

School District of Hartford Jt #1

Hazardous Transportation Plan

Updated 2-25-2014 Board Approved

Reviewed 8-21-2018

TIMELINE:

Annually the School District of Hartford Jt #1 can request that the Washington County Sheriff's Dept. review any new neighborhoods within the two mile "walk zone" that have been previously designated as an "Unusual Hazardous Area" to ensure that they continue to meet the definition as defined by the Wisconsin Department of Public Instruction. The School District also coordinates with Wittenberger Bus Company to identify any new developments within the walk zone that might qualify for transportation on a temporary basis during construction, or would qualify for transportation within the walk zone because students must pass through an Unusually Hazardous Area on their route to school.

The most recent comprehensive review by the Washington County Sheriff's Dept. was in August, 2013. The Sheriff's recommendations took effect in September, 2014 for the 2014-15 school year. Annual reviews since 2014 have taken place as needed. When changes are recommended to rescind a temporary Unusually Hazardous Area designation, the change in transportation eligibility occurs during the following school year.

This procedure allows for ample time for the public to be notified and make alternative arrangements for transportation for their children in the event that their address is not eligible for transportation.

NEW DEVELOPMENT:

Annually, the Director of Business Services for Hartford Jt #1 and Wittenberger Bus will review any new development that should be reviewed by the Washington County Sheriff's Dept. The school district has requested that the City of Hartford contact the school district about any proposed development so that the school district can offer feedback on the establishment of non-hazardous routes to school for students living within two miles of their neighborhood school.

THE DEPARTMENT OF PUBLIC INSTRUCTION POLICY AND STATE STATUTES REQUIRE:

According to Wisconsin law, a pupil attending a public elementary or secondary school, including kindergarten, is entitled to transportation by the public school district in which the pupil resides if the pupil resides two or more miles from the nearest public school the pupil is entitled to attend. A pupil who attends a private school and meets certain other eligibility requirements is also entitled to transportation if the private school is located two or more miles from the pupil's residence. Generally, pupils who live within two miles of the public or private school they attend are not automatically entitled to transportation under state law. In school districts that have chosen to invoke the "city option", even those students who live two miles or more from school may not automatically be entitled to receive transportation services.

However, due to unusually hazardous conditions in certain areas, a school district may deem it necessary to provide transportation to some children residing less than two miles from their school. An "unusual hazard" is an existing transportation condition that constitutes more than an ordinary hazard and seriously jeopardizes the safety of pupils traveling to and from school. It is understood that all traffic situations through which pupils must travel present some degree of hazard, which is often dependent on the age of the pupils involved. When such hazards reach a level of danger which is unacceptable to the community in which they exist and which cannot be corrected by other local units of government, a

~~February 25, 2014~~

school board may develop a plan to designate such an area as unusually hazardous. School districts that do not transport students who live two miles or more from school, as authorized under the city option, may also designate areas as unusually hazardous. In such cases, the distance between an affected student's home and school may be greater than two miles.

S. 121.54 (9)(a), Wis. Stats., establishes the procedures to be followed in the development of an unusually hazardous transportation (UHT) plan. Sections 121.54(9)(am) and (b), Wis. Stats., specify the procedures to be followed by an individual who is aggrieved by a school board's UHT plan or the lack of a plan.

UNUSUALLY HAZARDOUS TRANSPORTATION PLAN DEVELOPMENT

Development of an unusually hazardous transportation plan requires a school district to include a map and explanation of the area to be designated. In addition, a district shall also propose a plan of transportation, which provides proper safeguards for pupils residing in that area, if necessary. Upon approval of the plan, the district shall file it with the sheriff of the county in which the main office of the district is located.

The local county sheriff is required to review the district's plan (and may suggest revisions), investigate the designated area and make a determination as to whether unusual hazards exist which cannot be corrected by local government. Upon completion of this review, the sheriff shall report the findings in writing to the State Superintendent of Public Instruction and the school board concerned.

State law requires that within 60, but not less than 30, days from the day on which the State Superintendent receives the plan, the State Superintendent is required to review the plan to determine whether unusual hazards to pupil travel exist and whether it provides proper safeguards for such pupils. If the State Superintendent approves the district's plan, the district shall put the plan into effect and be eligible for state aid for any transportation of pupils (up to \$15 per pupil per year) in the affected area.

