brooks Tractor, Inc., Milwaukee, for a cost not to exceed \$50,401.
- E) Approving the purchase of two 25kV pad-mounted S&C switchgears and 50 interchangeable fuse units from Border States Electric at a cost not to exceed \$46,643.50.
- F) Approving the purchase of a GME hydraulic trench shield box from Stotzer Sales, LLC for a price not to exceed \$15,993.50.

Item B was pulled from the unanimous consent agenda pending clarification as to whether this includes Alternates 1 and 2.

Approving Items A, C, D, E and F: MOTION CARRIED UNANIMOUSLY.

COMMUNICATIONS

There was no communications.

COMMON COUNCIL (2/11/2020)

APPEARANCES/CITIZENS COMMENTS

Police & Fire Commission President Dean Kirley introduced new Police Chief Scott MacFarlan, who has been with the Hartford Police Department for 24 years. City Clerk Lori Hetzel administered the Oath of Office to Chief MacFarlan. Chief MacFarlan addressed the Common Council and audience.

MAYOR'S REPORT

Mayor Michalak congratulated Chief MacFarlan on his appointment noting that he has the full support of the Common Council.

ALDERMANIC REQUESTS

The alderpersons congratulated Chief MacFarlan. Alderperson Hegy noted that the Mid-Moraine Legislative Committee was scheduled to meet February 12th however the speaker has cancelled. Alderperson Carroll reminded residents that if they have a fire hydrant near their residence to help keep the snow cleared from it.

STANDING COMMITTEES

Finance & Personnel Committee

MOTION by Alderperson Mixon, and seconded by Alderperson Wintringer approving the following bartender license: Jacob Demler. MOTION CARRIED UNANIMOUSLY.

OTHER COMMITTEE REPORTS

Parks and Recreation Commission

The 2020 CIP budget includes \$12,100 for the purchase of a new auto pool vacuum for the Veterans Memorial Aquatics Center. Quotes were obtained from three providers. Staff is recommending the proposal from Carrico Aquatic Resources, Jefferson, which is \$250 over budget. The additional funds to be taken from the aquatic center 2020 operational budget. The Director of Parks & Recreation provided information on the pool vacuum, and responded to questions.

MOTION by Alderperson Kohler, and seconded by Alderperson Turchi approving the purchase of the Enduro XL40 robotic pool vacuum from Carrico Aquatic Resources, at a total cost of \$12,350. MOTION CARRIED UNANIMOUSLY.

COMMON COUNCIL (2/11/2020)

CITY ADMINISTRATOR'S REPORT

City Administrator Volkert noted that with respect to Item B which was pulled from the unanimous consent agenda, after reviewing the executive summary for this item, it is for the base bid only, it does not include Alternates 1 and 2.

MOTION by Alderperson Hegy, and seconded by Alderperson Rusniak authorizing appropriate City officials to enter into a contract with Payne & Dolan, Inc., Jackson, for the 2020 Asphalt Pavement Program bid at an estimated cost of \$94,125. MOTION CARRIED UNANIMOUSLY.

CLOSED SESSION

MOTION by Alderperson Hegy, and seconded by Alderperson Carroll to move into closed session under § 19.85 (1(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" relative to the City Administrator's performance review; the Common Council to reconvene in open session for adjournment only. ROLL CALL: "Ayes" 9 "Nays" 0. MOTION CARRIED UNANIMOUSLY.

RECONVENE IN OPEN SESSION

MOTION by Alderperson Wintringer, and seconded by Alderperson Mixon to reconvene in open session at 7:50 p.m. MOTION CARRIED UNANIMOUSLY.

ADJOURNMENT

MOTION by Alderperson Mixon, and seconded by Alderperson Turchi for adjournment at 7:51 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
CCFEB11.20
Compiled by Pat Borlen, Deputy Clerk

Executive Summary

Ordinance No. 1415

Title: Discussion and Consideration of a Rezoning Request for a Portion of 110 N. Pike Lake Drive

Background: Design2Construct, representing Delaney Group LLC, has requested the rezoning of a portion of 110 North Pike Lake Drive, tax key number 36-2201-008-003, to B-4 Professional Office District. The property is currently zoned B-5 Highway Business District and C-1 Lowland Conservancy District. The change in zoning is requested only for the area zoned B-5.

The applicant is in the process of developing the property for offices. The rezoning is requested as part of a development plan that includes review of a certified survey map and site plan. The property is surrounded by Institutional and Multi-Family zoning to the north, Town property to the east, Highway Business zoning to the south, and Professional Office zoning to the west.

The property meets size requirements for B-4 zoning. The certified survey map indicates that the property will be split into two lots, both of which will meet size requirements for B-4 zoning as well. The proposed CSM provides a more detailed mapping of the border between the B-4 and C-1 designations, indicated by a broken line showing the most recent wetland delineation (2015). The Land Use Map indicates this property is appropriate for commercial development.

Recommendation: The Planning Staff recommends approval of the rezoning request to B-4 Professional Office District for that portion of 110 N. Pike Lake Drive currently zoned B-5 Highway Business District.

Prepared By: Justin Drew 2/4/20
Justin Drew, City Planner Date

Reviewed By: Lori Hetzel 02/04/20
Lori Hetzel, City Clerk Date

Approved by: Steve Volkert 02/04/2020
Steve Volkert, City Administrator Date

ROUTING: PLAN COMMISSION 2/10/2020
COMMON COUNCIL 2/25/2020

Ordinance No. 1415

AN ORDINANCE AMENDING THE ZONING MAP,
A PART OF ORDINANCE 278

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, do ordain as follows:

SECTION 1: That the portion of the property known as 110 North Pike Lake Drive, tax key number 36-2104-003-003, currently zoned B-5 Highway Business District

be and the same is hereby rezoned to B-4 Professional Office District.

SECTION 2: This Ordinance shall be in full force and take effect from and after its passage and publication as required by law.

Signed:

Timothy C. Michalak, Mayor

Introduced: February 25, 2020

Adopted:

Attest:

Lori Hetzel, City Clerk

Daily News:
February 7, 2020
February 14, 2020
34 Notices Sent

**NOTICE OF PUBLIC HEARING
COMMON COUNCIL**

PLEASE TAKE NOTICE that a PUBLIC HEARING will be held at 7:00 p.m. or thereafter on February 25, 2020 in the Common Council Chambers at the lower level of City Hall, 109 N. Main Street, by the City of Hartford Common Council to consider the following:

Design2Construct has requested the rezoning of a portion of the following property to B-4 Professional Office District:

That portion of 110 North Pike Lake Drive, tax key number 36-2201-008-003, currently zoned B-5 Highway Business District

The purpose of the public hearing is to hear those persons who wish to express their opinions for or against the requested zoning change.

A copy of the proposed ordinance can be viewed at the Planning and Zoning Department **by appointment**, 109 N. Main Street, Monday- Friday between the hours of 7:30 a.m. and 4:30 p.m.

Dated this 7th day of February, 2020.

Lori Hetzel
City Clerk

JOEL M PODRAZA, CHRISTY M
PODRAZA
2001 LAKE VIEW DR
HARTFORD WI 53027-

LINDA S SMITH
1122 S 20TH ST
MANITOWOC WI 54220-

RORIE LYNN LANDSCAPING LLC
30 S PIKE LAKE DR
HARTFORD WI 53027-

SEIB COMPANIES INC
1639 HILLSIDE DR
HUBERTUS WI 53033-

ARHC AMHTDWI01 LLC
21001 N TATUM BLVD STE 1630-630
PHOENIX AZ 85050-0000

DELANEY GROUP LLC
N173W21010 NORTHWEST PASSAGE
JACKSON WI 53037-

RIDGEDALE LLC
3930 S LAKE DR 511
ST FRANCIS WI 53235-

TIMOTHY JOHN RICE
230 HILLDALE DR 1102
HARTFORD WI 53027-

MICHELLE A KOCH, KATHY J KOCH
230 HILLDALE DR 1104
HARTFORD WI 53027-0000

ROSEMARY MARKER
230 HILLDALE DR 1106
HARTFORD WI 53027-0000

DAVID L HANSEN LIVING TRUST,
MAUREEN F HANSEN LIVING TRUST
230 HILLDALE DR 1108
HARTFORD WI 53027-

PAMELA ANN LARSON
230 HILLDALE DR 1109
HARTFORD WI 53027-0000

NAGEL INVESTMENTS LLC
PO BOX 211
SLINGER WI 53086-

WALLER LIVING TRUST
230 HILLDALE DR 1111
HARTFORD WI 53027-

LYNN C BRINKMAN
230 HILLDALE DR 1112
HARTFORD WI 53027-0000

G WAYNE KELBER, VIOLA M KELBER
230 HILLDALE DR 1201
HARTFORD WI 53027-

THEODORE R KEMPF
230 HILLDALE DR 1202
HARTFORD WI 53027-

STOLASKI TRUST
1632 NATURE TRL
HARTFORD WI 53027-0000

BON DALE CONDOMINIUMS LLC
800 NORIDGE TRL
PORT WASHINGTON WI 53074-0000

BRIGITTE GUNST, DAVID E GUNST ET
AL
230 HILLDALE DR 1206
HARTFORD WI 53027-

KARL H STEHLI, SHIRLEY A STEHLI
230 HILLDALE DR 1208
HARTFORD WI 53027-0000

DAVID A VOLK
230 HILLDALE DR 1212
HARTFORD WI 53027-

ANDREA M KORT
230 HILLDALE DR 1302
HARTFORD WI 53027-0000

JEAN M MANGAN
230 HILLDALE DR 1303
HARTFORD WI 53027-0000

JULIE PEDERSEN
230 HILLDALE DR 1304
HARTFORD WI 53027-

SANDRA LU CONSTINE, JOHN MERRILL
CONSTINE
230 HILLDALE DR 1305
HARTFORD WI 53027-

ARLENE ZIEBELL LIVING TRUST
230 HILLDALE DR 1306
HARTFORD WI 53027-0000

EDWARD M BRAUN FAMILY TRUST,
JEAN L BRAUN FAMILY TRUST
230 HILLDALE DR 1308
HARTFORD WI 53027-0000

BON DALE CONDOMINIUMS LLC
800 NORIDGE TRL
PORT WASHINGTON WI 53074-

VIRGINIA YOLANDA SANCHEZ MORET
230 HILLDALE DR 1310
HARTFORD WI 53027-0000

NAJU LLC
4222 W HILANDS CT
MEQUON WI 53092-0000

JOHN J PRIESGEN, JANICE R PRIESGEN
3571 WAYSIDE DR
HARTFORD WI 53027-0000

STEPHEN P BEZAIRE, JACQUELINE
BEZAIRE
4953 FIREWEED PL
LANGLEY WA 98260-0000

KAREN S KLETTI REVOCABLE TRUST
3559 WAYSIDE DR
HARTFORD WI 53027-0000

CITY OF HARTFORD
REQUEST FOR ZONING CHANGE
(PLEASE PRINT OR TYPE)

For official use only	
Account #100.604.444100.44410 (#76)	
Review Fee: \$300.00	
Date Paid: _____	Received: _____

Address of Subject Property: <u>Northeast corner of STH 60 and Pike Lake Drive</u>	
Tax Key Number: <u>#2201008003</u>	
Legal Description or Metes & Bounds Description: <u>Please refer to the Project Documents</u>	
Existing Zoning: <u>B-5 and I-1</u>	Proposed Zoning: <u>B-4</u>
Existing Use: <u>Existing vacant lot</u>	
Proposed Use: <u>Speculative Office</u>	

Applicant Name: <u>Mark Hertzfeldt - Design 2 Construct</u>		
Address: <u>N173W21010 Northwest Passage</u>		
City: <u>Jackson</u>	State: <u>WI</u>	Zip: <u>53037</u>
Daytime Phone: <u>262-677-9933</u>	Fax: <u>262-677-9934</u>	Other: <u>262-224-1342</u>

Owner Name: <u>Delaney Group, LLC - Tate Boho</u>		
Address: <u>N173W21010 Northwest Passage</u>		
City: <u>Jackson</u>	State: <u>WI</u>	Zip: <u>53037</u>
Daytime Phone: <u>2632-677-9933</u>	Fax: <u>262-677-9934</u>	Other: <u>***</u>

Attorney Name: _____		
Address: _____		
City: _____	State: _____	Zip: _____
Daytime Phone: _____	Fax: _____	Other: _____

REQUEST FOR ZONING CHANGE:

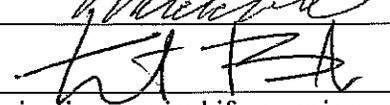
The Common Council may, by ordinance, amend zoning district boundaries after prior review by the Plan Commission and after holding a public hearing. The public hearing may only be held after notice of the public hearing appears in the official City newspaper for at least two consecutive weeks and at least

Common Council, zoning will revert back to the previous zoning if district regulations are not met within eighteen (18) months (following proper notification).

