

WISCONSIN RIVER RAIL TRANSIT COMMISSION

PO Box 262 • 20 S Court Street • Platteville, Wisconsin 53818

Alan Sweeney, Chair • Commission Office Phone 608.342.1637 • Fax 608.342.1220 • Website www.wrrtc.org
MEMBER COUNTIES: CRAWFORD • DANE • GRANT • GREEN • IOWA • JEFFERSON • ROCK • SAUK • WALWORTH • WAUKESHA

SUBJECT: Friday, November 5th, 2021 Meeting Agenda
TO: Wisconsin River Rail Transit Commissioners & Other Interested Persons
FROM: Matthew Honer, WRRTC Administrator

Wisconsin River Rail Transit Commission

Friday, November 5th, 2021 @ 10 AM
Waunakee Public Library
201 N Madison St.
Waunakee, WI 53597

WRRTC's Schedule of Meetings:

2021
January 8 th
February 5 th
March 5 th
April 9 th
May 7 th
June 4 th
July 9 th
August 6 th
September 10 th
October 8 th
November 5 th
December 10 th

NOTE: The WRRTC's meetings are **usually** held at 10:00 AM on the **first Friday after the first Tuesday of the month** at the **Dane County Highway Building** in Madison, WI. If you plan to attend a WRRTC meeting and require specific accommodations, please contact the Administrator at least 3 days in advance of the meeting at 608-342-1637.

NOTICE is sent to: County Clerks in WRRTC's Region for Posting and to Local News Media as an FYI.

Thank you for your interest and assistance.

Wisconsin River Rail Transit Commission

Meeting - Friday, November 5th, 2021 @ 10 AM

- 1. 10:00 AM *10 minutes estimated | Action Items*
Call to Order – Alan Sweeney, Chair
- 2. Roll Call. **Establishment of Quorum** – Matt Honer, Admin.
- 3. Action Item. **Certification of Meeting’s Public Notice** – Noticed by Admin.
- 4. Action Item. **Approval of Agenda** – Prepared by Admin.
- 5. Action Item. **Approval of draft October 2021 Meeting Minutes**
- 6. Updates. **Public Comment** – Time for public comment may be limited by the Chair
- 7. Updates. **Announcements by Commissioners** – No Discussion Permitted

REPORTS & COMMISSION BUSINESS

- 8. *10 minutes estimated | Update and Action Items*
WRRTC Financial Report – Honer, Admin.
 - Treasurer’s Report and Payment of Bills.
- 9. *10 minutes estimated | Update*
Wisconsin & Southern Railroad’s Report on Operations – Ken Lucht and Roger Schaalma, WSOR
 - Update on Monthly Maintenance Activities
 - Update on Capital Projects
 - Other Issues/ Topics
 - Update on Business Development
- 10. *10 minutes estimated | Update*
WisDOT Report – Lisa Stern, WisDOT
 - Update on Property Issues
 - Other Issues/Topics
 - Update on Grant Funding and Projects
- 11. *5 minutes estimated | Update*
WRRTC Communications and Administrator’s Report – Honer, Admin.
 - Communications
 - Project Updates
- 12. *15 minutes estimated | Action Item*
Discussion and Action on Property Sale in Edgerton, WI – Todd Wojciuk, WisDOT.
- 13. *10 minutes estimated | Action Item*
Discussion and Possible Action of OTUA on the Cottage Grove Subdivision in Madison, WI - Todd Wojciuk, WisDOT.
- 14. Action Item. **Adjournment**

WRRTC OCTOBER 2021 MEETING MINUTES – DRAFT FOR APPROVAL

**Wisconsin River Rail Transit Commission
Commission Meeting – Friday, October 8th, 2021 at 10:00 am
Waunakee Public Library, Waunakee, WI**

1. 10:00 AM **Call to Order** – Robert Scallon, 1st Vice Chair
2. Roll Call. **Establishment of Quorum** – Matt Honer, Admin

Crawford	Carl Orr, 2 nd Vice Chair	X	Jefferson	Mary Roberts	Excused
	Mark Gilberts	X		John Kannard	X
	Tom Cornford	Excused		Kathy Bahner	X
				Karl Zarling, Alternate	Absent
Dane	Kevin Potter	X	Rock	Russ Podzilni	X
	Jeff Huttenburg, Treasurer	Excused		Wayne Gustina	X
				Alan Sweeney, Chair	Excused
Grant	Gary Ranum	X	Sauk	Brian Peper	X
	Mike Lieurance	X		Dave Riek, 2 nd Vice Treasurer	X
	Robert Scallon, 1 st Vice Chair	X		Marty Krueger	X
				Tim McCumber, Alternate	Excused
Green	Harvey Kubly, 1 st Vice Treasurer	X	Walworth	Al Stanek	Absent
	Oscar Olson	X		Richard Kuhnke, 2 nd Vice Secretary	X
	John Buol	Excused		Allan Polyock	Absent
Iowa	Charles Anderson, Secretary	X	Waukesha	Dick Mace	X
	Kate Reimann	X		Richard Morris	Absent
	Susan Storti	X		Karl Nilson, 3 rd Vice Treasurer	Excused

Commission met quorum.

