

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

March 1, 2016
Village Hall Board Room

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

ROLL CALL: Chm. Kaminski, Trustee Members Miller, Warren, and Zabel. Also present were Director Ratayczak, Engr. Bischke, and Secretary Wick.

PREVIOUS MINUTES: **MOTION made by Warren, seconded by Zabel to approve the minutes of February 2, 2016.**

Motion carried unanimously.

MAINTENANCE AGREEMENT – GENERAL COMMUNICATIONS: Supt. Olszewski reported General Communications agreed to extend the yearly maintenance agreement to a three year agreement holding an annual price of \$1,360 per year and a billable hourly rate of \$90.00 over the three year term.

MOTION made by Zabel, seconded by Miller to forward to the Village Board with a positive recommendation to enter into a three year agreement with General Communications at a cost of \$1,360 per year for the maintenance of the Village's radio system three times per year and an hourly rate of \$90/hr. for actual repairs during the three year agreement.

Motion carried unanimously.

PUBLIC COMMENT: Dan Wing, N116 W16044 Main Street, submitted to the Committee a photocopy of a portion of the Germantown Tax Increment District #6 Joint Review Board minutes dated May 23, 2014 – Page 3 in which he highlighted the following; We the School District need to ensure that we have signed agreements with businesses that say they are coming in. It is too late after millions are spent on infrastructure and a company pulls out for a “better deal” with another community. The response provided by James Mann of Ehlers on behalf of the Village stated the Village was fully cognizant the agreements must be entered into both from a statutory perspective and risk mitigation perspective prior to proceeding with infrastructure projects. Mr. Wing noted it was assurances to the conservatives at the time that were questioning the wisdom of this financially risky TIF. The Village was giving assurances and stated they knew it was tight but here is how we were going to mitigate risk. 1.) There would be signed agreements prior to infrastructure projects. Mr. Wing noted there were other assurances in which he would bring forward to Village Board. Mr. Wing also stated Trustee Zabel had always warned the Village Board of the consequences of the TIF and the poor planning and he's been right. Trustee Miller was not on the Board when the TIF was approved and Mr. Wing excused him from any blame so far. Mr. Wing warned everyone as representatives of the Village to be careful as they have to understand the statements that were made and uphold them. Too often we tend to say things just to get it passed and worry about the consequences later. Stay true to your word. Mr. Wing wanted to see the TIF turned around and believed the Committee and Board could accomplish this but not by breaking promises.

REQUEST TO AUTHORIZE WISCONSIN DOT TO INCLUDE TRAFFIC SIGNAL DESIGN IN STATE-MUNICIPAL AGREEMENT FOR MEQUON ROAD-COUNTRY AIRE DRIVE INTERSECTION PROJECT: Engr. Bischke reported the Committee authorized the WI DOT to include traffic signal design in the State-Municipal Agreement. Since that time the WI DOT informed the Village that the DOT would take the responsibility for the financing and construction and therefore a State-Municipal Agreement was not necessary.

REQUEST FOR APPROVAL TO AWARD CONTRACT FOR TID #6 NEU-NMMR GEOTECHNICAL INSPECTION SERVICES: Engr. Bischke reminded the Committee the Geotechnical Inspection Services contract was awarded to Himalayan Consultants back in September, 2014. Himalayan Consultants would provide onsite geotechnical services for the TID #6 grading and erosion control contract. Engr. Bischke stated Himalayan's services were important as the TID soils were of poor quality. If compaction could not achieve the 95% proctor as required by the MLG Developer's Agreement, soil additives would be needed. Since that time, Himalayan Consultants had increased some of their fees. Staff recommended exchanging Himalayan's 2014 inspections services rates with year 2016 rates.

Committee comments stated all contracts brought forth on tonight's Agenda were related to TID #6 and questioned whether the Village Board should be updated prior to making any decisions.

MOTION made by Kaminski, seconded by Warren to forward TID #6 Neu-NMMR Geotechnical Inspection Services Contract to the Village Board with no recommendation until further information was provided by MLG.

Motion carried 3 -1 (Zabel)

TIM HILLER REQUEST TO RECONSIDER RECOMMENDATIONS TO PLAN COMMISSION REGARDING POSSIBLE GATEWOOD PLACE ROADWAY AND UTILITY EXTENSIONS TO DONGES BAY ROAD: Tim Hiller, Hiller Company, addressed the Committee requesting reconsideration of the recommendations to the Plan Commission at the January, 2016 Committee meeting which required the developer to extend the water main from Gatewood Place to Donges Bay Road. Mr. Hiller provided a draft CSM and explained the parcel layout in which Lot 1 would be serviced from Donges Bay Road and Lots 2-4 would be serviced from Gatewood Place.

