

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

October 7, 2014
Village Hall Board Room

CALL: Chm. Kaminski called the meeting to order at 5:00 p.m.

ROLL CALL: Chm. Kaminski, Trustee Members Zabel, Vanderheiden, and Warren. Also present were Dir. Ludwig, Engr. Bischke, Fire Chief Weiss, and Secretary Wick.

PREVIOUS MINUTES:

MOTION made by Zabel, seconded by Vanderheiden to approve the Minutes of September 2, 2014 and September 9, 2014.

Motion carried unanimously.

PUBLIC COMMENT: None

REQUEST AUTHORIZATION FOR LATERAL CONNECTION IN COMMERCE CIRCLE WITHOUT WATER MAIN EXTENSION – W188 N10707 MAPLE ROAD:

Russell Anderson, W188 N10707 Maple Road, returned to the Committee with a cost of approximately \$38,000 to install a 6" main in Commerce Circle and sprinkle the first part of the building. A fire alarm security system was estimated at \$54,000. Mr. Anderson requested everything remain the same and allow him to connect to the sewer and water line and abandon the holding tank.

Dir. Ludwig stated this topic was brought forward for the Committee to review the Lateral Connection Policy. If a connection was made to the building, the Village would require that the land owner extend water the entire length of their property. In the recent past, the Village got away from the extension requirement if the owner signed a recordable document stating they would not contest the special assessment if water main was installed. There was an Ordinance that addressed the need for a sprinkling system once water became available. The Village Attorney stated the sprinkler system was a topic to be discussed by a Committee other than Public Works. Additional comments included;

- Sprinkling requirements would be addressed under Chapter 5 of the Municipal Code. This topic could then be further discussed with the Board of Administrative Review;
- Connecting to the sewer system should not be a problem for the property owner; He should obtain the necessary permits to do so;
- Mr. Anderson was told he could connect a 2" main on to the existing water main and put water in his building. He did not need water. He just wanted to get rid of the holding tank;
- If it was Mr. Anderson's choice to connect to water, he would need to follow the Code requirements to possibly extend the lateral the full length of his property;

In closing, the Committee concurred the property owner could make the decision to connect to sanitary sewer following the proper requirements and obtaining the necessary permits.

Chief Weiss stated his hands were somewhat tied by the Ordinance. There was water running to the property and therefore property owner Mr. Anderson, would be required to hook up to the sprinkler system and to have a monitored fire alarm system in the building. Chief Weiss would need to go to the Board of Administrative Review for a final decision. No action was taken.

MOTION made by Vanderheiden, seconded by Zabel to move to Item “D” under New Business of the Public Works and Highway Committee Meeting Agenda.

Motion carried unanimously.

SHALLOW WELL INVESTIGATION – UPDATE: Dir. Ludwig introduced Greg Bolin of Foth Infrastructure who had been working on the shallow well investigation. The sources of shallow water could help the Water Utility as shallow wells recharge quickly unlike the deep wells. Three primary sites to be considered were: NW corner of Lover’s Lane at Mary Buth Lane; NE corner of Lannon Road at County Line Road; SE corner of Lannon Road at Appleton Avenue. Dr. John Jansen, Associate of Leggette, Brashears & Graham, Inc. oversaw the field geophysics and determined the location of the bedrock. Continued exploration would enter into the next Phase of locating a new well which was beyond the scope of the current contract.

Greg Bolin, of Foth Infrastructure provided a visual presentation to review the project history and rationale for pursuing shallow aquifer well sites. Reviewed were the Phase II investigation activities, results, and discussion on the recommended next steps. Based on the geophysical work, and the recommendations from Dr. John Jansen, Foth Infrastructure identified test locations in priority order. The next steps included drill test borings, preliminary test pumping and water sampling. In closing, Mr. Bolin stated part of the pumping test work would be to perform a procedure that would simulate construction of a code compliant permanent well.

Dir. Ludwig pointed out two potential sites in which property owners were willing to allow the Village to investigate; Discussion continued on the primary test boring locations and probabilities of finding a viable site.

MOTION made by Zabel, seconded by Vanderheiden authorizing an amendment to the Foth Infrastructure & Environment contract to include costs for Phase 3 of the Shallow Well siting exploration.

Motion carried unanimously.

AUTHORIZATION TO CONTRACT TREE TRIMMING – DPW: Supt. Olszewski presented pricing for the tree trimming of approximately 127 trees in the Legend Acres subdivision in which low branches have become a nuisance and hazard for large service vehicles. Two bids were received.

MOTION made by Vanderheiden, seconded by Warren to forward to the Village Board with a positive recommendation to contract Jerry Smith’s Tree Service to trim Village trees in the Legend Acres subdivision at a cost of \$120/per tree with the total amount not to exceed \$20,000. Funds to be allocated from Acct. #10-553-530-5290.

