

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

April 5, 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 (absent & excused), and Zabel. Also present were Director Ratayczak and Secretary Wick.

PREVIOUS MINUTES: MOTION made by Zabel, seconded by Miller to approve the minutes of March 1, 2016 & March 21, 2016.

Motion carried unanimously.

PUBLIC COMMENT: None

MOTION made by Miller, seconded by Zabel to move to Item "A" under NEW BUSINESS of the Public Works and Highway Committee Meeting agenda.

Motion carried unanimously.

REPLACEMENT OF PRIVATE WELL PUMP – W204 N9767 LANNON ROAD: Dir. Ratayczak explained extended well pumping as part of the shallow well investigation drew down the water elevation at a neighboring property approximately 1,000 feet from the test well sight. Residents Ron and Kathy Schneider informed the Village that their pump motor failed due to the drawdown of water at a depth of 33 feet causing the well to call for water. The Schneider's replaced and paid for the new pump and staff recommended reimbursement.

MOTION made by Zabel, seconded by Miller to approve payment to Ron and Kathy Schneider, W204 N9767 Lannon Road, in the amount of \$2,103.00 as reimbursement for damage to their private well pump due to the Village's shallow well site investigation extended pumping in January, 2016.

Motion carried unanimously.

UPDATE ON SHALLOW WELL INVESTIGATION – DISCUSSION: Greg Bolin of Foth Infrastructure & Environment gave an overview presentation updating the Committee on the shallow well investigation. The Committee was informed of the general criteria and historical maximum delivery rate with/without a large water user. In conclusion, the existing well supply was deficient if a large water user was considered. If the Village ignored the large water user, the Village was at a reliable surplus for now. The Village has to determine how to account for the large volume water user and future water demand. Mr. Bolin stated they were looking for a well with a shallow aquifer above a geologic formation. The other option would be to construct a well that penetrated the geologic formation at a depth of 1500-1600 feet. Foth Infrastructure would prefer to get water from the upper aquifer due to the following factors; initial cost, lower operating and maintenance costs, well drilling expense, and the water quality was generally better. Blending water from two wells, one shallow and one deep on the same site offers the greatest potential for good water quality at the lowest overall cost. If a shallow well cannot be developed, the fall back plan would be to construct a deep well only in the deep aquifer and treat

water necessarily.

Mr. Bolin gave a brief history on determining the test well locations with test borings. Two of the three test locations had little or no fractured bedrock. The contractor concentrated on the remaining location in which a pump was installed and tested for potential production capacity and water quality. The test location had a good possibility of producing 300-500 gallons per minute with proper construction and treatment. Water quality samples were taken and analyzed. As organic parameters were high yet not related to health, Foth Infrastructure thought if they extended the pumping test for a longer period of time, some of the water quality concerns would improve. Three days of continual pumping at 125 gallons per minute had impacted a private well. Before the discontinuation of pumping, additional samples were taken and found the aesthetic water quality parameters improved substantially. Also discussed were the economics of blending two wells, one from each aquifer, which would provide cost savings of initial capital and operation and maintenance. It would take approximately two years to put a new well on line and never too early to acquire the next well site and obtain regulatory approvals. Foth Infrastructure had recommended the following:

1. They are done investigating their shallow well exploration activities. Foth believes they have a good location at Test Bore #1 for future development.
2. At this time do not develop a shallow well at Test Bore #1; however, acquire land around Test Bore #1 to enable permanent well construction at a future date.
3. Acquire a site at least $\frac{3}{4}$ acre on which a new deep sandstone well can be constructed. The site should be located south on those lands closest to existing water mains and sanitary sewer.

Discussion included:

- A well is designed to meet maximum day usage with the largest well user. Recharge and recovery of these wells are usually pretty quick.
- Chm. Kaminski questioned the large well user and looked for an update as to their direction. Mr. Bolin stated the Village's system was good for now but dependent on the growth the Village experienced. Chm. Kaminski noted the development of TID #6 within the next couple of years and the additional burden on the system. Mr. Bolin stated the numbers show if you disregarded the highest user right now, the Village had a well surplus of 300,000 to 400,000 gallons per day. This information is based on all wells running continuously. There was no way to determine at this point in time the effects of the TID #6 development.
- Trustee Zabel stated the Village did not test one of the fracture points in SE quadrant of TID #6. He believed this may be a site the Village wanted to look at. He understood this location was not tested due to possible conflicts with future building of TID #6. Dir. Ratayczak added there was a projected client that was to build in the area of the fracture and therefore the site was removed from testing. TID plans have changed since that time. Staff will research with the current layout. Mr. Bolin asked the Committee to keep in mind when acquiring and developing a well site you must develop a wellhead protection plan which gives control on development and construction of infrastructure within a certain distance around the well site.