Committee discussion;

- Made sense to design a cul de sac to blend in with surrounding areas; *Trustee Zabel*
- With the cul de sac design it made sense to dead end the water main and did not see the need to extend the water main from Gatewood Place to Donges Bay Road; *Trustee Zabel*
- All other improvements that have to be done in Donges Bay Road need to be done before the Village would assess that back; *Trustee Zabel*
- Connection of the existing pathway along the 500 feet of the Developer's property on Donges Bay Road needs to be extended by the developer; This could be assessed back to the Developer or the Developer could do it on his own; This would complete the pathway on the south side of Donges Bay Road; *Trustee Zabel*
- Supt. Driver would prefer to see the water main extend from Gatewood Place to Donges Bay Road. This would eliminate dead-end lines in which water quality may be affected.

- Mr. Hiller stated a water main extension from Gatewood Place to Donges Bay Road would cost approximately \$40,000 - \$50,000 which was a lot of money when developing only four lots;
- Mr. Hiller noted the Plan Commission agreed in conversation that the cul de sac finish at Gatewood Place could possibly work as long as the developer worked with staff to come up with a new configuration which he was presenting at tonight's meeting.
- Supt. Driver stated the lay-out presented by Mr. Hiller made the extension of water main impractical. You are now going through a lot on private property which makes things much more complicated.

Motion made by Zabel, if Planning Commission agrees to this layout that they'll need water going through, I would say no. If the Planning Commission is going to accept this layout vs. the two and the two then the water does not have to go through.

Motion fails for lack of second.

Mr. Hiller stated his recollection at the meeting; Jeff Retzlaff sat in and felt that this was in keeping with the Planning Commission's recommendation and that if this got a positive recommendation here, it (CSM) could go directly to Village Board.

Engr. Bischke stated he would confirm this information with Mr. Retzlaff.

Mr. Hiller understood his next step would be Village Board as long as everybody was comfortable at the Public Works Committee meeting and then Jeff would review, sign off and have staff comments.

Dir. Ratayczak stated the layout was doable for the water utility but not ideal. He would prefer the water line extended creating another loop. The layout presented goes along with the rest of the subdivision with the various cul de sacs already there.

Motion made by Zabel, seconded by Miller if the Village Board accepts the CSM that the water main does not need to go through from Gatewood Place to Donges Bay Road then complete the loop in Donges Bay Road.

Motion carried unanimously.

AUTHORIZATION TO PAY INVOICE – CTW CORPORATION – WELL #2 REPAIR:

Supt. Driver reminded the Committee the original bid for Well #2 was to pull and inspect the Well. Any repairs would be on a time and material basis. The Well #2 pump was evaluated and found to be in need of repair. Four bids were solicited. Due to the urgency of the repair, the Director of Public Works and Village Administrator authorized the repair by the low bidder CTW Corporation prior to Committee approval. Supt. Driver informed the Committee that Well #3 will be pulled and inspected in 2016. Once completed, all wells will have been pulled, inspected, and repaired. Unless something unforeseen happens, the wells are in excellent shape.

MOTION made by Miller, seconded by Warren to forward to the Village Board with a positive recommendation authorizing payment of the CTW Corporation invoice in the amount of \$14,986.00 for the pump repair at Well #2. Funding allocated from Acct. #50-722-530-6330.

Motion carried unanimously.

AUTHORIZATION TO HAVE WASHINGTON COUNTY HIGHWAY DEPARTMENT PAINT CENTERLINES AND EDGE LINES: Supt. Olszewski requested authorization to have the Washington County Highway Department paint approximated 30 miles of center lines and 60 miles of edge lines on the Village's roadways. Work is billed on a time and material basis. The Village is expected to spend \$40,000-\$44,000 in 2016. This equates to \$.07 per line per mile.

MOTION made by Warren, seconded by Miller to forward to the Village Board with a positive recommendation to allow staff to contract with Washington County Highway Dept. to paint edge lines and centerlines on Village streets. Funds to be allocated from Acct. #10-542-530-3540.

