

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

February 3, 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 Warren, seconded by Vanderheiden to approve the Minutes of January 6, 2015.

Motion carried unanimously.

PUBLIC COMMENT: None

REQUEST TO FUND SYLVAN CIRCLE STORM WATER RELIEF: Engr. Bischke provided the Committee with a comparison of cost-estimates for two alternatives for storm water relief. If the Committee chose Alt. #2 instead of Alt. #1 the question would be who should pay for the \$6,000 deficit.

Alt. #1: Shortest alignment through parking lot	Alt #2: Straddle Sylvan & Montgomery ROWs
\$59,000± ^{1,2}	\$65,000±

¹ \$53,600± + \$5,400± parking lot pavement removal/replacement

² Prohibits future building construction in parking lot area

Dir. Ludwig spoke with the Village Attorney who confirmed the Sylvan Circle storm sewer was public. The Attorney's advice was to either obtain an easement to go diagonally through the parcel or to move the storm sewer off of the property. There was the option to Special Assess to all contributing into the drainage basin. Dir. Ludwig made it clear the assessment would not be for one particular land owner. The Village was delinquent on obtaining an easement back when the storm water facility was built. Committee comments included:

- Ask the resident if he would be agreeable to the \$6,000 difference for the Village to stay in the right of way allowing the owner of the building the ability to put up parking structures/garages; Mr. Kupser, Mequon Road, preferred the storm sewer be placed in the right of way as he didn't plan on building garages but a subsequent owner may want to. Mr. Kupser stated he would be willing to pay his proportional share of an assessment.
- There are Capital monies available to fund the project.
- We have shown the system had been maintained by the Village and we have ownership. Even though there was no easement, it serves a public roadway.
- It is the Village's infrastructure and the Village should be responsible.
- Should the Village choose the shortest alignment to save \$6,000 or place the infrastructure in the right of way and assess the property owners who contribute into the drainage basin?

- It wasn't known when the original development of the apartment building was constructed; the storm sewer may have been in an open ditch. The owner of the apartment building back then may have enclosed the ditch or, it may have been a public works project. Technically what we're saying is that because we maintained it, it is the Village's responsibility. The problem encompasses the whole area. Staff has reported the storm sewer was undersized for the amount of storm water entering. To bring this issue up to Code, do you assess property owners to correct the under-sizing of the pipe or should the Village fund the project?
- What is the benefit to the Village of installing the storm sewer directly in the private property? Dir. Ludwig stated there would be less length of pipe and therefore less to maintain in the future. There is no easement for the private property access so there would be a cost to the Village to obtain an easement within the private property limits.

MOTION made by Kaminski, seconded by Warren authorizing staff to proceed with the Alt. #2 design and bid the installation of storm sewer within the Sylvan & Montgomery Right of Ways at an approximate cost of \$65,000.00.

Discussion followed.

Motion carried 3 -1 (Zabel)

CONSIDERATION TO ADJUST SEWER INVOICE – N114 W15101 VICKSBURG AVENUE: Dir. Ludwig reported residents Renee and Scott Pfaff requested by letter, consideration of a utility credit toward their account for their property they rented and now own. They had just purchased the property and upon inspecting the adjoining unit had notice that the toilet had apparently been running for a long time. The repair was made by the Pfaff's and there was a dramatic drop in usage. Dir. Ludwig had provided the Committee with the billing record and a calculation based off the usage of the five quarters prior to the 4th quarter of 2014 and four quarters from the 3rd quarter of 2012 through the 2nd quarter of 2013. One half of the overage flow was 50,250 gallons for a possible credit of \$347.25. Trustee Zabel informed the residents that one half of the sanitary sewer operating and maintenance charges were paid to MMSD and therefore not reimbursable.

MOTION made by Zabel, seconded by Vanderheiden authorizing staff to credit \$347.25 toward the sanitary sewer portion of the previous sewer invoices for the property at N114 W15101 Vicksburg Avenue.

Motion carried unanimously.

AUTHORIZATION TO PURCHASE – WATER UTILITY TRUCK: Water Supt. Driver requested authorization to purchase the 2015 Budget approved 2015 GMC Sierra 2500 truck for his department. Three bids were received ranging from \$34,734 to \$38,690.

MOTION made by Vanderheiden, seconded by Warren to forward to the Village Board with a positive recommendation to approve the purchase of one 2015 GMC Sierra 2500 truck from Bob Fish GMC for the amount of \$34,734.00. Funds allocated from the Capital Budget Acct. #50-180-183-3920.