Motion carried unanimously.

AUTHORIZATION TO EXTEND THE ITU CONTRACT: Supt. Olszewski requested authorization to extend the ITU (Towel and Floor Mat) contract which expires Sept., 2015 for an additional 24 months. ITU offered the extension at no additional price increase to the Village. Committee discussion concluded staff should generate request for proposals and present those quotes prior to the current contract expiration.

ACCEPTANCE OF PROPOSAL – NITROGEN GENERATION SYSTEM FOR VILLAGE HALL FIRE SUPPRESSION: Supt. Olszewski presented three proposals ranging from \$13,925 to \$18,300 to install a nitrogen generation system to alleviate the series of leaks caused by microbial induced corrosion (MIC) within Village Hall. The new system will reduce what is causing the accelerated corrosion. Additional general maintenance and life expectancy of the nitrogen generation system is 10 -12 years.

MOTION made by Warren, seconded by Kaminski to forward to the Village Board with a positive recommendation to accept a proposal from Ahern for an amount not to exceed \$15,000 for the Nitrogen Generation System for Village Hall Fire Suppression. Funds to be allocated from Account #10-519-570-8201.

Motion carried unanimously.

CONSIDERATION OF INVOICE – D.F. TOMASINI – LAKE PARK AREA: Supt. Driver reported a water main break of a 16" line, buried 15 feet. The conditions required additional machinery and shoring.

MOTION made by Vanderheiden, seconded by Warren to forward to the Village Board with a positive recommendation to approve paying the D.F. Tomasini invoice in the amount of \$6,058.26 for the emergency water distribution repair off Western Avenue behind Lake Park Homes. Funds allocated from Account #50-742-530-6730.

Motion carried unanimously.

SEWER RATE INCREASE: Dir. Ludwig reported the 2015 Capital Charge from MMSD will be increased by 10.9% due in part to the Village's increase in equalized value. The annual household charge was estimated to increase by 3.9%. Looking at those charges, Dir. Ludwig suggested a 7.5% rate increase in volumetric rate and a 3.1% increase on the sewer service fee. This would take care of the pass-through charges as well as a debt service for a 20 year note for one million dollars. The overall increase in the quarterly service charge of 3.1% would generate the revenue needed to offset the household charge increase. The MMSD charge would be approximately \$283,000 and the debt service would be another \$68,000 if the Village would borrow one million dollars for the sewer project in 2015. A computation for the Utility was handed out to the Committee members on how the charges could be handled in a different way. It was suggested to go to a raw 10% increase in 2015 which would handle MMSD charges. Looking at the income surplus [deficiency] showed a \$1.5 million loss in year 2015 compared to the year before. If the 10% is approved [income off-set], it would give the Village three years to study the amount needed with the next increase when the Village would be in a deficit situation again where the utility will be losing money each year thereafter. If the Village did not

want to borrow the money, the chart provided showed the utility with 2 – 10% increases which showed a positive income surplus with increases of 10% in year 2015 and a subsequent increase of approximately 10% in year 2017. This information could be refined as time goes on. Discussion included;

- This topic should be referred to the Utility Advisory Committee for review and suggestions to the Public Works Committee;
- For an increase to go into effect, it was believed the affected residents needed to be notified; the next meter reading is December 15th;
- The Village needs 10% just for pass-through from MMSD; The increase should be instilled and then the Utility Advisory Committee can look at what the next rate increase would be;
- The Table generated by the Utility Advisory Committee does not identically match the Table created by the Finance Director; it had been found that data provided by the Finance Director was more accurate.
- There is time to study the second increase;
- The Committee/Board must work with the Finance Director's charts because that is the Village's budget;
- Invite the Director of Finance to the next Public Works Committee meeting to discuss the calculations related to the sewer increase;

MOTION made by Vanderheiden, seconded by Kaminski to forward to the Village Board with a positive recommendation authorizing a 10% sewer rate increase to take effect the first quarter of year 2015.

Motion carried 3-1 (Zabel)

2014 ROAD PROJECTS – UPDATE ON FINANCES: Engr. Bischke updated the Committee presenting figures on the 2014 Road Projects and noted the impact of the extra excavation below subgrade (EBS) on the Willow Creek Road project did not generate a need for a change order and the remaining budgeted funds should be enough for the remaining restoration work and other projects.

APPROVAL OF CHANGE ORDER – YEAR 2014 ROAD IMPROVEMENT PROJECTS: Dir. Ludwig reported Spaten Court which is part of the TIF #4 Industrial Park never had the final lift of asphalt applied to the road. Discussion with the Finance Director stated funds were available to complete the road surface and should be billed in year 2014. As time would not permit the contractor to complete the work in 2014, Dir. Ludwig asked for the funds to be allocated to the year 2015.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to approve amending the 2015 TIF #4 Budget to include allocating \$45,000 for the surface course of asphalt on Spaten Court. Funds to be allocated from Account #44-574-530-4500.