Supporting Information:
The following supporting information must be submitted with this application:

1. Plot Plan drawn to scale of one (1) inch equals 100 feet showing the area proposed to be rezoned, its location, its dimensions, the location and classification of adjacent zoning districts, and the location and existing use of all properties within 200 feet of the area to be rezoned.
2. A reduced copy of the plot plan (subject property only). Drawing sheets should be at least 8.5 x 11 and no larger than 11 x 17.
3. A Letter of Request addressed to the City Clerk from the owner(s) of the subject property.
4. Additional information required by the City Staff or any information that the applicant would like to submit to support the application.

Signature of Applicant:  Date: 01.17.2020

Signature of Owner (if different):  Date: 1/17/20

(Power of Attorney or written authorization required if owner is unable to sign.)

DESIGN
I2II
CONSTRUCT
DEVELOPMENT CORPORATION

1173 W21019
NORTHWEST PASSAGE WAY
JACKSON, WI 53027

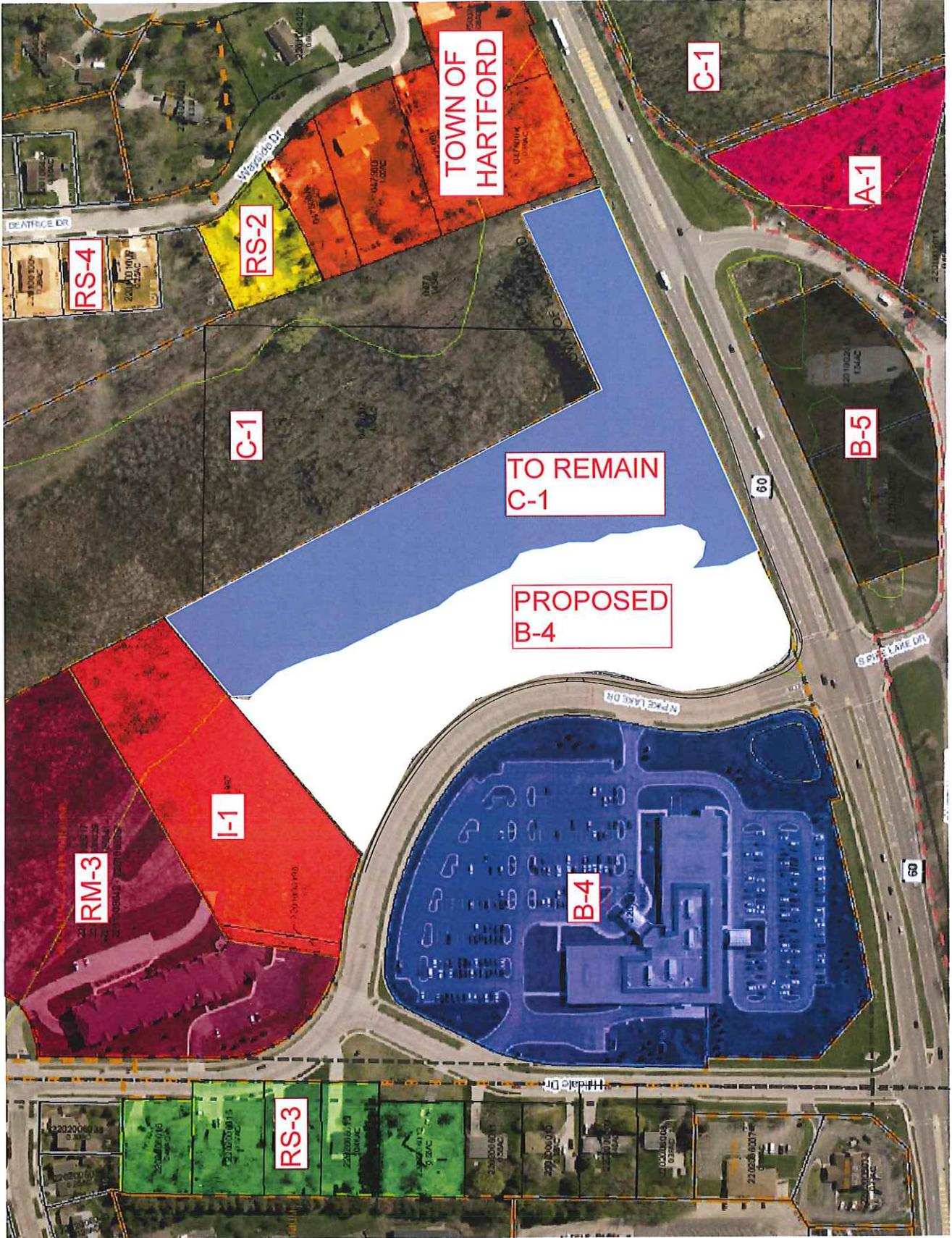
PHONE: 262.777.8833
FAX: 262.777.8834
info@design2construct.com

BUILDING DESIGN FOR
HARTFORD SPEC BUILDING
HARTFORD, WI 53027
PIKE LAKE DRIVE

SHEET TITLE
SITE ZONING DESIGNATION

REVISIONS

PROJECT DATA
DATE: 04.18.2019
JOB NO: 19-00147
SET USE: PLANNING/COMMERCIAL
FILE NAME: CLATS
DRAWN BY: OPS
SHEET NO: **A1.0**

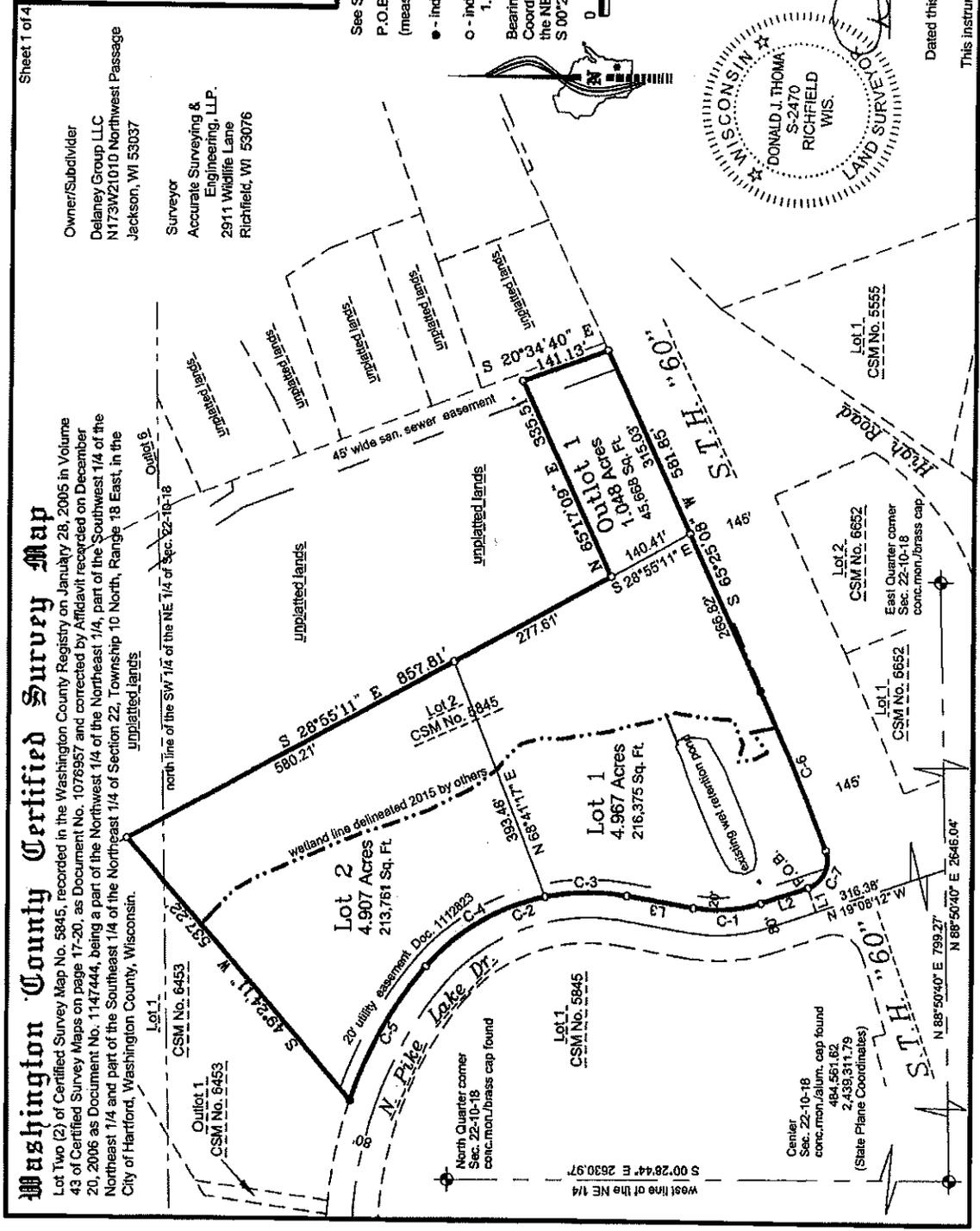


Washington County Certified Survey Map

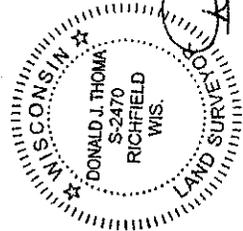
Lot Two (2) of Certified Survey Map No. 5845, recorded in the Washington County Registry on January 28, 2005 in Volume 43 of Certified Survey Maps on page 17-20, as Document No. 1078957 and corrected by Affidavit recorded on December 20, 2006 as Document No. 1147444, being a part of the Northwest 1/4 of the Northeast 1/4, part of the Southwest 1/4 of the Northeast 1/4 and part of the Southeast 1/4 of Section 22, Township 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin.

Owner/Subdivider
 Delaney Group LLC
 N173W21010 Northwest Passage
 Jackson, WI 53037

Surveyor
 Accurate Surveying &
 Engineering, LLP.
 2911 Wildlife Lane
 Richfield, WI 53076



See Sheet 2 of 4 for Line Chart and Curve Details.
 P.O.B. means "point of beginning"
 (meas.) means "measured as"
 ● - indicates a 1.3" od iron pipe found unless noted.
 ○ - indicates a 1.3" od x 18" iron pipe weighing
 1.68 lbs./ft. set.
 Bearings are referenced to the Wisconsin State Plane
 Coordinate System Grid, South Zone. The west line of
 the NE 1/4 of Sec. 22-10-18 has a grid bearing of
 S 00°28'44" E. NAD 27 (2017 Control Summary)



Donald J. Thoma
 Donald J. Thoma, S-2470
 Dated this 6th day of January, 2020.

EXECUTIVE SUMMARY

Resolution No. 3561

TITLE: A Final Resolution for the Levying and Collecting of Special Assessments under Section 66.0703 Wis. Statutes for the installation of sidewalk in Lake View Acres, 1st Addition Subdivision and 2001, 2003, and 2007 Lake View Drive, & 2008 Zuern Drive and 40 S. Teri Lane Located in Section 23 and Section 22, T10N, R18E, City of Hartford, Washington County, Wisconsin.

BACKGROUND: The Developer's Agreement for Lake View Acres, 1st Addition states that sidewalk shall be required on both sides of each street within and abutting the subdivision. The Developer's Agreement shows a completion of June 30, 1997 for the sidewalk installation with a notes stating the intent that sidewalk would probably not be ordered unless and until it can be connected to the STH 60 bike trail. There is still a small section of S. Teri between this subdivision and the STH 60 bike trail that is still in the Town of Hartford and not part of the City. This has prevented the City from establishing a connection to the bike trail. This fact does not appear to be changing anytime soon. This was reviewed at the Public Works Committee meeting on February 21, 2019. The Public Works Committee concluded that the connection to the bike trail should not be a reason to hold off sidewalk installation in Lake View Acres, 1st Addition any longer. The Committee directed staff to include the sidewalk installation as part of the 2020 Sidewalk Program.

The Common Council adopted the Preliminary Resolution for this sidewalk installation in Resolution No. 3560 on January 28, 2020. The costs to install the sidewalk along S. Teri Lane, Zuern Drive, and Lake View Drive will be collected with the adoption of the final resolution after the sidewalk is installed by the City's contractor and will be assessed to each owner on a per front footage basis as shown in Exhibit A. The costs will be calculated based on the February 4, 2020 bid price and the actual sidewalk installed in front of each property. All property owners were mailed a copy of the Preliminary Resolution, the Public Hearing notice, and the Cost Estimate for their property for the sidewalk special assessment. The preliminary cost estimate in Exhibit A was based upon the unit price in the bid and an estimated front footage of each property.

FISCAL IMPACT: The City will collect approximately **\$80,388.85** for the installation of sidewalk adjacent to S. Teri Lane, Zuern Drive, and Lake View Drive as a special assessment from property owners along these streets.

STAFF RECOMMENDATION: Adoption of Resolution No. 3561, a Final Resolution for the levying and collecting of special assessments under Section 66.0703 Wisconsin Statutes for the installation of sidewalk on S. TERI LANE, ZUERN DRIVE, AND LAKE VIEW DRIVE in the Lake View Acres, 1st Addition Subdivision and 2001, 2003, and 2007 Lake View Drive, & 2008 Zuern Drive and 40 S. Teri Lane, located in Section 23 and Section 22, T10N, R18N, City of Hartford, Washington County, Wisconsin.

