

**CITY OF FRANKLIN
BOARD OF PUBLIC WORKS MEETING
AGENDA**

**Council Chambers
Franklin City Hall, 9229 W. Loomis Road, Franklin, WI
Tuesday, January 11, 2022
6:00 p.m.**

- I. CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE
- II. READING & APPROVAL OF MINUTES OF DECEMBER 14, 2021
- III. PUBLIC COMMENT
- IV. UNFINISHED BUSINESS (*Enclosures)
- V. NEW BUSINESS (*Enclosures)
 - A. *REVISIONS TO RIGHT-OF-WAY PERMITS
 - B. *REVIEW OF DECEMBER 2021 AUCTION RESULTS
 - C. 2022 DPW EQUIPMENT LIST
 - D. *2022 EQUIPMENT STATUS FOR DPW
 - E. PURCHASE OF EQUIPMENT FOR DPW
- VI. SCHEDULE FOR NEXT MEETING (*Enclosure)
- VII. ADJOURNMENT

*Supporting documentation and details of these agenda items are available in the Engineering Department during normal business hours.

Notice is given that a majority of the Common Council may attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This may constitute a meeting of the Council per State ex rel. Badke v. Greendale Village Bd. even though the Council will not take formal action at this meeting.

Notice is further given that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, please contact the Franklin City Clerk's office at (414) 425-7500.

2022 January



FRANKLIN MEETING CALENDAR

| SUN | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SAT |
|----------------|---|--|---|---|--------|--------|
| | | | | | | 1 |
| 2 | 3 CC – Comm of the Whole 6:30pm | 4 CC – Common Council 6:30pm AR – License Comm | 5 | 6 CC – Plan Comm 7pm | 7 | 8 |
| 9 | 10 HR – Parks Comm 6:30pm HW – Board of Health 7pm COMM RM – Historical 6pm | 11 CC – Board of Public Works 6pm | 12 Courtroom – Municipal Court 8:15am CC – Environmental Comm 7pm | 13 Insp Rm – Arch. Board 5:30pm HW – Volition 6pm | 14 | 15 |
| 16 | 17 HR – Personnel 6pm CR – Civic Celebration Comm 6:30pm | 18 CC – Common Council 6:30pm AR – License Comm HR – Board of Water 5:15pm | 19 Courtroom – Municipal Court 8:15am & 5:45pm CR – Tourism 6pm CC – Board of Zoning 6:30pm | 20 CC – Community Dev. Authority 6pm CC – Plan Comm 7pm | 21 | 22 |
| 23 <hr/> 30 | 24 LIB – Library Board 6pm CR – Economic Dev. Comm 6:30pm <hr/> 31 | 25 HR – Finance 6pm CC – Quarry Monit. Comm 6pm | 26 Courtroom – Municipal Court 8:15am HR – Tech Comm 6pm | 27 Insp Rm – Arch. Board 5:30pm | 28 | 29 |

CC=Council Chambers

CR=Conference Room, Lower Level

HR=Hearing Room

HW=Health Wing

Insp Conf Rm=Bldg Insp Conference Room

Comm Rm=Community Room

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS MEETING
Council Chambers
December 14, 2021 MINUTES

CALL TO ORDER

Chairman Webster called the Board of Public Works meeting to order at 6:04 p.m. on Tuesday, December 14, 2021 in the Council Chambers.

ROLL CALL AND
PLEDGE TO FLAG

Present: Chairman Webster, Ald. Nelson, Board Members Porter, Specht and Witt. Also, present City Engineer Morrow and Asst. City Engineer Beinlich. The Pledge of Allegiance was recited.

READING AND APPROVAL OF MINUTES
FROM NOVEMBER 9, 2021

Motion made by Board Member Porter, seconded by Board Member Witt to approve the minutes of the November 9, 2021 Board of Public Works meeting as presented. Motion carried.

PUBLIC COMMENT

Comment period opened at 6:05 p.m. and closed at 6.09 p.m.

FRANKLIN PPII POLICY

Motion made by Board Member Witt, seconded by Board Member Porter to recommend to Common Council, with the BPW approval, to implement the Franklin PPII Policy as stated. Motion carried with Board Member Specht abstaining.

SCHEDULE FOR NEXT MEETING

The next meeting will be scheduled for January 11, 2022 at 6 p.m. in the Council Chambers.

ADJOURNMENT

Motion made by Board Member Specht, seconded by Board Member Porter to adjourn at 6:36 p.m. Motion carried.

