

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

August 1, 2018
Village Hall Board Room

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

ROLL CALL: Chm. Kaminski, Trustee Members Hughes (5:45), Warren and Zabel. Also present were Director Ratayczak, Engr. Nitschke and Secretary Wick.

APPROVAL OF MINUTES: **MOTION made by Zabel, seconded by Warren to approve the Minutes of July 5, 2018.**

Motion carried unanimously.

PUBLIC COMMENT: None.

ROOF REPAIR – POLICE DEPARTMENT: Supt. Olszewski explained as part of the 2018 budget \$26,000 was allocated for the repair of the flat roof at the Police Dept. He noted several leaks have caused interior issues. Staff solicited pricing for the repairs. Two bids were received ranging from \$20,965 to \$26,200. Discussion followed.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to contract Noffke Roofing to perform the necessary repairs to the Police Department roof for an amount not to exceed \$22,000. Funds to be allocated from Acct. #10-519-570-8221.

Motion carried unanimously.

BUDGET – LINE ITEM OVERRUN – LIBRARY: Supt. Olszewski reported the Buildings & Grounds budget for maintenance repairs at the Library will be overbudget pending the repair of an air conditioning compressor. Supt. Olszewski re-counted numerous other repairs and maintenance at the Library in 2018 and noted with the latest repair, would exceed the current line item budget by \$6,000. Every attempt will be made to defer any maintenance/repair issues until 2019. Aging infrastructure and rising costs of repair were contributing factors.

MOTION made by Kaminski, seconded by Zabel to move to Item VII: ANNOUNCEMENTS on the Public Works Agenda.

Motion carried unanimously.

ANNOUNCEMENTS:

- Dir. Ratayczak introduced Engineering Department staff member Ryan Ehlerding as Civil Engineer.
- Engr. Nitschke noted they will be finalizing Wasaukee Road Thursday evening weather dependent and will reopen Friday morning. Striping will take place in the evening hours. This portion of the Road Projects was completed three weeks ahead of schedule.
- Projects forthcoming include: Rainbow Child Care site (tree removal next week), Harvest Hills Subdivision (tree removal next week), Metro Cigars building (Willow Creek Business Park) and Police Department Evidence Garage.

PRIVATE PROPERTY INFILTRATION/INFLOW (PP I&I) UPDATE: Engr. Nitschke provided the Committee with a boiler plate specification from another community with plans to create a similar document for the proposed PP I&I work which will be 100% funded by MMSD. Two public informational meetings were held to bring awareness to the select residents who were given the opportunity to participate in the PP I&I Program and, two focus group meetings for residents north of Concord Road who have the opportunity to participate in the program in 2018. Neighborhood flyers were distributed and despite all the efforts residential participation was minimal. Discussion included;

- The Committee would like a copy of the literature that was presented at the informational meetings. Engr. Nitschke stated he would compile information in a smaller file format and send via email.
- Staff shall provide the Committee with email reminders as to when public meetings are held, offering the Committee the opportunity to participate.
- District Trustees should participate on getting the word out to their constituents.
- Engr. Nitschke will continue with updates at the Public Works Committee meetings.

5-YEAR CAPITAL ROAD IMPROVEMENT PLAN: Engr. Nitschke reported staff was currently assessing the 5-year Capital Road Improvement Plan noting utility projects, grant funding, road conditions, and other variables were considered when developing a draft plan and provided detailed examples to the Committee. Engr. Nitschke's goal was to continue to increase the efficiency and effectiveness of the program and looked for Committee feedback. Engr. Nitschke will collect Committee comments, update the plan and determine costs of select projects to be incorporated in the Fall budget process. The following comments were made;

- Lover's Lane/Century Lane can not be paved if not in the right of way. Utility work may be necessary prior to a complete road reconstruction;
- The Engineering Dept. staff is researching the Lover's Lane/Century Lane section of roadway drainage noting prior to road repair, land acquisitions would be necessary pushing road reconstruction to year 2020.
- Staff should complete a "private road" investigation prior to contacting residents on land acquisitions.
- Engr. Nitschke stated reconstruction plans are based on Paser Ratings, need, volume of traffic and efficiency so a contractor is not moving from one location to another on the other side of the Village. Four years and beyond the Road Improvement Plan will fluctuate;
- Heritage Hills Subdivision has a Paser 5 rating and aging. Chm. Kaminski requested staff to look at the road and provide an estimate of when road improvements might be done.
- Highland Road from Wasaukee Road to Mary Buth Lane is a bike route and in poor condition. It should be included in the 5-year plan.
- Engr. Nitschke stated part of the decision making process was whether the Village would approve doing full reconstructs as in utility work, culverts, etc. which will take most of the budgetary dollars or, pare back to maximize dollars.
- As an Engineer, staff should present their analytical recommendations for discussion.
- Division Road may be done with STP funding sources when applicable. The goal is to maintain the \$1.5 million budget. This may mean not replacing culverts if drainage is working.

- Dir. Ratayczak questioned whether storm drainage should be corrected on Century/Lovers Lane. Dir. Ratayczak also suggested the road not be reconstructed if the drainage issues were not corrected first. Trustee Zabel did not want to get involved in any high paying items such as acquisitions but was willing to work with affected property owners to come up with a cost effective solution as in dedicated road right of way or permanent limited easements.
- Going forward, the Century/Lovers Lane topic should be a separate agenda item as there were many items to address.
- Country Aire Drive is planned to be reconstructed in year 2025 due to development expanding in the surrounding area.
- There will be continued Committee discussion on the 5-year Plan.

AUTHORIZATION TO CONTRACT ENGINEER CONSULTANT – DESIGN & DEVELOP PLAN FOR SANITARY SEWER, WATER MAIN AND ROAD RECONSTRUCTION – TID #8: Dir. Ratayczak requested permission to hire an engineering consultant to develop plans and specifications for the sanitary sewer and water main for TID #8 and to hire a consulting engineer to develop plans for the reconstruction of approximately 2,600 lineal feet of Holy Hill Road starting at the I-41 ramps. A visual overview of the area was provided showing two potential alignments for Committee review. Dir. Ratayczak stated normal protocol would be to request proposals for this work but a majority of the engineering had been completed by R.A. Smith as part of the planning process for TID #8, and going out for bid would not be cost effective. A survey and soil borings had been ordered. Consultant costs would be covered by the TID. Discussion followed on the wetland boundaries.

MOTION made by Kaminski, seconded by Hughes to allow staff to hire an engineering consultant for the design of sanitary sewer, watermain, and reconstruction of Holy Hill Road associated with TID #8.

Motion fails 2 -2 (Warren, Zabel)

NEXT MEETING DATE: The next Public Works and Highway Committee meeting will be held **TUESDAY**, September 11, 2018 at 6:00 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:36p.m.



Janice Wick, Recording Secretary