

City of Racine

City Hall 730 Washington Ave. Racine, WI 53403 www.cityofracine.org

Meeting Minutes - Final Public Works and Services Committee

Chairman Sandy Weidner Vice Chairman Raymond DeHahn Michael Shields Eric Marcus Jim Morgenroth

Tuesday, June 28, 2011 5:30 PM City Hall, Room 301

Call To Order

The meeting was called to order at 5:31 P.M.

PRESENT: 5 - Sandy Weidner, Raymond DeHahn, Michael Shields, Eric Marcus and James Morgenroth

Also present: Tom Eeg, Mark Yehlen, John Rooney, Ald. Jim Kaplan, Lt. Chuck Weitzell, Brian O' Connell, Tom Rudey, Deb Lyons, Scott Jensen, Ken Taylor, Gloria Taylor, Tom Buhler

Approval of Minutes for the June 14, 2011 Meeting.

Approval of the minutes of the June 14, 2011 meeting were approved as printed. Passed unanimously.

1. 11-6539

Subject: Communication from Anchor Fitness requesting permission to use city right-of-way for their First Annual Marina Mayhem 5K/10K Challenge event on Sunday, September 25, 2011.

Recommendation of the Public Works and Services Committee on 6-28-11: Anchor Fitness be granted permission to close the Main Street Bridge to boat traffic for the First Annual Marina Mayhem 5K/10K Challenge, to be held on Sunday, September 25, 2011, from 7:30 a.m. to 10:00 a.m., with the following stipulations:

- A. A hold harmless agreement be executed.
- B. A liability insurance certificate be filed prior to this event.
- C. Any overtime costs incurred by any City department be charged to the sponsor.
- D. The sponsor shall notify all abutting property owners seventy-two (72) hours in advance of this event.

Further recommends that the Commissioner of Public Works/City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event. **Fiscal Note:** There will be nominal costs to various City departments, on a regular shift basis, to assist in implementing this event.

Tom Rudey appeared before the committe and described the event. He noted it would take place Sunday, September 25, 2011. He noted that some of the streets would be used for the event and the Christopher Columbus Causeway would need to be closed. Rooney noted that approval would need to be made by Racine County as Reefpoint Marina is under the Racine County. He noted that the event organizer should contact Dave Prott or Jim Metzger of Racine County. Tom Eeg noted that the only stipulation that would be required that the Public Works office would have to notify the United States Coast Guard of the bridge closing from 7:30 a.m. to 9:30 a.m. on that day.

Motion made by DeHahn, seconded by Marcus to approve. Passed unanimously.

Recommended For Approval

2. 11-6560

Subject: Communication from Chicago Cubs Charities requesting permission for a bike ride to pass through the City of Racine to benefit community work on August 27, 2011.

Recommendation of the Public Works and Services Committee on 6-28-11: That Chicago Cubs Charities be granted permission to use City right-of-way on Saturday, August 27, 2011, for the "Wrigley Field Road Tour...100 Miles to Go" bike ride, with the stipulation that the participants will abide by all traffic regulations.

Further recommends that the sponsor be granted permission to post directional signage during the event provided that they do not interfere with regulatory signage, do not damage City property, and are removed immediately following the event.

Further recommends that the Chief of Police provide assistance, in the interest of public safety, to implement this event.

Fiscal Note: The persons participating in this event will utilize City right-of-way and must be in conformance with all traffic regulations; therefore, there is no need for a hold harmless agreement or insurance. There will be a nominal cost incurred on a regular shift basis to provide limited assistance to implement this event.

Tom Eeg described the event for the Chicago Cubs Charities. He noted that is was simply permission to use the public right-of-way for their bike ride that passes through the City of Racine. He noted no street closures were required.

Motion made by DeHahn, seconded by Marcus to approve. Passed unanimously.

Recommended For Approval

3. <u>11-6562</u>

Subject: Communication from Rev. Jhon Freddy Correa requesting permission to use city right-of-way for the 2011 Racine Street Soccer and Health Festival to be held on August 27, 2011.

