PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

January 6, 2015
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, and Secretary Wick.

PREVIOUS MINUTES:

MOTION made by Vanderheiden, seconded by Warren to approve the Minutes of December 2, 2014.

Motion carried unanimously.

MOTION made by Vanderheiden, second by Zabel to move Item "A" under Unfinished Business right after Item "G" under New Business of the Public Works and Highway Committee Meeting Agenda.

Motion carried unanimously.

PUBLIC COMMENT: None

90% PLAN REVIEW AND REQUEST TO SOLICIT BIDS FOR DONGES BAY ROAD PROJECT: Engr. Bischke reported R.A. Smith National had submitted 90% completed plans to Village staff last month. Review and comments were made and the plans were presented at a Public Informational Meeting held on Jan. 5, 2015.
John Elkin, P.E., R.A. Smith National, gave an overview of the plan incorporating the design requirements established by the Village Board at its' July 21, 2014 meeting. The roadway typical section was defined by 11 foot travel lanes for the west segment from Division Road to Pilgrim Road and 12 foot lanes from Pilgrim Road to Magnolia Drive. The plan maintained the same footprint of the roadway so all of the by-pass lanes and right turn lanes were in the same locations, with the same widths and lengths. Ditches were maintained as design would allow. Poor soils were to be replaced in six areas along the project therefore expanding a wider base of the roadway in which the ditch would slide out a bit. Otherwise, the ditches were in the same horizontal/vertical location as they currently exist. A pathway was shown on the north side of the road from Pilgrim Road to Heritage Hills Parkway. Some areas of the pathway had to be established next to the roadway due to historical and right of way constraints. The Jefferson Ditch culverts will be replaced with one larger culvert.

Bernie Wood, N104 W15652 Donges Bay Road, questioned whether the shoulder was going to be widened or a path installed along the shoulder on the north side of Donges Bay Road between Pilgrim Road and Heritage Hills Parkway. Mr. Elkin of R.A. Smith stated the path was generally on the road in front of the Bruce property which was historical and then went off road through Preserve Parkway and to Heritage Hills where it joined back up by the cemetery. Engr. Bischke questioned if the plan was achieving the two foot shoulder between the bike path

and the drive lane. Mr. Elkin stated there were limitations on the right of way. The path was abutting the road. Mr. Wood stated vehicles were using the pathway when making a right hand turn and suggested improving the intersection with a right hand turn lane. Engr. Bischke noted the intersection could not be improved as Village Board direction was to keep the existing foot print as much as possible and therefore restricted R.A. Smith National from doing intersection enhancements.

Bridget Poetzl, N104 W15447 Donges Bay Road, stated even though the pathway would abut the road in areas, it would give people who are walking west bound or east bound a choice which would provide more safety than just the one pathway that is currently there. Secondly, the new road would be five inches higher than the current road and questioned if all intersections were going to have a five inch transition, the long term impact, and if there would be any cost savings if you kept the grade the same, excavated a little more. Engr. Bischke stated that could only be done if you did a full depth reconstruction which the Village Board directed staff not to do. Mr. Elkin, R.A. Smith National, stated there would be a smooth transition from the main pavement to the side streets where the curb and gutter were matched.

Trustee Warren, stated the plans adhered to the direction of the Village Board. His goal was to also increase safety where it made sense yet remain in the footprint of the Board's wishes and not having to acquire additional right of way or excessive additional expenses to achieve that goal. He referred to those areas as "pinch points" (Hoffins, Kupczak, Keller, & Wood properties) where the sidewalk was up against the side of the road. Trustee Warren suggested the four pinch point areas needed to be looked at with further detail and asked the Engineer to look at alternatives with the understanding of not acquiring additional right of way. Trustee Warren questioned if the path could be shifted to the north or, possibly add an additional 2-3 feet to the northern edge of the existing path which would provide more buffer for the walkers and cyclists. The Jefferson Ditch improvement included extending the culvert by 10 feet and Trustee Warren felt the additional ten feet could be used to get the path behind the beam guard or shift it further to the north to get the pathway off the edge of the road.

MOTION made by Warren, seconded by Zabel requesting staff to direct the consulting engineer R.A. Smith National to evaluate alternatives for the four pinch-point areas to include the Hoffins, Kupczak, Keller and Jefferson Ditch properties to either move the path away or widen the path in those pinch point areas.

Discussion followed on the time frame for the alternative updates.

Motion carried unanimously.

MOTION made by Vanderheiden, seconded by Warren to forward to the Village Board with a positive recommendation to accept the 90% completed plans for the Donges Bay Road project contingent upon the alternative suggestions and solicit bids as follows: year 2015 – Donges Bay Road (Division Road to Pilgrim Road) and year 2016 – Donges Bay Road (Pilgrim Road to Magnolia Drive).

