

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

September 11, 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 (absent & excused) and Zabel. Also present were Director Ratayczak, Engr. Nitschke and Secretary Wick.

**APPROVAL OF MINUTES:** MOTION made by Zabel, seconded by Hughes to approve the Minutes of August 1, 2018.

**Motion carried unanimously.**

**PUBLIC COMMENT:** Gary Krenke, N128 W12985 Highland Road, asked when Highland Road between Mary Buth and Wasaukee Road was going to be resurfaced. He expressed the condition of the road was in very poor shape and needed attention. Engr. Nitschke stated he was aware of the condition of Highland Road and explained Highland Road was in the plan for continued discussions as part of the 5-10 Road Improvement Plan. Engr. Nitschke was unable to confirm the year Highland Road was scheduled for reconstruction and would research and report back to Mr. Krenke and Chm. Kaminski.

**PURCHASE OF ENGINEERING DEPT. PLOTTER/SCANNER:**

**MOTION made by Zabel, seconded by Hughes to forward to the Village Board with a positive recommendation to purchase one Oce ColorWave 500 Plotter/Scanner for the Engineering Dept. from AE/Graphics at a cost of \$19,750.00. Funds to be allocated from Acct. #40-541-570-8400.**

**Motion carried unanimously.**

**CONSIDERATION OF INVOICE – DF TOMASINI, INC.:** Supt. Haugen reported an emergency repair of the 16” ductal iron water main located in the south bound lane of Pilgrim Road just south of Donges Bay Road. Due to the amount of homes affected and the amount of traffic along Pilgrim Road, D.F. Tomasini was able to respond quickly to complete the repair.

**MOTION made by Zabel, seconded by Hughes authorizing the payment of \$7,751.64 to D.F. Tomasini for the repair of a 16” ductal iron water main on Pilgrim Road south of Donges Bay Road. Funds to be allocated from Acct. #50-742-530-6730.**

**Motion carried unanimously.**

**CONSIDERATION OF INVOICE – MUNSON, INC.:**

**MOTION made by Zabel, seconded by Hughes authorizing the payment of \$9,787.00 to Munson, Inc. for the asphalt repair on Pilgrim Road south of Donges Bay Road due to a watermain break. Funds to be allocated from Acct. #50-742-530-6730.**

**Motion carried unanimously.**

**HYDRANTS & GATE VALVES PURCHASE:** The Water Utility has requested the purchase of fire hydrants, gate valves and fittings necessary to replace nonfunctioning fire hydrants and gate valves that were identified after the Spring hydrant flushing program.

**MOTION made by Hughes, seconded by Kaminski to forward to the Village Board with a positive recommendation authorizing the purchase of water distribution materials to replace nonfunctioning hydrants and gate valves from Ferguson Waterworks at a cost not to exceed \$27,895.11. Funds to be allocated from Acct. #50-180-183-3430.**

**Motion carried unanimously.**

**DISCUSSION – WATER TOWER #1 & TOWER #3 PAINTING:** Supt. Haugen solicited discussion and onsite inspection with two engineering firms and one paint consultant for the painting of the water towers. Dir. Ratayczak and Water Supt. Haugen gave a visual presentation of the two water towers and their present condition. It was noted one estimate was received in the amount of \$750,000 to fully encapsulate & sandblast a tower to bare metal. Paint samples were sent in for chemical analysis and it was found the Ameron paint coating which was silicone based could not be recoated. Staff suggested changing the color scheme to a two-tone color which would camouflage the mold/dirt growth near the bottom of the exterior bowl and near the logo. Pressure washing the towers was also an option & Supt. Haugen suggested pressure washing Tower #1 (allowing the reserve fund to grow again) and paint Tower #3. Dir. Ratayczak suggested staff obtain paint/scheme renderings to determine what would work best with the Village's logo.

**MOTION made by Zabel, seconded by Kaminski to table action on the Water Tower #1 & Tower #3 painting topic to allow staff to collect more information on color schemes for Committee review.**

**Motion carried unanimously.**

**FIRE SPRINKLER REPLACEMENT – VILLAGE HALL:** As part of the 2018 Buildings and Grounds budget, \$40,000 was allocated for the replacement of the fire sprinkler piping at Village Hall. Numerous leaks have occurred causing problems to the system. Five area contractors were solicited in which two contractors provided quotes for both working during the standard day time hours or non-business night hours. As the work was labor intensive, staff suggested work be performed during off hours to cause as little interruption as possible.

