

Department of PUBLIC WORKS

2023 Spring/Summer

Identifying the Difference Between Utility Covers

From time to time, while out walking the dog or riding your bike, for example, you may notice a utility ground opening in the grass or the street with a missing cover. While all types of covers are important to replace, they each have a different urgency with respect to repairs or replacement. For instance, manhole covers provide an important safety function by preventing anything or anyone from falling into the storm or sanitary sewer manhole and require immediate attention.

If you come across any type of missing utility cover, it is important that you call the City's Department of Public Works office and report it as soon as possible. Below are photos to assist you in identifying the different types of covers. By providing the correct name of the missing cover, you will help us in prioritizing our safety response and the appropriate replacement parts needed.

Curb Stop Box is usually located outside in the front yard on the border between public and private property (front lawn or driveway). This provides access to shut the water off to a home or business in case of an emergency.

Valve Box provides access to valves which control the flow of water in the large water services to a building from the water main and within branches of the City's water mains. Often times they follow along or under the roadway.

Manhole is an opening in a street or right-of-way that allows utility workers access to underground sewer. The manhole covers can be used in conjunction with sanitary sewers or storm sewers, and often times "SEWER" is stamped directly on the cover.

Catch Basin/Storm Drain is installed in a curb to receive and direct the flow of storm water into City sewer mains. A clogged catch basin or missing or damaged grate can lead to flooding and property damage.

PUBLIC WORKS DEPARTMENT

W240N3065 Pewaukee Road
Pewaukee, WI 53072

Office: (262) 691-0804

Email: publicworks@pewaukee.wi.us

Regular Hours: Monday-Friday

8:00 am to 4:30 pm

Drop Box Available 24/7 in

City Hall Main Foyer

Engineering Division

Magdelene Wagner, P.E.

Director of Public Works/

City Engineer

Highway Division

Matthew Stevens

Street Superintendent

Water & Sewer Division

Jane Mueller

Utility Manager

RECYCLING CENTER

Open Year Round

Saturdays: 9:00 am to 3:00 pm

Open April thru November

Wednesdays: 1:00 to 6:00 pm

City Recycling Permit Required

Curb Stop Box Cover (4")



Valve Box Cover (7")



Manhole Cover (24")



Catch Basin/Storm Drain



City Lawn Watering Policy

With the summer watering season just around the corner, this is a reminder that the City of Pewaukee has annual lawn watering restrictions in place between May 15 and September 15. Outdoor irrigation/sprinkling, including lawn and garden watering, is restricted to **every other day** during this time. Customers whose official address ends in an **even** number will be allowed to water only on **even** number calendar days, and those whose official address ends in an **odd** number will be allowed to water only on **odd** number calendar days. (Ord. Sec. 16.0202) For more information contact our office at (262) 691-0804.



2023 PUBLIC WORKS PROJECTS

City Road & Bridge Projects

Duplainville Road and Trail & Duplainville Road Bridge: Restoration and bridge match point “bump” repair will be completed in Summer 2023.

Joseph Road: Project canceled due to groundwater contamination. Project will be rebid for 2024.

Meadowbrook Farms Phase 3: Construction will begin in May 2023. We appreciate your patience and understanding in advance.

Shady Lane and Shady Nook: Project was rejected for 2023.

Hill n Dale Pond: Construction is anticipated to begin in June 2023.

Busse Road Bridge Replacement: Project was delayed to allow time to apply for additional federal funding.

Takoma Hills Subdivision Road Project: Project is under design with construction anticipated in 2024.

Highlands Subdivision Road Project: Construction will begin in July 2023.

Storm Water Utility Projects

Springdale Estates Drainage Easement: Design of Phase 1 is underway. Once this is complete, a public information meeting will be held. Construction is targeted for 2024.

Wagner Park Pond Dredging: Final design is underway. Construction is anticipated for Fall 2023.

Yench Road Culvert Replacements: Final design is underway. Construction is anticipated in late Fall 2023.

Water & Sewer Utility Projects

Gun Club Lift Station: Plans to upgrade this lift station are in design. Construction is anticipated in 2024.

Bluemound Water Main Loop: This design will loop the southern portion of our water system to allow for Well #5 to be abandoned. Construction is anticipated in late 2023 and early 2024.

Additional information on the projects listed above, or about future road projects can be found on the City of Pewaukee website at <https://www.cityofpewaukee.us/480/Road-Construction>.

Quiet Zones

The City is currently completing quiet zones studies for the railroad crossings at Weyer Road, Springdale Road, Duplainville Road, and Green Road. The studies require updated traffic counts for these roadways which are being completed now.