Trustee Zabel questioned the pulverizing and overlay and the possibility of undercutting in those areas and finding that it may not be necessary. In reality what you may find in the field is

that you don't have to go that far. Can modifications be made with the culverts so they don't have to be moved out from where they were and avoid undercutting? Engr. Bischke stated his staff would be inspecting and making those changes based on proof roll. The only issue is based on the sequencing of work by the contractor. Sometimes the culverts are done first before the roadway. Trustee Zabel stated it should be looked at. Soil boring data was not always accurate and it is assumed undercutting 50-100ft. around that point generally needs to be removed. Some areas are right on the edge and it wouldn't be known until you pulverize the pavement and look at the culvert. Engr. Bischke stated it would be more expensive to switch the contractor's historical sequence but, the contract could be written to accommodate the wishes of the Village Board. Trustee Warren stated the more we try to dictate prosecution of the contractor which deviates from the standard means and methods, the more the Village is going to pay for the project. In closing, Trustee Zabel believed if you didn't have to do any more work than what you have to do there will be a cost savings. Trustee Warren asked that everyone trust the Engineers and follow the standards set forth. Trustee Vanderheiden reminded the Committee that Trustee Zabel's concerns had to do with the actual construction not with the design of the project. The contract had not been awarded and therefore we would not know the contractor's procedure. Engr. Bischke added construction did coincide with design as the engineer needed to know where to put the culvert. The culvert design was based on a full depth reconstruction. At a second location, Trustee Zabel's suggestion for the 36 inch culvert going across, would be to install a precast 4x3 inlet structure, put the two pipes into the structure which would eliminate your temporary easement and "driveway stuff" allowing it to be easier to get in there and get done and work within the ditch line.

Trustee Warren noted, we don't want to construct more than we have to which is true, yet, the designer determined the limits of the undercutting which is the reconstruct area based on geotechnical investigation. There were 40 borings drilled along the entire corridor and it was found that 40% of the area needed to be reconstructed based on those borings. When construction is actually taking place, things could be different. Proof rolling will be the final determination as to whether there were fewer areas that needed to be reconstructed and areas that you wouldn't need to redo culverts. You cannot second guess the findings and then have to re-write the specifications.

Motion carried unanimously.

Bernie Wood, N104 W15652 Donges Bay Road, questioned why it was necessary to get a temporary easement on his property when there was an 18 foot wide area west of the center line of the Jefferson Ditch. Mr. Elkin, R.A. Smith National, stated as they discussed this question at Monday's Public Informational Meeting, they would look at reducing the approach and encourage the contractor to approach from the west to access that area. Any time you put a culvert in that big, you do have to provide a working area and will try to protect as much of the area as possible. Easement documents will be provided to the homeowner prior to any work being done.

AUTHORIZE SIGNATURE & RECORDING WATER MAIN EASEMENT – HILLSTONE APARTMENTS-FOND DU LAC AVENUE: Engr. Bischke reported the Public Works Committee determined the fire hydrant servicing the multi-family development should be public even though it is on private property. Therefore, an easement agreement was drafted and its form and content approved by the Village Attorney.

MOTION made by Vanderheiden, seconded by Warren to forward to the Village Board with a positive recommendation authorizing the Village President to sign and Clerk to record the public water main easement for the Hillstone Apartments project on Fond du Lac Avenue.

Motion carried unanimously.

REQUEST TO ACCEPT IMPROVEMENTS – 2014 ROAD PROJECTS: Engr. Bischke reported staff inspected the completed road improvements. Punch list items included: Surface reshaping on the west end of Elm Lane, Riversbend Lane to be moved to the year 2015 contract, Willow Creek Flume replacement, Willow Creek driveway access apron which serves multiple properties, and TIF #4 surface lift. Discussion followed on price decreases and working with the contractor to make sure discounts apply.

MOTION made by Zabel, seconded by Warren to accept the improvements for the 2014 Road Projects contingent upon retaining funds for the incomplete portions of the contract (punchlist) and retaining 2.5% for the one year warranty period.

Motion carried unanimously.

REQUEST TO ACCEPT IMPROVEMENTS – ALT BAUER PARK PARKING LOT: Engr. Bischke reported the completed components of the project had been inspected by staff and satisfied Village requirements. Surface lift and restoration will be completed in Spring, 2015.

MOTION made by Warren, seconded by Kaminski to accept the completed improvements of the Alt Bauer Park Parking Lot and retain $1,617.70 for the one year warranty.

Trustee Vanderheiden questioned why you would accept improvements when the surface lift and restoration were not completed? Engr. Bischke stated acceptance would allow the release of the retainer for the completed portion of the work.