Recommendation of the Public Works and Services Committee

on 6-28-11: That Emmaus Lutheran Church be granted permission to close Summit Avenue from English Street to Yout Street, Yout Street from Summit Avenue to Carlisle Avenue, and English Street from Summit Avenue to Carlisle Avenue, on Saturday, August 27, 2011, from 10:00 a.m. to 7:00 p.m., and Sunday, August 28, 2011, from 10:30 a.m. to 7:00 p.m., for the 2011 Racine Street Soccer and Health Festival.

Further recommends that permission be granted with the following stipulations:

- A. A hold harmless agreement be executed.
- B. A liability insurance certificate be filed prior to this event.
- C. Any overtime costs incurred by any City department be charged to the sponsor.
- D. The sponsor shall notify all abutting property owners seventy-two (72) hours in advance of this event.
- E. The sponsor shall pay a \$350.00 special event fee.

Further recommends that the Commissioner of Public Works/City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

Fiscal Note: There will be nominal costs to various City departments, on a regular shift basis, to assist in implementing this event.

A representative of the 2011 Racine Street Soccer and Health Festival appeared before the committee and asked for a street closure on Yout St., English St., and Summit St. Tom Eeg noted the usual stipulations and the \$350.00 fee. Motion made by DeHahn, seconded by Marcus to approve. Passed unanimously.

Recommended For Approval

4. <u>11-6575</u>

Subject: Communication from Kenny's on Main requesting to close Hubbard Street from Main to Wisconsin on July 30, 2011, from 8 a.m. to 10 p.m., for a bike show/pig roast.

Recommendation of the Public Works and Services Committee on 6-28-10: Permission be granted to Kenny's on Main, 1300 N. Main Street, to close Hubbard Street from Main Street to Wisconsin Avenue, on Saturday, July 30, 2011 from 8:00 a.m. to 10:00 p.m., for their 3rd Annual Bike Show/Pig Roast, with the following stipulations:

- A. A hold harmless agreement be executed;
- B. A liability insurance certificate be filed prior to this event;
- C. Any overtime costs incurred by any City department be charged to the sponsor;
- D. The sponsor shall notify all abutting property owners seventy-two

(72) hours in advance of this event.

- E. No alcoholic beverages will be sold and/or dispensed within the street right-of-way.
- F. Any tents placed on the public right-of-way shall not be anchored by any means to the roadway surface.
- G. The sponsor shall pay a \$250.00 special event fee.

Further recommends that the Commissioner of Public Works/City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

FISCAL NOTE: There will be nominal costs to various City departments, on a regular shift basis, in implementing this event.

Deb Lyons appeared before the committee and described the event to close Hubbard Street. Tom Eeg noted the usual stipulations and indicated that this is a previous request that has been approved. Tom Eeg also noted a \$250.00 event fee. Motion made by DeHahn, seconded by Marcus to approve. Passed unanimously.

Recommended For Approval

5. 11-6584

Subject: Communication from Scott Jensen, Michigan Pub, requesting permission to close the 200 block of Hubbard Street on Saturday, August 6, 2011, for a street festival.

Recommendation of the Public Works and Services Committee on 6-28-11: Permission be granted to Michigan Pub, to close Hubbard Street from Chatham Street to Michigan Boulevard, on Saturday, August 6, 2011, from 12 p.m. to 10 p.m., for the "Fill the Cupboard on Hubbard" street festival, with the following stipulations:

- A. A hold harmless agreement be executed;
- B. A liability insurance certificate be filed prior to this event;
- C. Any overtime costs incurred by any City department be charged to the sponsor:
- D. The sponsor shall notify all abutting property owners seventy-two (72) hours in advance of this event.
- E. No alcoholic beverages will be sold and/or dispensed within the street right-of-way.
- F. Any tents placed on the public right-of-way shall not be anchored by any means to the roadway surface.
- G. The sponsor shall pay a \$250.00 special event fee.

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Further recommends that the Commissioner of Public Works/City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

FISCAL NOTE: There will be nominal costs to various City departments, on a regular shift basis, in implementing this event.

Scott Jensen appeared before the committee and described the event to close Hubbard Street. Tom Eeg noted the usual stipulations and that this was a previous request that has been approved in the past. Tom Eeg also noted the \$250.00 event fee

Motion made by DeHahn, seconded by Marcus to approve. Passed unanimously.