**MOTION made by Zabel, seconded by Hughes to forward to the Village Board with a positive recommendation authorizing staff to contract Ahern for the repair of the fire sprinkling system at Village Hall for an amount of \$37,750 and not to exceed \$40,000. Any costs above \$37,750 should be reported back to the Committee. Funds to be allocated from Acct. #10-519-570-8201.**

**Motion carried unanimously.**

**FLOOR MATS & TOWEL CONTRACT – VILLAGE BUILDINGS:** Supt. Olszewski solicited proposals from area firms in which three responded for supplying mats, toweling and mop heads used at all Village buildings. Pricing ranged from \$10,613.00 to \$15,081.82. Supt. Olszewski noted the apparent low bidder's proposal was incomplete and had alternate items. It was therefore staff's recommendation to contract ITU for a three year term as it best met the needs of the Village.

**MOTION made by Hughes, seconded by Zabel authorizing staff to contract ITU for a three year term for the supply of floor mats, towels and mop heads for all Village buildings for a cost of \$11,369.41.**

**Motion carried unanimously.**

**CULVERT REPLACEMENT – ROCKFIELD ROAD:** Supt. Olszewski reported heavy rainfall caused a 48" culvert to fail on the west end of Rockfield Road. The Village will purchase the necessary materials and D.F. Tomasini will complete the replacement. Funding will come from the Bridges and Culvert Acct. and any balance due will come from the overall Hwy Dept. budget. Once final costs are available, Supt. Olszewski will address the Committee for payment.

**STORMWATER QUALITY MANAGEMENT PLAN UPDATE PROPOSAL:** Engr. Nitschke gave a summary of the Stormwater Quality Management Plan Update proposal. The intent of the proposed project was to update the 2008 stormwater plan to bring it in line with recent policy and procedure changes made by the WDNR. Plan updates included a pollution loading analysis, erosion control ordinance updates, post construction stormwater management updates, and proposed stormwater control practices for the Village's MS4 permit. Engr. Nitschke reached out to the staff of Ruckert & Mielke and GRAEF requesting a letter proposal for completing the services outlined in the Nonpoint Source Grant Agreement. Due to the nature of the proposed professional services, no competitive bidding process was undertaken. The Village has currently budgeted \$98,000 for MS4 program evaluation and improvements. The proposed scope of work amounted to \$120,500 of which \$60,000 was grant eligible.

Trustee Zabel requested the proposal be reviewed by the Village's Attorney.

**MOTION made by Zabel, seconded by Hughes to forward to the Village Board with a positive recommendation to award the Stormwater Quality Management Plan update to the team of GRAEF & Ruckert & Mielke for an amount of \$120,500 for services as proposed.**

**Motion carried unanimously.**

**AWARD OF CONTRACT – GOLDENDALE ROAD WATER & SANITARY SEWER EXTENSION PHASE I – (TID #7):** Five proposals were received ranging from \$3,004,882.80 to \$4,290,852.80 for the Goldendale Road Water & Sanitary Sewer Extension – Phase I. Dir. Ratayczak gave a visual map presentation noting the project consisted of the extension of 18" sanitary sewer and 16" water main in Goldendale Road from Freistadt Road to just north of the Railroad tracks.

Dir. Ratayczak explained a staff engineer estimate completed in 2017 did not have all the information that the current bid contained such as soil borings and the knowledge that a TID #8 would be created upstream of TID #7. This affected the amount of rock & depth of the proposed sanitary sewer and the associated connection at the existing manhole in Freistadt Road. There would be an approximate amount of the total bid amount that would be credited to TID #8. Discussion followed.

**MOTION made by Hughes, seconded by Kaminski to forward to the Village Board with a positive recommendation to award the Goldendale Road Sanitary Sewer and Watermain Extension – Phase I to Advance Construction, Inc. in the amount of \$3,004,882.80 plus a contingency of 2% or \$60,100 for a total approved project amount of \$3,064,982.80.**

**Motion carried 2 – 1 (Zabel)**

**NORTHEAST SANITARY SEWER EXTENSION – WRENWOOD DEVELOPMENT:**

Dir. Ratayczak explained the description of sanitary service areas and methods of service were previously discussed at the February 6, 2018 meeting and gave a recap along with maps indicating areas to be served by the Wrenwood Regional Lift Station, areas to be serviced by gravity sewer and areas to be served by a site lift station pumping to the Wrenwood Lift Station. Discussion then continued regarding the overall cost and method by which the cost was to be allocated or shared between the Village and Developer.