Once the studies are complete, the City will be applying for a quiet zone. The analysis by the railroad is a lengthy process which will likely take a year or longer to complete. For those interested,



please be patient as we work through this process with the railroad, and state and federal agencies.

City Fire Hydrants

Fire hydrants may only be operated by City of Pewaukee Water & Sewer Utility or Fire Department



staff, unless a hydrant permit is obtained from the Utility office.

Landscapers or other contractors may NOT obtain water from a fire hydrant . If you see someone using a hydrant, please contact the Utility office at (262) 691-0804.

Taking water from a fire hydrant without a permit is illegal and costs everybody money!

Driveway Permits

Did you know that the City requires you to obtain a driveway permit before you install or replace your driveway?

Applications are available online at <https://www.cityofpewaukee.us/DocumentCenter/View/3095/Driveway-Permit-rev-Dec-2019>.

An inspection must be completed by City staff at the time the driveway is graded and formed, prior to concrete or asphalt being installed.



Please allow 48 hours prior to the requested inspection time.

Dig Safe!

When anyone digs in Wisconsin, whether planting a tree or building a house, there is a high probability that underground utilities exist within the dig site area. Hitting an underground utility line does more than disrupt service; it risks the safety of the person digging and the public. Homeowners should request a utility locate for any project that requires digging.

Before tackling your long list of outdoor projects, (e.g., new patio, fence, garden, shrubs or trees), be sure to call Digger's Hotline by dialing **8-1-1**, or file online at DiggersHotline.com. Notify Digger's Hotline at least three business days before work begins. Utilities will be marked by the appropriate utility. Do not dig closer than 18" of the marks.



Safe Walking Practices

Walking is a healthy activity, but you need to know the rules of thumb of pedestrian safety. This is especially true if you are walking in an area of the City where there aren't sidewalks or paths separated from the road. If you choose to walk in the road, you should observe traffic safety rules as well as guidelines that will help you stay safe when walking in public areas.

1. **Always walk facing traffic.** Walking opposite traffic gives you the best chance to see vehicles approaching and allow for evasive action when needed. When cars approach, walk in a single file line if you are walking with others.
2. **Cross safely.** Look both ways and stay aware of your surroundings whenever you cross the street. Make eye contact with any drivers who may be turning. It can be tempting to simply jaywalk, but that is a safety hazard and can result in a ticket.
3. **Be visible.** Wear bright colors when walking in the daytime. When walking at night, wear light-colored and reflective clothing or a vest to be visible to drivers. Make sure your pets are visible as well.
4. **Keep the volume down.** Don't drown out your environment when listening to music with your earbuds or headphones.
5. **Hang up and eyes up.** Distracted walking due to chatting, texting, or playing games on a mobile device while you walk is as dangerous as doing those things while driving. Put your phone in your pocket or stop at a safe place to take a call.
6. **Be aware of stranger danger.** Street safety is a concern for many walkers. Choose a walking route frequented by other walkers, joggers, and bikers. Being alert and aware can dissuade dangerous people from making you a target.

Enjoy the summer and walk safe! *(It should be noted that we **do not recommend walking in the roadway.**)*

Arbor Day

Arbor Day was on April 28, 2023 this year. Although the official day has passed, you can still honor the day by planting a tree. Trees capture carbon emissions, protect biodiversity, improve our health, and provide habitat and shade.

Six things you should know when planting a tree.



1. **Call Before You Dig** - Several days before planting, call the national 811 hotline to have underground utilities located.

2. **Handle with Care** - Always lift tree by the root ball. Keep roots moist until planting.

3. **Digging a Proper Hole** - Dig 2 to 5 times wider than the diameter of the root ball with sloping sides to allow for proper root growth.

4. **Planting Depth** - The trunk flare should sit slightly above ground level and the top-most roots should be buried 1 to 2 inches.

5. **Filling the Hole** - Backfill with native soil unless it's all clay. Tamp in soil gently to fill large air spaces.

6. **Mulch** - Allow 1 to 2 inch clearance between the trunk and the mulch. Mulch should be 2 to 3 inches deep.

For more tree-planting tips and information, visit arborday.org.

Source: Arbor Day Foundation
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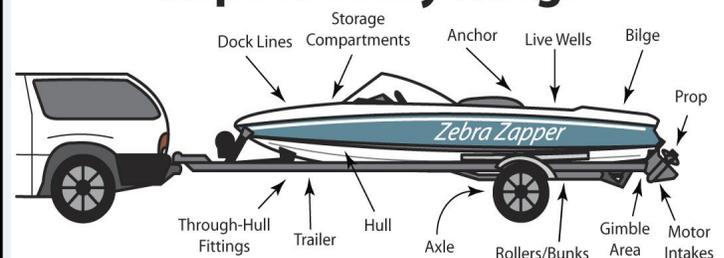
Clean Boats, Clean Water (CBCW)

With the growing concern of the spread of aquatic invasive species such as zebra mussels, Eurasian watermilfoil, and fish diseases to Wisconsin inland lakes, boaters need to be diligent in checking for any species that may be attached to their boats or trailers. Visit the DNR website at dnr.wi.gov/lakes/invasives for more information.