Recommended For Approval

6. 11-6600

Subject: Communication from the Midtown Church of Christ requesting permission to close 13th Street from Bluff Avenue to Terrace Avenue on July 17, 2011 for a summer youth program kick-off event.

Recommendation of the Public Works and Services Committee on 6-28-11: That Midtown Church of Christ be granted permission to close 13th Street from Terrace Avenue to Bluff Avenue, on Sunday, July 17, 2011, from 1:00 p.m. to 5:00 p.m., for a summer youth program.

Further recommends that permission be granted with the following stipulations:

- A. A hold harmless agreement be executed.
- B. A liability insurance certificate be filed prior to this event.
- C. Any overtime costs incurred by any City department be charged to the sponsor.
- D. The sponsor shall notify all abutting property owners seventy-two (72) hours in advance of this event.
- E. The sponsor shall pay a \$250.00 special event fee.

Further recommends that the Commissioner of Public Works/City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

Fiscal Note: There will be nominal costs to various City departments, on a regular shift basis, to assist in implementing this event.

Tom Eeg described the event to close 13th Street from Bluff Avenue to Terrace Avenue. He noted the usual stipulations and the \$250.00 event fee.

Motion made by Shields, seconded by DeHahn to approve. Passed unanimously.

Recommended For Approval

7. <u>11-6545</u>

Subject: Communication from the Alderman of the 4th District, on behalf of Ken and Gloria Taylor, 1442 Superior Street, regarding problems with the sidewalk, driveway apron and curb line due to water and ice.

Recommendation of the Public Works and Services Committee

on 6-28-11: That the communication be received and filed.

Further recommends that the City review the assessment charges for the sidewalk squares.

Further recommends that any future sidewalk orders be reviewed by the Commissioner of Public Works/City Engineer prior to issuing orders

Fiscal Note: Not applicable at this time.

Ken and Gloria Taylor appeared before the committee with concerns regarding their sidewalk and driveway apron that has been replaced. Ken and Gloria Tayior described what they believe was water damage due to a sunken curb line that had caused damage to their sidewalk and apron that they claim has been replaced numerous times. They described a crack that has appeared in it again since their last replacement 2009. They also claim that they have been double charged for some of the work as well. Alderman Kaplan appeared on their behalf as well and described some of the problems they have had over the last several years. Mark Yehlen commented he understands the street has been overlayed several years ago and that there are some drainage issues that exist but it is not unlike many other streets in the City of Racine. He noted that Public Works Office would continue to monitor the sidewalk and get involved if in fact it became a hazard where it would need to be ordered to be replaced. He also noted that the double charge of the sidewalk orders would be investigated as well. Mark Yehlen also commented that no sidewalk orders would be issued in the future on this property until an investigation is could determine what the cause of the problem is.

Motion made by DeHahn, seconded by Marcus to receive and file. Passed unanimously.

Recommended For Approval

8. <u>11-6593</u>

Subject: Communication from ButterBuds requesting the City to vacate the easement between its current property (2330 Chicory Road) and 3911-3931 South Memorial Drive.

Recommendation of the Public Works and Services Committee on 6-28-11: Since public interest requires it, that the following parcel of land, more particularly described as follows, be and hereby is vacated and discontinued:

The North 12.5 feet of the West 379.99 feet of Lot 1 and the South 12.5 feet of the West 379.99 feet of Lot 2 in Stephen F. Olsen Indusrial Park, a recorded plat in the Southwest 1/4 of Section 29, Township 3 North, Range 23 East, in the City of Racine, Racine County, Wisconsin.

Further recommends that the sanitary sewer located in the easement area becomes a priviate sanitary sewer lateral.

Fiscal Note: Not applicable.

Brian O'Connell and Tom Buhler appeared before the committee and explained the request to vacate a sanitary sewer easement between 3911 and 3931 S. Memorial Dr. He noted that the sanitary sewer was installed between the two properties to serve both properties. Brian O'Connell noted that the two buildings would be connected and that the easement would need to be vacated for that purpose. Rooney noted that the Public Works Department has no objection of the request and that the sanitary sewer that serves the property would ultimately become private and that only a lateral would exist in the easement that runs north south to the east of the property. He noted that the lateral would also hold with it the annual sanitary sewer lateral fee as well.