Motion carried 3 – 1 (Vanderheiden)

REQUEST TO RELEASE RETAINER – WAGO/FREISTADT STORM SEWER RELAY: Engr. Bischke reported the Wago/Freistadt Storm Sewer Relay project was completed in 2013. The Engineering Dept. staff re-inspected the completed work and found it continued to satisfy Village Requirements.

MOTION made by Warren, seconded by Vanderheiden authorizing the release of the retainer in the amount of $339.35 to Willkomm Excavating for the Wago/Freistadt Storm Sewer Relay.

Motion carried unanimously.

AUTHORIZE CONTRIBUTION TO "RESPECT OUR WATERS" STORM WATER POLLUTION PUBLIC EDUCATION EFFORT: As part of the NR216 Permit requirements, this contribution is pooled with other southeast WI Municipalities and non-government organizations providing storm water pollution public education effort.

MOTION made by Vanderheiden, seconded by Zabel authorizing the contribution of $3,000 toward the Year 2015 "Respect or Waters" storm water pollution public education effort with funds allocated from Acct. #10-541-530-4310.

Motion carried unanimously.

PROJECT UPDATE – FREISTADT/MAPLE ROADS INTERSECTION IMPROVEMENTS: Engr. Bischke stated the Public Works Committee reviewed the project updates to improve the intersection noting signalization was not necessary for another 10 years. Interim recommendations included converting the two miles to a two-way left turn lane, install left turn lanes at the intersections, and install signage and road striping. Estimated costs for the improvements were $136,532.00. This was half the cost of what was budgeted for signalizing the intersection. Graef's analysis had saved the Village approximately $135,000. Intersection design will be out for bid in April, 2015. Suggested was looking at including the seal coat portion of the intersection project with the yearly Seal Coat Projects.

REQUEST TO FUND SYLVAN CIRCLE STORM WATER RELIEF: Dir. Ludwig stated David Kusper, owner of a building on Sylvan Circle experienced localized flooding since the 1980's. This topic was discussed at the Nov., 2013 Public Works meeting looking for mechanisms to fund the project and ownership of property. It was the opinion of the Village's attorney that the storm sewer was public even though it crossed quite a bit of private property. The project proposed to abandon 180 feet of collapsed storm sewer and install 240' of twin 12" diameter pipes, install 295' of 24" diameter pipe in the public right of way and, relay 26' of 15" diameter concrete existing storm sewer pipe. Dir. Ludwig stated the project was not funded in 2015 but suggested the Committee consider using the available balance of funds from the Freistadt/Maple Roads Intersection Capital Improvements Acct #40-541-570-8909. An estimate of $65,000 was received from D.F. Tomasini for the installation of the piping but many incidentals were not. Discussion included;

- Staff had excavated and opened the pipe in the grassy area. Staff eliminated the materials at the outfall of pipe and the pipe still fills with water. Realigning the pipe will create some positive pitch as long as 26' of the concrete storm sewer is reconstructed near the outfall;
- There is sufficient capacity for drainage of the basin within the right of way area.
- Engr. Bischke performed a Storm Water/Hydrology analysis of the area and referenced the map attachments on the backup material. Typically you design to handle a 100 year event.

- Currently the storm sewer goes diagonally through the private parking lot. There are no easement documents allowing access. It is assumed the pipe under the private parking lot had failed. Who's responsible to fix the pipe, the Village, or property owner who built the building and enclosed the ditch?
- Discussion was held on the design presented to the Committee. One design would shorten the distance and the length of the pipe yet, would increase asphalt costs by repairing a parking lot vs. piping within the right of way and replacing curb.
- Actual costs to repair the private parking lot were not available but were estimated to be less than $80,000.
- Trustee Zabel suggested if the Village corrects the storm water issues, an easement document shall be drafted for the existing pipe on private property. Also considered should be a possible cost share agreement.

Dir. Ludwig clarified a utility was installed. It's draining public roads using public inlets and the Village goes through a private property. The Village has the right to maintain that public utility. Based on past experience and other community directives, the Village should be responsible for the public storm water going through private properties.

Dave Kusper, owner of the property on Sylvan Circle, recalled at the November, 2014 meeting that documents were found. Dir. Ludwig had found documents that the Village accepted the road plans and plat which included storm sewer. Where the storm sewer was directed was not totally identified as far as the outfall. Mr. Kusper reported the drainage issues to the Village for multiple years. DPW would backhoe the area and the drainage would be fine for a couple of years. This took place 3-4 times. In 2013 the Village installed new water lines (storm sewer?) and believed the sand and sediment made the sediment in the pipe worse causing the area to flood more often. Engr. Bischke explained the existing pipe was undersized. Proper engineering today, pipes are intended to convey a 10 year storm event (4 inches of rain). This location does not have enough capacity to convey a 100 year event conveyed to swales. The pipes have to be sized to convey the 100 year event to get the water out of the sag.