PREPARED BY:



Jason W. Schall
City Engineer

2-20-2020
Date

REVIEWED BY:



Darryl Kranz
Director of Public Works

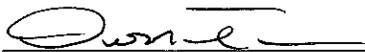
2-20-2020
Date

REVIEWED BY:

Ian Prust
City Attorney

Date

REVIEWED BY:

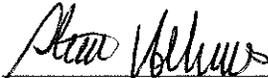


Dawn Timm
Finance Director/Treasurer

2/20/2020

Date

APPROVED BY:



Steve Volkert
City Administrator

2/20/2020

Date

ROUTING: Common Council

-

February 25, 2020

RESOLUTION NO. 3561

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WISCONSIN STATUTES FOR THE INSTALLATION OF SIDEWALK IN LAKE VIEW ACRES, 1ST ADDITION SUBDIVISION AND 2001, 2003, AND 2007 LAKE VIEW ACRES, & 2008 ZUERN DRIVE AND 40 S. TERI LANE LOCATED IN SECTION 23 AND SECTION 22, T10N, R18E, CITY OF HARTFORD, WASHINGTON COUNTY, WISCONSIN

WHEREAS, a public hearing was held by the Common Council on *February 25, 2020* in the Common Council Chambers at City Hall relative to levying and collecting special assessments from the owners of property located in the Lake View Acres, 1st Addition Subdivision and 2001, 2003, and 2007 Lake View Drive, and 2008 Zuern Drive and 40 S. Teri Lane as listed in Exhibit A and located in Section 23 and Section 22, T10N, R18E, City of Hartford, Washington County, Wisconsin.

WHEREAS, the preliminary resolution for this project was adopted by the Common Council as **Resolution No. 3560** on January 28, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, as follows:

1) That the report of the City Engineer dated **February 7, 2020** pertaining to the installation of sidewalk in the Lake View Acres, 1st Addition Subdivision and 2001, 2003, and 2007 Lake View Drive, & 2008 Zuern Drive and 40 S. Teri Lane attached as **Exhibit "B"** is hereby adopted and approved.

2) That construction will be completed during the 2020 construction season and approved costs are estimated using the bid costs for the 2020 Sidewalk Replacement Program.

3) That payment for the improvements be made by assessing the cost to the property benefited as identified on the attached **Exhibit "A"**.

4) That the assessments shown on the report represent an exercise of the police power, have been determined on a reasonable basis and are hereby confirmed.

5) That the assessments for the installation of sidewalk may be objected to as provided by statute by an interested property owner.

6) The Finance Director is hereby directed to invoice the property owners on or before *January 1, 2021*, the entire amount as identified on the attached schedule to be due and payable as follows:

- i) 100% within thirty (30) days of the date of the invoice; or

ii) Under a special assessment payment plan, one-fifth (1/5th) of the invoice within thirty (30) days of the date of the invoice and the balance payable in four (4) equal annual payments due ***September 1, 2021, September 1, 2022, September 1, 2023, September 1, 2024***, together with interest calculated on the outstanding balance at the rate of **4.0 %** annually, that rate being the City's borrowing rate, plus 1%.

7) Failure to render payment in accordance with these terms shall result in the entire amount outstanding, including interest, being placed upon the tax roll with interest at the rate of 1% per month, and a penalty of 1/2% per month, until payment is made.

8) The municipal clerk shall publish this resolution as a Class 1 notice under Chapter 985 Wisconsin Statutes in the assessment district and mail a copy of this resolution and a statement of the final assessment against the benefited property to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Signed:

Timothy C. Michalak, Mayor

Introduced: February 25, 2020

Adopted:

Attest: _____
Lori Hetzel, City Clerk

CITY OF HARTFORD NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that a PUBLIC HEARING will be held on *February 25, 2020 at 7:00 p.m.* or thereafter in the Common Council Chambers at the lower level of City Hall, 109 North Main Street, Hartford, Wisconsin, by the Common Council of the City of Hartford, regarding final special assessments under Section 66.0703 Wisconsin Statutes for the installation of *sidewalk* on both sides of S. Teri Lane, Zuern Drive, and Lake View Drive in the Lake View Acres, 1st Addition Subdivision to include all properties without sidewalk AND 2001, 2003, and 2007 Lake View Acres, and 2008 Zuern Drive AND 40 S. Teri Lane which are not part of the subdivision, along 37 properties located in the NW ¼ of Section 23 and the NE ¼ of Section 22, T10N, R18E, City of Hartford, Washington County, Wisconsin. The Preliminary Special Assessment Resolution for this project was adopted in Resolution No. 3560 by the Common Council on January 28, 2020.

The City Engineer's Report on the special assessments for the installation of *sidewalk* is available for viewing in the City Clerk's office in City Hall between the hours of 7:30 a.m. and 4:30 p.m. Monday – Friday by appointment.

The purpose of said Public Hearing is to hear those persons who wish to comment for or against the final special assessments for the installation of *sidewalk* on both sides of S. Teri Lane, Zuern Drive, and Lake View Drive in the Lake View Acres, 1st Addition Subdivision to include all properties without sidewalk AND 2001, 2003, and 2007 Lake View Drive, and 2008 Zuern Drive AND 40 S. Teri Lane which are not part of the subdivision, along 37 properties located in the NW ¼ of Section 23 and the NE ¼ of Section 22, T10N, R18E, City of Hartford, Washington County, Wisconsin.

Dated this 7th day of February, 2020.

Lori Hetzel
City Clerk
City of Hartford

EXHIBIT A
LAKE VIEW ACRES, 1ST ADDITION SUBDIVISION
AND 2001, 2003, & 2007 LAKE VIEW DRIVE
and 40 S. TERI LANE

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Front Footage L.F.	Cost
1	36-2302-004-001 31 S. Teri Lane	Lot 40 Lake View Acres First Addition DOC 1367008 SW-NW, Sect. 23, T10N, R18E	Thomas J. Glogovsky 31 S. Teri Lane Hartford, WI 53027	31	\$838.55
2	36-2302-001-013 40 S. Teri Lane	LOT 2 Lake View Acres CSM 4652 DOC 1191134 NW, Sect. 23, T10N, R18E	Aaron Brzycki and Jennifer Becker 40 S. Teri Lane Hartford, WI 53027	40	\$1,082.00
3	36-2302-001-005 48 S. Teri Lane	LOT8 Lake View Acres First Addition DOC 1288285 SW-NW, Sect. 23, T10N, R18E	Dale and Kim Martin 48 S. Teri Lane Hartford, WI 53027	65	\$1,758.25
4	36-2302-001-006 62 S. Teri Lane	LOT 9 Lake View Acres First Addition DOC 1100614 SW-NW, Sect. 23, T10N, R18E	Jacob and Amy Neuman 62 S. Teri Lane Hartford, WI 53027	66	\$1,785.30
5	36-2302-003-009 63 S. Teri Lane	LOT 2 CSM 4440, DOC 1105477 SW-NW, Sect. 23, T10N, R18E	Randolf Metzger 63 S. Teri Lane Hartford, WI 53027	267	\$7,222.35
6	36-2302-001-007 74 S. Teri Lane	Lot 10 Lake View Acres First Addition DOC 1362286 SW-NW, Sect. 23, T10N, R18E	Alex and Stacie Calarco 74 S. Teri Lane Hartford, WI 53027	66	\$1,785.30
7	36-2302-003-008 81 S. Teri Lane	Lot 31 Lake View Acres First Addition DOC 1439110 SW-NW, Sect. 23, T10N, R18E	Korey A. Inman 81 S. Teri Lane Hartford, WI 53027	136	\$3,678.80
8	36-2302-001-008 86 S. Teri Lane	LOT 11 Lake View Acres First Addition V574 P621 + V1540 P87 SW-NW, Sect. 23, T10N, R18E	Carol J. Walters 86 S. Teri Lane Hartford, WI 53027	67	\$1,812.35
9	36-2302-001-009 92 S. Teri Lane	LOT 12 Lake View Acres First Addition DOC 1247058 SW-NW, Sect. 23, T10N, R18E	Jay S. Pongracic 92 S. Teri Lane Hartford, WI 53027	66	\$1,785.30
10	36-2302-001-010 108 S. Teri Lane	Lot 13 Lake View Acres First Addition DOC 892917 SW-NW, Sect. 23, T10N, R18E	Arthur Arveson 108 S. Teri Lane Hartford, WI 53027	66	\$1,785.30

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Front Footage L.F.	Cost
11	36-2302-001-011 130 S. Teri Lane	LOT 14 Lake View Acres First Addition DOC 1152626+1227630 SW-NW, Sect. 23, T10N, R18E	Keith and Kimberly Blackman 130 S. Teri Lane Hartford, WI 53027	132	\$3,570.60
12	36-2201-002-005 2001 Lake View Drive	LOT 1 Kopmeiers Sub DOC 1451480 SE-NE, Sect. 22, T10N, R18E	Joel and Christy Podraza 2001 Lake View Drive Hartford, WI 53027	170 - 4" thick 20 - 6" thick	\$5,208.50
13	36-2201-002-006 2003 Lake View Drive	LOT 2 Kopmeiers Sub CSM 4830 DOC 1456141 SE-NE, Sect. 22, T10N, R18E	Derek Von Ruden and Whitney Wendorf 2003 Lake View Drive Hartford, WI 53027	26	\$703.30
14	36-2201-002-007 2007 Lake View Drive	LOT 3 Kopmeiers Sub CSN 4830 DOC 817470+1036074+1395369 SE-NE, Sect. 22, T10N, R18E	Thomas and Joan Thessin 2007 Lake View Drive Hartford, WI 53027	25	\$676.25
15	36-2302-002-008 2017 Lake View Drive	LOT 22 Lake View Acres First Addition DOC 1101020 SW-NW, Sect. 23, T10N, R18E	David and Amy Hahn 2017 Lake View Drive Hartford, WI 53027	79	\$2,136.95
16	36-2302-003-001 2022 Lake View Drive	LOT 23 Lake View Acres First Addition SW-NW, Sect. 23, T10N, R18E	Eric and Lisa Vondervellen 2022 Lake View Drive Hartford, WI 53027	166 - 4" thick 24 - 6" thick	\$5,222.30
17	36-2302-002-007 2029 Lake View Drive	LOT 21 Lake View Acres First Addition V574 P621+V1599 P297+V1614 P488+V1647 P402 SW-NW, Sect. 23, T10N, R18E	Gregory S. Exner 2029 Lake View Drive Hartford, WI 53027	64	\$1,731.20
18	36-2302-003-002 2034 Lake View Drive	LOT 24 Lake View Acres First Addition DOC 905808 SW-NW, Sect. 23, T10N, R18E	Mary Ann Foti 2034 Lake View Drive Hartford, WI 53027	61	\$1,650.05
19	36-2302-002-006 2041 Lake View Drive	LOT 20 Lake View Acres First Addition SOC 1447343 SW-NW, Sect. 23, T10N, R18E	Edward A. Hall and Hope Wascher 2041 Lake View Drive Hartford, WI 53027	64	\$1,731.20
20	36-2302-003-003 2046 Lake View Drive	LOT 25 Lake View Acres First Addition DOC 1351197 SW-NW, Sect. 23, T10N, R18E	Leo and Holly Sughroue 2046 Lake View Drive Hartford, WI 53027	60	\$1,623.00
21	36-2302-002-005 2051 Lake View Drive	LOT 19 Lake View Acres First Addition V574 P621+V1599 P297+V1737 P379 SW-NW, Sect. 23, T10N, R18E	Duwayne and Mary Hanislo 2051 Lake View Drive Hartford, WI 53027	65	\$1,758.25