Motion made by DeHahn, seconded by Shields to approve. Passed unanimously.

Recommended For Approval

9. <u>11-6599</u>

Subject: (Direct Referral) Communication from the Chairman of the Board of Harbor Commissioners requesting a change in residency requirements to fill a vacancy on the Harbor Commission.

Jim Rooney could not attend the meeting and asked if the item be deferred. Motion made by DeHahn, seconded by Marcus to defer. Passed unanimously.

Deferred

10. <u>11-6598</u>

Subject: Communication from the Purchasing Agent submitting bid results on Official Notice #10, Removal and Installation of Four (4) Twin-Two Product Mechanical Fuel Dispensers.

Recommendation of the Public Works and Services Committee on 6-28-11: That the contract for Four (4) Twin-Two Product Mechanical Fuel Dispensers be awarded to Walt's Petroleum Service, Inc., at their bid price of \$33,100.00, they being the lowest responsible bidder.

Further recommends that funding to defray the cost of these services be appropriated from Account 401.000.5770, Machinery and Equipment, Equipment Maintenance.

Fiscal Note: Funds are available as herein delineated.

Tom Eeg submitted bid results on Official Notice #10 and recommended the lowest responsible bidder.

Motion made by DeHahn, seconded by Mogenroth to approve. Passed unanimously.

Recommended For Approval

11. <u>11-6586</u>

Subject: Communication from the Greater Racine Kennel Club, Inc. (GRKC) requesting the use of the parking area along Pershing Park Drive during the All Breed Dog Show on August 14-15, 2011.

Recommendation of the Public Works and Services Committee on 6-28-11: That the communication be received and filed.

Fiscal Note: N/A

Tom Eeg noted this item is under the Board of Parks and Cultural Services and asked that the item be received and filed.

Motion made by DeHahn, seconded by Marcus to receive and file. Passed unanimously.

Recommended to be Received and Filed

12. <u>11-6620</u>

Subject: Resolution 11-2622, of June 21, 2011 being a final resolution relating to street improvements.

PORTLAND CEMENT CONCRETE PAVING

DeKoven Avenue - Clark St. to Racine St.

Erie Street - Prospect St. to Colbert St.

Rickeman Street - +/- 390 feet south of Liberty St. to Liberty St.

Railroad Street - Prospect St. to Hamilton St.

Superior Street - Liberty St. to State St.

Kewaunee Street - North Main St. to Chatham St.

SANITARY & WATER LATERALS

DeKoven Avenue - Clark St. to Racine St. **Railroad Street** - Prospect St. to Hamilton St. **Kewaunee Street** - North Main St. to Chatham St.

SANITARY SEWER

DeKoven Avenue - Clark St. to Racine St. **Kewaunee Street** - North Main St. to Chatham St.

Recommendation of the Public Works and Services Committee

on 6-28-11: That Resolution No. 11-2622, of June 21, 2011, be amended to delete:

PORTLAND CEMENT CONCRETE PAVING

DeKoven Avenue - Clark St. to Racine St.

Erie Street - Prospect St. to Colbert St.

Rickeman Street - +/- 390 feet south of Liberty St. to Liberty St.

Superior Street - Liberty St. to State St.

Kewaunee Street - North Main St. to Chatham St.

SANITARY & WATER LATERALS

DeKoven Avenue - Clark St. to Racine St.

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Kewaunee Street - North Main St. to Chatham St.

SANITARY SEWER

DeKoven Avenue - Clark St. to Racine St. **Kewaunee Street** - North Main St. to Chatham St.

and, as amended, Resolution No. 11-2622, of June 21, 2011, be adopted.

Fiscal Note: Funds will be appropriated in the 2012 C.I.P. for these street improvements, and special assessments will be paid by the abutting property owners for the street improvements.

John Rooney went through the summary of Public Hearing 370.

DeKoven Avenue- Clark St. to Racine St., Portland Cement Concrete Paving Motion made by Marcus, seconded by Shields to delete. Passed unanimously DeKoven Avenue- Clark St. to Racine St, Sanitary & Water Lateral Motion made by Marcus, seconded by Shields to delete. Passed unanimously. DeKoven Avenue- Clark St. to Racine St., Sanitary Sewer Motion made by Marcus, seconded by Shields to delete. Passed unanimously.

