

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

April 3, 2018
Village Hall Board Room

CALL: Chm. Kaminski called the meeting to order at 5:30 p.m.

ROLL CALL: Chm. Kaminski, Trustee Members Campbell, Warren and Zabel. Also present were Dir. Ratayczak and Secretary Wick.

PREVIOUS MINUTES: **MOTION made by Warren, seconded by Zabel to approve the minutes of March 6, 2018.**

Motion carried unanimously.

PUBLIC COMMENT: Claudia Hermes, N113 W16166 Sylvan Circle, representing neighboring condo owners who expressed concern with water encroaching their property limits due to a beaver dam located in the waterway. She was aware that the Village had hired a trapper but the dam still existed. Dir. Ratayczak reported the trapper was not available the last couple of months and had since made contact. The trapper would be on site this week to remedy the situation by removing a portion of the dam.

AUTHORIZATION TO PAY INVOICE – CTW CORP. – REPAIR AT WELL #11: Supt. Haugen reported an electric pump motor failure at Well #11 on Mequon Road. CTW Corp. was contacted to install a rental motor to keep Well #11 on-line while the original motor was being repaired. CTW were local equipment and suppliers and have worked on all of the Village's Wells multiple times. Staff has submitted a claim to the Village's Insurance Company for possible reimbursement. Discussion followed.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation authorizing the payment of \$17,668.00 to CTW for the emergency repair of a pump motor at Well #11. Funds to be allocated from Acct. #50-722-530-6330.

Motion carried unanimously.

CONSIDERATION OF QUOTE – FABICK CAT – NEW AUTOMATIC TRANSFER SWITCH – WELL #7: Supt. Haugen reported an automatic transfer switch had failed at Well #7. The purchase was authorized as an emergency due to Wells #5 & #7 not having any emergency backup power.

MOTION made by Zabel, seconded by Campbell to forward to the Village Board with a positive recommendation to approve a quote from Fabick CAT in the amount of \$6,397.00 for the purchase of a new automatic transfer switch for Well #7. Funds to be allocated from Acct. #50-180-184-3960.

Motion carried unanimously.

CONSIDERATION OF PROPOSAL – FRANK GILITZER ELECTRIC – INSTALLATION OF TRANSFER SWITCH – WELL #7: Supt. Haugen requested authorization for the electrical labor to remove, install and rewire a new transfer switch that had failed at Well #7.

Motion made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation the proposal from Frank Giltzer Electric for an amount not to exceed \$5,480 to for labor costs to remove and install a new transfer switch at Well #7. Funds to be allocated from Acct. #50-180-184-3960.

Motion carried unanimously.

AUTHORIZATION TO PURCHASE – CRACK FILLING MATERIAL: Staff requested authorization to purchase between 40,000 to 45,000 pounds of crack filling material for a price of \$.4675/lb. Sherwin Industries was the only distributor authorized to sell this type of material.

MOTION made by Warren, seconded by Campbell to forward to the Village Board with a positive recommendation authorizing the purchase of crack filling material for Village roads from Sherwin Industries at a cost of \$.4675/lb. not to exceed \$25,000. Funds to be allocated from Acct. #10-542-530-3505.

Motion carried unanimously.

DISCUSSION/RECOMMENDATION – PROPOSED WRENWOOD DEVELOPMENT – REQUIRED PUBLIC IMPROVEMENTS: Dir. Ratayczak explained the Developer of the proposed Wrenwood Development was proceeding through the required approval procedures in which elements of direction were needed from the Village such as sidewalks, street lights and tree requirement/placement. The Municipal Code Section 18.08(6) – Required Improvements – Sidewalks states the Village Board “may” require a developer to construct sidewalks. Dir. Ratayczak mentioned various subdivisions as to their amenities and noted it would be up to the Village to determine public amenities for the Wrenwood development.

Bill Carity, Developer, noted he was not adverse to sidewalks but needed definition as he would be going before Plan Commission in a couple of weeks to discuss zoning issues, landscape plans & amendment to the Land Use Plan. The following information was provided;

- The plan includes a 40 acre park area. Mr. Carity would be open to some sidewalks within the subdivision preferably only on one side of the street;
- There will be connectivity within the subdivision to include walking trails, paths through the central park area and service path between the north and south development;

Discussion followed noting the following;

- Road widths within the development and the fact that the wider roads would create a buffer for walkers/bikers when cars traveled by;
- The proposed development consisted of 27 feet of pavement totaling 32 feet back to curb. Roads any narrower would not be safe for foot traffic and therefore a sidewalk would be warranted;
- The number of properties would generate a number of children and therefore there should be a sidewalk on one side of the street;
- Dir. Ratayczak referenced a wetland area which interconnected the north portion of the development to the south portion of the development via a service path due to staff needing access to municipal utilities. The Developer chose to pave the path for residential use.
- External sidewalks along Mequon, Freistadt and Country Aire would be more beneficial than internal sidewalks due to higher speeds on those roads; Internal sidewalks

eventually become future maintenance problems for the Village as they are located within the right of way;

- Dir. Ratayczak suggested in lieu of internal sidewalks, possibly have the Developer place an asphalt sidewalk on the east side of Country Aire Drive from the development's entrance way north to Freidenfeld Park as this would be a safer option due to a heavier volume of traffic accessing the Park;
- It was unknown if the WDOT Intersection project on Mequon Road at Country Aire Drive included sidewalks to their property limits;
- Mr. Carity felt 1000 feet of sidewalk along Country Aire Drive that didn't service the subdivision was a little much to bear. He was amenable to any direction the Committee chose. Mr. Carity did mention with the Dept. of Transportation project on Mequon Road, he was not sure how the intersection was going to be configured and whether the connectivity on Mequon Road would be appropriate if there was a sidewalk.
- It would be beneficial to know where the sidewalks currently existed along Mequon Road and review the DOT's plan for the intersection reconstruction.
- The developer should not have the burden of costs to construct sidewalks outside of their project limits; if it's that important to install an exterior sidewalk to the Park, the Village should pay for it.