Respectfully submitted,

Debbie

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS MEETING
Council Chambers
November 9, 2021 MINUTES

Approved 12/14/2021

| | |
|---|--|
| CALL TO ORDER | Chairman Webster called the Board of Public Works meeting to order at 6:00 p.m. on Tuesday, November 9, 2021 in the Council Chambers. |
| ROLL CALL AND PLEDGE TO FLAG | Present: Chairman Webster, Ald. Nelson, Board Members Porter, Skowronski, Specht, Witt and Woznicki. Also, present City Engineer Morrow, Asst. City Engineer Beinlich and Hwy. Superintendent Schlueter. The Pledge of Allegiance was recited. |
| READING AND APPROVAL OF MINUTES FROM OCTOBER 12, 2021 | Motion made by Board Member Woznicki, seconded by Board Member Porter to approve the minutes of the October 12, 2021 Board of Public Works meeting as presented with comment period to note that Chairman Webster and Board Recorder Skowronski both accepted their elected positions of Chairman and Board Recorder. Motion carried with Chairman Webster and Board Member Skowronski abstaining. |
| PUBLIC COMMENT | Chairman Webster and Board Recorder Skowronski have accepted their elected positions of Chairman and Board Recorder. |
| FRANKLIN ADOPT-A-ROAD PROGRAM | Motion made by Board Member Porter, seconded by Board Member Specht to recommend to Council to adopt this Road Program for the City of Franklin. Motion carried. |
| ADA CURB TRASH SERVICE | Motion by Alderman Nelson, seconded by Board Member Porter to recommend to Common Council to approve this policy to be administered by the City Engineering Staff and performed by the trash pickup contractor for ADA curb trash service. Motion carried. |
| FRANKLIN PPII POLICY | Motion made by Board Member Porter, seconded by Alderman Nelson to refer back to Staff to clarify policy with comments of Board and bring back for the December meeting. Motion carried with Board Members Specht and Woznicki abstaining. |
| AUTHORIZE DPW TO PURCHASE NEW POTHOLE PATCHER TRUCK | Motion made by Board Member Specht, seconded by Board Member Woznicki to recommend to Council to purchase One (1) New FP5 All in One Flameless Asphalt Patching Machine, purchased from Bergkamp, Inc. Sourcewell per Contract #052417-BGK. Patcher to be mounted on K370 Series Kenworth Cab and Chassis purchased by Bergkamp, Inc. on behalf of the City of Franklin, WI for a cost not to exceed \$202,100. Note that the vehicle color will be white, not the normal City of Franklin orange. Motion carried. |
| REVIEW OF OCTOBER AUCTION RESULTS | Information only. |
| AUTHORIZE DPW TO SELL SURPLUS VEHICLES & EQUIPMENT | Motion made by Board Member Skowronski, seconded by Board Member Porter to authorize DPW to take listed items in November 3, 2021 memorandum to Auction Associates, Inc. for the auction that will take place on December 11, 2021. Motion carried. |
| CITY OF FRANKLIN CODE OF CONDUCT AND ETHICS FOR ELECTED AND | Information to review. For Board Members to review and sign and return no later than next meeting. |

APPOINTED OFFICIALS

SCHEDULE FOR NEXT MEETING

The next meeting will be scheduled for December 14, 2021 at 6 p.m. in the Council Chambers.

ADJOURNMENT

Motion made by Board Member Porter, seconded by Board Member Witt to adjourn at 7:29 p.m. Motion carried.

Respectfully submitted,
Debbie

L/Engdocs/Minutes November 9, 2021

§ 222-4 **Streets openings and excavations. Construct, maintain or repair infrastructure within public right-of-way**

- A. Permit required. No person shall open or tear any part of any street, alley, sidewalk, parkway or other public place in the City for any purpose without first obtaining a permit from the Director of Public Works or his or her authorized representative.
- B. Insurance required.
 - (1) A permit shall be issued only upon the condition that the applicant submit evidence to the Director of Public Works that the applicant is covered by public liability insurance by the following amounts and that such insurance protects the City from all claims.

| Personal Injury | | Property |
|------------------------|---------------------|-----------------|
| <u>One Person</u> | <u>One Accident</u> | |
| \$1,000,000 | \$2,000,000 | \$500,000 |

- (2) The evidence of insurance shall also provide that the City be notified at least 10 days prior to cancellation or expiration of the insurance.
- C. Information to accompany application. The applicant for a permit shall submit to the Director of Public Works, at the time the permit is applied for, sufficient information relating to the work to be done. The Director of Public Works shall determine if sufficient information is submitted, but in no case shall it be less than the following:
 - (1) The applicant shall state the nature and location of the work, the reason for the work and the proposed method of doing the work.
 - (2) The proposed utility plan shall show the area(s) and type(s) of erosion control that may be necessary to control disturbed soil. Work site restoration shall show location and material to be used.
- D. Permit fee. The permit **fee(s) is fees are** given in the schedule in Subsection **D(1) and D(2)**. Upon written notice to the permit applicant, restoration work that is not completed or not deemed to be of acceptable quality by the Director of Public Works or his representative, the applicant will be given 20 days to correct all deficiencies. The City may then complete work or hire a contractor to correct the deficiencies and bill the applicant for work performed.
 - (1) **The Non-Refundable permit fees schedule is as follows: shall be collected to reimburse the City for costs associated to manage the permit activities and for infrastructure that the City will need to replace.**
 - (a) Application fee: **\$50. \$100.**
 - (b) First **one** foot to 200 feet in length: **\$50. \$100.**
 - (c) **Minimum total fee: \$100.**
 - (d)(c) Additional \$0.10 per foot for installed utility lengths exceeding 200 feet. **Calculation of installed utility length will be made based on the number of lineal feet of utility main installed or repaired.**

(d) Each tree in the right-of-way to be replaced: \$400

(e) Other public infrastructure (ie. Lights, signs, culverts, etc.) that will need to be replaced by City: at cost of labor / materials plus 5%.