MOTION made by Zabel, seconded by Kaminski to postpone action on the funding of the Sylvan Circle Storm Water Relief until asphalt costs were investigated along with funding options and/or cost sharing.

Trustee Vanderheiden suggested a 10% assessment to the property owner which would cover the costs of the Village going through the parking lot. He preferred the piping be in the public right of way and not encumber a private property. The owner would then gain the benefit of constructing garages. Mr. Kusper noted the drainage issues were an area wide problem and not just his problem.

Motion carried unanimously.

ACCEPTANCE OF IMPROVEMENTS – CARRIAGE HILLS APARTMENTS: Dir. Ludwig reported Carriage Hills Apartments had a contaminated well and proceeded to extend public water main from Williams Drive to Park Avenue. The improvements were inspected and tested and the owner was in the process of abandoning the existing well. Staff requested

accepting improvements, reducing the surety and begin the one year warranty period. A water main easement was received and recorded by the Village.

MOTION made by Zabel, seconded by Warren to accept the public water main improvement for Carriage Hills Apartments on Park Avenue, reduce the surety to $11,680.00, and begin the one year warranty period.

Motion carried unanimously.

RECOMMENDATION ON PROPOSAL FOR SOLID WASTE COLLECTION/DISPOSAL AND RECYCLING CONTRACT: Dir. Ludwig requested proposals for a five year contract from three disposal services. The contractors were given two alternatives for the solid waste collection. 1) Non-automated 2) automated. Three bids were received. Of the three, it was found that the automated solid waste collection was the less expensive alternative. The Village's current contract includes a guaranteed yearly $75,000 rebate to the Village for recycling materials. Under the new terms, if the Village allows the contractor to keep the $75,000 over a five year period, the Village would have a yearly revenue savings of approximately $2,800 per year totaling $14,000 over the five year contract. Waste Management was the lowest of the three bids. Dir. Ludwig did note that Advanced Disposal would not bid on the new contract based on the current contract services. John's Disposal bids had increased fuel and time charges as they were the furthest away. Changes to the non-automated portion of the contract included reducing the weight restrictions from 80 lb. limit to a 60 lb. limit. Automatic services did not specify a cart size.

Tony Knoeck, Public Sector Rep. for Waste Management, stated more and more municipalities (approx.. 80%) were converting to fully automated services. There was a cost savings on insurance, liability, and safety as the drivers did not exit the truck. The automated feature was more efficient. Recommended cart size was 96 gallon for recycling and at least 64 gallon for trash. A 96 gallon trash cart was an option. Trustee Zabel voiced concern for residents who left town especially Friday pickups where currently their one bag of trash is picked up. If the automated feature was in place, the cart would sit at the curb all weekend. Also noted was Waste Management's proposal did not offer bulk pickup and the other two proposals did not specify a fuel surcharge. Dir. Ludwig noted he asked all three contractors not to consider a fuel surcharge at this point in time. Mr. Knoeck stated the bulk pickup was currently offered in the Village's contract and would continue with that option and also offered a landfill drop-off at a minimal fee, and an annual bulk item pickup day at no additional cost if the automated solid waste feature was chosen.

MOTION made by Kaminski, seconded by Zabel authorizing staff to work on a five year Solid Waste and Recycling Contract with Waste Management with the non-automated solid waste feature and automated recycling feature.

Tony Knoeck, Public Sector Rep. for Waste Management, stated the Village could change the solid waste pickup from non-automated to automated any time during the 5 year contract at the same rates during the contract period. The current cost savings with automated solid waste pickup vs. non-automated was approximately $37,000 per year.

Motion carried unanimously.

Trustee Zabel stated recycling only required the Village to service 4 units or less. Five units or greater we did not have to pick up. Currently Waste Management picks up approximately 5400 units for garbage and 7700 units for recycling. If the Village chooses to discontinue recycling service for residential units greater than 4, the Village would need to notify the owners that the Village was thinking about eliminating the recycling part of their contract. Research five years ago found one or two apartments that had other companies picking up their recycling. If the Village wanted to save money, we have the right to reduce the $4.00 per unit, greater than four units on the recycling side and save $4,000 per month. Trustee Zabel wanted to know how many apartments the Village serviced and believed the easiest way to obtain that information was through the Village's sewer and water bills where the apartment owner got charged on a per unit basis. Trustee Zabel felt the additional 2300-2700 units for recycling could amount to quite a few less the Village would need to pay for. Mr. Knoeck, W.M. stated he would be able to research the Master Account which was tied to the Village of Germantown Condo's, apartments, and duplexes.

ANNOUNCEMENTS: The regular Public Works Committee Meeting will be held Tuesday, February 3, 2015 at 5:00 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:15 p.m.

Janice Wick

Janice Wick, Recording Secretary