MOTION made by Kaminski, seconded by Campbell recommending Developer Bill Carity install sidewalk within the proposed Wrenwood Development on one side of the street not including cul de sacs.

Motion failed 3 – 1 (Kaminski)

MOTION made by Zabel, seconded by Kaminski requesting the Engineering Dept. staff complete a sidewalk feasibility study to include distance, cost and connectivity to the proposed Wrenwood Subdivision north property limits on Country Aire Drive.

Motion carried unanimously.

AWARD OF CONTRACT – COUNTRY AIRE/MEQUON ROAD WATER MAIN EXTENSION & RELOCATION: Dir. Ratayczak explained the WDOT will be reconstructing the intersection of STH 167(Mequon Road) and Country Aire Drive this year. The WDOT has limitations as to allowed construction through a newly constructed State Highway. The Village's existing water main required relocation within the project limits and due to proposed development north of Mequon Road, the Village designed and bid the water main extension & relocation. Two bids were received ranging from \$454,445 to \$554,646. Dir. Ratayczak further explained he would do an Engineer Review with the contractor to see if more of the work could be completed with an open cut (for better pricing) vs. directional boring.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to award a contract to Mid City Corp. in the amount of \$454,445 plus a 10% contingency for the Country Aire and Mequon Road Water Main Extension and Relocation.

Motion carried unanimously.

DISCUSSION/RECOMMENDATION – TOP LEAF DEVELOPMENT (HARVEST HILLS) – REQUIRED PUBLIC IMPROVEMENTS:

Dir. Ratayczak explained the Developer has proposed a 42 lot rural residential development with no public water or sanitary utilities in an area north of Elm Lane and east of Forest Drive. The Village Board at a previous meeting voted the two sections of Elm Lane would not be connected. Dir. Ratayczak provided a visual layout for the Committee. It had yet to be determined what was required of the developer to connect to the existing Elm Lane (by the cul de sac) and whether the Developer would be required to reconstruct Elm Lane at the cul de sac to the property limits of their development. It was staff's suggestion with any road requirements, the road be constructed as a minor street as per the Village Code and be considered a rural section vs. an urban section. Currently Elm Lane is 18' wide, not centered on the section line and in some sections in poor condition. Staff would like to see road improvements to include a 24' wide paved surface plus 2' shoulders.

Sheri Waggoner, Top Leaf Development stated they had proposed a connection to Elm Lane. They did not propose a cul de sac as it was not needed or required and would not fit within the right of way. Previous discussions at Village Board suggested Elm Lane be reconstructed by the Village as part of their road improvement program. Trustee Zabel clarified Elm Lane improvements was just an idea brought forth at a Plan Commission meeting.

Top Leaf Development proposed a connection to existing Elm Lane but no improvements based on comments at the Plan Commission and Village Board. An eight foot wide path is proposed from east Elm Lane to connect to west Elm Lane. The developer felt it would be nice to have the connection for walking and biking traffic. Comments included;

- Road Standards will need to be followed per Village Code;
- Developer would match their road into a substandard section of roadway;
- The Developer's Engineer had modified the previous road plan that was presented to the Village. The additions included detail on the subdivision road joining Elm Lane the 8 foot wide path between the two roads. The Developer or Director did not have a plan for Committee viewing;
- Developer can meet the new road with existing pavement with a free flow radius;
- Cul de sac bulb not needed;
- Road improvements should be completed from the internal street to the developer's east property line on Elm Lane;
- Past practice was to have the first developer complete full road improvements. Documents would then be created for future assessments to be paid back to the first developer if/when other new developments were fronting the improved road.
- Safety signage i.e. stop sign/yield sign at the curve could be considered in the future.

MOTION made by Warren, seconded by Zabel, requesting the Developer modify the design plan for the proposed Harvest Hills Subdivision to include eliminating the cul de sac bulb, eliminate the intersection and install a free flow radius. The Developer will be required to complete Elm Lane road improvements to their east property limits.

Motion carried unanimously.

DEVELOPER AGREEMENT – RAINBOW CHILDCARE CENTER OF GERMANTOWN – REVIEW & POSSIBLE ACTION: Dir. Ratayczak stated the proposed Rainbow Childcare Center will be located on Mequon Road just north of the Village Hall.

Public Improvements include the extension of water main which would eliminate a dead end at the east end of the Bank property and connect to the existing water main. A draft Development Agreement was provided for Committee review.

MOTION made by Warren, seconded by Campbell to forward to the Village Board with a positive recommendation the Rainbow Childcare Center of Germantown Developer Agreement as presented.

Motion carried unanimously.

NEXT MEETING DATE: The next Public Works and Highway Committee meeting will be held **WEDNESDAY**, May 9, 2018 at 5:30 p.m.

ANNOUNCEMENTS: NONE.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:40 p.m.



Janice Wick, Recording Secretary