~~**(2) Calculation will be made based on the number of lineal feet of utility main installed or repaired.**~~

(2) Refundable permit fees shall be collected as a surety to encourage permittee to restore the right-of-way in as-good or better condition.

(a) 10% of estimated project cost, but no less than \$1,000.

(b) Refundable Permit Fee shall be waived for City of Franklin, Franklin Utilities, and Milwaukee County projects

(c) Refundable fee less than \$10,000 shall be a cash or check deposit with the City of Franklin.

(d) Refundable fee in excess of \$10,000 may be a cash or check deposit with the City of Franklin or it may be a financial surety in the form of a performance bond or irrevocable letter of credit.

(e) If permittee does not restore the right-of-way in as-good or better condition, the City shall notify the permittee in writing of the deficiencies and may self-perform repairs or hire others to make repairs from the collected fees or surety. Such notice shall be issued within one-year after Permittee notifies City that work is complete.

(e) Refundable fees will be returned/released as soon as Director of Public Works deems appropriate, but not to exceed one year after Permittee notifies City that work is complete.

E. Permit to be displayed. The permit shall be displayed on the site at all times.

F. Permit to become void. Unless the work shall be commenced within 30 calendar days of the issuance of the permit, the permit shall be void, and a new permit shall be obtained and an additional fee charged. The permit will remain in effect for one year from date of issuance. The Director of Public Works may extend the time limitation for sufficient cause.

G. Worker and Worksite Safety. The Permittee is fully responsible for worker and worksite safety. Any comments and/or stop work orders issued from City staff, or its representatives, shall not place responsibility on City for safety.

H. Stop work order.

(1) For safety reasons to the traveling and general public, the City may issue a verbal stop work order. The Stop work order will be in effect immediately from the verbal command until satisfactory traffic control and pedestrian barricades are in place. A stop work order does not move any liability from the Permittee to the City.

(2) To protect receiving waters from erosion and sediment leaving the worksite, the City may issue a verbal stop work order. The Stop work order will be in effect immediately from the verbal

command until satisfactory erosion and sediment control measures are in place. Permittee will be responsible for any cleanup and damage caused to other properties as a result of inadequate erosion and sediment control methods.

I. Citations. The City may issue a municipal citation to any person for failure to comply with the stipulations set forth in a Franklin permit to Construct, Maintain or Repair Infrastructure Within Public Right-Of-Way and is subject to the provisions of Chapter 1, General Provisions, § 1-19.

J. Permit to be revoked. After issuance of a citation(s), Director of Public Works, or his designee, may hand deliver or email a written notice to the Permittee as a final warning that the Permittee is failing to comply with the stipulations in the issued permit. The notice will designate a time frame required for full compliance. Failure of the Permittee to become fully compliant within the designated timeframe makes the permit subject to revocation and forfeiture of all non-refundable and refundable permit fees.

(1) Permittees who have a permit revoked shall not be eligible to receive another Franklin permit to Construct, Maintain or Repair Infrastructure Within Public Right-Of-Way for five years from the date of revocation.

G.K Notices required.

- (1) The permittee shall notify all public and private individuals, firms and corporations affected by the work at least 24 hours before such work is to start.
- (2) The permittee shall notify the Director of Public Works or his or her authorized representative at least 24 hours prior to the time of starting work and again at least four hours prior to backfilling and/or restoring the surface.

H.L. Emergency work. In the event of an emergency arising out of office hours, at night, Sundays or legal holidays, when an immediate excavation may be necessary for the protection of public or private property, the same shall be reported to the Police Department, which shall grant permission to make the necessary excavation upon the express condition that an application be made in the manner herein provided on or before noon of the next following business day.

I.M. Construction of new facilities. Within six months after notification by the City that a new street, alley or sidewalk pavement is to be constructed, all public and private utilities, firms or individuals shall construct their necessary facilities in a manner not to interfere with the paving work.

J.N. Maximum street opening. The permittee shall prosecute the work in such a manner so that not more than 600 lineal feet of trench shall be open at one time.

K.O. Completion of the work. Excavations shall not remain open in excess of three calendar days unless specific permission is obtained from the Director of Public Works prior to the third day. For each day or fraction thereof the excavation remains open in excess of three days, the permittee shall forfeit to the City as damages the sum of **\$25. \$100. This amount may be deducted from the Refundable Fees.**

L.P. Method of doing work.

