

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: **PUBLIC WORKS & HIGHWAY COMMITTEE**

DATE AND TIME: **THURSDAY, September 1, 2016** *****5:30 P.M.*****

LOCATION: **Germantown Village Hall Board Room**

- I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.
- II. **ROLL CALL:** Chairman Kaminski, Trustees Miller, Warren and Zabel
- III. **APPROVAL OF MINUTES:** August 4, 2016
- IV. **PUBLIC COMMENT:** Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received, however, NO ACTION will be taken under public comments.
- V. **NEW BUSINESS:**
 - A. Authorization to Rent Compost Screener
 - B. Budget – Line Item Overrun – Village Hall
 - C. Authorization to Fill Full Time Vacancy – Highways, Parks, Buildings and Grounds
 - D. Petition by Residents of Ridgeview Lane & Submitted by Trustee Myers Regarding Road Improvements – Discussion and/or Action
 - E. Acceptance of Improvements - Midwest Assisted Living Partners (Tender Reflections)
 - F. Letter of Credit Reduction – Midwest Assisted Living Partners (Tender Reflections)
 - G. Review of the Five Year Road Improvements Program
- VI. **NEXT MEETING DATE:** Set October, 2016 Meeting Date and Time
- VII. **ANNOUNCEMENTS:**
- VIII. **ADJOURNMENT:**

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting.

*** Notice is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

August 4, 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 and Warren. Also present were Director Ratayczak, Engr. Laning (absent and excused) and Secretary Wick.

PREVIOUS MINUTES: MOTION made by Warren, seconded by Zabel to approve the minutes of July 6, 2016.

Motion carried unanimously.

PUBLIC COMMENT: None

CONSIDERATION OF INVOICE – UTILITY SALES AND SERVICE: Supt. Olszewski reported the annual inspection of the bucket truck found the versa lift portion of the unit in need of substantial repair. The labor intensive job was expensive but cost effective when compared to replacing the entire boom portion of the truck at a cost of \$44,000. The repair was moved forward quickly due to its various uses in the department and the fact that rental equipment was approximately \$1,000/wk.

MOTION made by Warren, seconded by Miller authorizing the payment of \$4,794.10 to Utility Sales and Service for the repair of the Highway Department bucket truck. Funds to be allocated from Acct. #10-542-530-5400.

Motion carried unanimously.

REQUEST TO RELEASE RETAINER – FAHRNER ASPHALT:

MOTION made by Zabel, seconded by Warren authorizing staff to release the project retainer in the amount of \$19,501.58 to Fahrner Asphalt for the 2015 Seal Coat Projects.

Motion carried unanimously.

REQUEST TO RELEASE RETAINER – WATER WELL SOLUTIONS:

MOTION made by Warren, seconded by Miller authorizing the release of the retainer in the amount of \$4,135.00 to Water Well Solutions which was held for the Well #4 Pump Conversion.

Motion carried unanimously.

AWARD OF CONTRACT – TID NO. 6-NIMITZ COURT STREET LIGHTING: Dir. Ratayczak reported two bids received ranging from \$45,708.50 to \$49,363.00 for the TID No. 6 Nimitz Court Street Lighting Project. The project consisted of installing five street lights with associated in-duct wiring, pull boxes, and control cabinet which will include a panel sized to accommodate a future monument sign and future traffic signals.

MOTION made by Miller, seconded by Warren to forward to the Village Board with a positive recommendation to award the TID No. 6-Nimitz Court Street Lighting contract to Outdoor Lighting Construction Company, Inc. for an amount of \$45,798.50. Funds to be allocated from Acct. #46-574-530-4500.

Motion carried 3-1 (Zabel)

PARK AVENUE WATER MAIN FROM STH 145 TO THE NORTH SIDE OF FIRE

STATION NO. 1: Dir. Ratayczak reported Fire Station #1 was in need of Village water. The 2016 Budget included \$45,000 for installing approx. 400 l.f. of 2" diameter lateral and required interior plumbing updates. The Engineering Department revisited this project and decided that installing an 8" water main in Park Avenue would be more cost effective and provide better fire protection to service the building. Dir. Ratayczak provided a cost breakdown and location map for Committee review. The Water Main project went out for bid and eight bids were received ranging from \$130,790 to \$235,140.00. Dir. Ratayczak also noted the Carriage Hills Apartment complex by Developer Agreement would be held responsible for the cost to install water main past the frontage of their property. The Carriage Hills Apartment complex assessable amount was \$91,328.56 with the Village's remaining cost at \$39,461.44 of which \$22,000 would be paid from the Buildings and Grounds Maintenance budget and \$17,461.44 funded by the Water Utility Capital Budget.