In closing Chm. Kaminski requested staff to investigate the well site in TID #6 to see if it was a viable site based on the new grading plan and asked staff to provide the Committee with an update on the largest water user.

Dir. Ratayczak reported the largest water user put their private well back online two months ago. The user had completed a thorough investigation of items that may have been causing their well to fail safe water testing. Results found everything was intact in the well even though testing gave a false positive. The well was rebuilt and put back on line with the permission from the WDNR & State Agricultural controlling entities. If the well stays on line for the next 6-8 months, the assumption will be that the large user solved their issue of keeping the well online. The following comments were made:

- Investigate the potential for a well site now;
- Plan Commission should update the Land Use Plan so the well protection areas are noted;
- The Shallow Well and Deep Aquifer Well will be constructed per DNR Code in two separate aquifers. As there is no communication between the two wells, the distance was not critical;
- There is no need for another tower. The lack of storage does not make up for well capacity.
- Most of the Community has been searched for shallow well locations;

DISCUSSION – GROW AGREEMENT FOR TREES: Supt. Olszewski requested input on possibly entering into a “Grow Agreement” with Johnson’s Nursery. The Emerald Ash Bore invasive species was found in Germantown in 2015. In the span of the next three years approximately 300 trees will be removed. Issues impacting Germantown today and in the future included an increased demand for municipal type trees. For budgeting purposes, staff suggested entering into the potential of a “Grow Agreement”. This agreement would allow a customer to choose the species of trees wanted and the nursery would grow those trees specifically for the customer. This agreement would be at a fixed cost and would guarantee availability. Supt. Olszewski reported a 2016 budget of 60 tree replacements. This quantity will be requested for the next three years.

Chad Johnson, owner of Johnson Nursery, stated a number of other communities were participating in the Grow Agreement. Agreements range from 3 to 5 years. Its benefit is guaranteeing the type of plant the community wants at the time the community wants it at a price that is known for years out. The cost of the Grow Agreement is for plant material. Labor to plant the trees can be completed by community staff or bid out.

Supt. Olszewski reported 10 proposals were sent to various landscape firms in which 4 responded. Only 2 of the 4 bids were able to meet the species of trees asked for in the proposal. Due to environmental restrictions along the Pilgrim Road corridor, staff needed to be more restrictive in the type of trees they were searching for. In the municipal market there will be a large demand on the supply of trees. The tree growing process can take up to 12 years to reach a 2” caliper tree. If the Village is requesting 60 trees that take 12 years to grow and the Village wants them in 2 years, the Grow Agreement depicts the number of trees at a certain size at a certain time and be charged accordingly at today’s price.

Committee comments;

- Nursery to supply unit cost of trees;
- Estimated 30% cost savings with the Grow Agreement;
- Trees to become a commodity due to infestation; Regional demand will increase;

- There is an upfront payment of approximately 25-33% of the unit price of each tree which is non-refundable. This payment locks in the price for the tree. The Village will notify nursery when they want to take delivery of the tree;
- Planting costs are not available at this time;
- No warranty on trees if not planted by Johnson's Nursery;
- Chm. Kaminski requested staff provide replacement percentage and the cost to have the contractor plant the trees in order to obtain a tree warranty for at least one year.

AUTHORIZATION TO CONTRACT – TREE REPLACEMENT PROJECT: Supt. Olszewski received four proposals for the replacement of trees as part of the emerald ash bore initiative. Staff worked with Wachtel Tree Service who helped with contract documents and recommended 10 landscapers to send requests for proposals. Only two of four proposals could meet the specifications of the contract documents. Staff recommended contracting Century Landscaping to provide 60 trees and the planting thereof. The Committee was provided with a written summary as told by Arborist John Gall who reviewed all contract submittals and offered his recommendation on the best fit for what the Village was looking to accomplish with plantings in 2016. Trees will be inspected upon delivery and will have a one year warranty.

MOTION made by Zabel, seconded by Miller to forward to the Village Board with a positive recommendation authorizing staff to contract Century Landscaping in the amount of \$23,631.25 for the replacement of approximately 60 Village trees that had been removed as part of the Village's Emerald Ash Bore initiative. Funds to be allocated from Acct. #10-553-530-5290.