Others present for all or some of the meeting:

<ul style="list-style-type: none"> • Ken Lucht, Roger Schaalma – WSOR 	<ul style="list-style-type: none"> • Todd Wojciuk – WisDOT
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3. Action Item. **Certification of Meeting’s Public Notice** – Noticed by Honer.
 - o Motion to approve meeting’s public notice – Kuhnke/Reimann. Passed Unanimously.
4. Action Item. **Approval of Agenda** – Prepared by Honer.
 - o Motion to approve the agenda. Lieurance/Ranum – Passed Unanimously.
5. Action Item. **Approval of draft September 2021 Meeting Minutes** – Prepared by Honer.
 - o Motion to approve the draft September 2021 meeting minutes. Mace/Reimann. Passed Unanimously.
6. Updates. **Public Comment** – Time for public comment may be limited by the Chair.
7. Updates. **Announcements by Commissioners**

REPORTS & COMMISSION BUSINESS

8. WRRTC Financial Report – Honer, Admin.

Honer provided an overview of the Cash Flow Statement and the revenue/expense statement. There was one disbursement for legal fees and two receipts for utility permits approved at previous meetings. Honer reported one bill for payment, \$7,625 for Q3 Management and accounting. The commission has a surplus of funds within in the LGIP- WRRTC account due to the unexpected payment from Crawford County for back contributions. Ranum asked if it makes sense for the Commission to look at additional investment options. Ranum and others suggested we keep the money in its current location at this time.

- o Motion to approve the Treasurer’s Report, payment of bills, and keep Crawford’s unplanned for contribution in the WRRTC Account where it is. Anderson/Reimann. Passed Unanimously.

9. Wisconsin & Southern Railroad’s Report on Operations – Ken Lucht, Roger Schaalma – WSOR

Lucht stated the Waukesha Sub’s final Continuous Welded Rail (CWR) phase is being completed between Palmyra and Waukesha. The Waukesha Sub. had the greatest number of defaults per mile prior to the CWR project. The Madison Sub. between Janesville and Madison is finalizing a maintenance project which includes tie replacements and surfacing. Bridge work is ongoing on the Prairie Sub. for two bridges and seven culverts replacing bridges, two of which will be done this year. Grant agreements from WisDOT for capital improvement projects were provided to WSOR, including three bridges on the Prairie Sub., three bridges on the Reedsburg Sub., and three bridges on the Monroe Sub.

WRRTC OCTOBER 2021 MEETING MINUTES – DRAFT FOR APPROVAL

Anderson asked if CWR projects required additional ties. Lucht stated CWR has a greater tie density. Mace asked if there is savings over time with the use of culverts versus bridges. Lucht stated that the culverts are designed to last over a hundred years similar to bridges, so the savings is in the initial cost and the culverts do not cost more to maintain or have a shorter life span than bridges.

Lucht provided an updated on the Merrimac Bridge. Lucht stated WSOR is looking for a Phase 3 agreement from WisDOT. Lucht stated that the delayed timing is going to affect the 2022 construction season. The new timeline might not have construction happening until the end of 2022. Lucht stated the bridge engineer that reports to the FRA provided WSOR four years to fix the bridge. Additionally, the businesses north of the Reedsburg Sub are looking to do heavier cars. WSOR is concerned about the delay because the delay may require a further weight restriction. Lucht stated that any outreach the Commission can do will help. Lucht stated that WSOR needs a Grant Agreement before they can solicit bids or order materials.

Lucht provided an update on the Reedsburg Phase 1 Rehabilitation. Lucht stated WisDOT purchased this line from the Union Pacific in 2015 but WSOR has been operating on the line since the 1990s. Not much work had been done on the track 10 – 15 years prior to state acquisition. Lucht explained the Phase 1 rehabilitation project which was a typical first phase of a rehab project which includes ballast, ties, surfacing, and crossings. Ten crossing rehabs were completed in 2021 and ten are scheduled for 2022.