Erie Street- Prospect St. to Colbert St., Portland Cement Concrete Paving Motion made by DeHahn, seconded by Marcus to delete. Passed unanimously.

Rickemen Street-+/-390 feet south of Liberty St. to Liberty St., Portland Cement Concrete Paving

Motion made by DeHahn, seconded by Mogenroth to delete. Passed unanimously.

Railroad Street -Prospect St. to Hamilton St., Portland Cement Concrete Paving Motion made by DeHahn, seconded by Shields to approve. Passed unanimously. Railroad Street -Prospect St. to Hamilton St., Sanitary and Water Laterals Motion made by DeHahn, seconded by Shields to approve. Passed unanimously.

Superior Street - Liberty St. to State St., Portland Cement Concrete Paving Motion made by Shields, seconded by Mogenroth to delete.

Ayes: Shields, Mogenroth, Marcus

Noes: DeHahn Motion passed 3:1

Kewaunee Street- North Main St. to Chatham St., Portland Cement Concrete Paving Motion made by DeHahn, seconded by Marcus to delete. Passed unanimously. Kewaunee Street- North Main St. to Chatham St., Sanitary & Water Laterals Motion made by DeHahn, seconded by Marcus to delete. Passed unanimously. Kewaunee Street- North Main St. to Chatham St., Sanitary Sewer Motion made by DeHahn, seconded by Marcus to delete. Passed unanimously.

Recommended For Approval

13. 11-6621

Subject: (Direct Referral) Communication from the Assistant Commissioner of Public Works/Operations requesting to waive formal bidding for installation of a Johnson Controls, Inc. Lighting Control

System for the City Hall renovation area.

Recommendation of the Public Works and Services Committee on 6-28-11: That the request to waive formal bidding procedures be approved in accordance with State Statutes that allow for the waiving of public bids for the purpose of maintaining uniformity of equipment and services.

Further recommends that the Mayor and City Clerk be authorized and directed to enter into an agreement with Johnson Controls, Inc. for installation of a Metasys lighting control system in the City Hall renovation area for the not-to-exceed price of \$7,643.00.

Further recommends that funding to defray the cost of this public works project be appropriated from Account 990.100.5010, City Hall Renovations.

Fiscal Note: Funds are available as herein delineated.

Tom Eeg explained the request to waive formal bidding requirements for the installation of Johnson Controls Lighting Systems for the City Hall renovation. Motion made by DeHahn, seconded by Marcus to approve. Passed unanimously.

Recommended For Approval

14. 11-6617

Subject: (Direct Referral) Communication from the Assistant Commissioner of Public Works/Operations submitting an architectural design services proposal from Butterfield, Rudie & Seitz to renovate the Department of Corrections office area at the City Hall Annex.

Recommendation of the Public Works and Services Committee on 6-28-11: That the Mayor and City Clerk be authorized and directed to enter into a professional services agreement with Butterfield, Rudie & Seitz to provide design services for renovating the Department of Corrections area at the City Hall Annex, in the not-to-exceed amount of \$4,550.00.

Further recommends that funds to defray the cost of these professional services be appropriated from Account 991.200.5010, Annex-Remodel Probation and Parole.

Fiscal Note: Funds are available as herein delineated.

Tom Eeg submitted a design proposal from Butterfield, Rudie & Seitz to renovate the Department of Corrections Office at the City Hall Annex.

Motion made by DeHahn, seconded by Shields to approve. Passed unanimously.

Recommended For Approval

15. <u>11-6506</u> **Subject:** (Direct Referral) Communication from the Assistant

Commissioner of Public Works/Operations submitting Amendment No. 2 to Contract 54-10 (K0-069), Professional Services - Review HVAC System at Racine Public Library, Arnold & O'Sheridan, consultant.

Tom Eeg asked that this item be deferred.

Motion made by DeHahn, seconded by Shields to defer. Passed unanimously.

Deferred

16. <u>11-6630</u>

Subject: (Direct Referral) Communication from the Interim Commissioner of Public Works/Operations submitting Change Order No. 3 to Contract 1-11 (K1-001), City Hall Renovations-Phase III (R1), Seater Construction Co., Inc., contractor.