Motion carried unanimously.

LETTER OF CREDIT REDUCTION -- HILLSTONE APARTMENTS: Dir. Ludwig reported the developer had installed the water main and hydrant to the 10 family apartment building. The work was inspected and accepted by staff.

MOTION made by Vanderheiden, seconded by Zabel authorizing the Letter of Credit reduction of \$10,200 for the Hillstone Apartments located on Fond du Lac Avenue.

Motion carried unanimously.

CONVEYANCE OF RIGHTS IN LAND TO WDOT -- FDL AVENUE ROUNDABOUT: Dir. Ludwig reported as part of the Fond du Lac/Donges Bay Road roundabout project, WIDOT uses a standard conveyance of rights document for utilities located on and off the right of way. An existing water main was located at the southeast quadrant of the intersection. The conveyance of rights does not require a relocation of the Village's utility but gives the WDOT the right to work on top of the Village's utility through the construction period. The Village's Attorney reviewed the document and found it acceptable to forward to the Village Board for approval.

MOTION made by Warren, seconded by Zabel to forward to the Village Board with a positive recommendation to approve signing the Conveyance of Rights to WIDOT for the existing water main in the SE quadrant of Fond du Lac Avenue and Donges Bay Road for the STH 145 Project 2475-00-22 Plat 4.01.

Motion carried unanimously.

RIVERSBEND LANE RECONSTRUCTION PROJECT -- SCHEDULING UPDATE: Engr. Bischke received notification from Payne and Dolan who reported the reconstruction of Riversbend Lane in year 2014 was not feasible due to late notice to proceed because of delayed Panda Express approvals and numerous commitments to other projects. Payne and Dolan did not want to commit to a project of this magnitude due to weather conditions that might have prohibited them from completing the project to the normal performance specifications and standards. Year 2014 project costs for Riversbend Lane will remain the same for 2015.

MOTION made by Warren, seconded by Kaminski authorizing the delay of the Riversbend Lane reconstruction project until the year 2015 construction season.

Motion carried 3-1 (Zabel)

CHANGE ORDER -- WALL INSPECTION FOR AIR GAS: The Village retained R.A. Smith National to inspect the retaining wall construction at the Air Gas site for a cost of \$7,000. As part of the Developer's Agreement, Air Gas will reimburse the Village for costs associated with the wall inspection. The original contract amount for the inspection had been entirely used and the wall was only half finished. R.A. Smith National believed an additional \$5,000 would be needed to inspect the wall to its completion. Discussion continued.

MOTION made by Vanderheiden, seconded by Kaminski to approve a change order up to \$5,000 for the continued construction inspection by R.A. Smith for the Air Gas retaining wall on North Patton Court.

Motion carried unanimously.

AWARD OF CONTRACT – TID #6 SANITARY AND WATER UTILITIES: Engr. Bischke reported four bids were received ranging from \$1,122,920 to \$2,347,269. Presented was a brief description of the utility plan and profile. The apparent low bidder, Advance Construction was willing to do work over the winter season. Discussion included:

- The plan did not include the additional land to the north.
- Project numbers provided to Ehlers were for the NMMR Parcel and the Neu Parcel – Phase I;
- Pres. Wolter stated there was nothing in the plans for the WDOT lands. The further the Village looked into it, the less attractive the property became due to the amount of unusable land. Problems included road impacts and wetlands. The Village was concentrating on the first Phase and to get the anchor tenant in. If the TIF would be expanded, the Village would have the ability to amend the TIF four times without going to the full Joint Review Board.
- Should the Utility Contract be approved prior to the Developer's Agreement approval with the anchor tenant? It was believed the Village Attorney was in the process of review & President Wolter would obtain an update. President Wolter stated TID #6 was different as the Village was not the developer. There is a development group who is purchasing the land in which the Village is dealing with the infrastructure. Costs need to be watched as the Village did not have the ability of land sales to cover issues.
- Chm. Kaminski wanted to see in writing from MLG what was taking place as opposed to just hearing it. The Village is putting itself out on the line once we extend the water and sewer and expend the money.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to award the TID #6 Sanitary and Water Utilities contract to Advance Construction (Green Bay) at a cost of \$1,122,920 contingent upon a signed developers agreement with a major tenant to TID #6.

Motion carried 3-1(Zabel)

ANNOUNCEMENTS: The regular Public Works Committee Meeting will be held Tuesday, November 4, 2014 at 5:00 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:37 p.m.



Janice Wick, Recording Secretary