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Front Footage L.F.	Cost
22	36-2302-003-004 2054 Lake View Drive	LOT 26 Lake View Cres First Addition DOC 1125543 SW-NW, Sect. 23, T10N, R18E	Melwin and Ruth Kegel 2054 Lake View Drive Hartford, WI 53027	63 - 4" thick 18 - 6" thick	\$2,253.15
23	36-2302-002-004 2063 Lake View Drive	LOT 18 Lake View Acres First Addition DOC 1048996 SW-NW, Sect. 23, T10N, R18E	Angela R. Porchetta 2063 Lake View Drive Hartford, WI 53027	65	\$1,758.25
24	36-2302-003-005 2066 Lake View Drive	LOT 27 Lake View Acres Dirst Addition DOC 1435843 SW-NW, Sect. 23, T10N, R18E	Steve and Emily Benson 2066 Lake View Drive Hartford, WI 53027	62	\$1,677.10
25	36-2302-002-003 2075 Lake View Drive	LOT 17 Lake View Acres First Addition V574 P621+V1604 P162 SW-NW, Sect. 23, T10N, R18E	Lori M. Cook 2075 Lake View Drive Hartford, WI 53027	66 - 4" thick 18 - 6" thick	\$2,334.30
26	36-2302-002-002 2087 Lake View Drive	LOT 16 Lake View Acres First Addition V574 P621+V1606 P6 SW-NW, Sect. 23, T10N, R18E	Kathryn L. Sibley 2087 Lake View Drive Hartford, WI 53027	112	\$3,029.60
27	36-2201-002-009 2008 Zuern Drive	LOT 1 Snyder Heights DOC 1437697 SE-NE, Sect. 22, T10N, R18E	Candace A. Holman 2008 Zuern Drive Hartford, WI 53027	10	\$270.50
28	36-2302-004-007 2054 Zuern Drive	LOT 34 Lake View Acres DOC 1086222 SW-NW, Sect. 23, T10N, R18E	Brian & Lisa Dunwiddie 2054 Zuern Drive Hartford, WI 53027	69	\$1,866.45
29	36-2302-003-013 2057 Zuern Drive	LOT 28 Lake View Acres First Addition DOC 786343 SW-NW, Sect. 23, T10N, R18E	Douglas & Cheryl Malaha 2057 Zuern Drive Hartford, WI 53027	66	\$1,785.30
30	36-2302-003-012 2065 Zuern Drive	LOT 29 Lake View Acres First Addition DOC 1364790 SW-NW, Sect. 23, T10N, R18E	Kevin & Leddy Luebke 2065 Zuern Drive Hartford, WI 53027	68	\$1,839.40
31	36-2302-004-006 2066 Zuern Drive	LOT 35 Lake View Acres First Addition DOC 1293945 SW-NW, Sect. 23, T10N, R18E	Trevor R. Ford 2066 Zuern Drive Hartford, WI 53027	71	\$1,920.55
32	36-2302-004-005 2076 Zuern Drive	LOT 36 Lake View Acres First Addition V574 P621+V1512 P405+V1619 P401 SW-NW, Sect. 23, T10N, R18E	Myrna C. Troncoso 2076 Zuern Drive Hartford, WI 53027	69	\$1,866.45

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Front Footage L.F.	Cost
33	36-2302-003-011 2077 Zuern Drive	LOT 30 Lake View Acres First Addition V574 P621+V1599 P297+V1628 P118 SW-NW, Sect. 23, T10N, R18E	Todd and Polly Kahle 2077 Zuern Drive Hartford, WI 53027	64	\$1,731.20
34	36-2302-004-004 2090 Zuern Drive	LOT 37 Lake View Acres First Addition DOC 1367857 SW-NW, Sect. 23, T10N, R18E	Jeffrey L. Nelson 2090 Zuern Drive Hartford, WI 53027	69	\$1,866.45
35	36-2302-003-010 2091 Zuern Drive	LOT 1, CSM 4440 DOC 1112176 SW-NW, Sect. 23, T10N, R18E	David A. Reed, Jr. 2091 Zuern Drive Hartford, WI 53027	89 - 4" thick 13 - 6" thick	\$2,803.95
36	36-2302-004-003 2104 Zuern Drive	LOT 38 Lake View Acres First Addition DOC 1401377 SW-NW, Sect. 23, T10N, R18E	Alex J. Gunderson 2104 Zuern Drive Hartford, WI 53027	69	\$1,866.45
37	36-2302-004-002 2112 Zuern Drive	LOT 39 Lake View Acres First Addition DOC 1451019 SW-NW, Sect. 23, T10N, R18E	Gregory & Catherine Schwehr 2112 Zuern Drive Hartford, WI 53027	73	\$1,974.65
			TOTAL SPECIAL ASSESSMENTS	37	
			FRONT FOOTAGE L.F.	2313	
			TOTAL COSTS		\$80,388.85

Excel/ProjectCosts/SpecialAssessments - Exhibit A/Lake View Acres, 1st Addition - Installation of Sidewalk 2020

EXHIBIT "B"

ENGINEER'S REPORT

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WISCONSIN STATUTES FOR THE INSTALLATION OF SIDEWALK ALONG S. TERI LANE, ZUERN DRIVE AND LAKE VIEW DRIVE, IN LAKE VIEW ACRES, 1ST ADDITION SUBDIVISION AND 2001, 2003, 2007 LAKE VIEW DRIVE, AND 2008 ZUERN DRIVE, AND 40 S. TERI LANE, LOCATED IN NW ¼ OF SECTION 23 AND THE NE ¼ OF SECTION 22, T10N, R18E, CITY OF HARTFORD, WASHINGTON COUNTY, WISCONSIN

Sidewalk will be installed along S. Teri Lane, Zuern Drive and Lake View Drive in Lake View Acres, 1st Addition Subdivision and at 2001, 2003, 2007 Lake View Drive, and 2008 Zuern Drive, and 40 S. Teri Lane, located in the NW ¼ of Section 23 and the NE ¼ of Section 22, T10N, R18E, during the 2020 construction season to serve 37 properties as listed on **Exhibit A**.

The preliminary resolution for this project was adopted by the Common Council in Resolution No. 3560 on January 28, 2020. These properties are being assessed on a per front footage basis. The costs to install this sidewalk have been estimated based on the low bid cost from the 2020 Sidewalk Replacement Program bid of February 4, 2020. The total estimated cost for the installation of 2,313 L.F. of sidewalk is **\$80,388.85**.

The Final Resolution will have an option for the property owners to pay for the sanitary sewer installation in one lump sum or installments. The number of installments will be approved as part of the Final Resolution following the public hearing. The typical 5-year payment plan will be proposed with interest being paid each year at 1% over the City borrowing costs. Based on the latest City of Hartford borrowing, the City Finance Director indicated that the interest rate for this project would be 4% (the City's borrowing rate, plus 1%).

I have personally reviewed the property listed in this report, and find the properties will benefit by the construction of these sidewalk improvements. The assessment costs are reasonable and the property is assessed by the front foot assessment method. The sidewalk installation is in accordance with the City of Hartford's Ordinance and the 2020 Sidewalk Replacement Program bid documents and cost estimates are on file at the City Engineer's Office at City Hall, Hartford, Wisconsin.

Dated this 7th day of February, 2020.



Jason W. Schall, P.E.
City Engineer, City of Hartford

EXECUTIVE SUMMARY

Resolution No. 3562

TITLE: A Preliminary Resolution For The Levying Of Special Assessments Under Section 66.0703 Wis. Statutes For The Installation Of Sidewalk On Evergreen Drive (Address – 303 E. Monroe Avenue, 827 & 841 Grand Avenue), On Morgan Drive (150 Jefferson Avenue), And On Arthur Avenue (753 & 761 Arthur Avenue).

BACKGROUND: The City of Hartford has been working to improve the sidewalk network throughout the City. This has been accomplished through the annual Sidewalk Program which requires defective sidewalk to be replaced. As part of the program, the City has also tried to close any gaps in the sidewalk network as part of this program. As the Engineering Department was inspecting sidewalk for the 2020 Sidewalk Program, several areas of missing sidewalk were observed. These areas include the following locations:

- Evergreen Drive – E. Monroe Avenue to the south
- Morgan Drive – Jefferson Avenue to the north end
- Arthur Avenue – E. Monroe Avenue to the north end

Evergreen Drive is missing sidewalk along the east side of the street from E. Monroe Avenue to 350' south. Morgan Drive is missing sidewalk along the east side of the street from Jefferson Avenue to 225' north. Arthur Avenue is missing sidewalk along the west side of the street from E. Monroe Avenue to the north end of the street (approximately 250'). Maps are attached showing the locations of these missing sidewalks.

The City of Hartford does require all new development to install sidewalk along both sides of all streets, with the exception of the Industrial Park. These gaps in the sidewalk network are all located on dead end streets and a cul-de-sac with sidewalk available on the opposite side of the street. The Public Works Committee reviewed this issue at its January 28, 2020 meeting and recommended introducing the Preliminary Resolution to the Common Council for this sidewalk installation.

The cost estimate for this work using the 2020 Sidewalk Replacement Program low bid received on February 4, 2020 is approximately \$25,000.00. This was presented to the Public Works Committee before the sidewalk bids were received. The bids already exceed the 2020 budget for sidewalk installation. However, these costs would all be special assessed back to the property owners and the City would be reimbursed for the sidewalk installation.

FISCAL IMPACT: The City will collect no money as part of the preliminary resolution, but costs would be incurred with the adoption of the final resolution after the sidewalk is installed by the City's contractor and will then be special assessed to each owner of the adjacent property. The estimated cost of this work is \$25,000.00.

RECOMMENDATION: Adoption of Preliminary Resolution 3562 for the levying of special assessments under Section 66.0703 Wisconsin Statutes for the installation of sidewalk on Evergreen Drive, Morgan Drive, and Arthur Avenue as shown on the attached maps.

PREPARED BY: Jason W. Schall 2-20-2020
Jason W. Schall
City Engineer DATE

REVIEWED BY: Darryl Kranz 2-20-2020
Darryl Kranz
Director of Public Works DATE

REVIEWED BY: Dawn Timm 2-20-2020
Dawn Timm
Finance Director/Treasurer DATE

APPROVED BY: Steve Volkert 2-20-2020
Steve Volkert
City Administrator DATE

ROUTING: Common Council - February 25, 2020

RESOLUTION NO. 3562

A PRELIMINARY RESOLUTION FOR THE LEVYING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WIS. STATUTES FOR THE INSTALLATION OF SIDEWALK ON EVERGREEN DRIVE (ADDRESS – 303 E. MONROE AVENUE, 827 & 841 GRAND AVENUE), ON MORGAN DRIVE (150 JEFFERSON AVENUE), AND ON ARTHUR AVENUE (753 & 761 ARTHUR AVENUE)

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, hereby resolves as follows:

1) The Common Council declares its intention to exercise its police power under Section 66.0703 Wisconsin Statutes to levy special assessments for the installation of sidewalk on Evergreen Drive (address – 303 E. Monroe Avenue, 827 & 841 Grand Avenue), on Morgan Drive (150 Jefferson Avenue), and on Arthur Avenue (753 & 761 Arthur Avenue).

2) It is the determination of the Common Council that said municipal work shall be made under the police power and that the amount assessed against each property shall be based upon street frontage.

3) The property involved, which is to be assessed by street frontage, is located *on Evergreen Drive, Morgan Drive, and Arthur Avenue*. The assessment against any parcel may be paid in one sum or installments, the number of which shall be determined following a public hearing on the proposed assessment.

4) The City Engineer is directed to prepare a report consisting of:

- a) Final plans and specifications of the improvements.
- b) A statement of the entire cost of the work as estimated.
- c) A schedule of the proposed assessments against each parcel.
- d) A statement that the property against which the assessments are proposed has been inspected and is or will be benefited setting forth the basis of the benefit.

5) When the report is completed, the City Engineer shall file a copy of the report with the City Clerk for public inspection.

6) The City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general description of the property to be assessed, the time and place in which the Engineer's Report may be inspected, and the time and place of the public hearing and the matter contained in the preliminary resolution and the reports. This notice shall be published as a Class I notice and a copy shall be mailed at least 10 days before the hearing to every interested party. The hearing shall commence not less than 10 nor more than 40 days after publication.

7) The hearing shall be held in the Common Council Chambers, Room L01, 109 North Main Street, on Tuesday, March 25, 2020 and in accordance with Section 66.0703 (7) Wisconsin Statutes.

Signed:

Timothy C. Michalak, Mayor

Introduced: February 25, 2020

Adopted:

Attest: _____

Lori Hetzel, City Clerk

EAST MONROE AVENUE

EVERGREEN DRIVE







EXECUTIVE SUMMARY
RESOLUTION NO. 3563

TITLE: Wisconsin Gas, LLC Request for a Distribution Easement along the east side of N. Wacker Drive from W. Wisconsin Street to approximately 450' south.

BACKGROUND: The City of Hartford received a request for a Distribution Easement from Wisconsin Gas, LLC, (We Energies) to install underground utility facilities along the east side of N. Wacker Drive on City owned property from W. Wisconsin Street to approximately 450' south. As a result of the N. Wacker Drive bridge replacement, We Energies will need to relocate a section of 6" high pressure gas main to gain a safe distance from the new bridge foundation. The easement area is located on the east side of N. Wacker Drive on two parcels owned by the City of Hartford. They are requesting a 20' by 450' easement area. The distance is required due to the location of the river at the bridge location and also the depth of the gas pipe required below the river bed. We Energies will provide a permanent easement area which will be attached to the Distribution Easement as Exhibit A and will include a 20 foot by 450 foot easement area over lands owned by the City as part of the Northwest ¼ of Section 20, Township 10 North, Range 18 East in the City of Hartford.

We Energies does have some requirements and restrictions for this easement area if it is approved. I have sent these restrictions to multiple City Departments to ensure they will not conflict with other City operations within the easement area.

FISCAL IMPACT: There is no cost involved for the easement on this property.

RECOMMENDATION: Appropriate City officials are authorized to execute the Wisconsin Gas, LLC Distribution Easement for underground utility facilities along the east side of N. Wacker Drive from W. Wisconsin Street to approximately 450' south within a 20-foot by 450-foot easement area as long as all City Departments have approved of the We Energies restrictions within the easement area.