Recommendation of the Public Works and Services Committee on 6-28-11: That Change Order No. 3 on Contract 1-11 (K1-001), City Hall Renovations-Phase III (R1), Seater Construction Co., Inc., contractor, be approved in the amount of \$34,025.00.

Further recommends that funding to defray the cost of this change order be appropriated from Account 990.100.5010, City Hall-Facilities Plan Implementation.

Fiscal Note: Funds are available as herein delineated.

Tom Eeg submitted Change Order No. 3 and described the change order and noted funding was available.

Motion made by DeHahn, seconded by Shields to approve. Passed unanimously.

Recommended For Approval

17. 11-6606

Subject: Communication from the Assistant Commissioner of Public Works/Engineering requesting to rescind Resolution No. 11-2602 to enter into a 3-Party Contract with the State of Wisconsin DOT and Strand Associates, Inc., for Professional Design Engineering Services for reconstructing Durand Avenue (STH 11) from Kearney Avenue to Kentucky Street, State Project ID: 2260-07-70.

Recommendation of the Public Works and Services Committee on 6-28-10: That Resolution 11-2602, dated June 7, 2011, be rescinded.

Fiscal Note: Not applicable at this time.

John Rooney asked that Resolution 11-2602 be rescinded. He noted the three party agreement between the State of Wisconsin DOT, Strand Associates, and the City for design services that had an error in the overhead rate and a new agreement had to be submitted.

Motion made by DeHahn, seconded by Marcus to rescind Resolution 11-2602. Passed unanimously.

Recommended For Approval

18. 11-6607

Subject: Communication from the Assistant Commissioner of Public Works/Engineering re-submitting a Three-Party design contract for engineering services for Durand Avenue (STH 11) from Kearney Avenue to Kentucky Street, State Project ID: 2260-07-70.

Recommendation of the Public Works and Services Committee on 5-31-11: That the Mayor and City Clerk be authorized and directed to enter into a 3-party contract with the State of Wisconsin Department of Transportation and Strand Associates, Inc. for professional design engineering services for reconstructing Durand Avenue (STH 11) from Kearney Avenue to Kentucky Street, State Project ID: 2260-07-70, for the not-to-exceed cost of \$1,133,045.31, which is funded 80% by the State of Wisconsin, or \$906,436.25, and 20% by the City of Racine, or \$226,609.06.

Further recommends that funds to defray the cost of these professional services are available in the 2012-2016 CIP Budget.

Fiscal Note: Funds are available as herein delineated.

John Rooney submitted the revised three-party design contract for Engineering services between Strand Associates, City of Racine, and the Wisconsin DOT for design services on Durand Avenue from Kearney Avenue to Kentucky Street. He noted that the overhead rate had changed and submitted the revised agreement and he noted funding that was available for these design services.

Motion made by DeHahn, seconded by Marcus to authorize the Mayor and City Clerk to enter into the agreement. Passed unanimously.

Recommended For Approval

19. <u>11-6616</u>

Subject: Communication from the Assistant Commissioner of Public Works/Engineering submitting a street dedication for 1846 Racine Street.

Recommendation of the Public Works and Services Committee on 6-28-11: That the property at 1846 Racine Street, and more particularly described as follows, be dedicated for street right-of-way purposes:

That part of Block 35 in Racine Land and Improvement Co's Addition, a recorded plat in the City of Racine, Racine County, Wisconsin that is part of the Northwest ¼ of Section 21 Township 3 North, Range 23 East described as follows: the east 40.00' of Lots 13,14,15,16,17, &18

Said described tract containing 9,512.00 square feet more-or-less.

Further recommends that a resolution be introduced to the Common Council and referred to the City Plan Commission.

Fiscal Note: N/A

John Rooney submitted a street dedication for 1846 Racine Street. He described the parcel and the legal description and noted the property is owned by the City of Racine but was never dedicated as formal right-of-way back in 2005.

Motion was made by DeHahn, seconded by Marcus to approve and authorize City Staff to record the street dedication with the Register of Deeds. Passed unanimously.

Recommended For Approval

Adjournment

The meeting adjourned at 6:42 P.M.

If you are disabled and have accessibility needs or need information interpreted for you, please contact the Department of Public Works at (262) 636-9121 at least 48 hours prior to this meeting.

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