



**Public Works and Safety Committee Meeting Agenda**  
**Village Board Room**  
**235 Hickory Street, Pewaukee, WI 53072**  
March 21, 2023 – 4:30 p.m.

1. Call to Order
2. Approval of Minutes of July 19, 2022 meeting
3. Citizen Comments
4. Old Business
  - a. None
5. New Business
  - a. Discussion and Action Regarding West Wisconsin Avenue Business Parking Request and Agreement
  - b. Discussion and Possible Action Regarding Above Grade Communication Cabinet Requests
  - c. Discussion Regarding Seasonal Employee Staffing
  - d. Discussion and Possible Action – Lakefront Speed Limit
  - e. Discussion Regarding Lakefront Public Assets
  - f. Discussion and Action Regarding Making Public Works and Safety Commission Meetings a Standard Quarterly Meeting
6. Adjournment

Note: It is possible that members and/or possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; action will not be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in the notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request such assistance, contact the Village Clerk at 262-691-5660.

Posted: March 15, 2023

**Village of Pewaukee  
Public Works and Safety Committee Meeting Minutes  
July 19, 2022**

Agenda Item 1 – Call to Order

Meeting called to order at 5:30 pm by Chairman Hill inviting participation in the Pledge of Allegiance.

Members present: Mark Grabowski, Laurin Miller, Jim Grabowski, Chuck Nichols, Nick Wellenstein, Pat Wunsch.

Members absent:

Also Present: Administrator Scott Gosse

Agenda Item 2 – Minutes of June 7, 2022 meeting

M. Grabowski moved, second Wunsch to approve Minutes of the June 7, 2022 Public Works and Safety Committee as presented. Motion passed unanimously.

Agenda Item 3 – Citizen Comments

Sarah Stephens, representing Beach Bum Bakery, briefly explained her support for the ordinance change regarding parking on West Wisconsin Avenue.

Agenda Item 4 – Old Business

None.

Agenda Item 5 - New Business

a. Discussion and Action - Presentation of Draft 10-Year Infrastructure Capital Improvement Program.

Director Naze provided an explanation of replacement and new equipment as presented, as well as street and utility projects recommended from 2022 through 2031. Discussion followed with direction to include limited mill and pave on deteriorated asphalt sections in Prospect Avenue in the 2023 paving program, and to add an inflation factor of 10% for 2023 projects and 8% in subsequent years. Motion J. Grabowski, second Wunsch, to forward the plan to the following Village Board meeting with the changes as noted. Motion passed unanimously.

b. Discussion and Action on Amendment to S. 86.119.5(c) of Municipal Code

Administrator Gosse explained that the ordinance change was to conform with a business change and to conform with the parking practice taking place. Motion M. Grabowski, second J. Grabowski, to forward the amendment to S. 86.119.5(c) of Municipal Code as presented to the Village Board. Motion passed unanimously.

c. Discussion and Possible Action Regarding Parking on Dynex Drive

Administrator Gosse explained the request on behalf of 135 Dynex Drive to provide parking restrictions on the west side of Dynex Drive. Discussion of the street and traffic conditions and possible solutions followed. Motion J. Grabowski, second Miller, recommending to the Village Board the creation and adoption of an ordinance prohibiting parking along the west side of Dynex Drive from Capitol Drive to the sidewalk entrance of 135 Dynex Drive, (approximately 200 feet), followed by 1

**Village of Pewaukee  
Public Works and Safety Committee Meeting Minutes  
July 19, 2022**

hour parking from that point to the end of the curb and gutter section of the same address.  
(Approximately 55 feet.) Motion passed unanimously.

Agenda Item 6 – Adjournment

Motion J. Grabowski, second M. Grabowski to adjourn the meeting at 6:25 p.m. Motion passed unanimously.

Respectfully Submitted,  
Daniel Naze, P.E.  
Director of Public Works/Village Engineer

DRAFT



To: Ed Hill, Chair  
Public Works & Safety Committee

From: Scott A. Gosse  
Village Administrator

Date: March 1, 2023

Re: Agenda Item 5a, Discussion and Action Regarding West Wisconsin Avenue Business Parking Request and Agreement

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### **BACKGROUND**

Staff has received a request from Beach Bum Bakery to rent the two public parking spaces in front of the Bakery to reserve them for Beach Bum Bakery parking only. Their concept on this request is similar in nature to the restaurants in the lakefront area renting parking spaces for street dining use, except, in this case, the intent would be to post the parking spaces for Beach Bum customer parking only. Attached for your information please find a map illustrating the parking spaces in question.