Motion carried unanimously.

APPROVAL OF WATER METER PURCHASE: Water Supt. Driver requested consideration to generate a blanket purchase order up to the 2015 budgeted amount of \$175,000 for the purchase of water meters on a time and need basis as part of the meter change-out program.

MOTION made by Vanderheiden, seconded by Warren to forward to the Village Board with a positive recommendation to approve the allocation of \$175,000 in the form of a blanket purchase order for the continuing purchase of water meters on a time and need basis. Funds allocated from the 2015 Capital Budget Acct. #50-180-183-3460.

Trustee Zabel noted when you get down to the low-flow meters, that the purchase be bid out to make sure the Village is getting the best price.

Motion carried 3-1 (Zabel)

AUTHORIZATION TO PURCHASE – WELL HOUSE CL2 ANALYZERS: Supt. Driver requested authorization to purchase five (5) online CL2 Analyzers which report chlorine levels entering the distribution system. The purchase would replace existing analyzers which have become a large maintenance problem. Due to specific brand requirements to standardize with the analyzer in Well #4 and keep equipment uniform, two bids were received ranging from \$16,615 to \$18,598.

MOTION made by Warren, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to approve the purchase of five online CL2 Analyzers for the Well Houses from Hach Co. for the total amount of \$16,615.00. Funds allocated from Acct. #50-180-183-3210.

Motion carried unanimously.

AWARD OF WATER MAIN CONTRACT – APPLETON AVE. EXTENSION AND LAKEWOOD CONDOS RELAY: Engr. Bischke bid out the two projects together to take advantage of combining greater quantities which would reduce costs on mobilization fees, etc. The Appleton Avenue project is Phase II of the water main loop which proceeds up Appleton Avenue toward Lannon Road intersection. Three bids were received ranging from \$401,000 to \$688,000. The second project located in the Lake Park Homes area would be the replacement of the 12" water main with an 8" water main. Three bids were received ranging from \$137,000 to \$400,250. As there was \$600,000 budgeted for the projects, staff had requested a \$600,000 award to allow staff to do more than what was proposed in the original design. Discussion followed noting:

- Whether the contractor was willing to increase labor and material costs to meet the Village's budgeted amount for the project. Easement documents were not in place yet. The time frame for obtaining the easement documents may delay the water main project to the later part of the summer. Will the contractor be willing to postpone construction? Engr. Bischke stated Advanced Construction was the same company who was awarded the utility extensions in TID #6 and was willing to postpone work yet keep the same pricing. Engr. Bischke stated he would research further and provide the information at the Village Board meeting.

- Prefer to stick to the budget of \$400,000 opposed to the \$600,00 because the one third that goes to the TIF is a lot less when dealing with the \$400,000 vs. the \$600,000.
- Dir. Ludwig stated there was flexibility on how the Village would make payment. The Village could keep the TIF out of paying for anything this year and wait until next year.
- The 2012 recommendation document reads at the time of build out. The Village is producing the loop with no build-out. The Village should look at assessing the projects so the Utility is not picking up the cost. An Assessment Policy should be in place and have it go on the acceptance of the TIF properties.

MOTION made by Vanderheiden, seconded by Kaminski to forward to the Village Board with a positive recommendation to award both the Appleton Avenue Phase II Water main Extension project and the Lakewood Condos Water Main Relay project to Advance Construction for the total bid of \$538,000.00.

Motion carried 3 – 1 (Zabel)

MMSD PRESENTATION OF PRIVATE PROPERTY INFILTRATION AND INFLOW

REDUCTION PROGRAM: Engr. Bischke reported the Village had approximately \$800,000 (+) banked in annual allocations for the infiltration and inflow reduction program in the Village. Research found a Motion from the Sept. 6, 2011 Public Works Meeting had not been acted on or taken to the Village Board implementing the I&I Reduction Program. Concerns from a couple of years ago included whether the program was 100% funded, or, should there be a cost share or should it totally be the resident's responsibility. Engr. Bischke introduced Jerome Fogel, MMSD Program Manager, to give a presentation to describe the overall Infiltration and Inflow Reduction Program and how other municipalities within the MMSD District were administering the program. His summary included the Program Basis/Structure, Program Status (participation/funding), results, and next steps.

