

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

December 4, 2018
Village Hall Board Room

CALL: Chm. Kaminski called the meeting to order at 6:00 p.m.

ROLL CALL: Chm. Kaminski, Trustee Members Hughes, Warren and Zabel. Also present were Director Ratayczak, Engr. Nitschke, and Secretary Wick.

APPROVAL OF MINUTES: **MOTION made by Hughes, seconded by Zabel to approve the Minutes of November 7, 2018 & November 19, 2018.**

Motion carried unanimously.

PUBLIC COMMENT: None

CONSIDERATION OF UTILITY CREDIT – W175 N11037 STONEWOOD DRIVE: A written request was submitted to the Director of Public Works by Momentum Early Learning requesting consideration of a utility credit toward their third quarter, 2018 sewer and water billing. The Village's Water Utility staff investigated and found no leaks. The owner then hired S&K Plumbing which located a leaking valve attached to the lawn irrigation system. As the leak in this area was not connected to the sanitary sewer system, none of the overage water would have gone to the sanitary sewer. Dir. Ratayczak provided his calculations to the Committee.

MOTION made by Zabel, seconded by Warren authorizing staff to credit the sanitary sewer portion of \$1,845.77 to the 3rd quarter 2018 sewer and water bill for the property at W175 N11037 Stonewood Drive (Momentum Early Learning).

Motion carried unanimously.

CLEANING SERVICES – VILLAGE BUILDINGS: Supt. Olszewski provided results of the proposals received for cleaning services at various municipal buildings for the term of two years. Requests for Proposals were submitted to six area vendors in which two responded. The monthly cost of services ranged from \$9,170.53 to \$11,089. If the Village chose to enter into a third year, Clean Power would reserve the right to raise the annual cost based on the consumer price index.

MOTION made by Hughes, seconded by Warren to forward to the Village Board with a positive recommendation to contract Clean Power at a monthly rate of \$9,170.53 for the term of 2 years to provide janitorial services for the following municipal buildings; Library, PD & Annex, Survive Alive, Senior Center, Fire Company, Wolf Haus and Park restrooms. Funds to be allocated from Acct. # 10-519-530-4400.

Motion carried unanimously.

ILLICIT DISCHARGE SCREENING – N122 W17177 FOND DU LAC AVENUE – DPW SITE: Engr. Nitschke explained as part of Germantown's MS4 permit, staff conducts an annual Illicit Discharge Screening for various storm water outfalls located in Germantown. During the screening, high levels of ammonia, phenols and detergents were detected downstream of the Public Works facility. The elevated levels were above WDNR permit requirements. Upon a

field investigation, it was determined the source of the contaminants was from the Public Works yard and fueling station. A regenerative system was to be installed in one of the buildings but was removed as part of the budget process from 10+ years ago. A Stormwater Best Management Practice could cost \$150,000 (+) to rectify discharging to the system. Per MS4 permit requirements the WisDNR was notified and were willing to work with the Village for interim and long-term cleanup efforts. Committee discussion included thinking about funding for a future DPW facility and suggested discussing it further within the first quarter of year 2019. Engr. Nitschke will provide further updates at future meetings.

TRAFFIC ANALYSIS & DESIGN – FREISTADT ROAD AT MAPLE ROAD: Engr. Nitschke reported the direction of the Public Works Committee at their November 7, 2018 meeting, staff had requested a proposal from Traffic Analysis & Design, Inc. (TADI) to analyze the Freistadt/Maple Roads intersection. The proposal was submitted to the Committee for review. Phase One of the proposal would address the traffic, crash and geometrical analysis of the intersection. Phase Two of the proposal would be to complete the submittal for Highway Safety Improvement Program (HSIP) funding application due in February 2019. The traffic study would become a part of a future traffic analysis for the Holy Hill, Goldendale and Freistadt Roads corridor. Discussion followed.

MOTION made by Hughes, seconded by Kaminski to forward to the Village Board with a positive recommendation to award a contract to Traffic Analysis & Design Inc. (TADI) to analyze the Maple/Freistadt Roads intersection for an amount not to exceed \$27,542.

Motion carried 3-0

Abstention - 1 (Warren)

10-YEAR ROADWAY CAPITAL IMPROVEMENT PLAN: Engr. Nitschke provided the Committee with the final draft of the 10-year Roadway Capital Improvement Plan in order to better define immediate and long-term roadway needs. The Committee was asked to provide feedback on the Plan and to focus on the 2019 roadway improvement plan with the goal of bidding the various project locations in January-February. Engr. Nitschke's goal was to balance out how many lane miles were to be done each year. Rehabilitation projects consisted of mill and overlays, pulverization and overlays, patchwork, cross culvert work etc. Large scale reconstruction projects may include storm sewer, water main, sewer main work, full depth road removal, etc. It would not be sustainable to do reconstruction projects every year. Engr. Nitschke suggested a five-year gap for reconstruction projects. Also balanced in were rural vs. urban road settings, Paser ratings and road repairs needed within the same general vicinity.

Engr. Nitschke continued to report the most significant changes to the 2019 roadway program which in part included roads that were not completed in year 2018;

Bid #1 – Park Avenue Reconstruction from Main Street to STH 145.