10. WisDOT Report – Todd Wojciuk - WisDOT.

Wojciuk introduced himself as the new property manager with WisDOT. Wojciuk was not able to speak to the Merrimac Bridge Grant Agreements. Wojciuk stated that he was not sure why Stern was unable to attend. Wojciuk stated that he will talk with Stern on Monday and ask if she can provide an update to Honer to share.

11. WRRTC Correspondence/Communications and Administrator's Report – Honer, Admin.

Honer stated that he is still working with the Town of Linn to finalize the sale of the Hillside Rd Bridge but everything appears to be moving forward and expects it to be completed in the next week or two. Huttenburg, Anderson, and Honer attended WSOR's presentation to WisDOT on Carloads and Financials for the past two years. Honer stated that Chris James from Dane County was unable to continue on the Commission because he had moved from Dane County to Sauk County. Honer stated that if anyone knows someone who might be interested in participating in the WRRTC or the SCWRRTC they should contact him with questions or contact the County offices. Honer also stated that he does not expect the Commission will be allowed to return to the Dane County Highway Garage until January and asked the Commissioners to provide him their comments on the meetings location in Waunakee.

12. Discussion and Action on Property Sale in Edgerton, WI – Wojciuk, WisDOT.

Wojciuk reintroduced the property sale in Edgerton. Wojciuk stated there has been trespassing in the location for many years. Wojciuk stated the prospective buyer is looking to develop the area which WisDOT believes will do more to prevent trespassing. Wojciuk stated WisDOT is neutral to the issue but believes that what the prospective buyer is proposing will manage the property to the benefit of the railroad. Wojciuk stated that WisDOT also that by selling the property and requiring delineation between the proposed parking lot and the corridor makes the most sense.

Anderson stated he does not like the precedent being set of selling railroad land. The land underneath the building is ok. Potter stated the Commission needs additional information regarding Burnow's site plan. Kate thought the commission could use more information regarding who will take over after Mr. Burnow is no longer the owner.

Storti stated the Commission has experience with encroachments and the existing business owner is encroaching on the property. Storti believes the Commission should purchase the property if it is necessary. Gustina stated he believes the land under the building is ok to sell but the land for the parking lot is important not to sell because of the safety issues associated with the vision triangle. Anderson, Mace, and Ranum asked if WisDOT would consider selling the property to the Commission.

Honer clarified that this agenda item is an offer for the commission to purchase the property from WisDOT, as they are required to do prior to selling the property. Honer stated that the Commission has 30 days to respond and if it does not respond in 30 days, WisDOT can continue in the process of selling the property. Honer stated that WSOR can request the Commission purchase the property and compensate the Commission for the purchase.

Peper said he does not understand how the prices are being arrived at on the offer letter provided by WisDOT.

- *Motion to postpone action and request legal counsel at the next meeting. Peper/Mace. Passed Unanimously.*

Lucht stated the WisDOT had been working on an offer-to-use with Mr. Burnow and because of that WSOR did not address the trespass issues if the issue is resolved by not selling the property, WSOR will work to delineate the property and prevent trespass. Kate asked if the City of Edgerton had provided any comments on the issue. Wojciuk stated he had not heard from the city but can reach out. Wojciuk stated that WisDOT will extend the deadline until the November meeting.

WRTC OCTOBER 2021 MEETING MINUTES – DRAFT FOR APPROVAL

13. Discussion and Action on CRISI Letter of Financial Commitment and Support – Honer, Admin.

Honer reported this is letter of support and financial commitment for a WisDOT grant to rehab the Janesville bridges.

- *Motion to approve the letter of financial commitment and support for WisDOT CRISI Grant Submission. Storti/Kannard. Passed Unanimously.*

14. Adjournment.

- *Motion to Adjourn at 11:35 am – Gustina/Peper. Passed Unanimously.*

DRAFT

WRRTC
Cash Flow Statement
9/30/21 to 10/31/21

CHECKING		Checking				
		WRRTC	2019 Project	2020 Project	2021 Project	Total
	Beginning Balance 9/1/2021	11,203.32				11,203.32
Check#	DISBURSEMENTS:					
1482	SWWRPC - Q3	7,625.00				7,625.00
	Total Disbursements	7,625.00				7,625.00
	RECEIPTS:					
7-Oct	WSOR RENT Q4 2021	12,500.00				12,500.00
	Total Receipts	12,500.00				12,500.00
	Ending Balance	16,078.32	-	-		16,078.32