If you want to help further, Waukesha County offers free training for Aquatic Invasive Species Inspector volunteers. Visit www.waukeshacounty.gov/AIS for more information.

Before leaving and before launching...
inspect everything!





City Recycling Center Spring/Summer Schedule

Located behind City Hall, the City of Pewaukee's Recycling Center is now open on Wednesdays from 1:00 p.m. to 6:00 p.m. as well as Saturdays from 9:00 a.m. to 3:00 p.m. (except on holidays). **City residents must obtain and display a city recycle permit tag in their vehicle when visiting the Recycling Center.** City recycle tags can be picked up at no charge at the Clerk's office at City Hall during regular office hours. Proof of residency is required. For more information and a list of acceptable items allowed, please visit our website at www.cityofpewaukee.us and search *Garbage and Recycling*.

Don't Let Your Summer Fun Flame Out

Summer is coming and we are all looking forward to the picnic and grilling season. Did you know many picnic materials are not recyclable?

Propane tanks have the potential to cause explosions and fires, making them a huge risk when placed in your curbside recycling or trash bin. Help us keep recycling and hauling staff safe by recycling right and keeping propane tanks out of the recycling bin. Sites that accept propane tanks for disposal can be found here: www.waukeshacounty.gov/propane.



In addition to propane tanks - plastic cups, paper plates, napkins and towels, and disposable dishware are NOT recyclable and belong in the trash! Many of these items are too small for sorting equipment, contain the wrong materials to recycle, or have remnants of food waste on them which can contaminate other clean recyclables! For more information on what is accepted in your curbside recycling bin, please visit: www.waukeshacounty.gov/CurbsideRecycling.

Gardening and Recycling



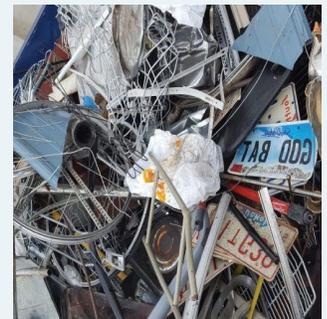
While we all know that it's important to recycle your garden materials, there are some plastics that cannot go into the recycle bin. Do not put plastic trays like those shown here in your curbside recycling bins—and do not put them in your huge pile of yard waste.

So where the heck do they go? Those plastic containers and planting trays can go back to your local garden store or nursery. Or, hop on YouTube and check out the fun and ingenious ways you can reuse your empty plastic plant containers.

Stop the Scrap!

Scrap metal cannot be placed in your curbside recycling bin.

This type of material puts recycling facility workers and hauling staff at risk of harm. Additionally, it could cause significant damage, including fire, to valuable recycling facility sorting equipment. Items that don't belong in the cart are costly to dispose of and can impact the quality and value of other, acceptable recyclable materials. A good rule of thumb is **"when in doubt, throw it out (in the trash)"**. This will ensure recycling and hauling staff stay safe at work, eliminate costly repairs, and ensure high quality recycling of acceptable materials.



Most scrap metal can be brought to the City Recycling Center and placed in the scrap metal bin. Do not put scrap metal in the recycling dumpster.

Please check the recycling guide and many other disposal options at www.waukeshacounty.gov/productdisposal before placing anything in your recycling cart.

How to Dispose of Paint

It is important to dispose of paint properly. Not all paint types are disposed of the same way.



For Latex Paint: Let them dry out or use a "waste paint hardener" which can be found at most hardware stores. Once the paint is dry, then throw it in the trash. Or, donate left over or unwanted paint to local schools or drama clubs, or give it away on a Buy, Sell, Trade group.

For Oil-Based Paint: Oil-based paints, stains, and lacquers can be dropped off at Household Hazardous Waste collection sites. Some home improvement stores will also take these items.

2023 Waukesha County Household Hazardous Waste Disposal Schedule

Spring cleaning season has arrived, and Waukesha County Parks & Land Use reminds residents to visit Household Hazardous Waste (HHW) Collection sites to safely dispose of chemicals and dangerous materials. Waukesha County has three free sites and four one-time collection events for residents.

HHW ongoing collection sites are free to Waukesha County residents with proof of residency. View schedules at www.WaukeshaCounty.gov/HazardousWaste.