SUGGESTED CRITERIA TO USE IN IDENTIFYING UNUSUALLY HAZARDOUS TRANSPORTATION AREAS

The law does not dictate the specific conditions that constitute an unusual hazard. Rather, the above procedure requires the original consideration and development of UHT plans to be conducted by the local government because each community and school district has unique characteristics that contribute to unusual transportation hazards. Since characteristics vary widely from one district to another, local officials are typically in the best position to determine what constitutes an unusual hazard in their own community. Some, or all, of the following suggested criteria/conditions may be used to assist local governments in determining whether an unusual hazard exists.

- Age of pupils
- Lack of sidewalks
- Lack of crossing guards
- Lack of local law enforcement
- Railroad crossings
- Width of shoulder of road/highway
- Traffic counts
- Temporary hazards such as construction projects or street repairs
- Other conditions identified by local units of government

UNUSUALLY HAZARDOUS TRANSPORTATION APPEAL PROCESS

Section 121.54(9)(am), Wis. Stats., provides that any local citizen aggrieved by the failure of a school district to file an unusually hazardous transportation plan may notify the district **in writing** that they believe an area of unusual hazard exists within the district. Typically, the perceived unusual hazards would be located along a child's walking route within two miles of the child's school. However, in school

districts that do not transport students under the city option, the perceived hazards may be located more than two miles from the child's school. This process also applies to a child's walking route to or from a school bus stop.

A school district is required to reply in writing within 30 days of receipt of such notice and send a copy of its response to the county sheriff and to the State Superintendent of Public Instruction. Typically, school districts receiving such complaints request the sheriff to review and investigate the area in question and report back to the district on his or her determination as to whether or not the area is unusually hazardous. The sheriff's response is also usually sent to the aggrieved individual.

Upon receipt of the school board's response, the aggrieved individual may request a hearing before the State Superintendent to review the area in question to determine whether an area of unusual hazard exists. If the State Superintendent determines such an area exists, he or she has the authority to require a school district to transport pupils to and from school immediately, in addition to requiring the district to proceed as indicated in the development and revision of an unusually hazardous transportation plan, as indicated above. If the determination of the existence of unusual hazards relates to the walking route to/from a school bus stop, the school district would be required to move the stop to another location.

Section 121.54(9)(b), Wis. Stats., permits an individual who is aggrieved by any aspect of a school district's UHT plan, or by the determination of the sheriff as to whether unusual hazards exist, may request a hearing before the State Superintendent. The request for a hearing must be made within 30 days after the sheriff's report is received by the State Superintendent.

CURRENT UNUSUALLY HAZARDOUS DESIGNATIONS (AS OF 8/31/2018)

- 1) State Street (west of city limits) and Rural Street – Established in 1995 (Confirmed 7/10/2008)**
Rationale – the area would qualify because there are no sidewalks or shoulders on the highway.
- 2) State Highway 83 South of Monroe Avenue – Established in 1981 (Confirmed 7/10/2008)**
Rationale – even though there are sidewalks, the sheriff feels that it is far too dangerous for children to cross the highway to get to the sidewalk.
- 3) Cedar Street to Lee Road (south, east, west of Intersection on Lee Road – Established in 1981 (Confirmed 7/10/2008)**
Rationale – there are no shoulders or sidewalks in the area.
- 4) State Highway 60 (east and west of city limits) – Established in 1981 (Confirmed 7/10/2008)-**
Rationale – there are no sidewalks.
- 5) County Highway K (north of city limits) – Established in 1981 (Confirmed 7/10/2008)**
Rationale – there are no sidewalks, and no shoulders available for children to use.
- 6) State Street west of City Limits along County Highway U and County Highway N – (Established 2008)**
Rationale – there are no shoulders, no sidewalks, and heavy traffic.
- 7) Monroe Avenue east of Hartford City Limits and north and south of the Intersection at County Highway K. This would include the area on Hwy K from Highway 60 to Monroe Avenue. This also includes a subdivision on the northwest corner of County Highway K and Monroe Avenue intersection which is bounded to the north by Patton Drive, to the west By Simon Drive, to the south by Monroe Avenue and to the east by County Highway K. – (Established 2008)**
Rationale – the subdivision was built while it was in the Town of Hartford and there are no sidewalks of any kind.
- 8) Rettler Farms Subdivision – (Established 2008)**

Rationale – students walking to Rossman School would need to cross County Highway U and a crossing guard in that area does not seem practical per the Sheriff’s Dept.