PREPARED BY: Jason W. Schall 2-20-2020
Jason W. Schall Date
City Engineer

REVIEWED BY: Darryl Kraatz 2-20-2020
Darryl Kraatz Date
Director of Public Works

REVIEWED BY: _____
Ian Prust Date
City Attorney

APPROVED BY: Steve Volkert 2-20-2020
Steve Volkert Date
City Administrator

ROUTING: Common Council - February 25, 2020

Executive Summary-Engineering/ Wisconsin Gas Easement 2-N. Wacker Drive

RESOLUTION NO. 3563

A RESOLUTION APPROVING A DISTRIBUTION EASEMENT (GAS) ON CITY OF HARTFORD LAND ALONG THE EAST SIDE OF N. WACKER DRIVE FROM W. WISCONSIN TO APPROXIMATELY 450' SOUTH.

WHEREAS, Wisconsin Gas, LLC has requested a Distribution Easement to install underground utility facilities along the east side of N. Wacker Drive from W. Wisconsin to approximately 450' south on City of Hartford owned property, and

WHEREAS, We Energies, Gas Division, will provide a permanent easement area which will be attached to the Distribution Easement as Exhibit A showing the 20-foot by 450-foot easement area over lands owned by the City as part of the Northwest ¼ of Section 20, Township 10 North, Range 18 East, in the City of Hartford, and

WHEREAS, it is in the public interest to grant this request.

BE IT RESOLVED by the Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, that the Mayor and Clerk are authorized to execute the Distribution Easement attached hereto on behalf of the City of Hartford.

Signed:

Timothy C. Michalak, Mayor

Introduced: February 25, 2020

Adopted:

Attest: _____

Lori Hetzel, City Clerk

**DISTRIBUTION EASEMENT
GAS**

Document Number

WR NO. **4431905** IO NO. **MRO47501589**

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **CITY OF HARTFORD**, hereinafter referred to as "Grantor", owner of land, hereby grants and warrants to **WISCONSIN GAS LLC, a Wisconsin limited liability company doing business as We Energies**, hereinafter referred to as "Grantee", a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area".

The easement area is described as a strip of land 20 feet in width being a part of Grantor's lands located in the **Northeast 1/4 of Section 20, Township 10 North, Range 18 East** in the City of Hartford, Washington County, Wisconsin.

Parcel addresses: 143 Grant Street and 710 West Sumner Street

The location of the easement area with respect to Grantor's land is as shown on the attached drawing, marked Exhibit "A", and made a part of this document.

Grantor agrees to comply with the Addendum - General Construction Requirements and Restrictions for We Energies Gas Pipeline Easement Areas which is attached hereto, marked Exhibit "B", consisting of two pages, and made a part hereof by this reference.

RETURN TO:
We Energies
PROPERTY RIGHTS & INFORMATION GROUP
231 W. MICHIGAN STREET, ROOM P129
PO BOX 2046
MILWAUKEE, WI 53201-2046

36-2001009003 and 36-2001001001
(Parcel Identification Number)

1. **Purpose:** The purpose of this easement is to construct, install, operate, maintain repair, replace and extend underground utility facilities, pipeline or pipelines with valves, tieovers, main laterals and service laterals, together with all necessary and appurtenant equipment under and above ground, including cathodic protection apparatus used for corrosion control, as deemed necessary by Grantee, for the transmission and distribution of natural gas and all by-products thereof, or any liquids, gases, or substances which can or may be transported or distributed through a pipeline, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. **Access:** Grantee or its agents shall have the right to enter and use Grantor's land with full right of ingress and egress over and across the easement area and adjacent lands of Grantor for the purpose of exercising its rights in the easement area.
3. **Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin gas codes or any amendments thereto.
4. **Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
5. **Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
6. **Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
7. **Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

8. **Easement Review:** Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document or voluntarily waives the five day review period.

Grantor:

CITY OF HARTFORD

By _____

(Print name and title): _____

By _____

(Print name and title): _____

Personally came before me in _____ County, Wisconsin on _____, 2020,

The above named _____, the _____

and _____, the _____ of the

CITY OF HARTFORD, for the municipal corporation, by its authority, and pursuant to Resolution File No. _____

adopted by its _____ on _____, 2020.

Notary Public Signature, State of Wisconsin

Notary Public Name (Typed or Printed)

(NOTARY STAMP/SEAL)

My commission expires: _____

This instrument was drafted by Michele Arendt on behalf of Wisconsin Electric Power Company, PO Box 2046, Milwaukee, Wisconsin 53201-2046.

TEMPORARY EXHIBIT A

 = Proposed Easement Area



EXHIBIT "B"

ADDENDUM

General Construction Requirements and Restrictions for We Energies Pipeline Easement Areas

1. The easement area must be accessible to We Energies personnel or their agents.
2. Fill material, rubble, scrap, pavement, berms or earthworks may not be placed within the easement area without We Energies' prior written approval.
3. The elevation or grade over the gas pipeline may not be altered by more than 4 inches without We Energies' prior written approval. A minimum of 36 inches of cover over the gas pipeline must be maintained at all times; however, 48 inches of cover is permitted.
4. Retention ponds and their inlets/outlets are not permitted within the easement area. However, a storm sewer is permitted within the easement area upon prior written approval from We Energies as to the location of same.
5. No drainage ditches or drain tiles may be constructed within the gas pipeline easement area unless approved in writing by We Energies with proper cover and erosion protection. Plans must be submitted to We Energies for written approval.
6. Septic fields or mound systems may not be constructed within the easement area. Laterals to or from the field or mound may cross the gas pipeline, provided that they maintain an 18 inch separation from the gas pipeline. If it is necessary to locate and expose the gas pipeline, excavation must be done by hand-digging with a We Energies representative present.
7. Underground culverts, pipelines, cables, sewers or any utility must not be placed within 18 inches of the gas pipeline in any direction and must be hand dug when within 4 feet of the gas pipeline. We Energies must be notified when excavation is planned in proximity to the gas pipeline to view and inspect excavation activities. Plans must be submitted to We Energies for prior written approval. There will be no charge to Grantor for the We Energies representative to view and inspect any underground excavation.
8. Digger's Hotline must be contacted at least 3 days prior to any excavation or construction activities within the easement area. The current phone number for Digger's Hotline is 1-800-242-8511.
9. Structures or above ground improvements **are not** allowed within the easement area. These prohibited structures include but are not limited to: houses, garages, outbuildings, storage sheds, decks, swimming pools, gazebos, satellite dish antennas and dog kennels/runs.

EXHIBIT "B" – Page 2

10. Landscaping, including trees and shrubs, **is not** permitted within fifteen (15) feet of the centerline of the pipeline.
11. The installation of future roadways must be supported by sound structural fill around the gas pipeline. We Energies may require soil borings to establish the subgrade load bearing characteristics of the site and prove that unstable soils are not present around the gas pipeline. Plans must be submitted to We Energies for written approval.
12. A paved/compacted surface, such as a driveway, is allowed within the easement area provided that a minimum cover of 48 inches is maintained over the gas pipeline. Plans must be submitted to We Energies for prior written approval.
13. Heavy earth moving equipment may not be routed over the gas pipeline without providing load bearing protection, such as temporary pavement, heavy mats, additional compacted cover or other adequate bridging methods. Prior notification to and written approval from We Energies are required.
14. **We Energies must be contacted at least three (3) working days prior to any excavation activity within the easement area to coordinate oversight or inspection, or to confirm compliance with these provisions. The current phone number for We Energies Gas Emergency Response is 1-800-261-5325.** There will be no charge to Grantor for any oversight, inspection, or compliance information.
15. Additional protective requirements may be necessary upon review of Grantor's construction plans submitted to We Energies as required by the Easement Agreement.

Executive Summary

Resolution No. 3564

Title: Review of the Certified Survey Map for 110 North Pike Lake Drive

Background: As part of the development of the parcel at the northeast corner of East Sumner Street and North Pike Lake Drive, Design2Construct has submitted a certified survey map splitting the parcel into two lots and an outlet. The two lots are intended for office development and the certified survey map is part of a process that includes a concept plan review (completed in December 2019) and a concurrent rezoning and site plan review in February 2020.

Lot 1, fronting along East Sumner Street and North Pike Lake Drive, is 4.967 acres (216,375 square feet). Lot 2, fronting along North Pike Lake Drive, is 4.907 acres (213,761 square feet). The outlet is a portion of wetland extending east from the main lot and fronting East Sumner Street. It is 1.048 acres (45,668 square feet). Both Lot 1 and Lot 2 meet the area requirements for the intended B-4 Professional Office District zoning.

Recommendation: The Planning Staff recommends approval of the Certified Survey Map for 110 North Pike Lake Drive.

Prepared By: Justin Drew 2/4/20
Justin Drew, Date
City Planner

Reviewed By: Jason Schall 2-4-2020
Jason Schall Date
City Engineer

Reviewed By: Lori Hetzel 02/04/20
Lori Hetzel Date
City Clerk

Approved By: Steven Volkert 02/04/2020
Steven Volkert, Date
City Administrator

ROUTING: PLAN COMMISSION 02/10/2020
COMMON COUNCIL 02/25/2020

RESOLUTION NO. 3564

A RESOLUTION APPROVING A CERTIFIED SURVEY MAP
FOR A PROPERTY LOCATED IN THE CITY OF HARTFORD
110 North Pike Lake Drive

BE IT RESOLVED by the Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, that the Certified Survey Map for the property described as Lot Two (2) of Certified Survey Map No. 5845, recorded in the Washington County Registry on January 28, 2005 in Volume 43 of Certified Survey Maps on page 17 – 20, as Document No. 1076957 and corrected by Affidavit recorded on December 20, 2006 as Document No. 1147444, being a part of the Northwest $\frac{1}{4}$ of the Northeast $\frac{1}{4}$, part of the Southwest $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ and part of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 22, Township 10 North, Range 18 East, City of Hartford, Washington County, Wisconsin, is hereby approved.

Signed:

Timothy C. Michalak, Mayor

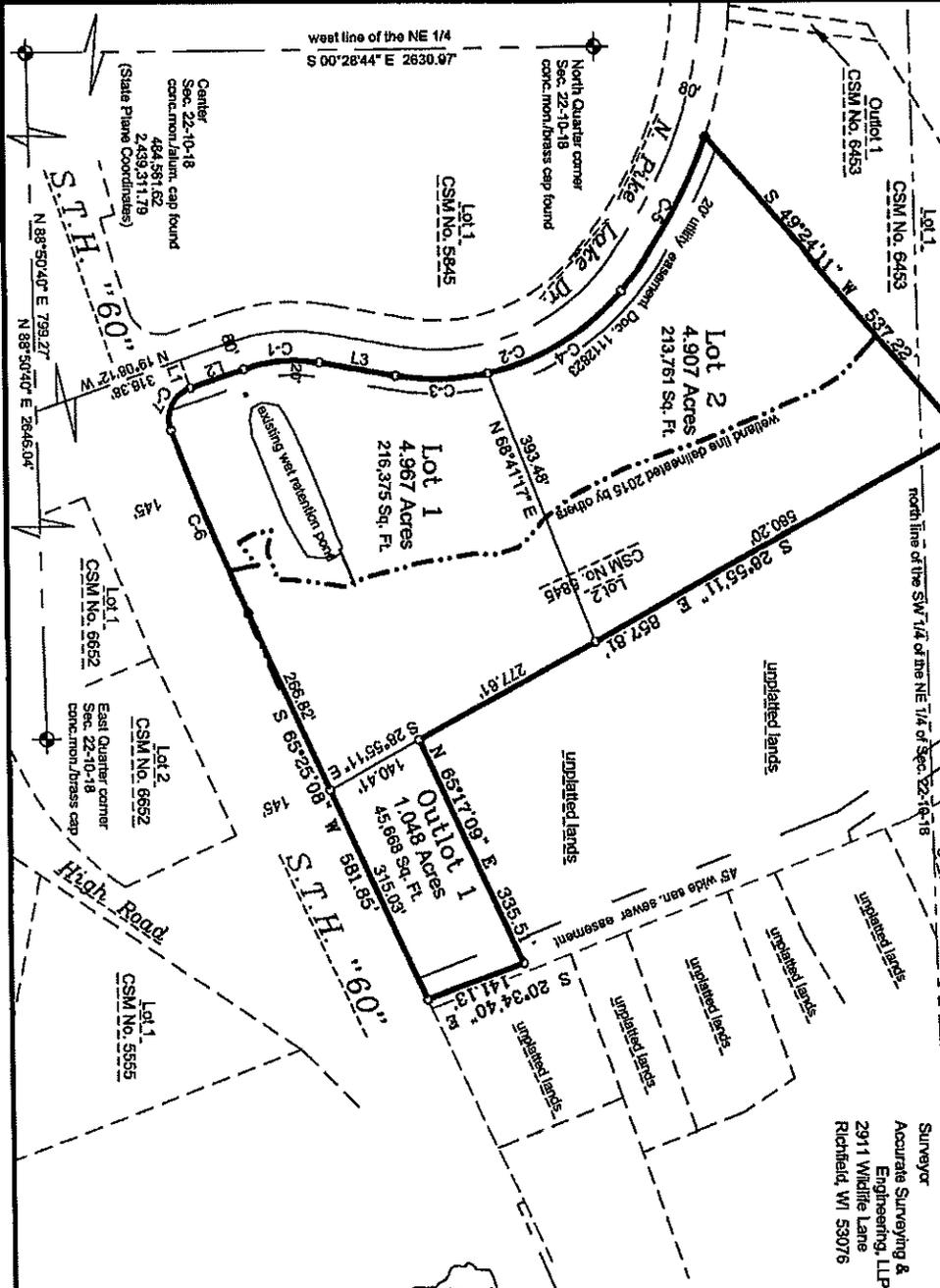
INTRODUCED: February 25, 2020

ADOPTED: February 25, 2020

ATTEST: _____
Lori Hetzel, City Clerk

Washington County Certified Survey Map

Lot Two (2) of Certified Survey Map No. 5845, recorded in the Washington County Registry on January 28, 2005 in Volume 43 of Certified Survey Maps on page 17-20, as Document No. 1078957 and corrected by Affidavit recorded on December 20, 2006 as Document No. 1147444, being a part of the Northeast 1/4 of the Northeast 1/4, part of the Southwest 1/4 of the Northeast 1/4 and part of the Southeast 1/4 of the Northeast 1/4 of Section 22, Township 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin.