The program was designated and authorized for 2010-2020. \$62 million was assigned to the reduction program. Germantown's share 2010 - 2015 is \$865,000. A total of \$1.5 million for the 2010-2020 program is expected. Many sources of I&I include laterals coming from a house, foundation drains, pre 1954 housing. Almost half of the collection system is on private property. About 3000 miles of pipe is out in municipal areas and another 3000 miles of pipe is just connecting the houses to the street. As far as the 2020 Facilities Plan, MMSD is trying to address I&I parameters to gauge where they're at. A performance basis chart showed what was expected for flow out of the meter sheds. Through that research it showed some meter sheds had too much flow. Municipalities were notified that work needed to be done to get the flows down. Germantown was not on the list. MMSD is looking to do this work on private property because I&I is a big contributor to the rain fall in the sanitary system. Justification for spending public dollars on private property was the private property was raising flow and causing problems for people downstream. The private property owner benefits by getting a new lateral. Primary function to spending the money was to solve the public problem. To date 28 municipalities are participating in the program. Approximately 2,200 of projects have been for the lateral lining. Other projects included lateral replacements, lateral grouting, and foundation drain disconnects. MMSD does not require a cost match from the municipality or resident. Some municipalities do so to stretch their money. Contracting strategy depends on the municipality's comfort level. Most do public bids to get the best price.

In 2011, Germantown investigated private property infiltration and inflow. Results found 87 homes investigated aged 1950 or newer had a 75% failure rate.

In closing, Mr. Fogel stated MMSD was in the second half of the program. It was time the municipalities thought about what was working and what wasn't. The problems would not go away as the properties continued to age. Most municipalities are in the construction phase. Investigative work has been done and a policy created. Project performance results will become available when all data is collected. Currently MMSD is starting the 2050 Facilities Plan process. Discussed will be Infiltration and inflow in general and the next phase strategies. There will be a workshop in April at the Technical Advisory Team meeting. Discussion included;

- By what date do funds need to be used? Dec. 31, 2020. Options include all funds get rolled back into MMSD's capital budget or MMSD reserves the right to take the \$1.5 million or whatever is unspent and address and fix the issues that were found.
- The average cost per home for a lateral rehab is \$7,000 - \$8,000.
- The municipal Waste Water Superintendent would be instrumental in determining how the funds are spent.
- If there is a contribution from the homeowner or if the municipality, every \$5.00 the municipality is contributing in construction, MMSD will give \$1.00 back that the municipality can add to the 20% cap investigative work.
- One municipality has proposed to have a surcharge on their water bill which will be contributed to supplement MMSD money so they can get through the entire city to disconnect foundation drains. Other municipalities are looking at the overall municipality need and either assessing the resident contribution, municipal contribution from other funds, or a dedicated additional fee to supplement the money needed to address the whole problem and how to make it equitable among all residents.
- Chm. Kaminski stated 87 homes were investigated and it is known what is needed in those areas. Is the Village going to investigate more homes or not? If not, Chm. Kaminski suggested before the sale of your home, you must have your lateral tested. Her suggestion was that any resident who has their lateral tested whether they're moving or not would be eligible to participate in the program over the next three years and get 60-80% of their lateral paid for.
- MMSD would like to see municipalities utilize the funding available. The District had given a lot of latitude in the program for the municipality to decide where and how the money should be spent.
- There's certainly incentive from MMSD to reduce I&I. Would there be any reduction in fees from MMSD to the community? Mr. Fogel stated no, not under the current rate structure.
- The Village has all policies in place to participate in the program. Back in 2011 MMSD was providing \$2.5 million in funding and now its \$1.5 million. Options back then were to either to have the Village contract the work and bill back the resident or have the Village contract the work and access the property owners and use the interest rate funds to do other changes in the sewer utility. The Utility Advisory Committee suggested Policy #1 which the Village would do the contract and cover the costs.
- Flood grouting was discussed. There was only one company that has that technology. The company is from Austria and has done a few pilot projects where they found funding. It is a technology that they are selling for maintenance. It seems to work but the one time rehabilitation with the cost of chemicals and consumables does not off-set doing a more traditional method. If this type of project wins the bid under multiple strategies, MMSD would allow. You would not get competitive bids as there was only

one company that does flood grouting and MMSD would probably not accept a one bid contract.