Brandon Foss, Consulting Engr., raSmith, explained he was tasked with looking at the needs of the Village when the developer came to Germantown. Mr. Foss referred to a visual map indicating areas of the Wrenwood Subdivision which would require a new lift station and force main which would eventually take sanitary sewer back down to the water tower site to the existing interceptor sewer. raSmith examined the best needs of the Village for the proposed Wrenwood Subdivision area and explained in detail their findings. The developer was dedicating a portion of their land for the new lift station. It had been verified that Lift Station #1 could be abandoned. There was a concept plan proposed and raSmith was working with the DNR to sort through requirements. Cost share calculations were explained, and gross assumptions were 30% paid by the developer and 70% paid by the Village. Dir. Ratayczak had met with the developer to discuss cost sharing. It had yet to be determined how costs would be collected. Suggested options for payment were costs be paid up front, or, assess each lot as building permits were issued. The development will be built in two phases. No sunset date for repayment has been set. The Village Attorney had reviewed the options presented. Details would be addressed in the Developer's Agreement. Discussion points included:

- The installation of watermain was completed before the WDOT Mequon Rd/Country Aire Drive intersection improvements. Developer cost share has yet to be determined.
- Costs in the estimate included a gravity sewer relay starting south of the water tower site across Mequon Road up Country Aire Drive to the north end of Friedenfeld Park; the force main; and new lift station.
- Abandonment of the lift station would be 100% Village cost; The abandonment did not have to be done for the development;
- Trustee Zabel believed some of the Lift Station cost should be borne by the developer. The developer needed to get sewer to their development. Without the 18" sanitary sewer, the developer would not have service and would need to run a force main to TID #4;

- Dir. Ratayczak noted there were two different costs associated with the lift station which were based on flow and cost sharing. The higher percentage was chosen for the lift station and force main construction.
- Developers coming into Germantown need to cover their costs; Sewer utility users must cover some of the costs for the proposed development. Trustee Zabel did not have issue with oversizing the lift station for capacity and would like to come up with a charge based on a per unit cost for everyone in the area. The developer should be responsible for the cost of the oversizing of pipe.
- Dir. Ratayczak noted the original direction was to design a lift station that had the capacity in the future to take the lift station #1 abandonment and run a force main down to the existing manhole at the well tower south of Mequon Road. Further research questioned whether the Village should extend gravity sewer due to the work involved.
- Chm. Kaminski stated there had been many discussions on how the Village could invite development by bringing sewer service to the area and upgrading the lift station. It was not fair to expect a developer to always do what's best for the utility and pay all costs. There had to be a percentage of costs in place and relied on staff to make those recommendations.
- Dir. Ratayczak also noted there will be a cost share for the 12" water main installed by the Village as a requirement prior to the reconstruction of the Mequon and Country Aire Roads intersection by the WDOT. The value of the cost share had yet to be determined but was estimated to be \$150,000 to \$175,000.

Adm. Kreklow reviewed the methodology that the public works staff developed with the consultant and meeting with the developer and the goals to be accomplished as a Village, he felt the Village had a solid proposal. The Village had to be realistic as to what developers would pay or could fit into their financial models and still allow the development to occur. Another option was the use of General Obligation Bonding to fund sewer improvements and pay out of the property tax levy. It was the recommendation of Adm. Kreklow to use a revenue bond that the utility would pay for as the utility would benefit. Residents not on the sewer system were not being forced to pay for a portion of the cost of the sewer improvements. Discussion followed on estimated quarterly costs for sewer users. Trustee Zabel stated if the improvements were a benefit to the Village the Village should pick up the cost. He had suggested the Adm. put together numbers to create a district in which you would put an assessment against. If you create a number for the areas to be serviced and put it against the number of properties out there plus as future development occurs, they're picking up the cost, not necessarily the cost being picked up by the utility users. Adm. Kreklow clarified a significant portion of the project dollar amount was replacing a lift station that was at the end of its useful life and would benefit the existing utility users.