Owner/Subdivider
 Delaney Group LLC
 N73W21010 Northwest Passage
 Jackson, WI 53037

Surveyor
 Accurate Surveying &
 Engineering, LLP.
 2911 Wildlife Lane
 Richfield, WI 53076

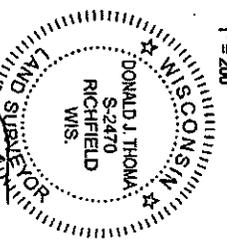
See Sheet 2 of 4 for Line Chart and Curve Details.

(meas.) means "measured as"

● - indicates a 1.3" od iron pipe found unless noted.

○ - indicates a 1.3" od x 18" iron pipe weighing 1.68 lbs./ft. set.

Bearings are referenced to the Wisconsin State Plane Coordinate System Gnd., South Zone. The west line of the NE 1/4 of Sec. 22-10-18 has a grid bearing of S 00°28'44" E, NAD 27 (2017 Control Summary)



Donald J. Thoma
 Donald J. Thoma, S-2470

Dated this 6th day of *February*, 2020.
 Revised this 5th day of February, 2020.
 This instrument was drafted by Donald J. Thoma, S-2470

Washington County Certified Survey Map

Lot Two (2) of Certified Survey Map No. 5845, recorded in the Washington County Registry on January 28, 2005 in Volume 43 of Certified Survey Maps on page 17-20, as Document No. 1076957 and corrected by Affidavit recorded on December 20, 2006 as Document No. 1147444, being a part of the Northwest 1/4 of the Northeast 1/4, part of the Southwest 1/4 of the Northeast 1/4 and part of the Southeast 1/4 of the Northeast 1/4 of Section 22, Township 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin.

Line Data:

LINE	BEARING	DISTANCE
L-1	N 70°51'48" E	40.00'
L-2	N 19°08'12" W	77.49'
L-3	N 09°54'34" E	106.27'

Curve Data:

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD LENGTH	CHORD BEARING	TANGENT BEARING-IN	TANGENT BEARING-OUT
C-1	108.46'	210.00'	29°02'46"	105.32'	N 04°36'43" W	N 19°08'12" W	N 09°54'34" E
C-2	347.18'	330.00'	60°16'43"	331.39'	N 20°13'48" W	N 09°54'34" E	N 50°22'10" W
C-3	127.89'	330.00'	22°12'19"	127.09'	N 01°11'36" W	N 12°17'45" W	N 50°22'10" W
C-4	219.29'	330.00'	38°04'25"	215.28'	N 31°19'57" W	N 12°17'45" W	N 71°12'39" W
C-5	341.88'	665.00'	20°50'29"	240.58'	N 80°47'24" W	N 50°22'10" W	N 89°32'55" W
C-6	270.27'	3745.72'	4°07'47"	270.21'	S 67°29'02" W	S 65°25'08" W	S 69°32'55" W
C-7	71.72'	45.00'	91°18'53"	64.37'	N 64°47'38" W	N 89°32'55" E	N 19°08'12" W

Surveyor's Certificate:

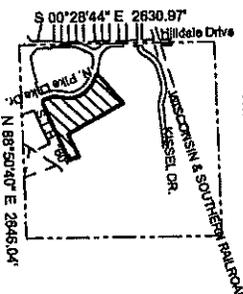
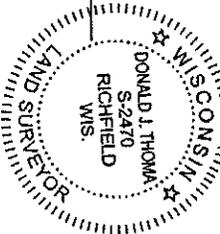
I, Donald J. Thoma, Professional Land Surveyor, hereby certify that by the direction of James G. Blise, I have surveyed, divided and mapped the land shown and described hereon, Lot Two (2) of Certified Survey Map No. 5845, recorded in the Washington County Registry on January 28, 2005 in Volume 43 of Certified Survey Maps on page 17-20, as Document No. 1076957 and corrected by Affidavit recorded on December 20, 2006 as Document No. 1147444, being a part of the Northwest 1/4 of the Northeast 1/4, part of the Southwest 1/4 of the Northeast 1/4 and part of the Southeast 1/4 of the Northeast 1/4 of Section 22, Township 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin.

Containing 10.923 acres (475,804 square feet) more or less.

I further certify that I have fully complied with the provisions of sec. 236.34 of Wisconsin Statutes and the City of Hartford Land Division Ordinance in surveying, dividing, and mapping said land, and the this map is a correct representation of the exterior boundaries of the land surveyed and the division of said lands.

Dated this 5th day of February, 2020.
Revised this 5th day of February, 2020.

Donald J. Thoma
Donald J. Thoma, S-2470



Location Sketch
NE 1/4 of Sec. 22-10-18
Scale: 1" = 200'

This instrument was drafted by Donald J. Thoma, S-2470

Washington County Certified Survey Map

Lot Two (2) of Certified Survey Map No. 5845, recorded in the Washington County Registry on January 28, 2005 in Volume 43 of Certified Survey Maps on page 17-20, as Document No. 1076957 and connected by Affidavit recorded on December 20, 2006 as Document No. 1147444, being a part of the Northwest 1/4 of the Northeast 1/4, part of the Southwest 1/4 of the Northeast 1/4 and part of the Southeast 1/4 of the Northeast 1/4 of Section 22, Township 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin.

Corporate Owner's Certificate:

Delaney Group LLC, a corporation duly organized and existing under and by virtue of the laws of Wisconsin, as owner, does hereby certify that said corporation caused the land on this Certified Survey Map to be surveyed, divided and mapped as represented on this map.

Delaney Group LLC, does further certify that this Certified Survey Map is required by sec. 236.34 of Wisconsin Statutes to be submitted to the following for approval.
City of Hartford Plan Commission City of Hartford Common Council

IN WITNESS WHEREOF, Delaney Group LLC, has caused these presents to be signed by James G. Blise and Tale A. Boho its officers, at _____, Wisconsin, and its corporate seal to be hereunto affixed this _____ day of _____, 2020.

In the presence of:
Delaney Group LLC
Corporate Name _____

Officer _____ Officer _____
James G. Blise - member Tale A. Boho - member
(Print) (Print)

STATE OF WISCONSIN)
WASHINGTON COUNTY's.s
Personally came before me this _____ day of _____, 2020, James G. Blise and Tale A. Boho

Officers of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such Officers of said corporation, and acknowledge that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) _____, Notary Public, _____, Wisconsin.

My commission expires _____

This instrument was drafted by Donald J. Thoma, S-2470

Consent of Corporate Mortgage:

_____ a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing and mapping of the land described on this Certified Survey Map, and does hereby consent to the above certificate of Delaney Group LLC, owner.

IN WITNESS WHEREOF, the said _____ has caused these presents to be signed by _____, its President, and countersigned by _____, its Secretary(cashier), at _____, Wisconsin, and its corporate seal to be hereunto affixed this _____ day of _____, 20____. In the presence of: _____

Corporate Name _____ (Corporate Seal)
President _____ Secretary or Cashier _____ Date _____

STATE OF WISCONSIN)
WASHINGTON COUNTY's.s
Personally came before me this _____ day of _____, 20____.

President, and _____ Secretary(cashier) of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary(cashier) of said corporation, and acknowledge that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) _____, Notary Public, _____, Wisconsin.

My commission expires _____

Washington County Certified Survey Map

Lot Two (2) of Certified Survey Map No. 5845, recorded in the Washington County Registry on January 28, 2005 in Volume 43 of Certified Survey Maps on page 17-20, as Document No. 1076957 and corrected by Affidavit recorded on December 20, 2006 as Document No. 1147444, being a part of the Northwest 1/4 of the Northeast 1/4, part of the Southwest 1/4 of the Northeast 1/4 and part of the Southeast 1/4 of the Northeast 1/4 of Section 22, Township 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin.

City of Hartford Plan Commission:

City of Hartford Approval Certificate
Approved for Recording by the City of Hartford

Date: _____ Signed: Timothy C. Michalak - Chairperson

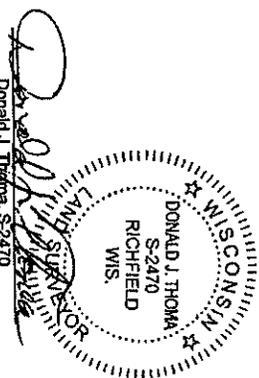
Date: _____ Signed: Justin Drew - Secretary

City of Hartford Common Council:

City of Hartford Approval Certificate
Approved for Recording by the City of Hartford

Date: _____ Signed: Timothy C. Michalak - Mayor

Date: _____ Signed: Lori Hetzel - City Clerk



Dated this 6 day of January, 2020.
Revised this 5th day of February, 2020.
This instrument was drafted by Donald J. Thoma, S-2470

CITY OF HARTFORD
 APPLICATION FOR DEVELOPMENT REVIEW
 (PLEASE PRINT OR TYPE)

Project Name: Hartford Spec Development

Project Location (Address or Legal Description): Northeast corner of STH 60 and Pike Lake Dr.

Tax Key Number: 2201008003

Applicant Name: Mark Hertzfeldt - Design 2 Construct

Address: N173W21010 Northwest Passage

City: Jackson State: WI Zip: 53037

Daytime Phone: 262-677-9933 Fax: 262-677-9934 Other: 262-224-1342 Cell

Office Use Only			
Account Number	Description	#lots	Subtotal
100.604.444100.44410 (#76)	*Master Plan Amendment	n/a	_____
	\$515.00		_____

100.604.440000.48890	*Special Plan Commission Meeting	n/a	_____
	\$400.00		_____

100.601.461400.46142 (#77)	*Conceptual Certified Survey Map	n/a	_____
	\$150.00		_____
	*Certified Survey Map	n/a	_____
	\$250.00		_____
	*Final Plat		_____
	\$500.00 +		_____
	\$12.00/lot		_____
	*Final Plat Re-App	n/a	_____
	\$350.00		_____
	*Preliminary Plat		_____
	\$500.00 +		_____
	\$15.00/lot		_____
	*Preliminary Plat Re-App	n/a	_____
	\$350.00		_____

100.604.440000.44420 (#78)	*Annexations		_____
	\$500 + \$100.00/acre		_____
	(\$1500.00 max)		_____
	*Conceptual Plat, under 10 acres		_____
	\$300.00		_____
	*Conceptual Plat, 10 acres and over		_____
	\$450.00		_____
	*Planned Unit Development		_____
	\$400.00		_____
	*Condominium Plat		_____
	\$200.00		_____

EXTRATERRITORIAL:			
100.604.440000.44420 (#78)	Certified Survey Map	n/a	_____
	\$150		_____
	Preliminary Plat		_____
	\$400 +		_____
	12.00/lot		_____
	Final Plat		_____
	\$400 +		_____
	\$10.00/lot		_____
Date Received:		Total Paid:	250

EXECUTIVE SUMMARY

TITLE: 2020 Sidewalk Replacement/Repair Program Bid of February 4, 2020 and Safe Step Shaving Proposal for 2020.

BACKGROUND: The 2020 Sidewalk Replacement Program bid includes the replacement of sidewalk at various locations under Order of the Public Works Committee and the installation of some new 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
- S. Teri Lane – Zuern Drive to Lake View Drive
- Lake View Drive – S. Teri Lane to Zuern Drive

The bid for sidewalk replacement includes approximately 10,800 S.F. of 4" & 6" concrete walk, removed & replaced, 15,500 S.F. of new concrete sidewalk installation, and 900 L.F. of concrete curb and gutter replacement. The low bid price for 4" sidewalk replacement came in at \$7.18, which is more than the \$7.00/S.F. cost for 2019. The bids received were as follows:

Rennhack Construction Co, Reeseville, WI	-	\$203,425.00
TP Concrete, Inc., Fredonia, WI	-	\$218,105.00

The low bidder, Rennhack Construction Co. has performed many projects for the City of Hartford in the past including the 2014, 2016 & 2017 Sidewalk Replacement Programs with good results.