- **Menomonee Falls:** Veolia Environmental Services, W124N9451 Boundary Road
- **Muskego:** North of Emerald Park Landfill, W124S10391 South 124 Street
- **Waukesha:** **NEW LOCATION** 1500 N University Dr. (near the water tower)

All Waukesha County residents are welcome at one-time collection events with proof of residency:

- **Mukwonago** May 20: Village Public Works Garage, 630 Hwy NN
- **Brookfield** June 3: City Public Works Yard, 19700 Riverview Dr.
- **Delafield** June 17: City Dept. of Public Works, 111 Main St.
- **Oconomowoc** September 9: City Public Works Garage, 630 S. Worthington St.

Old, unusable chemicals, pesticides, wood preservatives, solvents, oil-based paints, and mercury-containing products are accepted. Not accepted are latex paint, non-hazardous cleaning materials, motor oil, and oil filters.

No Grass Clippings in Streets

The City of Pewaukee prohibits blowing grass clippings into the street, trails, or sidewalk. If grass clippings are placed on these areas, they can:

1. Create an unsafe passage on the public right of way. Grass clippings can make the road slippery, especially for motorcyclists, which can cause an accident.
2. Blowing clippings towards the road can launch a rock or wood debris into the road and cause damage or injury to vehicles or people passing by.
3. If left in the roadway, storm water can pick up the clippings, including any fertilizers or chemicals placed on the lawn to waterways. The clippings eventually turn into excessive nutrients combined with the chemicals put on the lawn which feed algae in those ponds, streams, and lakes. This can turn waterways into a green and blue algae bloom which causes fish kills and putrid smelling water.
4. Clippings can contribute to clogging of storm drains and storm sewers which may cause flooding of streets.

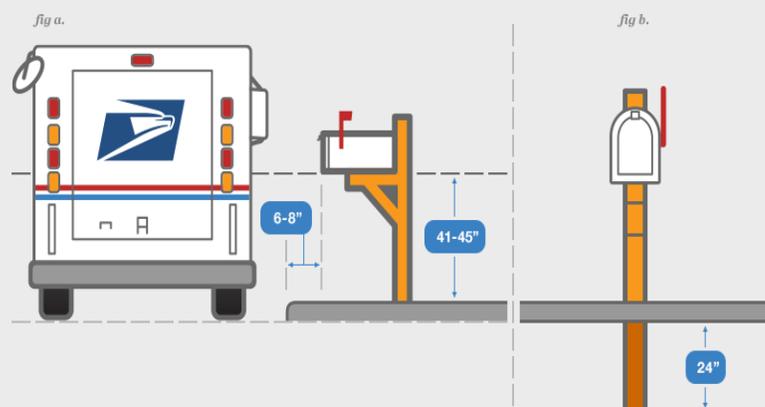


So what can you do with those grass clippings? You can use them as a fertilizer, compost, mulch, or drop them off at the recycling center. Please **do not use plastic bags** when recycling your clippings or yard waste! Instead, use the paper yard waste bags available at most home stores to transport your yard waste. The city is part of a program to take the yard waste and grass clippings dropped off at the recycling center to a composter. Plastic bags in our load will result in rejection of those loads. John's Disposal will also pick up yard waste that has a sticker attached. Stickers can be purchased at City Hall during normal business hours. You must call John's Disposal to schedule this pickup at (262) 473-4700.

Mailbox Maintenance Time

It is important for residents and business owners to conduct periodic mailbox inspections and perform routine maintenance on your mailbox. Check for adequate construction of materials and the condition of the mailbox and support post. The mailbox should be installed and maintained to withstand snow coming off the end of the plow.

Summer is the perfect time to get this work done. Remember, the mailbox must be approximately 3'6" above ground grade. Additionally, guidelines such as post installation, mailbox size, etc. are available on the USPS website: <https://www.usps.com/manage/mailboxes.htm>.



Department of Public Works New Highway Garage

The City of Pewaukee Highway Division provides routine maintenance and repair of all public pavements and surface infrastructure within the street right-of-way. The Highway Division is responsible for snow and ice control, equipment maintenance, street sweeping, pothole filling, storm drainage, street lighting, sign maintenance, and brush and tree maintenance within the city right-of-way, as well as a whole list of other duties.

City Highway staff are in the process of moving into the new Department of Public Works garage (see photos below) located on the corner of Duplainville Road and Green Road. The new salt shed, fueling island, and recycling yard are currently under construction. The existing Recycling Center will remain at City Hall until further notice.



City of Pewaukee • Department of Public Works • W240N3065 Pewaukee, WI 53072 • Office: (262) 691-0804



DEPARTMENT OF PUBLIC WORKS
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PEWAUKEE, WI 53072