LOCAL GOV'T INVESTMENT POOL		WRRTC	2019 Project	2020 Project	2021 Project	Total
	Beginning Balance	87,656.26	243,000.00	244,500.00	108,000.00	683,156.26
	DISBURSEMENTS:					
	WRRTC Checking Account (request made)	0.00	0.00	0.00	0.00	0.00
	Total Disbursements	0.00	0.00	0.00	0.00	0.00
	RECEIPTS:					
	Interest-September (9/21/21)	30.00				30.00
	Total Receipts	30.00		-	0.00	30.00
	Ending Balance	87,686.26	243,000.00	244,500.00	108,000.00	683,186.26
	Total Cash	87,686.26	243,000.00	244,500.00	108,000.00	683,186.26
					Double Check	<u>683,186.26</u>

BILLS FOR APPROVAL

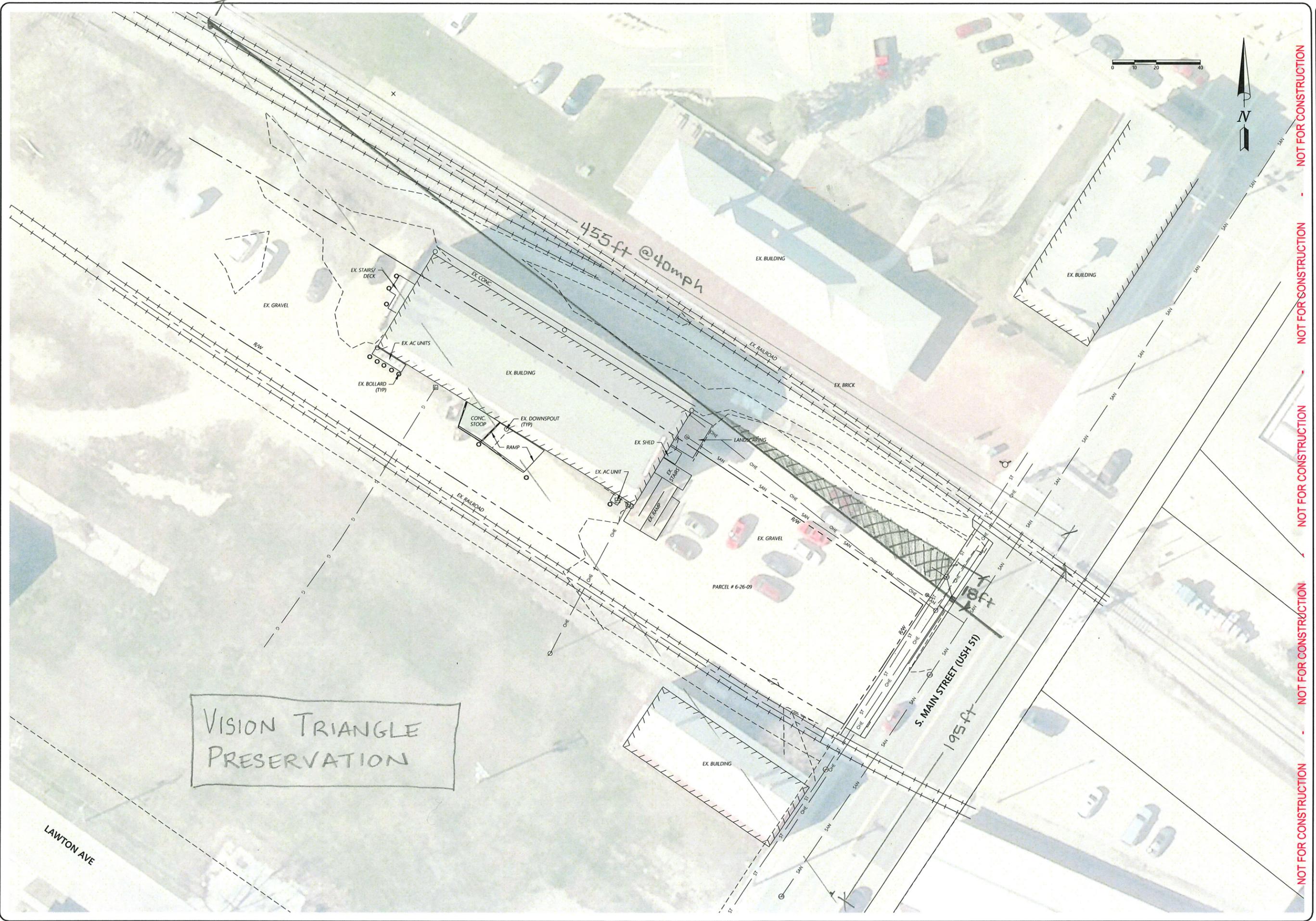
none

ADDITIONAL FINANCIAL INFORMATION

none

Wisconsin River Rail Transit Commission
Revenue/Expense Statement
For 10 Month(s) Ending October 2021