Atty. Bruce McInay of McInay Button Law LLC, representative of Carriage Hills Germantown, LLC, recognized the benefit to extend water to the Fire Station but extending the watermain to the Fire Station's property limits was no benefit to Carriage Hills Germantown, LLC. Carriage Hills waived their rights to competitive bidding for the watermain project in front of their property. Atty. McInay asked the Committee to consider cost sharing a portion of the proposed special assessment.

Discussion included:

- The Assessment Policy should be reviewed regarding its terms;
- The Village would be superseding the Carriage Hills Development Agreement if a cost share was allowed;
- Village should not break the Water Supply Developer's Agreement between Carriage Hills Development and Village;

Mr. Richard Romanshek, Partner, Carriage Hills Germantown LLC, gave a brief history on the need for municipal water to service the Carriage Hills Apartments on Park Avenue. As their well went dry, they had no choice but to install a water line to service their building at a cost exceeding \$300,000. He was aware of the potential of an assessment in the event municipal water would be installed in Park Avenue but never thought it would happen so soon. Mr. Romanshek looked to the Committee to explore if there was any way within the law and within the agreements for some type of relief on paying a full assessment to his property limits.

Trustee Zabel suggested when the property assessments are set up, the Village could possibly delay payments for Carriage Hills for 2-3 years with little or no interest.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to award the Park Avenue Water Main project to Mueller Excavating, Inc. for an amount of \$130,000.00 and continue discussion on the Carriage Hills Apartment Complex assessment at a future Public Works and Highway Committee meeting.

Motion carried unanimously.

CONSIDERATION & DISCUSSION OF SECTION 11.08 & SECTION 11.081 (TRASH, REFUSE & RECYCLABLES COLLECTION): Trustee Zabel requested this topic be brought forth to the Committee for discussion. Dir. Ratayczak stated the Village Board at its July 18th meeting addressed the need to review and possibly make revisions to the current Municipal Code Sections 11.08 (Garbage & Recycling Collection) and 11.081 (Recycling Regulations). Specifically, areas that needed to be clarified were, what users are to have their trash, refuse, and recyclables collected by the Village, or in-turn what users shall not be provided collection services. Consideration must also be given to the fact that Garbage collection is governed by State Statutes and Recyclables are governed by the Department of Natural Resources.

Comments included:

- When there is a Development Agreement on file with the Village, the Development Agreement regulations related to garbage collection would supersede the Village Code;
- The potential changes to the Code include:
 - 1.) 11.08(c) in relation to multi-family. The current verbiage was misworded making it look like the Code was referencing the number of buildings on a site in a development and should state five or more dwellings in a building is when it becomes multi-family;
 - 2.) Remove the word “bags” and “18 gallon containers” throughout the Code;
 - 3.) Clarify definitions of who is and isn’t included in pickup. Parsonages and rectories are not specifically addressed but believed to be part of “churches” and therefore not collected.
- Dir. Ratayczak stated the Code needed to be updated and then staff will go back and look through all of the development agreements to see who the Code changes will affect.
- Trustee Zabel noted the Village currently does not collect garbage from condominium developments except for one development in which they won a court case. Under Chapter 25 and Chapter 17.25 of the Zoning Code, mobile home parks are responsible for their own garbage pickup. The Committee should be aware verbiage of refuse appears in different areas of the Municipal Code. Trustee Zabel did not believe the garbage portion of the Code would change much but recycling units would change quite a bit.
- Chm. Kaminski believed if a residential unit had a tax key number and pays property taxes they should be entitled to the same services.
- Trustee Zabel explained when housing units are part of a development as in Blackstone Creek, their taxes would be less based on density because the land is divided among more people.
- Trustee Zabel stated the first draft of Code revisions should be what do we have in relation; the second draft should be cleaning up the language; if you have commercial property, recycling pickup is the responsibility of the commercial property owner. Staff should consider Code revisions based on what exists now. When Code changes are made, staff needs to inform the Committee what dollar amount you are making changes to.

- Chm. Kaminski understood there was a process on collecting information on who the Village was and was not collecting from, and how many of the Village's developments had an agreement with Garbage Collection requirements. Once this information is collected, staff can update the Committee with their findings.
- Trustee Warren voiced concern noting if the findings impact more people than we thought we could decide to not change something that's rational on this end.
- It was agreed that the basis should be what the State Code and DNR Code is. Dir. Ratayczak would like to revise the Code through research of the State and DNR Code, what other municipalities do, collect Village data, and then do a comparison.