Safe Step, LLC will again perform the sidewalk trip hazard repairs by shaving concrete as part of the 2020 Sidewalk Replacement Program offering a cost savings alternative to property owners as

determined by the City's trip hazard criteria. Safe Step's Proposal is based upon the estimated quantity of work they will complete with an estimated cost for 2020 of \$12,349.35. Safe Step is the only contractor known by City Staff to be capable of performing quality concrete shaving. They have previously completed the 2014-2019 Sidewalk Repair/Replacement Programs for the City of Hartford and have also performed projects in many other communities with good results.

Due to the amount of new sidewalk proposed in the Lake View Acres, 1st Addition Subdivision, the bid costs for sidewalk are higher than the amount budgeted for 2020. The total budget for the 2020 Sidewalk Program is \$173,000.00. The total estimated cost from the Rennhack Construction bid and the Safe Step proposal is \$215,774.35. There is some overlap of the two proposals until we know how property owners will choose to repair their sidewalks. The total cost is estimated to be about \$30,000.00 over the sidewalk budget. While most of the sidewalk costs will be billed or special assessed to property owners, the City still needs to cover the upfront costs. There are funds available from the asphalt and sealcoat budgets to cover the sidewalk overage. The approved contracts for the 2020 asphalt and sealcoat work about \$30,000.00 under budget.

FISCAL IMPACT: **\$129,000.00** from the \$129,000.00 budgeted for the *sidewalk repair/replacement program* under Capital Projects Account No. 424.424.574770.59301; **\$15,000.00** from the \$15,000.00 budgeted for *curb and gutter* placement under General Fund Account No. 100.301.533900.56118; **\$29,000.00** from the \$29,000.00 budgeted for *sidewalks* under General Fund Account No. 100.301.533900.56119 and **\$30,425.00** from the remaining funds under General Fund Account N. 100.301.533900.53825. Most of the sidewalk repair/replacement costs will be billed or special assessed directly to individual property owners under the Order of the Public Works Committee to repair and replace city sidewalk and the Final Resolution for Special Assessments. This is in compliance with Wis. Stats. Section 66.0907 and 66.0703. Costs for Safe Step's Sidewalk Trip Hazard Repair in the estimated amount of **\$12,349.35** will be paid from Account No. 424.424.574770.59301 and later reimbursed by individual property owners as part of the Order of the Public Works Committee.

RECOMMENDATION NO. 1: Appropriate City officials are authorized to enter into a contract with Rennhack Construction Co., N3715 County Road G, Reeseville, WI 53579 for the 2020 Sidewalk Replacement Program bid at an estimated cost of **\$203,425.00**.

RECOMMENDATION NO. 2: Appropriate City officials are authorized to enter into a Proposal Agreement with Safe Step, PO Box 411, Hortonville, WI 54944 for the sidewalk shaving program under Proposal # 200206 with an estimated cost for 2020 in the amount of **\$12,349.35**.

PREPARED BY: Jason W. Schall 2-20-2020
Jason W. Schall DATE
City Engineer

PREPARED BY: Darryl Kranz 2-20-2020
Darryl Kranz DATE
Director of Public Works

REVIEWED BY:  2/20/2020
Dawn Timm
Finance Director/Treasurer DATE

APPROVED BY:  2/20/2020
Steve Volkert
City Administrator DATE

ROUTING: Common Council - February 25, 2020

Bids/SidewalkReplacement-2019

City of Hartford: February 4, 2020 Bid Opening

BID TABULATION -

2020 Sidewalk Replacement Program

ITEM	1	2	3	4	5	6	
	4" Concrete Walk (Removed & Replaced)	6" Concrete Walk (Removed & Replaced)	Cast Iron (Yellow) Truncated Warning Domes for Ped Ramps	30" Curb & Gutter (Removed & Replaced)	New 4" Concrete Walk	New 6" Concrete Walk	
	8600 S.F.	2200 S.F.	38 Each	900 L.F.	15000 S.F.	500 S.F.	TOTAL BID
CONTRACTOR							
Rennhack Construction Co.							
N3715 County Road G Reeseville, WI 53579	\$ 61,748.00	\$ 17,886.00	\$ 8,550.00	\$ 31,041.00	\$ 81,150.00	\$ 3,050.00	\$ 203,425.00
	\$ 7.18	\$ 8.13	\$ 225.00	\$ 34.49	\$ 5.41	\$ 6.10	
T.P. Concrete, Inc.							
8407 Hwy M Fredonia, WI 53021	\$ 61,490.00	\$ 16,390.00	\$ 9,500.00	\$ 30,600.00	\$ 96,750.00	\$ 3,375.00	\$ 218,105.00
	\$ 7.15	\$ 7.45	\$ 250.00	\$ 34.00	\$ 6.45	\$ 6.75	



SIDEWALK SAW-CUTTING REPAIR PROPOSAL

Presented to: Jason Schall
City of Hartford
February 2020

Rob Strauss • Project Manager • 920-540-7414 • Rob@notrippin.com • www.notrippin.com
Information contained in this proposal is proprietary and confidential, and is to be used solely by the City of Hartford personnel in evaluating the project. Copying, unauthorized disclosure, reuse in any form is prohibited.

Thursday, February 6, 2020



Jason Schall
City of Hartford
109 N. Main St
Hartford, WI 53027

Jason,

The City of Hartford provided Safe Step with a list of addresses that the City identified as suitable locations of sidewalk defects appropriate for our horizontal saw cutting process. We surveyed those locations and have provided you with the results of that survey and this proposal to make those saw cutting repairs.

We have provided a proposal for your consideration and approval. The specifics of that proposal are found below.

City of Hartford will provide:

- Approval of the proposal based on the parameters below and by signing and returning the proposal acceptance on page 6.
- A final list of locations that will be repaired through horizontal saw cutting.

Safe Step has or will provide:

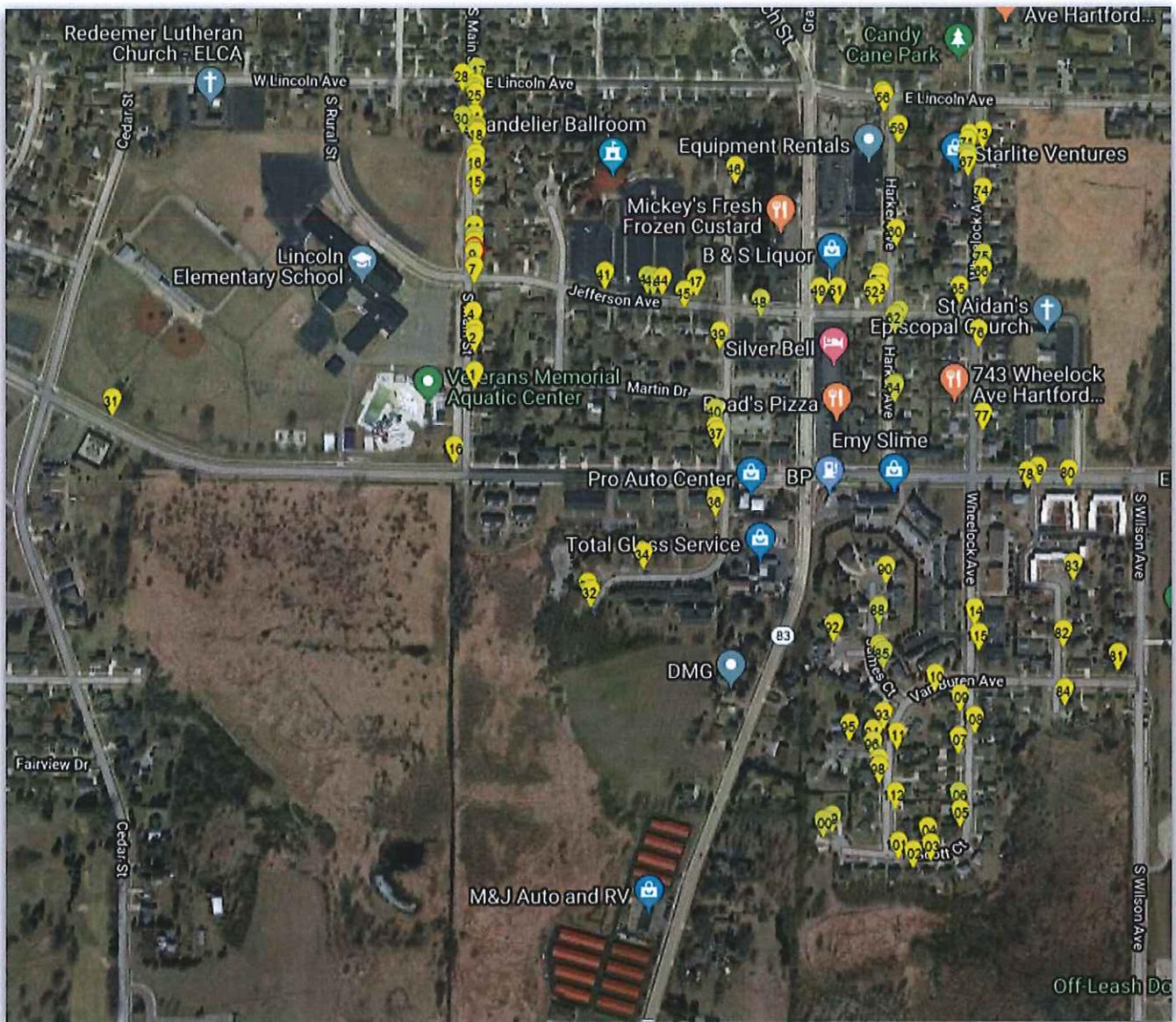
- Horizontal saw-cut removal of the sidewalk slab displacements that are selected from the saw cut report emailed to the city on 1/15/20. A total of 117 sidewalk saw cutting repair locations were identified on the report.
- All of the sidewalk displacements will be repaired according to the Safe Step Approach found on on page 4.
- Clear communication to the city as to the coordination, schedule, and progress of the repairs.
- A final report listing the addresses, GPS coordinates, dimensions of the repair, and cost of each repair that was completed.

Financial Parameters:

- Repair of up to 117 city identified sidewalk vertical displacements. Pricing is determined by using a rate of **\$21.27** per linear foot. The cost will not exceed **\$12,349.35**
- If this proposal is acceptable, sign and fax (866-479-1069) or email (rob@notrippin.com), or text (920-540-7414) a copy of signed approval page to Safe Step LLC. We will contact you upon receiving this proposal acceptance agreement form to schedule the project.

Survey Area

- The yellow numbered pins on the survey map below indicate the approximate locations of the list of sidewalk defects suitable for horizontal saw cutting provided by the City of Hartford.



Rob Strauss • Project Manager • 920-540-7414 • Rob@notrippin.com • www.notrippin.com
Information contained in this proposal is proprietary and confidential, and is to be used solely by the City of Hartford personnel in evaluating the project. Copying, unauthorized disclosure, reuse in any form is prohibited.

The Safe Step Approach

-  **Specifications**
 1. Repairs will be tapered to a 1:12 slope ratio and taken to a zero point of differential between adjoining sidewalk panels along the full width of the sidewalk, in accordance with ADA standards.
 2. Repairs shall have a smooth and uniform finish with a coefficient of friction meeting OSHA requirements and shall not impact adjoining sidewalks, driveways, landscaping, or other objects within the vicinity of the work.

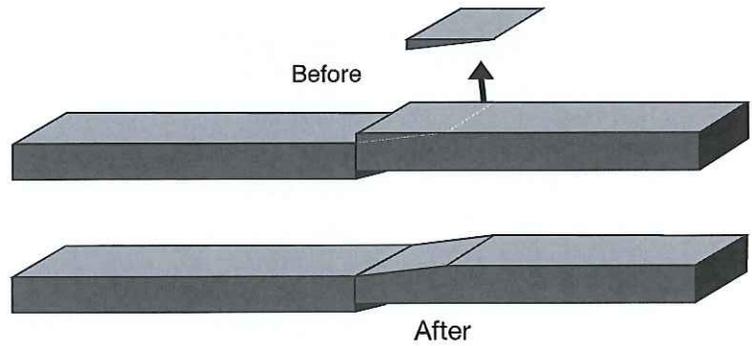
-  **Clean-up**
 1. All saw-cutting will be performed without water-cooling; No slurry will be created eliminating the risk of “tracking” and run-off water contamination.
 2. Saw mounted dust abatement systems will be used to minimize airborne dust. Containment systems are designed for fine dust applications.
 3. Debris and concrete shall be cleaned from the sidewalk surface as well as surrounding rails, sidewalks, driveways, landscaping, or other objects within the vicinity of the work.

-  **Reporting**
 1. Upon completion of the project, Safe Step LLC will provide a detailed and audit-able report. This report will include the street address or location, dimensions, and GPS coordinates of each repair made.
 2. An invoice for payment will be provided when the projected has been completed. Payment in full is due **30 days** from the date of invoice. Late payments may be subject to a \$30 re-billing fee.