	WRRTC Funds	Project Funds	Total Funds	Budget 2021	Difference
<u>Revenues</u>					
WSOR Lease	50,000.00	0.00	50,000.00	50,000.00	0.00
Land Leases	6,142.03	0.00	6,142.03	105.00	-6,037.03
Permits	5,200.00	0.00	5,200.00	1,800.00	-3,400.00
Interest WRRTC	205.52	0.00	205.52	1,000.00	794.48
Taxes Reimbursed	0.00	0.00	0.00	56,500.00	56,500.00
County-Operating Revenue	52,560.00	0.00	52,560.00	13,000.00	-39,560.00
County-Project Revenue-2021		262,000.00	262,000.00	262,000.00	0.00
County-Project Revenue-2020*	0.00	244,500.00	244,500.00	244,500.00	0.00
County-Project Revenue-2019**	0.00	243,000.00	243,000.00	243,000.00	0.00
	* -Funds received in 2020				
	** -Funds received in 2019				
Total Revenues	114,107.55	749,500.00	863,607.55	871,905.00	8,297.45
<u>Expenses</u>					
General	98.48	0.00	98.48	100	1.52
Management	29,000.00	0.00	29,000.00	28,500.00	-500.00
Accounting	2,277.59	0.00	2,277.59	4,000.00	1,722.41
Auditing	4,000.00	0.00	4,000.00	5,500.00	1,500.00
Legal	8,525.00	0.00	8,525.00	12,000.00	3,475.00
Insurance	16,325.50	0.00	16,325.50	15,800.00	-525.50
2021 Rail Project-Balance	0.00	0.00	0.00	108,000.00	108,000.00
2021 Rail Project-WisDOT Loan Payoff	0.00	154,444.62	154,444.62	154,000.00	-444.62
2020 Rail Project	0.00	0.00	0.00	244,500.00	244,500.00
2019 Rail Project	0.00	0.00	0.00	243,000.00	243,000.00
Reimbursable Taxes	0.00	0.00	0.00	56,500.00	56,500.00
Total Expenses	60,226.57	154,444.62	214,671.19	871,900.00	657,228.81
Net Income	53,880.98	595,055.38	648,936.36	5.00	-648,931.36