Supt. Olszewski stated the painting service was within the ball park of other contracted services. The Committee recommended Supt. Olszewski provide contracted costs from others and have that information available at the Village Board meeting.

Motion carried unanimously.

AUTHORIZATION TO PURCHASE CRACK FILLING MATERIAL: Supt. Olszewski requested authorization to purchase between 35,000 to 41,000 pounds of crack filling material at a price of \$.5554 per pound. The only distributor authorized to sell asphalt rubber plus was Sherwin Industries of Milwaukee.

MOTION made by Zabel, seconded by Warren 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 \$.5554 per pound not to exceed \$24,000. Funds to be allocated from Acct. #10-542-530-3505.

Motion carried unanimously.

AUTHORIZATION TO PURCHASE – CHIPPER: Staff received three quotes ranging from \$56,165 to \$67,685 for the purchase of a Vermeer BC 1500 wood chipper.

MOTION made by Warren, seconded by Miller to forward to the Village Board with a positive recommendation authorizing the purchase of a new Vermeer BC1500 wood chipper from Vermeer of Wisconsin for a cost not to exceed \$56,165.00 and contingent upon Village borrowing approvals. Funds to be allocated from Acct. #40-553-570-8530.
Motion carried unanimously.

AUTHORIZATION TO PURCHASE – HYDRAULIC SYSTEM – TRUCK #425:
Supt. Olszewski requested authorization to purchase a new hydraulic hoist system for Highway Dept. truck #425. Staff solicited three quotes. Prices ranged from \$6,342.46 to \$6,919.36.

MOTION made by Zabel, seconded by Miller to forward to the Village Board with a positive recommendation authorizing the purchase of a new hydraulic box hoist system from Casper Truck for an amount not to exceed \$6,342.46. Funds to be allocated from Acct. #10-542-570-8100.

Motion carried unanimously.

CONSIDERATION OF 2016 SEALCOAT PROJECTS: Supt. Olszewski provided the Committee with a spreadsheet of potential locations, listing the sealcoat options for each road surface and explaining the difference of each type of application. Three “Option” lists were given which incorporated suggested geographical areas, match cost and type of material used.
Committee discussion:

- How do Options 1-3 fit in? Supt. Olszewski looked at the dollars and made sure he stayed within a workable budgeted amount. The highlighted locations on the “Options” list were areas considered staff priorities.
- Based on all of the application types offered, the “Slag” product should not be used in the curbed and guttered areas.
- Any areas that are driven on significantly should be addressed first; Staff should be allowed to determine which areas need sealcoating the most and work most efficiently with funds and staffing availability;
- The GS-88 application is used on newer pavements to defer sealcoating in those areas;

MOTION made by Zabel, seconded by Warren authorizing staff to prepare bid documents for the 2016 sealcoat projects up to the budgeted amount of \$262,000 for select roads determined by staff, and, the purchase of crack filling material up to the budgeted amount of \$22,000. Funds to be allocated from Acct. #10-542-530-3500.

Motion carried unanimously.

REQUEST TO PAY ACME INVOICES FOR IRRIGATION SYSTEM REPAIRS FOR DAMAGES CAUSED BY THE RIVERSBEND LANE RECONSTRUCTION PROJECT: Engr. Bischke explained damages incurred to the irrigation system during the relocation of the Speedway Gas Station entrance on Riversbend Lane as part of the reconstruction project.

MOTION made by Zabel, seconded by Kaminski authorizing payment of Acme invoice #'s 83978 & 84532 for the total amount of \$4,200.25 for the damages incurred to the irrigation system during the Riversbend Lane Reconstruction Project. Funds to be allocated from Acct. #40-542-570-8810.

Motion carried unanimously.

REQUEST TO TERMINATE THE 2015 LANNON-APPLETON WATER MAIN EXTENSION PHASE #2 PORTION OF A CONTRACT WITH ADVANCE CONSTRUCTION: Engr. Bischke explained the Appleton Avenue portion of the 2015 contract with Advance Construction was impeded due to landowner issues. The Engineering Dept. staff resolved the issue by working with WE Energies to realign the route of the water main extension parallel to the WE Energies underground gas main. Phase #2 was delayed until 2016 and combined with Phase #3 of the project.

MOTION made by Zabel, seconded by Warren allowing staff to terminate the Phase #2 portion of the 2015 Lannon-Appleton Water Main Extension contract with Advance Construction.

Motion carried unanimously.