-  **Safety and Insurance**
 1. Safe Step LLC employees who work directly in slab displacement repair undergo a rigorous training process with emphasis on safe work practices, OSHA-approved personal protection equipment, and quality workmanship. It is not uncommon for our clients to receive unsolicited compliments on our safety practices and the quality of the work performed.
 2. Safe Step LLC is fully licensed and insured. Proof of auto, liability, and workers compensation insurance are available upon request.

-  **Proprietary Technology**
 1. Safe Step LLC is the only entity in Wisconsin, Northern Illinois, and Southeast Minnesota authorized to use the Precision Concrete Cutting method for removing sidewalk trip hazards as described by the following patent numbers: U.S. Pat. No. 6,827,074, U.S. Pat. No. 7,000,606, U.S. Pat. No. 7,143,760, U.S. Pat. No. 6,896,604, U.S. Pat. No. 7,201,644, U.S. Pat. No. 7,402,095. These patents refer to the equipment, methods, and dust abatement systems used by Safe Step LLC. A sole source letter is available upon request.

Our Result



Before



After





Proposal Acceptance

If this proposal is acceptable, please return by faxing (866-479-1069) or emailing (EMAIL) a copy of this page to Safe Step LLC. We will contact you upon receiving this form to schedule your project.

Proposal # 200206

Project Scope: Repair 117 city identified sidewalk displacements. Unit pricing is \$21.27 per linear foot.

PO Number: _____ Cost: \$ 12,349.35 Does this project require prevailing wage? No
(YES or NO)

Approved by: _____

Print Name	Organization
_____	_____
Signature	Date
_____	_____
	Title

Client Notes:

Thank you!

Rob Strauss
Project Manager
PO Box 411
Hortonville, WI 54944

For a valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the above signed hereby agrees to defend, indemnify, and hold contractor harmless with respect to any and all liability whatsoever arising from contractor's activities in attempting to repair concrete sidewalk and other slabs owned by the above signed or within the above signed's dominion and control, and to defend, indemnify, and hold harmless contractor with respect thereto.

Rob Strauss • Project Manager • 920-540-7414 • Rob@notrippin.com • www.notrippin.com
Information contained in this proposal is proprietary and confidential, and is to be used solely by the City of Hartford personnel in evaluating the project. Copying, unauthorized disclosure, reuse in any form is prohibited.

MISCELLANEOUS

COMMITTEE

REPORTS

FINANCE & PERSONNEL COMMITTEE
February 11, 2020

PRESENT: Chairperson Rusniak, Members Wintringer, Fulop, Kohler

ALSO PRESENT: City Administrator Volkert, City Clerk Hetzel, Police Chief MacFarlan

Call to Order – Chairperson Rusniak called the meeting to order at 6:45 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Roll Call – All members of the Committee were present.

Public Comment Period – None.

Licenses – MOTION by Alderperson Kohler, and seconded by Alderperson Wintringer recommend approving the following bartender license: Jacob Demler. MOTION CARRIED.

Police Department Vacancies – The retirement of Police Chief David Groves, and the subsequent internal promotion of Administrative Lieutenant Scott MacFarlan to that position, will create a series of vacancies to the police department's authorized staffing levels. The first vacant position to be filled will be the Administrative Lieutenant. Detective Richard Thickers will be promoted to the Administrative Lieutenant position on or after 2/13/2020. This will leave the Detective position open, which will be filled via a promotional process currently holding the rank of Police Officer and thus leaving a vacancy for a Police Officer. The timely restoration of all of these staffing levels will ensure the best possible continuity and operational stability for the police department. The filling of all of these anticipated vacancies is included in the 2020 operations budget. Staff is requesting authorization to fill these vacancies.

MOTION by Alderperson Kohler, and seconded by Alderperson Fulop authorizing appropriate City officials to fill the Administrative Lieutenant, and the subsequent Detective vacancy, and to fill all anticipated vacancies on or after February 13, 2020. MOTION CARRIED.

Adjournment – MOTION by Alderperson Wintringer, and seconded by Alderperson Fulop for adjournment. MOTION CARRIED.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb

FPFEB11.20

Compiled by Pat Borlen, Deputy Clerk

PLAN COMMISSION
City of Hartford
January 13, 2020

PRESENT: Chairperson Timothy C. Michalak, Vice-Chairperson Dennis Regan, Members Tom Stapleton, Tony Anderek, Scott Henke and Ralph Kuepper; Alderperson Liaison Barry Wintringer

ALSO PRESENT: City Planner Justin Drew

Call to Order – Chairperson Michalak called the meeting to order at 5:30 p.m. in the Common Council Chambers of Hartford City Hall, 109 N. Main Street.

Minutes – Chairperson Michalak requested review of the minutes of December 9, 2019. Motion by Regan, second by Kuepper to approve minutes of December 9. Motion carried.

Appearances – Chairperson Michalak invited appearances. There were no appearances.

Discussion and Consideration of Proposed Wall Signs in the Business Improvement District, WI Wear and Diamond Printing & Tees, 75 North Main Street

Executive Summary Review:

Timothy Neitzel submitted an application for wall signage for his businesses, WI Wear and Diamond Printing & Tees, located at 75 North Main Street. Mr. Neitzel intends to place signage on frontage facing North Main Street. The previous business, Lotus Be Well, had signage approved for the front of the building on October 12, 2015. Mr. Neitzel plans on placing the new signs in the same 'signable area' above the storefront. The other storefront in the building has a 60 square foot wall sign for Carpenter Technology, approved in September of 2016. The signs represent the two businesses Mr. Neitzel operates out of the space, and are the same size: 3' x 7.5', for a total of 45 square feet. One sign will be placed above each store window. The building measures 60 feet long, and is therefore allowed 180 square feet of wall signage. All signage for the front of this building totals 105 square feet. The signs are composed of aluminum with printed graphics and lamination. The WI Wear sign is white and black lettering on a blue background, with white lettering along a black stripe, and a cow logo. The Diamond Printing sign is white and green lettering on a black background with a divided green stripe, and a diamond logo. As presented, the signage for WI Wear and Diamond Printing does not fit well within the guidelines for the HAPEO (Historic Architecture Preservation and Enhancement Overlay) District. Chapter 14 of the Municipal Code, Historic Preservation, notes: 'Signs convey necessary information, and, if harmonious, add to the visual character of place. They should be easy to read and unobtrusive. Signs should not obscure architectural details of a building. Each sign should be integrated with the building's facade, and requires individual attention to design. Multiple signs intended for the same structure should be designed as a unified scheme.' In the past, City Staff have worked with business owners and sign companies to modify signs submitted for review, to more appropriately blend in with the Downtown Historic District (for instance, requesting a color change to remove a neon shade). In the case of these two signs, they are the established visual representation of the businesses, and Staff believes that this should be taken into consideration in this review. Taken together, the fonts, colors and logos do not present a cohesive, or unobtrusive, appearance. They

do, however, appropriately represent the two businesses in the space. In addition, the basic design of each sign (line and printing along the lower portion of the sign with printing and logo above) is similar. Staff recommended approval.

Plan Commission Discussion, Wall Signs, WIWear and Diamond Printing & Tees:

Mr. Drew reviewed the executive summary, noting that at some future point Plan Commission should discuss where they would like to go with signage requirements in the BID/Historic District. Chairperson Michalak requested comments. There were no comments. Motion by Henke, second by Wintringer to approved wall signs. Motion carried.

Discussion and Consideration of Face-Change Sign Replacements and a Wall Sign Replacement, 116 W. Sumner Street

Executive Summary Review:

Forte Bank (previously First National Bank) submitted an application for face-change sign replacements and a wall sign replacement at 116 W. Sumner Street, due to a business name change. The changes requested are for the following locations:

- Ground sign, southeast
- Wall sign, southwest
- Logo and lettering, north entrance
- Directional signage

The ground sign was originally approved by variance in 1981. The variance allowed a larger sign with the agreement that less wall sign square footage be used, and that the sign concentrate on public service and time/temp messaging. In 1993, with Plan Commission approval, the sign was removed and reinstalled as part of an expansion. The conditions attached to the 1993 approval included: the sign was to be no less than 13 feet above the sidewalk and no more than 35 feet in height from grade; the bank accepts responsibility to pay for removal of the sign in the event of construction on West Sumner Street; and the bank assumes liability for damages which may occur as a result of the location of the sign. In 2015, a replacement of the block (non-post) portion of the sign was approved with the condition that the new changeable copy area conform to code requirements prohibiting flashing, etc. The current request is for a face change only. Approval of this most recent request should be based on adherence to all previous approvals and conditions. The southwest wall sign was approved as part of a site plan review in 2004. The current proposal is for a face change only and does not affect square footage. In the City's planning files, the logo and lettering at the north entrance appear in renderings of the building as far back as 2003. An actual approval was not located in the planning file, although it should be noted that there is a history on the part of bank officials of careful compliance with City codes. The submitted rendering shows a logo/channel letter sign measuring just over 42 square feet, smaller than the sign it is replacing. The minimal square footage devoted to wall signs on this building indicates continued adherence to the variance requirement for less wall sign square footage than normally allowed. The directional signage was approved during the summer of 2018 during the bank's parking lot reconfiguration, which was approved as a site plan in April of 2018. The current proposal is for a face change only and does not affect square footage. Logos and colors are consistent throughout the proposal, with a combination of white and plum for background and lettering, and a logo consisting of a square made of triangles in plum, blue, green and gray. Panels are composed of lexan (polycarbonate resin) with vinyl graphics. There is no change requested for the changeable-copy sign located in the drive-through teller area. This sign, approved in 2014, has had occasional issues with non-compliance regarding graphics and movement. As the bank transitions to new signage, a reminder to adhere to code requirements for both changeable copy

signs is in order as part of this review. Planning Staff recommended approval, subject to terms of the variance approved in 1981, the review of 1993, and adherence to restrictions of the changeable copy portion of the code.

Plan Commission Discussion, Face-Change Sign Replacement and Wall Sign Replacement, 116 W. Sumner Street:

Mr. Drew reviewed the Executive Summary. Chairperson Michalak requested comments. Member Anderek recused himself due to professional connections with the business. Chairperson Michalak noted that the name change is due to the bank going from a federal to a state charter. Motion by Kuepper, second by Stapleton to approved the signs with conditions as noted. Motion carried.

Discussion and Consideration: Mixed-Use Redevelopment Opportunity, Hartford Plaza, 1201 – 1275 Bell Avenue

Mr. Drew reviewed the redevelopment plan and recent history – private and public funds are allowing the City in conjunction with the owner (Equitable Bank) to pursue a vision for a robust development at this site, which has sat mostly empty for several years. The City hired Vandewalle & Associates to do a demographic and market study; a housing and retail mixed use, similar to recent developments in other area communities, appears to be the most marketable idea. A second idea for a sports complex is part of the proposal but appears to have less financial value. Mr. Drew discussed some of the potential ideas for housing (including the possibility of senior housing), commercial offices and retail. Ultimately the development could change but the vision drawings and compiled demographic and marketing statistics allow Mr. Drew and Tom Hostad to meet with potential developers with drawings and information about the City. Mr. Drew stressed that he was requesting an endorsement from the Plan Commission in favor of the redevelopment proposals only - the drawings and examples are indicators of what could be done. Chairperson Michalak emphasized Mr. Drew's comment and noted that the approval does not lock in the Plan Commission to anything. Member Kuepper noted that the project needs to start somewhere and moved for approval of the concept. Member Anderek asked if the owner/bank was involved in this. Mr. Drew affirmed, and Chairperson Michalak noted that the owner contributed funding as well. Alderperson Liaison Wintringer noted that the plan came before the Common Council in December and all members were very much in favor. Member Henke seconded the motion, and asked about joining/splitting the parcels involved. Mr. Drew explained that the Plan Commission and Common Council could split or reconfigure the parcels as necessary, depending on plans and developers' wishes. Mr. Drew noted that the plans are beginning to be shared with the community. Member Kuepper asked if this is all one parcel; Mr. Drew affirmed. Member Regan stated that this is a good place to start. Motion carried.

Meeting adjourned by call of Chair at 5:44 p.m.

Respectfully submitted,
Justin Drew, City Planner

Compiled by Char Smelter, Planning Secretary

FOR
INFORMATIONAL
PURPOSES
ONLY

CITY OF HARTFORD
MONTHLY TREASURER'S REPORT
JANUARY 2020

City Bank And Investment Accounts

Bank Accounts:

First National Bank

Concentration Account	Acct# 12555901	Average Monthly Balance \$3,615,243
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First Bank Financial Centre

DOD Rehab Loan Fund Acct	Acct# 55001017	Average Monthly Balance \$432,808
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Landmark Credit Union

DOD Comm Revit Loan Fund Acct	Acct# 0131028243	Average Monthly Balance \$661,798
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Investments:

Local Government Investment Pool	Current Balance \$11,018,800
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Charles Schwab	Current Balance \$15,705,406
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Certificates of Deposit At Local Banks	Current Balance \$4,500,000
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Municipal Investment Sweep Account (First Bank Financial Centre)	Current Balance \$2,500,000
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Respectfully submitted,



Dawn Timm
Finance Director/Treasurer