

AGENDA
CITY OF HARTFORD
PUBLIC WORKS COMMITTEE
CITY HALL COUNCIL CHAMBERS
TUESDAY, NOVEMBER 24, 2020
6:45 P.M.

1. Call to order.
2. Roll call.
3. Public comment period.
4. Discussion and consideration of an order to repair or replace defective sidewalk as part of the 2021 City Sidewalk Repair/Replacement Program. (Executive Summary attached)
5. Adjournment

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

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

EXECUTIVE SUMMARY

TITLE: Order to Repair or Replace Defective Sidewalk as part of the 2021 City Sidewalk Repair/Replacement Program.

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

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

- Bell Avenue – Property at 940 Bell Avenue
- Hidden Hill Court – Ridge View Drive to South End
- Honeysuckle Road – Property at 1326 Honeysuckle Road
- Lookout Court – Timberline Trail to East End
- Monroe Avenue, East – S. Wilson Avenue to Ridge View Drive
- Monroe Avenue, West – Property at 844 W. Monroe Avenue
- Ridge View Drive – E. Monroe Avenue to Timberline Trail (includes both bump out areas)
- Center Street – Property at 219 St. Killian Parkway
- Stonecrop Drive – Property at 817 Stonecrop Drive
- Sumner Street, East – Sell Drive to Lone Oak Lane (North side of street)
- Sunset Drive – Property at 624 Sunset Drive
- Timberline Trail – E. Monroe Avenue to E. Lincoln Avenue
- E. Lincoln Avenue – Timberline Trail to S. Wilson Avenue
- Tower Drive – Airport Drive to Broadmoore Drive

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

It will be the property owners' responsibility to complete the required sidewalk repairs or replacement and to pay the associated costs. If any property owner fails to complete the sidewalk repairs or replacement as ordered, the City's contractor will complete the sidewalk replacement at the City's request and the City will bill the property owner for the actual costs. Safe Step, LLC will perform all saw cutting/shaving repairs. Both contracts will be approved in early 2021 at a Common Council meeting. Property Owners do not have the option of doing the saw cutting repairs themselves. In previous years, the saw cut work completed by property owners renting their own equipment proved to leave the sidewalk defective in many cases.

FISCAL IMPACT: Final cost is unknown until the total square feet of sidewalk is determined after the deadline when property owners must decide if they are doing the work themselves or if the City's Contractor will do the work. There is \$49,000.00 included in the 2021 CIP Budget for the sidewalk program.

RECOMMENDATION: Staff recommends approval of an ORDER of the Public Works Committee requiring that any sidewalk which is unsafe, defective, or insufficient be repaired or replaced at the locations listed on the attached 2021 Sidewalk Program Address List and authorizing appropriate city officials to execute the Order.

PREPARED BY: Jason W. Schall 11-19-2020
Jason W. Schall DATE
City Engineer

REVIEWED BY: Darryl Kranz 11-19-2020
Darryl Kranz DATE
Director of Public Works

REVIEWED BY: Dawn Timm 11/19/2020
Dawn Timm DATE
Finance Director/Treasurer

APPROVED BY: Steve Volkert 11-19-2020
Steve Volkert DATE
City Administrator

ROUTING: Public Works Committee - November 24, 2020

ORDER

OF THE PUBLIC WORKS COMMITTEE

2021 REPAIRS OR REPLACEMENT OF SIDEWALK

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

1. Damaged sidewalk, as designated by the City Engineer, shall be removed and replaced abutting the attached list of parcels of land.
2. The owner of the parcel shall cause the sidewalk to be removed and replaced abutting said premises in accordance with the plans and specifications of the City, which are on file with the City Engineer, 109 North Main Street, Hartford, Wisconsin, after service of a copy of this Order and before June 1, 2021. The owner of the parcel shall notify the City Engineer's Office if they plan to complete the repairs on their own or if they plan to utilize the City's contractor for the work. The City Engineer shall be notified within 30 days of the mailing date of the repair order.
3. If the owner fails to comply within the time specified, the City Engineer shall cause the sidewalk construction to be done by contract let consistent with Wisconsin Statutes, Section 62.15.
4. The cost of removing and replacing said sidewalks, if incurred by the City, shall be charged to each lot or parcel of land as a special tax to be collected in all respects like any other tax upon real estate.
5. Responsibility for the cost of the removal and repair of sidewalk shall be in accordance with the provisions of Section 7.04 of the Hartford Municipal Code.
6. The City Engineer shall serve a copy of this Order on the owner by one of the methods specified in Section 66.0907(3) (c), Statutes.

Dated: November 24, 2020

Rachel Mixon, Chairman

Lori Hetzel, City Clerk

2021 Sidewalk Program Address List (as of 11/17/2020)

	Address	Street
1	940	Bell Ave
2	712	Hidden Hill Ct
3	715	Hidden Hill Ct
4	736	Hidden Hill Ct
5	737	Hidden Hill Ct
6	740	Hidden Hill Ct
7	743	Hidden Hill Ct
8	1326	Honeysuckle Rd
9	805	Lookout Ct
10	809	Lookout Ct
11	821 - 823	Lookout Ct
12	824	Lookout Ct
13	836	Lookout Ct
14	837	Lookout Ct
15	843	Lookout Ct
16	845	Lookout Ct
17	850	Lookout Ct
18	* 738	Monroe Ave (East)
19	* 740	Monroe Ave (East)
20	844	Monroe Ave (West)
21	706	Ridge View Dr
22	708	Ridge View Dr
23	730	Ridge View Dr
24	744	Ridge View Dr
25	760	Ridge View Dr
26	782	Ridge View Dr
27	795	Ridge View Dr
28	805	Ridge View Dr
29	810	Ridge View Dr
30	822	Ridge View Dr
31	828	Ridge View Dr
32	831	Ridge View Dr
33	845	Ridge View Dr
34	852	Ridge View Dr
35	858	Ridge View Dr
36	859	Ridge View Dr
37	866	Ridge View Dr
38	867	Ridge View Dr
39	874	Ridge View Dr
40	895	Ridge View Dr
41	898	Ridge View Dr
42	219	St. Kilian Pkwy

No Sheet

Address	Street	
1268	Sumner St (East)	44
1350	Sumner St (East)	45
624	Sunset Dr	46
660	Timberline Tr	47
663	Timberline Tr	48
685	Timberline Tr	49
710	Timberline Tr	50
715	Timberline Tr	51
718	Timberline Tr	52
728-730	Timberline Tr	53
729	Timberline Tr	54
738-740	Timberline Tr	55
744	Timberline Tr	56
754 - 758	Timberline Tr	57
755	Timberline Tr	58
778	Timberline Tr	60
783	Timberline Tr	61
860	Tower Dr	62
864	Tower Dr	63
885	Tower Dr	64
914	Tower Dr	65

TOTAL: 63

These properties will split cost

2021 SIDEWALK PROGRAM STREETS MAP

LEGEND

- P** Have Permit - No Progress
- O** Owner To Do Work - No Progress
- OR** Owner Replacements/City Sawcuts
- Replacements Only
- Sawcuts Only
- Sawcuts & Replacements
- NEW Sidewalk
- Chose City Contractor

11/19/20