In closing, Chm. Kaminski stated staff should complete their research and return their findings at a future Public Works Committee meeting.

REQUEST APPROVAL TO ADVERTISE FOR BIDS FOR SANITARY SEWER RELAY – MAIN STREET & SANITARY SEWER EXTENSION: Dir. Ratayczak requested Committee approval to design and advertise for bids to relay an existing 655 lineal foot section of 8 inch and 10 inch sanitary sewer with a 15 inch sanitary sewer on Main Street. The other portion of work is the construction of 490 lineal feet of directionally drilled 18 inch pipe. This section of sewer begins at the same manhole where the above mentioned relay starts and proceeds south under the railroad tracks to the southwest and connects with the proposed 18 inch sanitary sewer (installed by others) and terminates at the existing 30 inch interceptor sewer. This proposed relay is to increase the size and associated capacity of the sanitary sewer system in order to meet the increase in discharge needs of Gehl's Foods. Gehl's Corporation and Saxony Village will enter into an agreement to install the straight section of 18" pipe with Gehl's covering the cost. In addition, the new sewer will create a reserve capacity for future Main Street development west of Park Avenue and reduce the potential for damage caused by sanitary sewer backup on Park Avenue. Estimated cost for the proposed work was \$285,000.00. Gehl's Foods had verbally committed to paying 100% of the relay costs on Main Street as they want to double their capacity and, 50% of the relay costs from Main Street to the existing 30 inch interceptor sewer. There is \$125,000 in the Budget for work to be done on Main Street and the balance of the funds would be obtained from other wastewater budgeted funds.

MOTION made by Warren, seconded by Miller authorizing staff to design and advertise for bids the sanitary sewer relay in Main Street and the new 18" sanitary sewer extension.

Trustee Zabel requested staff secure third party agreements prior to approving a final contract.

Dir. Ratayczak stated there will be two agreements in place; The first agreement will be between Gehl's and Saxony Village which will include either an Irrevocable Letter of Credit to Saxony Village or escrowed money; The second agreement will be between the Village and Gehl's guaranteeing to Gehl's that when they commit the money all the work will be completed .

Cost sharing as part of the Saxony Village agreement will be removed and the latest parameters will be inserted in the Saxony Village agreement and presented to the Village Board for final approval.

Trustee Zabel noted the sizing of the pipe will be an increase for Gehl's and the only cost the utilities should have is for the oversizing of the pipe.

Motion carried 3-1 (Zabel)

REQUEST APPROVAL OF MODIFICATIONS TO PRAIRIE GLEN II – DEVELOPMENT AGREEMENT: Dir. Ratayczak presented for review the latest modifications to the Prairie Glen II Development Agreement. Sidewalk requirements and other internal items have been resolved and the recapture over sizing of sanitary sewer had been approved July 6, 2016 and added to the agreement. The Village Attorney had reviewed and approved the latest updates to the agreement. Bielinski Homes, Inc. agreed to the latest changes via email.

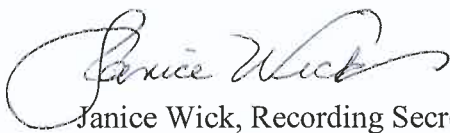
MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to approve the revised Developers Agreement for Prairie Glen II subdivision.

Motion carried unanimously.

NEXT MEETING DATE: The next Public Works and Highway Committee meeting will be held Thursday, September 1, 2016 at 5:30 p.m.

ANNOUNCEMENTS: Trustee Zabel asked everyone to support Jesse Thielke, former member of the Germantown Wrestling Program, who will be participating in the Summer Olympics in RIO by attending a Wrestling Picnic Fund Raiser at Fireman's Park from 1 p.m. to 7 p.m. on Sunday, August 7th.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:50 p.m.

A handwritten signature in cursive script, appearing to read "Janice Wick", is written over a horizontal line.