- (1) Excavating. The trench shall be excavated to a sufficient width and depth to permit the laying of the pipe or conduit, using special care to avoid damaging existing conduits or pipes. All work shall be done in a manner to conform to the Wisconsin Administrative Codes that may apply and to the rules and regulations of the City. All refuse and excess excavated material shall be removed from the street surface as the work progresses and shall not be permitted to be deposited on the site.
- (2) Maintenance of opening. The applicant shall backfill the opening immediately upon the completion of the work and place at least eight inches of traffic bind or similar material in the opening. The applicant shall maintain the opening in good condition for six months after the completion of the work or until the surface has been restored, either by the permittee or the City.
- (3) Backfilling. Backfilling shall be done with due care in a workmanlike manner and shall be consolidated by flooding or tamping according to approved methods so as to prevent the settling of the facility. In all streets, alleys, sidewalks or other public ways, whether improved or unimproved, all excavated material shall be removed and the trench shall be completely backfilled with clear limestone, one bag concrete mix slurry or gravel, unless permission is obtained from the Director of Public Works to use excavated material for backfill.
- (4) Barriers and lights in streets. Each opening made in the street or public ways shall be enclosed with sufficient barriers. Red lights must be kept burning from sunset to sunrise, one red light to be placed at each end of opening in street and other lights to be placed at intervals of 10 feet. All necessary precautions shall be taken to guard the public effectually from accidents or damage to persons or property from the beginning to the end of the work.
- (5) Restoration of surface. Should any person, firm or corporation fail to restore the surface within seven calendar days or within a period determined by the Director of Public Works, the City will make such repairs and will direct to bill the utility for the cost of labor, material and an administrative cost of 15%.
- (6) Street cuts.
 - (a) How cut. All cuts in streets owned by or to be dedicated to the City shall be saw cut.
 - (b) Backfill. Excavation from street cuts made in streets owned by or to be dedicated to the City shall be backfilled with aggregate slurry backfill consisting of No. 1 and No. 2 coarse aggregate Class "C" concrete mix, with the cement deleted and prepared by mixing the material with water to inundate the aggregate sufficient to provide an approximate three-inch slump which is deposited in the trench directly from a concrete transit mix truck according to Standard Specifications for Sewer and Water Construction in Wisconsin, March 1, 1980 (4th ed.).
 - (c) Enforcement.
 - [1] Any person who violates the provisions of this subsection may be ordered by the Municipal Court to properly cut and/or excavate and properly backfill the street cut.
 - [2] Any person who violates the provisions of this subsection is subject to the provisions of Chapter 1, General Provisions, § 1-19.

M.Q. Plumbing permits. See also §§ **190-8** through **190-12** and §§ **190-16** and **190-17**. In the event of conflict, such sections shall control.

City of Franklin

PERMITTING AUTHORITY

PERMIT NO.

PERMIT TO CONSTRUCT, MAINTAIN OR REPAIR UTILITIES WITHIN HIGHWAY RIGHT-OF-WAY

REQUEST BY APPLICANT

Utility Name

Address

Office Phone Fax No.

Contact Person Cell Phone

Email

Type of Utility Installation (Ex.: Gas, Electric, Cable TV, Name of Communication - Fiber Optic, etc.)

Plan Enclosed Yes No

Utility Work Location is:

Appurtenances: Above Ground Under Ground: (ex: MH, HH, Pole, Pedestal, etc.)

Proposed Method of Installation:

Tunnel Overhead Cable Place Anchor Plow Trench

Directional Bore Open Cut Pavement Other

Estimated Starting Date Estimated Completion Date

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, any special provisions attached hereto, and any and all plans, details or notes attached hereto and made a part thereof.

BY Title

Date

PERMIT APPROVAL BY PERMITTING AUTHORITY

The foregoing application is hereby approved and permit issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated herein and on the reverse side hereof and all attachments hereto.

BY Title

(Signature of Authorized Permitting Authority Representative)

Date

Franklin Engineering 414-425-7510

CITY OF FRANKLIN
UTILITY PERMIT PROVISIONS AND CONDITIONS OF ISSUANCE

Pursuant to Wisconsin Statutes, this permit is granted to allow performance of the specific work described herein. The following standard provisions and any included special provisions shall govern:

- (1) The Applicant agrees to indemnify and hold harmless the Permitting Authority, its employees and its agents, from any cost, claim, suit, liability and/or award which might come, be brought, or be assessed, because of the issuance or exercise of this permit or because of any adverse effect upon any person or property which is attributed to the partially or entirely completed works of the Applicant. Accomplishment of the permitted work or any part thereof, by or on behalf of the Applicant shall bind such Applicant to abide by this permit and all its conditions and provisions.
- (2) The permitted facilities shall, if necessary, be altered at the expense of the Applicant to permit alteration, improvement, or maintenance of the highway as may hereafter be ordered. The entire cost of constructing and maintaining the permitted facilities shall be the obligation of the Applicant unless a contract for such costs has been executed.
- (3) No open cutting for a crossing will be allowed where the pavement is too narrow to maintain one-way traffic at all times, unless the Permitting Authority has granted permission for a detour. Wherever the pavement is opened, the spoil shall be hauled away and the trench shall be backfilled with Lean concrete mix; the backfill shall conform to the requirements of Section 8.43.9 with the addition of a minimum of 1 bag of cement per cubic yard. The pavement removed for a road crossing shall be replaced as per the City of Franklin Design Standards and Construction Specifications.
- (4) When one-way traffic or a detour is used, the Applicant shall provide ALL NECESSARY SIGNS, FLAGMEN AND LIGHTS required according to the "Manual on Uniform Traffic Control Devices." When a detour is allowed, local newspapers shall be notified by the Applicant in advance of the work being started.
- (5) All disturbed area shall be returned to their present condition or better, subject to the satisfaction of the Permitting Authority or its representative. Access to all private drives and public street intersections shall be maintained and all disturbed areas completely restored.
- (6) Any trenching, tunneling, or excavating shall be performed in accordance with the requirements of OSHA and the Wisconsin Department of Industry, Labor and Human Relations, and any applicable local regulations.
- (7) A copy of this approval, along with any plans and special provisions, shall be available on the job site.
- (8) Upon completion of the work the Applicant shall file a written notice with the Franklin Engineering Department along with record drawing of the completed work.
- (9) All utilities shall be located within three feet of the right-of-way limits unless specific dimensions are shown on the attached sketch.
- (10) All work approved by this permit shall be completed in accordance with the City of Franklin Design Standards and Construction Specifications. Call the Franklin Engineering Department for inspections when commencing work at 414-425-7510.
- (11) This permit will expire one year after the approval date.
- (12) A permit fee will be required for all Applications per the fee schedule available from the Franklin Engineering Department.
- (13) This application approval and permit issuance is specifically subject to and conditioned upon the approval by the City of Franklin of a Special Use Application submitted by applicant for the subject facilities installation, pursuant to in part, §15-3.0805 WIRELESS TELECOMMUNICATIONS TOWERS AND ANTENNAS, subs. G. Special Uses, and §15-3.0701 GENERAL STANDARDS FOR SPECIAL USES, of the City of Franklin Unified Development Ordinance, excepting those terms and provisions thereof which have been preempted by Wis. Stat. § 66.0404 Mobile tower siting regulations. Any failure to obtain approval or upon any denial of the Special Use Application shall render the approval granted hereunder and the permit issuance null and void.
- (14) N.B **Note well- Meaning following words are of great importance: City of Franklin Engineering staff and Department of City Development staff have been informed that questions have arisen, not only state-wide, but also nation-wide, in part as to what specific service the applicant is actually and factually providing, and perhaps whether the applicant is a utility and/or an alternative telecommunications utility, and as such, whether federal and state laws relating to local right-of-way regulation of telecommunications service providers and municipal regulation of telecommunications service providers apply.

PROPOSED PERMIT

| | |
|--|--|
| <p>CITY OF FRANKLIN PERMIT TO CONSTRUCT, MAINTAIN OR REPAIR INFRASTRUCTURE WITHIN PUBLIC RIGHT-OF-WAY 9229 W. LOOMIS ROAD, FRANKLIN, WI 53132 Phone (414) 425-7510 Fax (414) 425-3106 Application Forms and Handouts can be found at www.franklinwi.gov</p> | <p><i>For Office Use Only:</i></p> <p>Permit No. _____</p> <p>Date of Issue: _____</p> <p>Date of Expiration: _____</p> <p>Notice of Completion: _____</p> |
|--|--|

Applicant to complete this page only:

| | |
|--|---|
| Facility Owner / Utility Company | Contact Name / Title |
| Mailing Address City Zip | Office Phone |
| Email Address | 24/7 Cell Phone |
| Type of Work (Gas, Electric, Cable TV, Fiber Optic, Pavement, Etc.) | Fax |
| Applicant / Contractor (if different than above) | Contact Name / Title |
| Mailing Address City Zip | Office Phone / Fax |
| Email Address | 24/7 Cell Phone |
| Location of Work (Road, Nearest Address(es), Intersections, Etc.) | |
| Description of Infrastructure (Pipe, Manholes, Poles, Pedestals, Main, Services, Etc.) | |
| Method of Installation (Tunnel, Overhead Cable, Place Anchor, Plow, Trench, Directional Bore, Open Cut Pavement, Etc.) | |
| Plans Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No Number of Pages / Sheets _____ | Proof of Insurance Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>The applicant must be covered by public liability insurance that protects the City from all claims not less than \$1,000,000 personal injury for one person, \$2,000,000 personal injury for one accident, and \$500,000 for property. The evidence of insurance shall also provide that the City be notified at least 10 days prior to cancellation or expiration of the insurance.</i> |
| Erosion / Sediment Control Details Included? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Unless otherwise specifically approved by City in writing, Applicant understands that all work to be in fully compliance with City, State, and Federal erosion and sediment control requirements</i> | List of Affected Parties Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>All public and private individuals, firms and corporations affected by the work shall be notified by Permittee at least 24 hours before such work is to start.</i> |
| Traffic Control Details Included? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Unless otherwise specifically approved by City in writing, Applicant understands that all worksite traffic control to be in fully compliance with Manual of Uniform Traffic Control Devices (MUTCD)- latest edition.</i> | Surety Provided? <input type="checkbox"/> Cash/Check <input type="checkbox"/> Letter of Credit <input type="checkbox"/> Bond <input type="checkbox"/> Waived |
| Cost Estimate Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Cost Estimate should be broken down as much as possible for items within the right of way.</i> | Estimated Starting Date mm/dd/yyyy _____/_____/20____ Estimated Ending Date mm/dd/yyyy _____/_____/20____ <i>All work shall be completed without unnecessary delay</i> |
| The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, any special provisions attached hereto, and any and all plans, details notes or stipulations attached hereto and made a part thereof. | |
| Printed Name | Company / Title |
| Signature Name | Date |