VISION TRIANGLE
PRESERVATION



NOT FOR CONSTRUCTION - NOT FOR CONSTRUCTION - NOT FOR CONSTRUCTION - NOT FOR CONSTRUCTION

DESIGNED BY: LH
 DRAWN BY: CM/LH
 CHECKED BY: TN
 APPROVED BY: XX
 PROJECT NO.: 33248

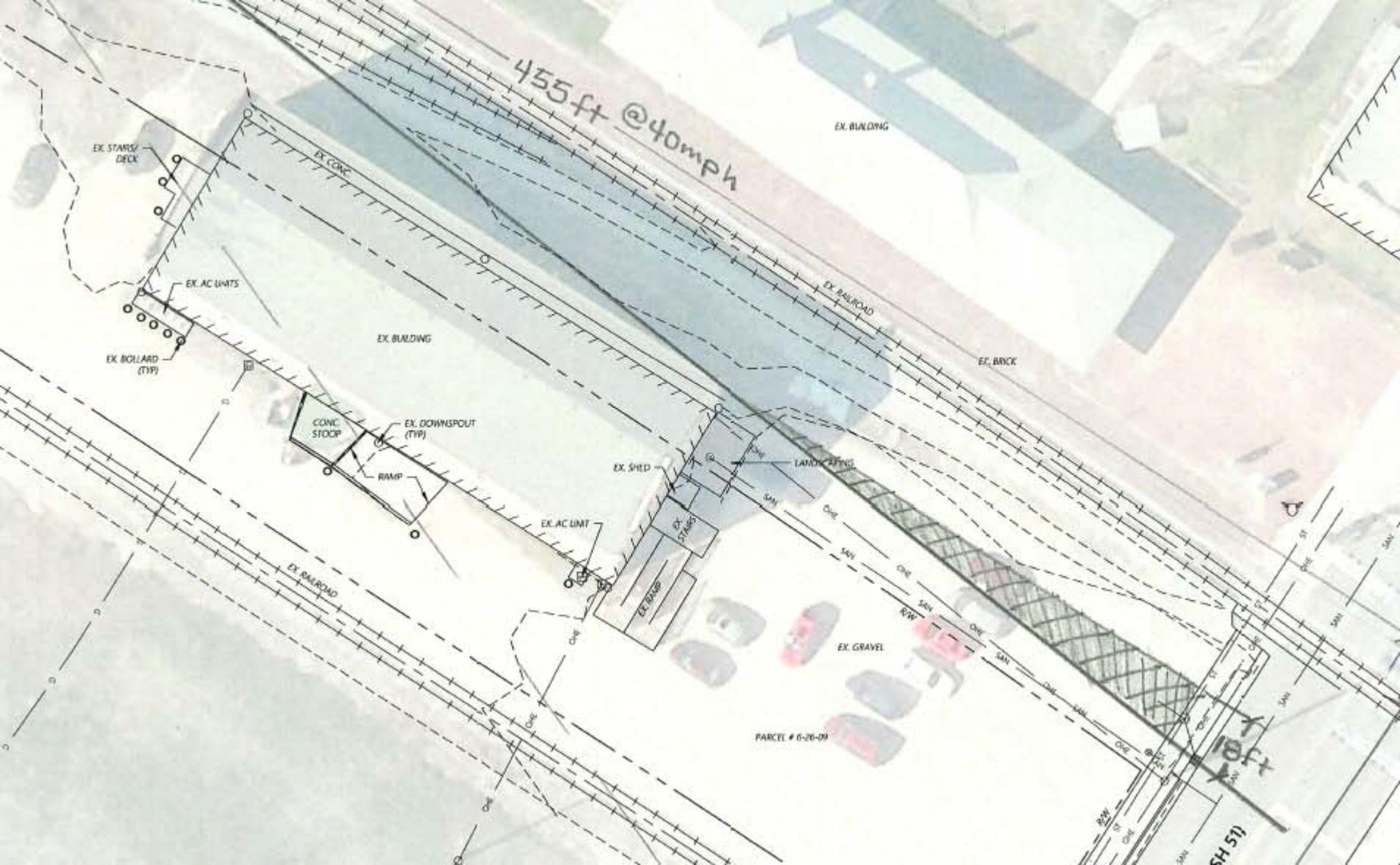
SHEET NO.
 2 OF 10

EDGERTON COMMUNITY OUTREACH
 PARKING LOT IMPROVEMENTS
 CITY OF EDGERTON
 ROCK COUNTY, WISCONSIN
 33248 - 2 - EX. CONDITIONS.DWG

EXISTING CONDITIONS
 NOTE: DIMENSIONAL DATA IS NOT TO BE OBTAINED BY SCALING ANY PORTION OF THIS DRAWING.

ISSUANCE	DATE	BY
60% PLAN	05/29/2019	JL
X		JL

Batterman
 engineers surveyors planners
 2857 Bartells Drive
 Beloit, Wisconsin 53511
 608.365.4454
 www.batterman.com



455ft @ 40mph

EX. BUILDING

EX. BRICK

EX. BUILDING

EX. RAILROAD

EX. STAIRS/
DECK

EX. AC UNITS

EX. BOLLARD
(TYP)

CONC.
STOOP

EX. DOWNSPOUT
(TYP)

RAMP

EX. SHED

LANDSCAPING

EX. AC UNIT

EX. STAIRS

EX. BUMP

EX. GRAVEL

PARCEL # 6-26-01

10ft

SH 51)

Picture #1



Picture #2





September 27, 2021

Wisconsin River Rail Transit Commission

Subject: Lands not required
Approximately MP 113.75 – Madison Subdivision.

Dear Commission Members,

The purpose of this letter is to determine whether the Wisconsin River Rail Transit Commission is interested in exercising its right under Wisconsin Statutes section 85.09 to purchase part of the State of Wisconsin owned railroad right of way. These lands are adjacent the property located at 106 South Main Street, City of Edgerton, Rock County, Wisconsin. The Wisconsin Department of Transportation has determined these lands are no longer required for railroad services.

According to the site plan provided by Burjess Corporation for the September 2021 commission meeting, the area Burjess Corporation would like to acquire contains approximately 3,825 square feet.

Approximately 1,549 square feet of the requested area is under the existing building structure and is an existing encroachment to Wisconsin Department of Transportation railroad right-of-way. The remaining 2,276 square feet, if acquired would be used to upgrade the parking lot from a gravel surface to paved parking with curbing and storm sewer connection.

Final size allocation and description for the site would need to be verified at a cost to Burjess Corporation. Preservation of a vision triangle through a setback/deed restriction on the parking lot would be a requirement of the sale.

Based on an analysis of equalized assessed land values of similar use properties in the City of Edgerton, we arrived at a unit price of \$3.375 per square foot, say \$3.00 per square foot rounded.

A break-out for the potential areas to be acquired.

