

Village of Fall Creek
Minutes of Public Works, Public Safety & Property Committee Meeting
May 24, 2023

1. **Call to Order:** 5:30 p.m., Village Hall Meeting Room, 122 E Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Committee Chairperson Karen Herbison, Trustees Chester Goodman, Matt Mattoon. Members Absent: None. Staff Present: Village Administrator/Public Works Director Jared McKee, Deputy Clerk Joan Drehmel.
3. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and the agenda was posted at the three public places and local newspapers were notified.
4. **Adopt Agenda:**
 - MOTION (Goodman/Mattoon) to adopt the agenda as printed. PASSED, without negative vote.
5. **Recognition of Visitors/Citizen Input:** None.
6. **Old Business**
 - A. **Possible Ordinance Amendment for Pole Shed Type Structures:** Administrator Jared McKee was directed by the committee at the 4/20/23 meeting to research possible changes to the current ordinance. The committee reviewed the current ordinance. Administrator McKee stated that if someone applied for a building permit for a pole shed, they would have to comply with the existing regulations that are found in Village Ordinance 16.1.1. Accessory Building. These regulations limit the size, placement, and appearance of the building which were items of concern that were discussed at the previous meeting. The committee discussed including a definition of pole shed but found there was no industry-standard definition. They also discussed how the size limitation would impact agricultural and municipal properties.

Administrator McKee suggested making this change to the ordinance:
16.1.1.B. *Pole sheds in agricultural or municipal properties shall not be limited by the provisions of Section A.*

 - MOTION (Mattoon/Goodman) directing Administrator McKee to draw up the ordinance amendment for a first reading to be presented at the required public hearing at the next Plan Commission meeting. The ordinance amendment would then go to the Village Board. PASSED, without negative vote.
7. **New Business**
 - A. **Business District Snow Removal/Grass, Leaves, Snow on Public Streets:**

Administrator McKee explained the public works department's procedure for removing snow in the downtown business district. He noted that for the properties within the business district that have a zero-lot frontage, they plow the sidewalks and haul the snow away for parking on Highway 12/Lincoln Avenue. They do not plow parking lots but have occasionally removed large piles of snow that impede motorists' vision, as their schedule permits. They have also had to remove the snow from the street because snow from parking lots had been pushed out into the street. This brought about a complaint from a business owner that felt all businesses weren't being treated the same. Because of these issues, McKee would like a more defined snow removal policy for the future. He felt addressing it in June as opposed to December was a better way of handling it, so property owners could be informed early on. He noted the League of WI Municipalities advises municipalities to not remove snow for property owners unless all of the following apply:

1. there is no other service available in the municipality,
2. the municipality already has a fee schedule & contract in place to remove snow, and
3. removal of snow would provide ingress/egress to a public highway.

The League also advised against plowing private parking lots because the Village could be liable for any property damage incurred. Administrator McKee suggested clarifying the policy to state the Village will remove snow from properties in the downtown business district that have a zero-lot frontage. The Village will not remove snow from private parking lots or remove snow that is pushed out into the street from private parking lots. The Village will remove piled snow, when requested by the property owner, for a fee. Administrator McKee will contact the property owners concerning the policy. The committee approved his suggestions.

Administrator McKee explained the issue with grass and leaves blown into public streets sends the debris into the storm sewer, and from there directly into the ponds and streams – an issue the Inland Lake Protection & Rehabilitation District is working to prevent. McKee was contacted by EC County that a resident was seen blowing grass clippings into the storm sewer and should be cited. He noted the Village does not have an ordinance prohibiting this but presented the ordinance of the City of Eau Claire as an example.

- MOTION (Goodman/Mattoon) directing Administrator McKee to draw up the ordinance for a possible first reading prohibiting grass, leaves and debris from being cast into the streets. McKee will also amend the Schedule of Fees to include a fee for violators of this ordinance, and a price for snow removal as discussed above.
PASSED, without negative vote.

B. Possible Ordinance Amendment re: Hard-Surface Parking: Trustee Matt Mattoon noted this item came back to committee as there were concerns about different surface types and the cost incurred for installing a concrete or asphalt surface. The committee discussed the implementation of pavers, bricks, plastic grating, etc. instead of concrete or asphalt as required by ordinance. They also discussed establishing a standard for alternate materials and inspecting the installation. These types of hard surface would not address the problem of soil or groundwater contamination from oil or gas leaks, the growth of unsightly weeds, or the presence of vermin under the subbase. The committee agreed there was no better alternative and recommended no changes at this time.

8. Adjourn @ 6:47 p.m.

Joan Drehmel, Deputy Clerk