Work will include replacement of sanitary sewer, water main and storm sewer. The roadway will receive new base material, new curb & gutter, binder and surface asphalt. It is anticipated that the road will need to be widened up to five feet. Existing street trees will also be required to be removed as part of the project.

Bid #2 – 2019 Road Program

The bid will include a combination of pulverizing, milling and base repair/replacement. Curb and gutter will be replaced as needed. The road program will also include cross culvert replacement for all roadway culverts in need of repair. The 2019 Road Program will not include private driveway culvert replacement or repair and will not include any re-ditching efforts.

The base bid will include the following:

- **Deppert Road** from Freistadt Road to Creek View Lane
- **Creek View Lane** from Deppert Road to Merkel Drive
- **Merkel Drive** from Creek View Lane to Freistadt road
- **Merkel Drive** from Woodland Drive to Oakview Avenue
- **Woodland Drive** from Goldendale Road to Jamestree Road
- **Oakview Lane** from Merkel Drive to Woodland Drive
- **Rosewood Avenue** from Woodland Drive approximately 800 feet south
- **Jamestree Road** from Woodland Drive approximately 400 feet south
- **Edgewood Drive** from Hilltop Drive to terminus
- **Fox Lane** from Edgewood Drive to terminus
- **Hilltop Drive** from Mequon Road to 200 feet north of Edgewood Drive
- **Old Farm Road** from Division Road to Wagon Trail

Alternate Bid #1 will include resurfacing Lilac Lane from Schoen-Lauffen Park to Division Road utilizing partial depth milling and Glass Grid.

Engr. Nitschke went on to explain the “Glass Grid” process which was a specific interwoven road fabric designed in a grid fashion and applied between the lifts of asphalt. Glass Grid holds up well to heavy truck traffic and soil conditions.

Alternate Bid #2 will include resurfacing Holy Hill Road from STH 145 to Division Road utilizing partial depth milling and Glass Grid.

Should there still be available funds, **Alternate Bid #3** will include resurfacing Highland Road from Mary Buth Lane to Wasaukee Road utilizing partial depth milling and Glass Grid, as well as full depth pulverization on the far east end of the project area.

All alternate bids are designed to extend the life of each road segment 10-20 years. They are considered rehabilitation projects. Park Avenue is a reconstruction project and designed to provide road and utility upgrades to serve residents for 50+ years. All work is dependent on bid costs as they relate to available Roadway Capital Improvement Program funding.

Engr. Nitschke presented a visual map providing the Committee with further details on the Road Program. No Engineer’s estimate was available at the time of the meeting. Staff was optimistic that all 2019 road projects as presented to the Committee could be completed with the funding available. Comments included:

- Past practice was to complete roads within a subdivision area to avoid any further damage to roads already resurfaced as part of the road program. Would staff consider doing a few side streets along Old Farm Road or put off doing Old Farm Road for one year? As Old Farm Road was an older road and heavily traveled, staff recommended reconstruction in year 2019.
- Engr. Nitschke was not proposing any significant ditching work in any of the subdivisions. Policies would need to be discussed regarding ditch work, storm water repair/maintenance, drainage concerns, etc. Addressing all concerns would require additional funding or minimize the number of roads to be reconstructed each year. As part of the current Road Program only cross culverts that need repair or replacement will be addressed. Ditches could be addressed at a later date with appropriate funding and the use of specific construction equipment as to not cause damage to a newly surfaced road.
- Dir. Ratayczak suggested a drainage study for area wide stormwater work. Stormwater work should not be part of the Road Projects Program.
- Engr. Nitschke's goal was to stretch every dollar to get a quality product that will last as long as expected and any remaining funds be placed back into future road programs.

MOTION made by Hughes, seconded by Warren approving the design and bidding of the 2019 Road Program.

Dir. Ratayczak noted Park Avenue will be a major road reconstruction to include tree removal, and land encroachments. Once plans were 75% - 95% complete, he would like to review the plans with the Committee for approval and to give Trustees the knowledge needed for any residential concerns they may receive. Engr. Nitschke will provide the Park Avenue residents project updates as the project moves forward.

Motion carried unanimously.

Engr. Nitschke continued discussion on the Roadway Capital Improvement Plan for years 2020 through 2028. The locations presented were flexible and could change depending on future development and demand. In closing the Committee liked the 10 – Year Roadway Capital Improvement Plan as it showed concept and foresight.

Further noted;

- Glass grid product may produce higher costs if contractors are not familiar with the product;
- Areas of traffic and volume should be priority;
- Residents who have been surveyed in the past on their desire for municipal utility connections and choose to connect *after* road reconstruction is complete should have a 10-year waiting period to do so.
- The 10 Year Roadway Capital Improvement Plan can be placed on the Village's website as a working document and revisited on an annual basis.

NEXT MEETING DATE: The next Public Works and Highway Committee meeting will be held **TUESDAY**, January 8th, 2019 at 6:00 p.m.

ANNOUNCEMENTS: None

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:07 p.m.

A handwritten signature in cursive script that reads "Janice Wick". The signature is written in black ink and is positioned above the printed name.

Janice Wick, Recording Secretary