9) Pheasant Run Road – (Established 2013)

Rationale – there are no sidewalks or shoulders of any kind.

NEIGHBORHOODS REMOVED FROM UHT BY THE SHERIFF’S DEPT. SINCE LAST REPORT WAS FILED WITH DPI

- 1) **West of North Main Street and north of Hwy 60 (Rossman Elementary School) – Established in 2002.** Sheriff’s Dept. indicated that this area is now completely built up and has sidewalks in all areas (letter 7/10/2008)
- 2) **Settlement Ridge Area (Rossman Elementary School) – Established in 2002.** Sheriff’s Dept. indicated that this area is now completely built up and has sidewalks in all areas (letter 7/10/2008)
- 3) **North Main and Union Street – Established in 1995.** Sheriff’s Dept. noted this area could potentially use a crossing guard, but does not meet the standard of an Unusually Hazardous Area (letter 7/10/2008)
- 4) **Borlen Farms Subdivision – Established 2008.** Sheriff’s Dept. noted that the majority of the sidewalks in this neighborhood are now complete and students have sidewalks all the way to Rossman School and do not have to cross a major roadway (letter 7/25/2013)

NEIGHBORHOODS REVIEWED BY NOT CONSIDERED UNUSUALLY HAZARDOUS

- 1) **Northview Highlands Subdivision (reviewed 7/10/2008)**
Rationale – the neighborhood has all sidewalks and no through streets/traffic (reviewed again 7/25/2013).
- 2) **Chapel Hill Subdivision (reviewed 7/10/2008)**
Rationale – the Sheriff’s Dept. feels that they have adequate sidewalks, are completely residential and there is no through traffic
- 3) **Summer Winds Subdivision (reviewed 7/10/2008)**
Rationale – the Sheriff’s Dept. feels that they have adequate sidewalks, are completely residential and there is no through traffic

SCHOOL START/END TIMES

Central Middle School:..... Start- 8:07 A.M. End- 3:23 PM
Rossman & Lincoln Elementary Schools:..... Start- 8:15 A.M. End- 3:05 P.M.

Four Year Old Kindergarten Sites:

Sycamore Tree.....	Start 8:05 A.M. End 10:50 A.M.	Start 11:45 A.M. End 2:30 P.M.
Early Learners Center.....	Start 8:05 A.M. End 10:50 A.M.	Start 11:45 A.M. End 2:30 P.M.
Rec Center.....	Start 8:05 A.M. End 10:50 A.M.	
Dream Center.....	Start 8:05 A.M. End 10:50 A.M.	Start 11:35 A.M. End 2:20 P.M.

WASHINGTON COUNTY SHERIFF’S DEPT. CORRESPONDENCE: (ATTACHED)

July 10, 2008
July 25, 2013
August 21, 2013

DISTRICT MAP WITH HIGHLIGHTED UNUSUALLY HAZARDOUS TRANSPORTATION ZONES: (ATTACHED)

February 25, 2014



SHERIFF'S OFFICE

DALE K. SCHMIDT, SHERIFF

July 25, 2013

John T Stellmacher, Director of Business Services
School District of Hartford Joint No. 1
675 E Rossman Street
Hartford, WI 53027

Dear Mr. Stellmacher:

Pursuant to your letter requesting the Washington County Sheriff's Department review two subdivisions to see if they still qualify as hazardous areas for school bus transportation, I did check out these areas on July 23, 2013.

The first area I checked out was the Borlen Farms subdivision off Main Street on the north side of Hartford. I found that most of the streets in this subdivision have sidewalks on both sides of the street and that students walking to Rossman School would have sidewalks all the way to the school and would not be crossing any major traffic roadways. The subdivision itself has no-through streets and should usually carry residential traffic. The subdivision consists of almost all single family homes.

I feel that most of the streets in the subdivision would not qualify for additional funding for school busing under the Hazardous Statutes. The only exception would be the furthest north road in the subdivision, which is Pheasant Run Road, which has no sidewalks or shoulders of any kind. Students living on Pheasant Run should qualify for additional funding for school bus transportation.

I then checked out the other subdivision on the south side of Hartford, which is called Northview Highland Subdivision. This subdivision has sidewalks on both sides of the street throughout the subdivision and has no-through traffic streets. The Stillwater Road consists of mostly duplexes. The other roads, Northview, Fieldstone, and Ridge Pass all appear to be mostly single family homes, and all of the streets have sidewalks on both sides.