City to Complete Below:

| CALCULATION OF PERMIT FEES | | |
|--|----------|-----------|
| Non-Refundable Permit Fee | | |
| Application Fee (\$100.00) | | \$100.00 |
| Length of Project / Utility Installed / Repaired | feet | |
| First Foot to 200 Feet (\$100.00) | \$100.00 | |
| Additional exceeding 200 Feet (\$0.10 / foot) | \$ | |
| Replaced Trees (\$400 / tree) | \$ | |
| Other (L&M Cost + 5%): | \$ | |
| Other (L&M Cost + 5%): | \$ | |
| Non-Refundable Permit Fee | | \$ |
| Refundable Permit Fee (Surety) | | |
| Estimated Cost of Project in ROW | \$ | |
| 10% of Project Cost (\$1,000 minimum) | \$ | |
| Refundable Permit Fee | | \$ |
| Total Fee to Collect | | \$ |

PERMIT APPROVAL BY PERMITTING AUTHORITY

The foregoing application is hereby approved and permit issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated herein and on the reverse side hereof and all attachments hereto.

| | |
|------------|--------|
| By: | Title: |
| Signature: | Date: |

| |
|---|
| Surety Amount \$ _____ |
| <input type="checkbox"/> Waived- Reason: |
| <input type="checkbox"/> Cash/Check |
| <input type="checkbox"/> Letter of Credit- Date / Institution |
| <input type="checkbox"/> Bond- #/Institution |

STANDARD STIPULATIONS FOR ALL PROJECTS:

- 1) Permitting Authority is the City of Franklin Department of Public Works (City). Pursuant to applicable Wisconsin Statutes, this permit is granted to the Applicant to allow performance of the specific work described herein as the Permittee. The following standard stipulations and any included special stipulations shall govern.
- 2) Accomplishment of the permitted work or any part thereof, by or on behalf of the Permittee shall bind such Permittee to abide by this permit and all its conditions and provisions.
- 3) This permit is based upon the proposed attached plan. Any changes must be approved by City prior to making any changes in the field.
- 4) The Permittee agrees to indemnify and hold harmless the City, its employees and its agents, from any cost, claim, suit, liability and/or award which might come, be brought, or be assessed, because of the issuance or exercise of this permit or because of any adverse effect upon any person or property which is attributed to the partially or entirely completed works of the Permittee. This responsibility applies both when the site is attended and during off-hours, any holiday, and the hours of night when the site is unattended.
- 5) Call before you Dig. Permittee is responsible for notifying **Diggers Hotline 1-800-242-8511** and having all existing utilities within the right-of-way identified prior to construction. All utilities shall be located within three feet of the right-of-way limits unless specific dimensions are shown on the attached plans.

CONTRACTOR SHALL MAINTAIN A COPY OF THIS PERMIT ON SITE AT ALL TIMES.