- MMSD does not provide a list of acceptable contractors;
- The real cost savings would be if MMSD would have a contract with multiple contractors. MMSD would find lower rates and therefore communities would benefit. Mr. Fogel stated MMSD would entertain it and tried it when the Village did their investigative work under the MMSD contract. The Village used MMSD's contractor, National Power Outing and the district stated it didn't work out for several reasons. One of the biggest problems with the investigative work contract was that MMSD bid the project out and had multiple bidders but once the project was awarded, the prices became public information so competing companies could approach a municipality directly and the municipality could hire their own contractor. The second challenge, particularly with lining was telling the locations a getting a group together so there was some cost savings where the contractor could mobilize and get a group of areas done at one time. MMSD would definitely like a municipal contract to save everyone some money.
- Supt. Zimmerman to supply background information to the Committee at its next meeting to discuss plans for 2015.
- The Ordinance has been to the Village Board in 2007 and 2011.

MAINTENANCE AGREEMENT – JOHNSON CONTROLS: Supt. Olszewski requested Committee consideration of a Maintenance Agreement between the Village and Johnson Controls for a 3 year commitment to oversee the heating and cooling system maintenance at the Library. Johnson Controls maintains the software as well as the alarms that monitor the Library's boiler system. The contract covers quarterly inspections and approximately 16 hours of work annually. A multiyear agreement includes a 15% savings on the hourly rate if work is needed in excess of the 16 hour "prepaid" contract amount. A three year agreement totaled \$8,429.

MOTION made by Vanderheiden, seconded by Warren to forward to the Village Board with a positive recommendation authorizing a three year contract with Johnson Controls for a total amount of \$8,429 as part of a Planned Service Agreement to cover the heating and cooling system for the Library. Funds to be allocated from Acct. #10-519-530-5251.

Motion carried unanimously.

MAINTENANCE AGREEMENT – GENERAL COMMUNICATIONS: Supt. Olszewski requested consideration of a maintenance agreement between General Communications and the Village to check mobiles, battery backup, power supplies and encoders three times per year. The Agreement insures that the radio system that carries the Village's tornado sirens and building alarms is functioning properly.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to contract General Communications at a cost of \$1,260.00 for the maintenance of the Village's radio system three times for year 2015. Funds to be allocated from Acct. #10-519-530-4400.

Motion carried unanimously.

WATER MANAGEMENT AGREEMENT – MARINE BIOCHEMIST: Supt. Olszewski requested consideration of a maintenance agreement between Marine Biochemist and the Village for the treatment of algae and underwater weeds in the River Lane-Freistadt Pond and the WAGO pond. Additionally Friedenfeld Park pond and Weidenbach Park pond are treated for underwater weeds and algae on an “as needed” basis for a cost of \$609 per treatment. As the Friedenfeld Park pond is a source of irrigation for the athletic fields, treatments are a 50/50 cost share with the Germantown Football Club.

MOTION made by Warren, seconded by Zabel to forward to the Village Board with a positive recommendation to contract Marine Biochemist for the treatment of algae three times seasonally in the River Lane-Freistadt Pond and WAGO pond at a cost of \$1,800.00, and treatment as needed in the Friedenfeld Park Pond and Weidenbach Pond at a cost of \$609.00 per treatment. Funds allocated from Acct. #10-542-530-4100 and Acct. #10-553-530-4100.

Motion carried unanimously.

AUTHORIZATION TO HAVE WASHINGTON COUNTY HIGHWAY DEPARTMENT PAINT CENTERLINES AND EDGE LINES: Staff had recommended Washington County Highway Dept. to perform edge line and centerline striping in year 2015. Striping is expected to cover 30 miles of centerlines and 60 miles of edge lines. Work is billed on a time and material basis.

MOTION made by Vanderheiden, seconded by Kaminski to allow staff to contract Washington County to paint edge lines and centerlines on Village streets. Funds to be allocated from Acct. #10-542-530-3540.

Motion carried unanimously.

AUTHORIZATION TO PURCHASE – LED T-8 LAMPS FOR LIBRARY: Supt. Olszewski reported \$15,000 in the 2015 Budget for the final phase of the LED T-8 lamp conversion. To remain consistent, staff had requested purchasing 340 lamps from Neu Tech for a cost not to exceed \$11,560 (freight included). Staff suggested the remaining funds budgeted be used to convert the remaining can, flood, spot lights, etc. to LED lighting. An inventory will be taken and staff will solicit pricing from various vendors.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation authorizing the purchase of 340 T-8 LED lamps from Neu-Tech at a cost not to exceed \$11,560.00 and to allow staff to use the balance of funds to convert various other LED lamps at the Library. Funds to be allocated from Acct. #10-519-570-8251.