Janice Wick, Recording Secretary

**BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI**

MEETING DATE: September 1, 2016

AGENDA ITEM: New Business **A**

ITEM TITLE: Authorization to Rent Compost Screener

SUBMITTED BY: Timothy K. Zimmerman – Wastewater Superintendent

SUMMARY EXPLANATION:

For 18 years the Village Recycling Center used Resource Recovery Systems for compost screening on a per hour basis. As of the end of 2015 they no longer offer this service. After an exhaustive search for another vendor, I found two local equipment dealers that sell these types of screening equipment. Aring equipment will provide a 5x12 trommel for \$4000.00 for a 1 week rental plus \$950.00 delivery from De Forrest, set-up, and return transportation to Butler. The other vendor is Vermeer at \$6,500.00 for a one week rental.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER

RECOMMENDATION:

It is my recommendation to rent the 5x12 Trommel screen from Aring Equipment for the amount not to exceed \$4,950.00 for a one week rental, to include delivery, set-up, and return. Village purchasing policy requires committee of jurisdiction approval for this transaction since it exceeds \$3,500.00. Money is included in the 2016 Recycling Budget for this, 10-546-530-7960 Chipping and Screening.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

**BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI**

MEETING DATE: Thursday September 1, 2016

AGENDA ITEM: New Business **B**

ITEM TITLE: Line Item Budget Overages: 10-519-530-5210 Village Hall Building

SUBMITTED BY: Jay Olszewski, Highway Superintendent

SUMMARY EXPLANATION:

The Buildings and Grounds Budget has experienced a budget overrun in line item 10-519-530-5210.

A review of the expenditures show roughly \$3,500 spent on refurbishing the parking lot lighting and upgrading the fixtures to LED lights. \$6,000 has been spent on fire suppression repairs, and \$1,100 for a new clock tower motor. There are also some pending invoices for HVAC repairs for failed air conditioning compressors. The building is roughly 20 years old and we are experiencing age related issues and failures. The 2017 line item will need to increase.

Staff will continue to make necessary repairs. IF any item can be deferred until next year we will do so. The overall buildings budget is on budget for where we are in the calendar year.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER x

RECOMMENDATION:

No Recommendation. Informational purposes.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

**BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI**

MEETING DATE:

Thursday September 1, 2016

AGENDA ITEM:

New Business

C

ITEM TITLE:

Authorization to Fill Full Time Operator Vacancy-
Highways, Parks, Buildings and Grounds

SUBMITTED BY:

Jay Olszewski, Highway Superintendent

SUMMARY EXPLANATION:

Staff is requesting permission to fill a pending vacancy for a full time operator position within the Highways, Parks, Buildings and Grounds Dept. A 12 year member of our department will be retiring in November.

It is essential to have qualified full time operators to maintain the level of service our residents, and internal customers have come to expect. In 2011 the Highway and Parks, Buildings and Grounds Departments merged and became one Department. Prior to the merger there were 5 full time Parks positions and 13 full time Highway positions. After the restructuring we reduced the total number of full time staff from 18 to 17. Staff feels our operations are running as efficiently as possible, especially, as it relates to full time staff. Any reduction to full time staffing levels will impact our ability to maintain level of service. We are requesting permission to start the hiring process ahead of the pending vacancy, so we can have an operator in place for the snow removal season.

ATTACHMENT:

ORDINANCE _____ RESOLUTION _____ OTHER x

RECOMMENDATION:

Staff recommends filling the pending vacancy in the Highways, Parks, Buildings and Grounds Dept., and starting the screening process for the potential new hire. Once the vacancy is official, and retirement has taken place staff would then work off of the roster generated by the interviewing process. At no time would there be an overlap and any additional staff added.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

EMPLOYEE VACANCY JUSTIFICATION WORKSHEET

All positions left vacant by retirement, quitting, or termination need to complete the following worksheet before the vacant position may be advertised or filled. This worksheet shall not pertain to temporary, seasonal, and sworn public safety employees.

Vacancy Justification Worksheet

Position to be filled: OPERATOR

Department: Highway, Parks, B & G

Pay: \$ 26.11 / hr

How long was the previous personnel in position: 12 Yrs.

Can the Position be:

Deferred for a period of time?

☐ Yes

☒ No:

Why: VACANCY Will OCCUR IN NOVEMBER. WE NEED
ALL AVAILABLE STAFF FOR SNOW REMOVAL.
(Richard Vilhelm Retiring)

Transferred or shared with existing staff: ☐ Yes

☒ No:

Why: DEPARTMENT IS LOW IN FULL TIME STAFF
ALREADY

Consolidated with another position? Yes ☐

No: ☒

Why: WE DID THIS ALREADY WITH HIGHWAY COMBINING
w/ PARKS DEPT.

Privatized/Contractual?:

☐ Yes

☒ No:

Why: NOT POSSIBLE AT AN INDIVIDUAL LEVEL.