RECOMMENDATION FOR RELEASE OF SURETY – CONTINENTAL FUND 246:

Dir. Ratayczak reported final acceptance of the work completed at Buffalo Wild Wings and adjacent tenant building was May 12, 2015. The one year warranty will be met in May, 2016 with staff requesting release.

MOTION made by Warren, seconded by Miller authorizing the release of the Continental Fund 246 Letter of Credit in the amount of \$32,000.00 for work completed at Buffalo Wild Wings on County Line Road.

Trustee Zabel stated he did not want to lose funds for landscaping that had yet to be completed around the new golf clubhouse that had yet to be built. Engr. Bischke stated the surety request for release was for the sewer/water utilities only and believed landscaping was a CUP issue. Mr. Bischke further noted the Planning Department would be the department that would hold a landscape surety on file.

Motion carried unanimously.

REQUEST TO AWARD CONTRACT FOR 2016 TID#6 PHASE #1 – GRADING & EROSION CONTROL PROJECT:

REQUEST TO AWARD CONTRACT FOR 2016 TID #6 PHASE #1 – SANITARY & WATER UTILITY PROJECT:

REQUEST TO AWARD CONTRACT FOR 2016 TID #6 PHASE #1 – NIMITZ PAVING & LIGHTING PROJECT:

REQUEST TO AWARD CONTRACT FOR 2016 TID #6 PHASE #1 – APPLETON PAVING & LIGHTING PROJECT:

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with no recommendation items “J” through “M” under New Business of the March 1, 2016 Public Works and Highway Committee Meeting Agenda and provide the low bids for each project to Ehlers & Associates for updating the pro forma.

Motion carried 3 -1 (Zabel)

REQUEST TO AWARD CONTRACT FOR 2016 LANNON WATER MAIN EXTENSION PHASES #2 & #3 PROJECT:

Engr. Bischke explained this three-phased project is intended to complete the loop from nearby Wal-Mart on Appleton Avenue through the Lannon Road intersection and beneath the I-41 Lannon Road interchange to Commerce Circle. Phase I of the project was completed which included cutting the water main below I-41 from Commerce Circle to the other side of the south bound on-ramp and then terminated with a hydrant. Also as part of Phase I, water main was extended 1000 feet from Wal-Mart's northern boundary to the underground high pressure gas main and terminated. Phase #2 & #3 of the water main extension is to complete the loop. Bids were received February 25th, 2016 with Advance Construction as the apparent low bidder. Discussion followed on the cost of the phased projects with Trustee Zabel clarifying project costs were borne both by the TIF and Utility adding all people on the water utility pick up a portion of the cost of the project. This came about on a study that was

done on the southeast quadrant which stated the system was good and recommended at the time of “development” the loop needed to be completed. Trustee Zabel questioned when we do these things, as part of the PSC, we have a rate rule that states the Village should get some assessments set up against the properties that are there so the utility gets some of their money back instead of have a piece of pipe that no one is using the water. There is no money coming back in for the entire pipe in the ground.

Chm. Kaminski explained the Village Board agreed with the water main extension regardless if TIF #6 was going to be created. The extension was to improve the water quality on that side of the Village.

MOTION made by Kaminski, seconded by Warren to forward to the Village Board with a positive recommendation to award the 2016 Lannon-Appleton Water Main Extension Phases #2 & #3 project to Advance Construction, Inc. for a bid amount of \$1,395,980.00

Motion carried 3 – 1 (Zabel)

REQUEST TO AWARD CONTRACT FOR 2016 PRIVATE PROPERTY INFILTRATION/INFLOW MITIGATION PROJECT:

Engr. Bischke recommended rejecting the one bid received on February 25th. He referred to the Bid Form which was developed with the help of a contractor. A few days before the bid was due, the contractor wanted to see additional related items added to the Bid Form. As there was not enough time to do a change order on the project, it was suggested to reject the single bid and rebid the project next month. Discussion followed.

- Committee discussion suggested a public informational meeting be held after the bid award.
- Staff should go door to door to explain the project;
- An agreement should be signed by each resident who participates;

MOTION made by Miller, seconded by Zabel to reject the bid from Musson Bros. for the 2016 Private Property Infiltration/Inflow Mitigation Project and re-bid.

Motion carried unanimously.

NEXT MEETING DATE: The next Public Works and Highway Committee meeting will be held Tuesday, April 5, 2016 at 5:30 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:18 p.m.