Motion carried unanimously.

AUTHORIZATION TO PURCHASE – CRACK FILLING MATERIAL: Supt. Olszewski requested authorization to purchase between 30,000 to 35,000 pounds of crack filling material at a price of \$.4874 per pound. The only distributor authorized to sell asphalt rubber plus is Sherwin Industries of Milwaukee.

MOTION made by Zabel, seconded by Vanderheiden 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 \$.4874 per pound not to exceed 35,000 pounds. Funds to be allocated from Acct. #10-542-530-3505.

Motion carried unanimously.

CONSIDERATION OF 2015 SEALCOAT PROJECTS: Supt. Olszewski looked to the Committee for their direction on sealcoating a select area of roads in 2015. Options were presented to the Committee for consideration. Of the \$200,000 budgeted, \$170,000 would be available for the sealcoat projects, \$17,000 for crack filling material and \$13,000 for large patch work throughout the Village. Currently there was also an approximate \$47,000 of unused funds from last year's budget that could be used. Supt. Olszewski explained a (GSB-88) application widely used by other municipalities. This application was a rejuvenator which is applied to pavement less than seven years old and would defer sealcoats and extend the life of the pavement. The product penetrates into the pores of the asphalt and cures. This method slows down the oxidation and water penetration. Prime areas for this application would be subdivisions and especially cul de sacs. Slurry or chip seal is not used in cul de sacs due to the overlapping application. It was Supt. Olszewski's opinion that a portion of the funds should be used to apply the GSB-88 application on the newer roads and the chip seal/slurry seal on the older roads with the focus on residential streets within the subdivisions.

- The chip seal application held up well in 2014.
- The chip seal application is getting into the ditches & storm sewer system so you're seeing hidden costs that won't show up for months.
- Sweepings are increased in those areas to minimize the side effects to the residents.
- Slurry seal is another option. Since the epic failure in 2003, technology has changed immensely. Supt. Olszewski suggested if this type of application was considered by the Committee, he would suggest applying the slurry seal on a main road for a certain distance to see how the slurry seal sustains before choosing the same application in a residential area.
- Committee requested the Hwy. Supt. come back to the Committee with a plan of suggested test sites, project areas for the various applications, and expected life span of the different applications.

RESIDENT REQUEST TO PAY INVOICE TO REPLACE ASPHALT FLUME – N104 W20482 WILLOW CREEK ROAD: Engr. Bischke explained as part of the Willow Creek Road reconstruction project, the replacement of a pre-existing asphalt flume needed to preserve roadside ditch stability was accidentally missed. The contractor did not charge the Village for the flume but the flume was placed on the project punch list for future repair. Since then, the affected property owner decided to re-do his driveway and wanted to include the flume to make it a seamless operation. The resident received a quote and staff calculated an estimate for the original contractor to perform the work. The Committee authorized payment to the resident up to the calculation amount figured by staff.

MOTION made by Zabel, seconded by Kaminski authorizing payment of \$450.00 to reimburse property owner James Rolefson, N104 W20482 Willow Creek Road for replacing the asphalt flume at his driveway that was accidentally missed as part of the 2014 Willow Creek Road reconstruction project.

Motion carried unanimously.

APPROVE 2014 MMSD CHAPTER 13 ANNUAL REPORT:

MOTION made by Kaminski, seconded by Warren to forward to the Village Board with a positive recommendation to approve the 2014 MMSD Chapter 13 Annual Report and authorize signature by the Village President for submission to MMSD.

Motion carried unanimously.

APPROVE 2014 WI DNR MS4 ANNUAL REPORT:

MOTION made by Warren, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to approve the 2014 WI DNR MS4 Annual Report and authorize signature by the Village President for submission to the WDNR.

Motion carried unanimously.

APPROVAL OF STATE/MUNICIPAL AGREEMENT FOR FOND DU LAC AVE.-DONGES BAY ROAD INTERSECTION:

Dir. Ludwig reported the roundabout project is slated for construction in 2016 with traffic being closed on both legs of Donges Bay Road. Village utility impacts include manhole repairs and valve box elevation adjustments, lowering three water main crossings for storm sewer, relocation of 100' of 12" water main extending north of Donges Bay Road, relocating two hydrants, abandoning seven water laterals and three sanitary laterals. Due to the large traffic volume on Fond du Lac Avenue and the permanence of the new facility, water main was suggested to extend 1472 feet north and sanitary sewer 442 feet north during the road closure. All utility adjustments listed were TID eligible expenses. The State/Municipal Agreement indicated construction inspection and surveying tasks were required by the Village during utility repair/replacements/extensions. Dir. Ludwig gave further detail of the utility work. The Engr. Dept. estimated the cost for the anticipated utility work at approximately \$360,000.