- 6) It shall be the responsibility of the Permittee to determine the location of, and protect or cause to be protected from any damage, any facilities existing in the area to be influenced by the permitted work. Any damage caused by the permitted utility to any other existing facilities shall be repaired and the entire cost shall be the obligation of the Permittee.
- 7) The permitted facilities shall, if necessary, be altered at the expense of the Permittee to permit alteration, improvement, or maintenance of the right-of-way as may hereafter be ordered. The entire cost of constructing and maintaining the permitted facilities shall be the obligation of the Permittee unless a contract for such costs has been executed.
- 8) Unless otherwise stipulated, **Permittee shall notify the City at (414) 425-7510 at least three (3) business days in advance of said operations.**
- 9) A copy of this approval, along with any plans and special provisions, shall be available on the job site.
- 10) All work approved by this permit shall be completed in accordance with the City of Franklin Design Standards and Construction Specifications.
- 11) Permittee and its representatives are fully liable for worker and worksite safety. Any verbal or written observations or comments from City staff, or its representatives, shall not remove liability from Permittee to City for work site and worker safety.
- 12) No portion of the traveled roadway or sidewalk/pathway may be closed to traffic without specific prior permission from the Director of Public Works. Such permission, if granted, will be stipulated in the Special Stipulations section. When one-way traffic or a detour is used, the Permittee shall provide ALL NECESSARY SIGNS, FLAGMEN AND LIGHTS required according to the "Manual on Uniform Traffic Control Devices." **Failure to comply with traffic control measures shall be grounds for an immediate stop work order** until all traffic control measures are corrected. This includes, but is not limited to, work zone flagging, work zone signage, traffic cones, and barricades.
- 13) Sites from November 21st to March 15th shall allow adequate clearances and accommodations for snow plow operations. DPW Superintendent (414) 425-2592 may be contacted for site specific adequacy.
- 14) Detours must be approved by Director of Public Works and/or Board of Public Works. When a detour is allowed, Permittee shall notify local newspapers, schools, fire/police dispatches in sufficient advance of the work being started.
- 15) Access to all private drives and public street intersections shall be maintained. Notifications to affected residents and traveling public are the responsibility of the Permittee and documentation of notification shall be submitted to the City.
- 16) All disturbed area shall be returned to their present condition or better, subject to the satisfaction of the City.
- 17) No tree or shrub shall be cut, trimmed or damaged to facilitate the installation or maintenance of the permitted facility except as authorized by the City. Any brush, trash or waste materials resulting from the permitted works shall be removed from the Right-of-Way. City may charge \$400/tree to replace any removed trees.
- 18) Upon completion of the work, the Permittee shall file a written notice to the City of Franklin Department of Public Works along with a record drawing of the completed work. Final approval and release shall not be granted until the City of Franklin grants approval.
- 19) The Permittee shall assure that proper erosion control measures are implemented prior to and at all times during work operations. The Permittee shall also be responsible for providing and maintaining erosion control measures to protect all restored areas upon completion of the permitted works until the replacement vegetation achieves sustained growth. **Failure to comply with adequate erosion and sediment control measures shall be grounds for an immediate stop work order** until all erosion and sediment control measures are corrected. This includes, but is not limited to, street sweeping, inlet protection, ditch checks, and silt fences.
- 20) The permit does not transfer any land; nor give, grant or convey any land right, right in land, nor easement.
- 21) Unless specifically authorized, no storage of equipment/vehicles or any material is allowed in the right-of-way after working hours.
- 22) Failure to satisfactorily complete restorations within one (1) year to date of permit will be cause for forfeit of Refundable Permit Fees. If the Permittee fails to make proper restoration within the time specified, the work may be done by City, or authorized representatives, and the permittee will forfeit the deposit. Continued failure to properly restore all pavement, side roads, private entrances, sidewalks, ditches, drainage structures, turf areas, and appurtenances within the right-of-way will be cause for denial of additional permits. The restoration deposit will be refunded to the permittee after the City is satisfied that all restoration has been completed and no further trench settlement will occur.

CONTRACTOR SHALL MAINTAIN A COPY OF THIS PERMIT ON SITE AT ALL TIMES.

- 23) This permit is concerning work on City owned right-of-way or property only. Permittee shall seek approval from others, as applicable, if project involves Wisconsin Department of Transportation public right-of-way, Milwaukee County public right-of-way, and/or other private individual property owner(s).
- 24) **The Director of Public Works reserves the right to revoke this permit at any time if in its judgment, it is in the best interest of the City of Franklin to do so.** The Permittee is still under obligation to make complete restorations or forfeit the Refundable Permit Fees.
- 25) **Municipal citations may be issued for failure to comply with the terms of this permit per Franklin Municipal Code §222-4.**
- 26) Unless otherwise noted, this permit will expire one year after the approval date.

SPECIAL STIPULATIONS TO THIS PROJECT:

(Template language for Excavations, as applicable)

- 27) Unless otherwise authorized, open cut pavement shall not exceed 3 calendar days without being properly restored.
- 28) Backfill operations and pavement restoration must be inspected and approved by City of Franklin. Contact Public Works at (414) 425-2592, a minimum of two business days prior to work to coordinate inspection.
- 29) No open cut pavement or steel plating in roadway is permitted from November 21st to March 15th.
- 30) No undermining pavement is permitted.
- 31) No open cutting for a crossing will be allowed where the pavement is too narrow to maintain one-way traffic at all times, unless the Permitting Authority has granted permission for a detour.
- 32) **Beneath road pavement, sidewalk, driveways, and other hard surfaces, the spoil shall be hauled away and the trench shall be slurry backfilled. The slurry backfill material shall conform to the requirements of Section 10.11.3 and 10.14.1 of City of Franklin Design Standards and Construction Specifications.**
- 33) Any pavement, driveway or sidewalk removed shall be replaced as per the City of Franklin Design Standards and Construction Specifications.
- 34) All pavement removal requires full-depth saw cutting.
- 35) City shall approve the limits of pavement open cuts. Removal of curb and gutter shall be to nearest joint.
- 36) All replacement joints shall be parallel with existing joints. Diagonal, angled or arced joints are not permitted.
- 37) All pavement restoration patches shall be a minimum 2 feet square.
- 38) No open cut pavement, potholes or daylighting in roadway is permitted, unless it is approved by the City prior to construction starting.