### **ACTION REQUESTED**

This matter is on the agenda for Committee review, discussion, and possible recommendation to the Village Board.

### **ANALYSIS**

The parking spaces currently located in front of Beach Bum Bakery are posted and included in the Village Code as 15-minute parking spaces. The request of Beach Bum is for them to enter into a rental agreement with the Village for the restricted use of the spaces for their customers only.

While staff understands the request, a concern is how the restricted use would be policed and enforced.

Should the Public Works & Safety Committee recommend approval of the rental request, staff will then work to develop a lease agreement for the spaces similar in nature to the street dining lease agreements. Additional consideration will need to be given for a possible rental amount. Current lease amounts are based on a square footage range; however, the leased spaces are leased from March 1 – October 31 on an annual basis.

Attachment



**Legend**

-  Municipal Boundary\_2K
- Parcel\_Dimension\_2K
- Note\_Text\_2K
- Lots\_2K
-  Lot
-  Unit
-  General Common Element
-  Outlot
- SimultaneousConveyance
-  Assessor Plat
-  CSM
-  Condominium
-  Subdivision
- Cartline\_2K
-  EA-Easement\_Line
-  PL-DA
-  PL-Extended\_Tie\_line
-  PL-Meander\_Line
-  PL-Note
-  PL-Tie
-  PL-Tie\_Line
- <all other values>
- Railroad\_2K

0  22.89 Feet

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**Notes:**

Printed: 3/1/2023





**PUBLIC WORKS DEPARTMENT  
1000 Hickory Street  
Pewaukee, WI 53072**

# Memo

To: Public Works and Safety Committee Members  
From: Dan Naze, P.E., Director of Public Works/Village Engineer  
Date: March 15, 2023  
Re: New Business for March 21 Revised Agenda Item b.

I have received a right of way permit request to install an above grade communication cabinet in the right of way in a single family residential area. I have concerns approving a 36" high by 21" wide cabinet on a 3 foot square concrete pad in the front yard of a residence and request direction for an informal policy for such permits, that may prohibit above grade cabinets unless under an appeal for a legitimate adverse condition. Communication ducts are generally set through at grade vaults.

## Recommendations:

As stated.



**PUBLIC WORKS DEPARTMENT  
1000 Hickory Street  
Pewaukee, WI 53072**

# Memo

To: Public Works and Safety Committee Members  
From: Dan Naze, P.E., Director of Public Works/Village Engineer  
Date: March 15, 2023  
Re: New Business Items c. through f.

Items c. through f., New Business, were requested by Trustee Grabowski for inclusion on the agenda, and we will look to him to lead discussion on these items. An email response from Park and Recreation Director Phalin regarding item c is attached.

## Recommendations:

None

**ITEMS b., c. and d.**

**From:** Jim Grabowski <[jgrabowski@villageofpewaukee.gov](mailto:jgrabowski@villageofpewaukee.gov)>

**Sent:** Wednesday, February 1, 2023 2:49 PM

**To:** Scott Gosse <[sgosse@villageofpewaukee.gov](mailto:sgosse@villageofpewaukee.gov)>

**Cc:** Ed Hill <[ehill@villageofpewaukee.gov](mailto:ehill@villageofpewaukee.gov)>

**Subject:** Public Works and Safety

Hi Scott,

I know we will probably have a meeting coming up before Ed steps down as Trustee, so I would like a couple items added to the agenda.

1. Update from Public Works on the level of staffing and/or plan for recruitment for weed management in the 2023 year
2. Discussion and Possible action to recommend to the Village Board, keeping the downtown speed limit 15mph year round.
3. Update from Public Works on the condition and replacement/repair schedule for downtown Village assets: specifically Trash Cans, Street Lighting, and Park Benches.

Thanks,

Jim Grabowski

**ITEM c.**

Hi Scott,

Update from Public Works on the condition and replacement/repair schedule for downtown Village assets: specifically Trash Cans, Street Lighting, and Park Benches.

- We've started replacing the recycling cans at Lakefront Park this winter
- We're replacing trash cans this spring at Lakefront Park
- Kiwanis Village Park replacement cans as we can afford/fit in budget

Benches:

- Koepf has new benches
- Lakefront - 2 memorial benches will replace the 2 old benches near the dam this spring
- KVP benches are in reasonable working order

Let me know if you need anything else.

Thanks,

Nick Phalin, CPRP

Director of Parks & Recreation

☎ 262.691.7275 | 📠 262.691.6078 | ✉ [phalin@pewaukee.wi.us](mailto:phalin@pewaukee.wi.us)

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Thanks,  
Jim Grabowski

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