I would assume that most of these students from this subdivision would probably be walking south on Wilson Avenue then west on East Lincoln Avenue, which goes straight to the Lincoln School. I am assuming that there is a crossing guard at East Lincoln Avenue and Grand Avenue, which is Highway 83 South, and if there is not it



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would be recommended that a crossing guard is there as this is not a controlled intersection and would carry heavy traffic during the times when students would be walking.

Based on the fact that in both of these subdivisions there are sidewalks on both sides of the street and there is not any through traffic, I do not believe that with the exception of Pheasant Run Drive any of these subdivisions would qualify for funding under the Statute of Unusually Hazardous situations.

If you have any questions, please call me at my residence at (262) 626-4633.

Sincerely,

A handwritten signature in cursive script that reads "John C. Peters". The signature is written in black ink and has a long horizontal flourish extending to the right.

John C. Peters
Washington County Traffic Safety Coordinator

cc: Sheriff Schmidt

JCP/mew
sheadminpub/mwright/ltr575-Hartford Schools



SHERIFF'S DEPARTMENT

DALE K. SCHMIDT, SHERIFF

July 10, 2008

School District of Hartford, Joint #1
Jerome Dudzik, Business Manager
575 East Rossman Street
Hartford, WI 53027

Dear Mr. Dudzik:

In response to your letter requesting a review of the School District of Hartford hazardous walk areas for students, I did meet with you several times on July 7, 2008. I then drove all the areas in question and was unable to find one of these subdivisions, which was the Chapel Hill subdivision. I then went to the City of Hartford Engineer's office and received a larger map which was more readable and they advised me on where all the different subdivisions were.

I then went back to the City of Hartford on July 10, 2008 and again rechecked most of the areas in question. After talking to Dawn Westphal, the officer manager for Wittenberger Bus Service, Ms. Westphal advised me of several other areas that she felt should be included in the hazardous school bus areas.

After checking all these areas, I will attempt to outline the areas which will qualify for extra funding for extra school bus service as unusually hazardous areas. Following your letter, I will go through the areas point by point.

- The first area you ask about was west of North Main Street north of STH 60. I did not feel that this area qualifies any more for extra funding as this area is now almost completely built up and it has sidewalks in all areas.
- The next area in your letter was Settlement Ridge area north of STH 60 west of STH 83, which does not qualify for funding for the same reasons as above.
- The next area in your letter was State Street west of the city limits, which I believe would qualify for extra funding as there are no sidewalks or shoulders on this highway.
- The next area in the letter was the intersection of North Main and Union Street, which possibly could need a crossing guard, but does not qualify for funding.
- The next area mentioned was STH 83 south of Monroe Avenue, which will qualify for funding. Even though there are sidewalks on the west side of STH 83, most of the



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sidewalks, they area all strictly residential, and there are no through traffic streets within the subdivisions.

Enclosed with this letter should be a map which will show the areas that I feel qualify for funding as unusually hazardous zones, which I have outlined in yellow highlighter. Additionally, on the maps I have highlighted with a red X areas which presently have crossing guards.

In addition to the areas of unusual hazards, Dawn Westphal of Wittenberg Bus Service pointed out that the City of Hartford presently provides crossing guards mostly in the area of the Lincoln School at Lincoln Avenue and Union Street, Monroe Avenue and Union Street, Monroe Avenue at South Main Street, and Lincoln Avenue at South Main Street. Ms. Westphal suggested that the city provide crossing guards in two areas where we do not believe they are presently doing so, which would be on North Main Street at Prospect Street and North Main Street at Highland Avenue. This would provide safe crossing of North Main Street, which also becomes CTH K for the areas to the west of there for children that walk to Rossman School.

I will leave it up to the School District of Hartford to forward a copy of this letter to the State Superintendent of Public Instruction.

If you have any questions, please do not hesitate to contact me at my home, 262-626-4633.

Sincerely,



Jack Peters
Washington County Sheriff's Department

567/575/maw

cc: Dawn Westphal -- Wittenberger Bus Service, Inc.