Motion carried unanimously.

AUTHORIZATION TO CONTRACT – REPLACEMENT OF GARAGE DOORS – DPW: Supt. Olszewski obtained quotes from three area contactors for the full replacement of six garage doors and a partial repair of three garage doors at the Department of Public Works. Quotes ranged from \$25,132.30 to \$37,071.00. At the time of the door assessment, the scope of the project was for three full door replacements and 4 partial replacements. Staff had then noted issues with the wash bay garage door in which Door Master Door Co.'s approach would allow expansion to the scope of the project and still stay near budget. Staff had the project rebid to determine fair comparisons. Supt. Olszewski recommended contracting with Door Master based on their input to consider upgrading the wash bay door and believed in the long run more would be accomplished and yet remain within the budgeted amount. Discussion followed with the Committee agreeing it was a fair choice to contract Door Master Door Co.

MOTION made by Miller, seconded by Kaminski to forward to the Village Board with a positive recommendation authorizing staff to contract Door Master Door Co. in the amount of \$25,675.00 to furnish labor and materials for garage door repairs and replacements at the Department of Public Works. Funds allocated from Acct. #10-519-570-8242.

Motion carried 2 -1 (Zabel)

AUTHORIZATION TO CONTRACT – REPAIR OF SOFFIT AND FASCIA – P.D. GARAGE: Supt. Olszewski obtained three proposals ranging from \$3,990 to \$20,700 for the removal and repair of the Police Department garage fascia and soffit.

MOTION made by Zabel, seconded by Miller authorizing staff to contract Integrity roofing at a cost not to exceed \$5,000.00 for the repairs to the soffit and fascia at the Police Department garage.

Motion carried unanimously.

AUTHORIZATION TO PURCHASE – TRACTOR WITH BROOM AND BLADE: Supt. Olszewski reported the 2016 Highway Capital Budget included funding for the purchase of a new tractor with broom and blade. Quotes were solicited from three distributors ranging from \$73,016.55 to \$73,697.00. Further discussion was held on the operation of the equipment and its uses.

MOTION made by Miller, seconded by Kaminski to forward to the Village Board with a positive recommendation authorizing the purchase of a new 2016 – 5075M John Deere with MB 96” front broom and Rhino 950 Rear Blade from Mid-State Equipment Jackson for an amount not to exceed \$73,016.55. Funds to be allocated from Acct. #40-542-570-8530.

Motion carried 2-1(Zabel)

AUTHORIZATION TO PURCHASE – USED VEHICLE FOR ENGINEERING DEPT. INSPECTOR: Dir. Ratayczak reported the 2016 Engineering Capital Budget included funding for the purchase of a used vehicle to replace an existing vehicle that had become costly to repair. Upon Committee and Board approval, staff will search the internet for a used vehicle suitable for construction sites.

MOTION made by Miller, seconded by Kaminski to forward to the Village Board with a positive recommendation authorizing the purchase of a used vehicle for the Engineering Department Inspector for an amount not to exceed \$17,000.00. Funds to be allocated from Acct. #10-541-570-8100.

Motion carried 2-1 (Zabel)

APPROVE 2015 WI DNR MS4 ANNUAL REPORT: Civil Engr. Eric Bartlein presented for review the 2015 MS4 Annual Report. The Village is required to prepare and file an annual report pursuant to the WI Administrative Code-Department of Natural Resources-Chapter NR216. The report summarizes storm water related activities to include SWEET water funding, testing of certain outfalls throughout the Village that might be slightly suspect to illicit discharge, reporting recycled oil quantities, street cleaning hours of operation, catch basin replacements, salting operations, and projects.

MOTION made by Zabel, seconded by Miller to forward to the Village Board with a positive recommendation to approve the 2015 WI DNR MS4 Annual Report and authorize signature by the Village President for submission to the WDNR.

Motion carried unanimously.

NEXT MEETING DATE: The next Public Works and Highway Committee meeting will be held Wednesday May 4, 2016 at 5:30 p.m.

ANNOUNCEMENTS: The Public Works and Highway Committee meeting dates through August and possibly September will be held on the first WEDNESDAY of the month unless otherwise noted at the meeting.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:03 p.m.

A handwritten signature in cursive script, appearing to read "Janice Wick". The signature is written in dark ink and is positioned above the printed name.

Janice Wick, Recording Secretary