BREAK-OUT	Land - Building Area (SF)		1,549	Square Feet	
	As if sold	x \$3.00	\$4,647		
	ROUNDED		\$4,700		
BREAK-OUT	Land - Parking Area (SF)		2,276	Square Feet	
	As if sold	x \$3.00	\$6,828		
	ROUNDED		\$6,800		
TOTAL	Land/SF		3,825	Square Feet	
	As if sold	x \$3.00	\$11,475		
	ROUNDED		\$11,500		

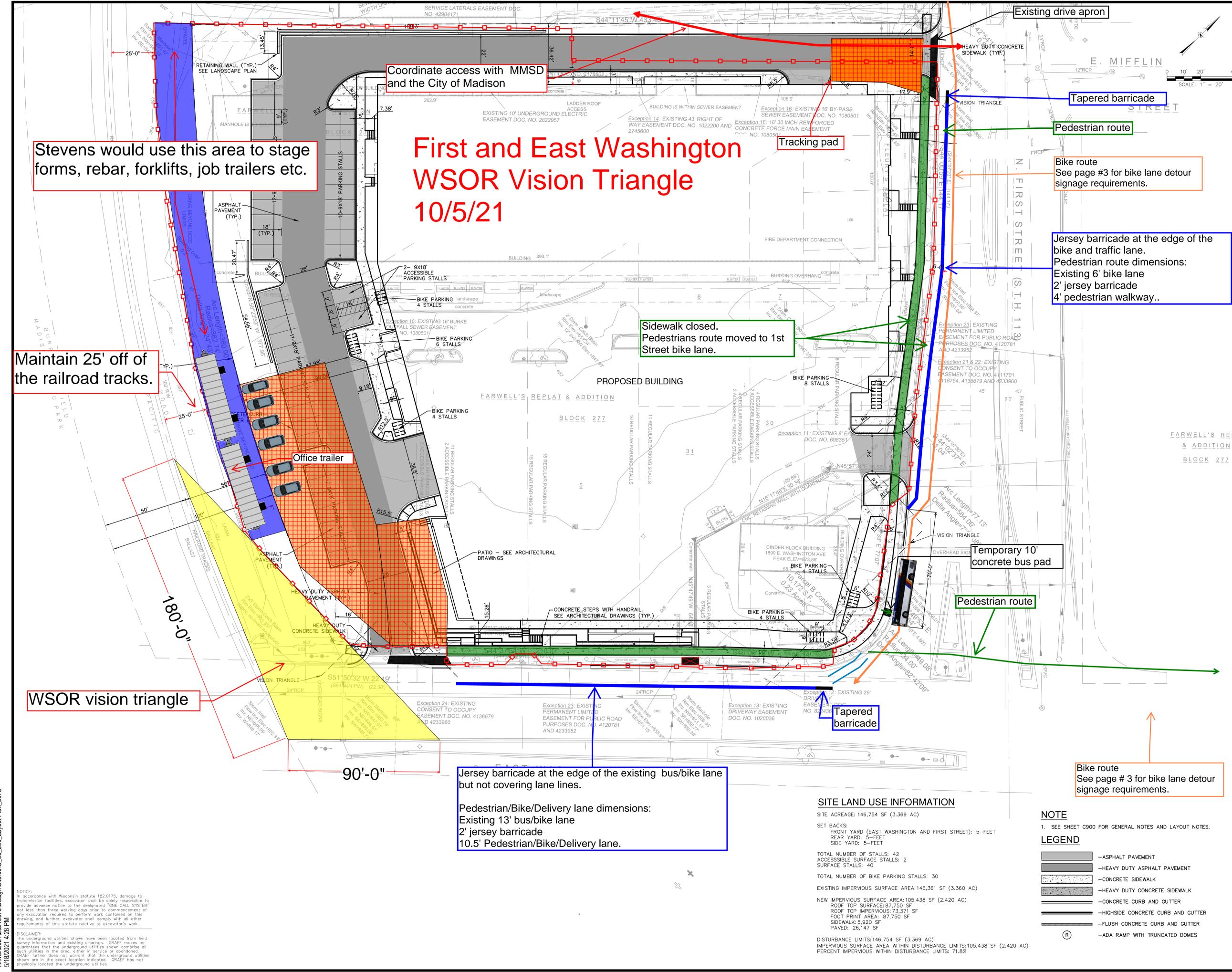
At the September 2021 commission meeting questions were raised about the Burjess Corporation future plans and motivation to acquire these lands and how future re-development of the site could detract from railroad operations. According to Mr. Peter Burno - Burjess Corporation representative there are no plans for redevelopment, acquiring the land under the building would clear the title of the encroachment and acquiring the area for parking would be improved with a proper parking environment.

