

**VILLAGE OF COTTAGE GROVE PUBLIC WORKS & PROPERTIES COMMITTEE  
MEETING MINUTES OF FEBRUARY 15, 2017**

- 1. Call to Order at the Municipal Services Building.** The meeting was called to order at 6:01 p.m. by Larson. Motion by Eberhardt, seconded by Kieck to nominate Hackel to serve as Chair pro tem in Jushchyshyn's absence. Motion carried.
- 2. Determine that a quorum is present and that the agenda was properly posted.**

It was determined that a quorum was present and that the agenda had been properly posted. Committee members present were Mike Hackel (chair pro tem), Larry Kieck. and Andy Eberhardt. Alex Jushchyshyn and Scott Schuerman, were absent and excused. Also present were Public Works Director JJ Larson, Mike Maloney of MSA, and one member of the public.
- 3. Public Appearances – Public's opportunity to speak to Committee Members about any item that is not a specific agenda item.**

None.
- 4. Old Business.**
  - a. Discuss charges assessed to lot owner in response to violation of ordinance 224-2(F).**

Mr. Noot, owner of the vacant lot at the intersection of N. Parkview and Nightingale, was present to dispute the charges assessed as a result of Public Works staff mowing his lot in September of 2016. Mr. Noot claims that he never received notification. He also claimed that his landscaper was on a schedule to mow the lot monthly. Larson stated that as a result of Mr. Noot's claim; Village notifications are now mailed, witnessed, notarized and an affidavit of mailing is filed verifying that the letter was mailed. A question was asked was if certified mail considered; Larson responded that the option was discussed, but staff determined it wasn't worth the additional cost since there was no way to force recipients to accept the correspondence. Larson also stated that, since the November deadline had passed, the Village could no longer remove the assessed charges from the property. Mr. Noot asked about avenues and was advised as to the procedure for speaking to the Village Board.
  - b. Discuss Conservancy Court Wetland Project.**

Larson stated that the reason for this item was to have a discussion of the issues surrounding this property ahead of next month's meeting, where the area residents, Board members, and others have been invited to talk about water-related issues. The meeting will be March 7<sup>th</sup> at Village Hall. There was a brief discussion about the potential development to the north of the wetland, how it could help current issues, and the different requirements for treating stormwater, and pass-through water. Discussion then turned to the goals of the meeting and what information the Committee wanted the residents to understand. The "wetland scrape" project was approved by Public Works, and removed from the budget. The issues with sump pumps running constantly are likely separate issues from the flow into and around the wetland that the project would address. And the residents who presently have their sumps discharging onto Conservancy Court, need to have them discharge to the rear of their properties in order to correct the problems with freezing and asphalt heaving seen this winter.

**c. Update on Seldal Plat Reconstruction Project.**

Maloney reported that the project will be advertising for bids in two weeks. Major construction will occur from June to August to coincide with summer break from school; though there may be some restoration work after that. Plan sets have been sent to Frontier, Charter and Alliant for comments. Maloney stated that there is an area where Alliant may want to adjust their gas line, as there will be significant cuts made to the road elevation. The new storm pipe planned to run through the Community Park parking lot, was adjusted after field inspections revealed there is a stone/riprap discharge to the creek already in existence from drain tile installed years ago from the field to the creek; the new storm will pick this up. Wetland indicators exist in the field as well, in consultation with Stantec, MSA will have a delineation completed, but don't anticipate any issues getting the permit from DNR. Hackel asked if there was any concern about potential erosion on the opposite side of the creek from the new storm discharge. Maloney stated that the plan is to keep the outfall far enough from the creek bank as to avoid this issue. Eberhardt asked if there was a plan to do anything to the existing storm pipes further north on Bonnie Rd. Maloney said no, they are to remain as they are, but they should be taking less water with the addition of the infrastructure to the east and south. There was discussion about how the addition of curb and gutter on the neighborhood streets will help reduce the flow through yards. Police, Fire, and EMS will be notified of the project; but access will always be available.

**5. New Business**

**a. Discuss and consider amendments to Brush Collection Policy.**

Larson explained that this was to clean up wording and update pick-up schedule and drop-off locations. A few other items were pointed out by Committee members. Motion by Eberhardt, seconded by Kieck to amend the official Brush Collection Policy with recommended changes. Motion carried with a voice vote of 3-0-0.

**6. Engineers Report**

**VILLAGE FUNDED PROJECTS**

**Gaston Road Watermain Extension**

The record drawings are being completed. We still have on the schedule an as-built survey. The project retains \$1500 for spring restoration.

**Seldal Plat Improvements**

We prepared the special assessment report for use by the affected residents. The final plan and specification development is underway. We field verified a route for new storm sewer to discharge to the Village Creek with the storm sewer through the Community Park parking lot. We added an additional 400 foot run of sanitary sewer replacement found to be defective, and dye tested with staff two home sewer services to determine the connection points. We plan to use PVC for the watermain in the development.

**DEVELOPMENT PROJECTS**

**Westlawn Estates 4<sup>th</sup> Addition**

The developer is preparing for Phase 4 construction and received Village Board approval to proceed.

**Quarry Ridge Estates**

The developer is working out the location of the first phase of development.

### **Urban Service Areas**

Drumlin Grove, Shady Grove and Olson Widen are resolved by Village Planning Commission to proceed to Capitol Area Regional Planning Commission for being brought into the Village Urban Service Area for sewer service.

### **7. Directors Report**

Larson reported that the salt shed is currently half full, but the recent warm weather and foreseeable forecast look good, so there are no concerns. Eberhardt asked if there would be a pile outside this year and Larson responded no.

### **8. Approve the minutes of the December 7, 2016 Joint utility & public works meeting**

**Motion** by Kieck, seconded by Eberhardt, to approve the December 7, 2016 joint meeting minutes as presented. Motion carried with a voice vote of 3-0-0.

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

The next meeting is tentatively scheduled for **Tuesday, March 7, 2017 at 6:00 pm at the Village Hall**. Residents in the area of Conservancy Court, as well as elected officials have been invited to this meeting to discuss the wetland water issues.

### **10. Future Agenda Items**

- Conservancy Court discussion of water-related issues.
- Brush drop-off plan for 2017.

### **11. Adjournment**

**Motion** by Kieck, seconded by Eberhardt, to adjourn at 7:07 pm. Motion carried with a voice vote of 3-0-0.

Respectfully submitted by JJ Larson, Director of Public Works & Utilities.

Approved on: 3/7/17

*These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim discussion of the subjects and conversations that took place.*