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SHERIFF'S OFFICE

DALE K. SCHMIDT, SHERIFF

August 21, 2013

Mr. John Stellmacher
Director of Business Services
Hartford School District
675 E. Rossman Street
Hartford, WI 53027

RE: Unusually Hazardous Transportation

Dear Mr. Stellmacher,

As you know, the Highway Safety Coordinator recently reviewed the Borlen Farms area to see if it met the Unusually Hazardous Transportation criteria. After that review and designation of not meeting the criteria, I was contacted by two parents of children who attend Rossman School and live in the Borlen Farms area. They politely expressed concerns about the Unusually Hazardous designation being removed, and provided some additional information about the area. I have reviewed the matter and believe the Coordinator's original decision was correct and the area no longer meets the criteria under the Unusually Hazardous statutes.

In reviewing this matter, I did visit the area in person. I noted that a sidewalk is available from the area by crossing to the west side of N. Main St. While not ideal, it is common for children walking to school to have to cross even semi-busy streets. The children would then have to cross back to the east side at Prospect Ave., but that has been a crossing for children from the west side of N. Main St. for a long time.

I noted that the sidewalk on the east side of N. Main St. terminates on the southern end at Settlement Rd. which is a T-intersection with N. Main St. on the west side. At this point, pedestrians would have to cross to the west side of N. Main St. to continue walking south on the sidewalk. There is no marked crosswalk at this intersection. The roadway has essentially four lanes as there are turning lanes for both north and southbound traffic. A pedestrian would have to cross all four lanes. The roadway is fairly level in this area and sight distance is more than adequate in both directions from the intersection.

I also requested Police Chief Groves to provide me with speeding related traffic stop information for the area. He was able to state that the area does receive routine patrol and speed enforcement, but has not become an area requiring directed patrol. I noted that the speed limit in the area of N. Main St. and Settlement Rd. is 35 mph.



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The unusually hazardous designation requires a condition that constitutes more than an ordinary hazard and one which seriously jeopardizes the safety of students, and which cannot be corrected by other local units of government. While I do not believe the current conditions are more than an ordinary hazard, I do think the situation can be improved by the City of Hartford.

A marked crosswalk could be installed on N. Main St. at Settlement Rd. This could include pavement markings, a center cone, and signage. Also, consideration could be given to moving the 35 mph speed limit further north so to increase the chances that motorists are traveling slower in this area. I will send a letter with these suggestions to the DPW Director for consideration.

Finally, I reviewed the matter with yourself and District Administrator Smits. We agreed the area is similar to many other new subdivisions transitioning into city neighborhoods that no longer meet the criteria under the Unusually Hazardous statutes.

As you know, if any individual is aggrieved by the district's UHT plan or the determination by the Sheriff, that individual has a right to request a hearing with the State Superintendent.

Sincerely,



Dale K. Schmidt
Sheriff

Cc: Clifford Winkelman
Rory Steinmetz



SHERIFF'S OFFICE

DALE K. SCHMIDT, SHERIFF

August 21, 2013

Mr. Darryl Kranz
Director of Public Works
710 W Sumner Street
Hartford WI 53027

Dear Mr. Kranz.

Recently the Hartford Joint School District requested, per state statutes, that the Sheriff's Office review their Unusually Hazardous Transportation plan for the north end of the city, specifically the Borlen Farms area. The UHT essentially determines if students are going to receive bussing when they reside within two miles of the school.

Using the specified criteria, I have determined that no unusually hazardous conditions exist any longer for the students in the Borlen Farms area to walk to Rossman School. I did, however, note an area that I think could be improved for all pedestrians walking along N. Main Street.

In reviewing this matter, I did visit the area in person. I noted that the sidewalk on the east side of N. Main Street terminates on the southern end at Settlement Road, which is a T-intersection with N. Main Street, on the west side. At this point, pedestrians would have to cross to the west side of N. Main Street, to continue walking south on the sidewalk. There is no marked crosswalk at this intersection. The roadway has essentially four lanes as there are turning lanes for both north and southbound traffic. A pedestrian would have to cross all four lanes. The roadway is fairly level in this area and sight distance is more than adequate in both directions from the intersection.

I would like to suggest that you consider installing a marked crosswalk on N. Main Street at Settlement Road. This could include pavement markings, a center cone, and signage. Also, consideration could be given to moving the 35 mph speed limit further north to increase the chances that motorists are traveling slower in this area.

I believe these improvements would make the street crossing for students and all pedestrians a bit safer. Thank you.

Sincerely,

Dale K. Schmidt
Sheriff

Cc: John Stellmacher, Cliff Winkleman, Rory Steinmetz



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