Lastly, after many phone calls and sitting down with Mr. Burno, I would request the commission members google Mr. Peter Burno. You will see an individual who has built & owns steam locomotives, supports and is a historian of the railroad industry.

Sincerely,

Todd A. Wojciuk

Todd A Wojciuk
Real Estate Specialist
Railroads and Harbors Section
Wisconsin Department of Transportation
(262) 574-8492
todd.wojciuk@dot.wi.gov



First and East Washington WSOR Vision Triangle 10/5/21

Stevens would use this area to stage forms, rebar, forklifts, job trailers etc.

Maintain 25' off of the railroad tracks.

WSOR vision triangle

Coordinate access with MMSD and the City of Madison

Tracking pad

Sidewalk closed. Pedestrians route moved to 1st Street bike lane.

Existing drive apron

Tapered barricade

Pedestrian route

Bike route
See page #3 for bike lane detour signage requirements.

Jersey barricade at the edge of the bike and traffic lane.
Pedestrian route dimensions:
Existing 6' bike lane
2' jersey barricade
4' pedestrian walkway..

Temporary 10' concrete bus pad

Pedestrian route

Tapered barricade

Jersey barricade at the edge of the existing bus/bike lane but not covering lane lines.
Pedestrian/Bike/Delivery lane dimensions:
Existing 13' bus/bike lane
2' jersey barricade
10.5' Pedestrian/Bike/Delivery lane.

Bike route
See page # 3 for bike lane detour signage requirements.

SITE LAND USE INFORMATION

SITE ACREAGE: 146,754 SF (3.369 AC)

SET BACKS:
FRONT YARD (EAST WASHINGTON AND FIRST STREET): 5-FEET
REAR YARD: 5-FEET
SIDE YARD: 5-FEET

TOTAL NUMBER OF STALLS: 42
ACCESSIBLE SURFACE STALLS: 2
SURFACE STALLS: 40

TOTAL NUMBER OF BIKE PARKING STALLS: 30

EXISTING IMPERVIOUS SURFACE AREA: 146,361 SF (3.366 AC)

NEW IMPERVIOUS SURFACE AREA: 105,438 SF (2.420 AC)
ROOF TOP SURFACE: 87,750 SF
ROOF TOP IMPERVIOUS: 73,371 SF
FOOT PRINT AREA: 87,750 SF
SIDEWALK: 5,920 SF
PAVED: 26,147 SF

DISTURBANCE LIMITS: 146,754 SF (3.369 AC)
IMPERVIOUS SURFACE AREA WITHIN DISTURBANCE LIMITS: 105,438 SF (2.420 AC)
PERCENT IMPERVIOUS WITHIN DISTURBANCE LIMITS: 71.8%

NOTE
1. SEE SHEET C900 FOR GENERAL NOTES AND LAYOUT NOTES.

LEGEND

	ASPHALT PAVEMENT
	HEAVY DUTY ASPHALT PAVEMENT
	CONCRETE SIDEWALK
	HEAVY DUTY CONCRETE SIDEWALK
	CONCRETE CURB AND GUTTER
	HIGHSIDE CONCRETE CURB AND GUTTER
	FLUSH CONCRETE CURB AND GUTTER
	ADA RAMP WITH TRUNCATED DOMES



JLA PROJECT NUMBER: 19-0802

Gräef

1010 East Washington Avenue,
Suite 202
Madison, WI 53703-3130
608 / 242 1550

www.graef-usa.com

FIRST AND EAST WASHINGTON

DESIGN DEVELOPMENT SET

PROGRESS DOCUMENTS
These documents reflect progress and intent and may be subject to change, including additional detail. These are not final construction documents and should not be used for final bidding or construction-related purposes.

DATE OF ISSUANCE: JULY 2, 2021

Mark	Description	Date

SHEET TITLE: **OVERALL LAYOUT PLAN**

SHEET NUMBER: **C300**

X:\MID\2021\2021\0075\Design\Site\00C_00_300_Layout\Plan_0075 5/18/2021 4:28 PM

NOTICE:
In accordance with Wisconsin statute 182.0175, damage to transmission facilities, excavator shall be solely responsible to provide advance notice to the designated "ONE CALL SYSTEM" not less than three working days prior to commencement of any excavation required to perform work contained on this drawing, and further, excavator shall comply with all other requirements of this statute relative to excavator's work.

DISCLAIMER:
The underground utilities shown have been located from field survey information and existing drawings. GRAEF makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. GRAEF further does not warrant that the underground utilities shown are in the exact location indicated. GRAEF has not physically located the underground utilities.