Trustee Zabel suggested an assessment policy up front for the properties that would be served by the installation of water and sanitary laterals as part of the project. He voiced concern that there would be enough funding especially if something came up in the near future. Further discussion was held on the placement of utilities. As the utilities work would be separate from the intersection project, the WDOT would bid out the items necessary and the Village would reimburse the WDOT for the nonparticipating items. The same contractor would be used for both projects and be a cost savings to the Village. Planning wise it would be in the best interest to the Village to do the utility work now and get the utilities out of the intersection. This would provide incentive to area businesses on the west side of the road to hook up to utilities and provide incentive for development to take place on the east side of the road which is within TIF #4.

MOTION made by Vanderheiden, seconded by Warren to forward to the Village Board with a positive recommendation to approve the State/Municipal Agreement for the Fond du Lac Ave.-Donges Bay Road intersection including the utility extensions for sewer and water.

Motion carried 3 – 1 (Zabel)

VILLAGE LABOR AND EQUIPMENT RATES – 2015: Dir. Ludwig presented the 2015 rates. Calculations are based on wage increases.

MOTION made by Kaminski, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to approve the proposed 2015 Village Labor and Equipment Rates as presented by staff.

Motion carried unanimously.

REQUEST TO CONTRACT VALBRIDGE PROPERTY ADVISORS TO APPRAISE UTILITY EASEMENT FOR APPLETON AVENUE WATER MAIN EXTENSION:

Engr. Bischke reported the water main extension was situated on the west side of Appleton Avenue to avoid an 8" dia. gas transmission main situated along the east side of the road. The Schuster property line on the west side of Appleton Avenue notched out toward Appleton Avenue and therefore a utility easement was needed. The remainder of the water main extension alignment remained situated in existing right-of-way. Trustee Zabel voiced concern on the timing of obtaining all documents necessary prior to construction.

MOTION made by Warren, seconded by Vanderheiden authorizing staff to contract Valbridge Property Advisors to appraise the utility easement for the Appleton Avenue water main extension.

Motion carried 3 -1 (Zabel)

REQUEST TO CONTRACT VALBRIDGE PROPERTY ADVISORS TO APPRAISE UTILITY EASEMENT FOR TID 6 SANITARY AND WATER MAIN EXTENSIONS:

Engr. Bischke explained the most efficient and effective sanitary and water utilities route to service the TID #6 Neu and NMMR parcels was through the north side of Appleton Ave. just south of the TransCanada pumping station. Staff had met with the property owner to initiate negotiations for the utility easement noting the following; the easement area is 0.1028 ac which a potential offer was made without an appraisal. The Village would include lateral stubs for the property owner in which the connection was not mandatory but voluntary. Restoration would be done to the owner's satisfaction. The property owner followed up with a counter offer higher than the Village Board's offer therefore, it was prudent that an appraisal of the prospective utility easement be done.

MOTION made by Warren, seconded by Vanderheiden authorizing staff to contract Valbridge Property Advisors to appraise the utility easement for the TID #6 sanitary and water main extensions.

Motion carried 3 -1 (Zabel)

MOTION made by Warren, seconded by Vanderheiden to reconsider the minutes of January 6, 2015 with the following corrections;

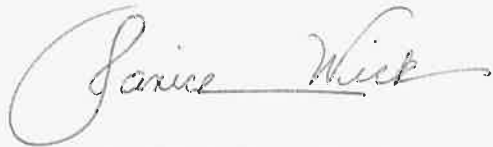
Under the topic of: "90% Plan Review and Request to Solicit Bids for Donges Bay Road Project", Page 2, second paragraph, the name "Hoffns" should be corrected to read "Hoffins" and, Trustee Warren's statement in the second paragraph should read "Trustee Warren questioned if the path could be shifted 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.

Motion carried unanimously.

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

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:35 p.m.

A handwritten signature in cursive script that reads "Janice Wick". The signature is written in dark ink and is positioned above the printed name.

Janice Wick, Recording Secretary