(Template language for cable/conduit projects, as applicable)

- 39) Maintain a minimum of 24 inches of cover in non-ditch areas. In open ditch areas, maintain minimum 18 inches of cover measured from the flow line of the ditch to the proposed bore/cable.
- 40) Maintain a minimum of 24 inches of vertical clearance when crossing existing water mains, water services, sanitary sewer mains and sanitary sewer laterals.
- 41) Maintain a minimum of 18 inches of vertical clearance when crossing storm sewers.
- 42) Maintain a minimum of 4 feet horizontal clearance from outside wall to outside wall between the proposed bore/cable and the existing water mains and hydrants, sewer and storm pipes/structures.
- 43) Handholes shall be installed flush with ground level.

CONTRACTOR SHALL MAINTAIN A COPY OF THIS PERMIT ON SITE AT ALL TIMES.

- 44) Handholes installed in the Industrial Park shall be green lid.
- 45) Handholes shall not be installed in driveways or in the road way. Handholes must be: a minimum of 10 feet from of the edge of driveway; minimum 2 feet from edge of sidewalk/pathways; minimum 8 feet from back of curbing; and approximately 2 feet from street light pole
- 46) No above ground pedestal installation is permitted.
- 47) No transformer/pedestal may be installed in sanitary, storm drainage, and water utility easements.

(Template language for Sewer/Water Utility work, as applicable)

- 48) Connection to existing sanitary sewer and water utilities must be inspected and approved by City of Franklin Utility Representative, Contact Utility Department at (414) 421-2613, a minimum of two business days prior to construction work to coordinate connection inspection.

(Template language for Telecommunications work, as applicable)

- 49) This application approval and permit issuance is specifically subject to and conditioned upon the approval by the City of Franklin of a Special Use Application submitted by Permittee for the subject facilities installation, pursuant to in part, §15-3.0805 WIRELESS TELECOMMUNICATIONS TOWERS AND ANTENNAS, subs. G. Special Uses, and §15-3.0701 GENERAL STANDARDS FOR SPECIAL USES, of the City of Franklin Unified Development Ordinance, excepting those terms and provisions thereof which have been preempted by Wis. Stat. § 66.0404 Mobile tower siting regulations. Any failure to obtain approval or upon any denial of the Special Use Application shall render the approval granted hereunder and the permit issuance null and void. ****Note well-** Meaning following words are of great importance: City of Franklin Public Works staff and Department of City Development staff have been informed that questions have arisen, not only state-wide, but also nation-wide, in part as to what specific service the Permittee is actually and factually providing, and perhaps whether the Permittee is a utility and/or an alternative telecommunications utility, and as such, whether federal and state laws relating to local right-of-way regulation of telecommunications service providers and municipal regulation of telecommunications service providers apply.

END OF PERMIT STIPULATIONS

| | |
|--|--------|
| Permit Closeout | |
| Upon Completion of this work, call City Engineering (414) 425-7510 for final inspection before any Refundable Permit Fees are issued. | |
| Comments on Closeout | |
| <input type="checkbox"/> Work appears to have been completed satisfactorily and all surety may be released <input type="checkbox"/> Work was not completed satisfactorily and all/some of surety is kept. Describe: | |
| Final Inspection By: | Title: |
| Signature: | Date: |

MEMORANDUM FROM DEPARTMENT OF PUBLIC WORKS

DATE: January 6th, 2022
 TO: Board of Public Works
 FROM: Kevin Schlueter, Superintendent
 SUBJECT: Review of December 2021 Auction Results

The following are the results of the sale of DPW surplus equipment through Auction Associates on December 11th, 2021:

| EQUIPMENT | AUCTION SALE PRICE |
|---------------------------------|--------------------|
| 2002 Ford F450 Super Duty (DPW) | 8,500.00 |
| 2017 Ford Explorer (PD) | 8,750.00 |
| 2011 Jeep Liberty (Inspection) | 8,500.00 |
| Tractor Tire (DPW) | 1.00 |
| Flail Mower – Deck Only (DPW) | 500.00 |
| Arrowboard (DPW) | 300.00 |
| | |
| Sub-Total | \$26,551.00 |
| Auction Fee | -\$2,542.37 |
| Total | \$24,008.63 |

MEMORANDUM FROM DEPARTMENT OF PUBLIC WORKS

DATE: January 6th, 2022
TO: Board of Public Works
FROM: Kevin Schlueter, Superintendent
SUBJECT: 2022 Equipment Status

The following vehicles and equipment are scheduled to be purchased by DPW during the 2022 budget year:

1. Sidewalk Snow Machine
2. Truck Mounted Brine/Geo Sprayer
3. Utility Trailer
4. Attachment Replacements
5. Guard Rail Replacements
6. Park Equipment Replacements
7. Plow Truck
8. Aerial Bucket Truck
9. Hydraulic Excavator