Bill Carity, Developer, stated when he had started on his project in 2006, it was high on the agenda to abandon Lift Station #1, but he was never going to bare the costs up to \$1.4 million. He was going to design around the current Lift Station accepting the affluent but not around abandoning Lift Station #1. Until all the design and bidding took place Mr. Carity was unsure of his costs. Essentially raSmith was brought on board to redesign the sewer service area so there would be true cost benefit to the Village with regards to expansion into other lands. Mr. Carity felt this discussion was around concept and methodology. He would like to be in the design phase for their sewer and water system throughout this Fall and Winter with the thought of going into construction in Spring 2019.

Dir. Ratayczak noted discussions with the Planning Dept., the developer was agreeable to installing sidewalk along Country Aire Drive. Staff will start the process of researching road right of way and location thereof.

**MOTION made by Kaminski, seconded by Hughes to forward to the Village Board authorizing approval for staff to proceed with the Flow Based Cost Share method for sanitary sewer utilizing the shared amount of 69.1% (Village) and 30.9% (developer) with the final share amount to be based on actual construction cost and the addition for equitable cost share of water main installed on Country Aire Drive.**

**Motion carried 2 – 1 (Zabel)**

Trustee Zabel noted only two properties along Mequon Road would be without sidewalk after the completion of the WDOT project in which the DOT will install sidewalk up to the second railroad track. He would like to see sidewalk installed at those two properties to complete the flow of sidewalk along Mequon Road. Dir. Ratayczak will research.

**PRAIRIE GLEN II – ACCEPTANCE OF PUBLIC IMPROVEMENTS & LETTER OF CREDIT REDUCTION:** Dir. Ratayczak reported public improvements have been inspected and accepted by the Dept. of Public Works and recommended final acceptance and begin the one year warranty period.

**MOTION made by Zabel, seconded by Kaminski to accept the public watermain, sanitary sewer and pond improvements in the Prairie Glen II development and reduce the Letter of Credit to \$38,740.68 and begin the one year warranty period.**

**Motion carried unanimously.**

**DEVELOPERS AGREEMENT – DISCOUNT RAMPS:** Dir. Ratayczak presented for Committee review the Developer Agreement for Discount Ramps located within the Willow Creek Business Park (TID #6). The Village had entered into a “Predevelopment Agreement” to enable the developer to install the foundation prior to last winter’s weather and for the installation of watermain prior to the Developer Agreement being approved by the Village Board. As Exhibit “A” was not complete at the time the topic summary was due to the Committee, Dir. Ratayczak requested approval of the Developer Agreement with the ability to insert the completed Exhibit “A” when finalized.

**MOTION made by Zabel, seconded by Hughes to forward to the Village Board with a positive recommendation the Discount Ramps Developer Agreement including the ability to insert Exhibit “A” when completed.**

Trustee Zabel noted the Discount Ramps plan did not show the watermain easements. Dir. Ratayczak stated the easements were determined once the as-builts were completed.

**Motion carried unanimously.**

**DISCUSSION – SANITARY SEWER & WATER SERVICE AREA – HOLY HILL & GOLDENDALE ROADS:**

Dir. Ratayczak gave a visual presentation to describe the area that could be served by the proposed sanitary sewer and water main in the Holy Hill/Goldendale Road/TID #8 area. Both utilities originated at the intersection Freistadt and Goldendale Roads with a section from Freistadt Road to just north of the railroad tracks being constructed as part of TID #7. The following points were made;

- The Neuland Subdivision could be serviced;
- There is no indication of serving areas east of Hwy 145;
- There are areas that cannot be served by gravity sewer, but the sanitary sewer has capacity, and with a pump station those areas could be served if the need arose;
- The area at Interstate 41 & Holy Hill Road can be served by gravity sewer;
- The Village has an easement through the industrial park;
- Staff would like to finalize areas to be served;
- As part of the Zilber Group Developers Agreement, the developer would be required to give the Village a maximum 2 – acre parcel within their development which would be an ideal location for a water tower and well house due to the elevation of the land in that area;
- Areas to be served were based on ground elevation and depth of sewer installation; It did not mean all areas would be served but what could be served;

**MOTION made by Zabel, seconded by Hughes to forward to the Village Board with a positive recommendation to further review/discuss the sanitary sewer & water service area of Holy Hill & Goldendale Roads.**

**Motion carried unanimously.**

**NEXT MEETING DATE:** The next Public Works and Highway Committee meeting will be held **TUESDAY**, October 9, 2018 at 6:00 p.m.

**ANNOUNCEMENTS:** None

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:32 p.m.



Janice Wick, Recording Secretary