** Attach current job description and department organizational chart and submit to

Laurence Rataysak
Department Director

Sal Schumacher
Signature/approval
Village Administrator
Signature/Approval

8/23/2016
Date

8-23-16
Date

HIGHWAYS, PARKS, BUILDINGS AND GROUNDS DEPARTMENT - OPERATOR

GENERAL STATEMENT OF DUTIES:

Performs manual labor in the construction, upkeep and/or maintenance of Village buildings, parks, grounds, Village streets, storm sewers, equipment and property; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS:

An employee in this class performs manual tasks in the construction and maintenance of Village buildings, parks, grounds, streets, storm sewers, street lights, traffic signals/signs, vehicles and equipment. The operator may operate mowers, snow blowers, trucks, plows, hand tools, power tools, computer or other related equipment in the performance of assigned work. Emergencies, and or other circumstances may require working at any time of the day or night and extended hours. Assignments are outlined by the Superintendent of Highways, Parks Buildings and Grounds, Foreman, and/or Crew Leader. Standard procedures are followed and work is inspected for safety and economy of operation.

EXAMPLES OF WORK: (Illustrative only)

Performs Janitorial Duties; Vacuums, cleans restrooms, strips/wax floors, etc.
Minor repairs and maintenance of buildings; heating, cooling, painting, electrical, plumbing, and rough carpentry
Applies fertilizers, pesticides, herbicides, and fungicides
Cuts Grass in Village Parks, medians, and, right of ways,
Plants trees, shrubs, flowers and related landscape duties
Operates chainsaw to fall trees, and remove brush; prunes trees and shrubs
Performs repairs to road surfaces and right of ways
Plows snow in dump truck with wing and plow, loader, snow blower, salts village streets and parking lots, and sidewalks. Shovels snow at Village Buildings as required.
Erects street signs in accordance with local, state, and federal requirements
Has a working knowledge of traffic signals and street light maintenance and repair or the ability to learn
Operates heavy equipment such as back hoes, loaders, and skid loaders
Performs crack filling duties, operates power tools, jack hammer
Fills out work sheets, and maintains maintenance records utilizing a computer
Rough grades and lutes asphalt to finish grade
Performs masonry work in repairing streets, sidewalks, curbs, catch basins, and manholes
Picks up debris and trash in Village Parks and along Village right of ways
Works overtime as required
Does related work as assigned or required

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Good knowledge of road work, parks and grounds, building maintenance procedures and equipment and skill in operating such equipment; good knowledge of repair to equipment including repair to gasoline and diesel engines; ability to follow simple written and oral directions; thoroughness; dependability; good physical condition.

ACCEPTABLE EXPERIENCE AND TRAINING:

Some experience in road, building, and grounds maintenance work and completion of a standard high school course; or any equivalent combination of experience, and training which provides the required knowledge skills and abilities.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Snow plowing may require working more than 8 hours per day which may include working day time and night time shifts.

While performing the duties of this job the employee is frequently required to sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.

The employee must have the physical ability, strength and mobility necessary to complete the duties independently and in concert with others; ability to repetitively lift and move objects weighing up to 90 pounds without assistance, approximately four times per day, and lift and move objects weighing up to 200 pounds in concert with others approximately five times per week.

The Employee is required to pass a DOT physical, drug screen, and respiratory evaluation.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This work environment has a moderate noise level.

ADDITIONAL REQUIREMENTS:

Possession of a valid motor vehicle operators's license issued by the State of Wisconsin.

Applicant must have a CDL License or the ability to obtain same within 6 months of hiring.

Prepared by: Director of Public Works
July, 2002
Updated: May, 2015

**BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI**

MEETING DATE: September 1, 2016

AGENDA ITEM: New Business **D**

ITEM TITLE: Petition for Road Improvements on Ridge View Ln

SUBMITTED BY: Lawrence Ratayczak, P.E.- Director of Public Works

SUMMARY EXPLANATION:

Trustee Myers submitted a Petition on behalf of the residents of Ridge View Lane. The residents are requesting that Ridge View Lane road improvements be done in the year 2017. Current Pazer Rating for Ridge View Lane is "3". Staff is presenting this Petition to the Committee for acknowledgement that the Petition has been received. Staff is currently developing a 5 year projected road improvement plan and will take this petition into consideration during the Road Improvement Plan process.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER x

- Petition

RECOMMENDATION:

Staff recommends Public Works & Highway Committee acknowledge receipt of the Petition with direction for staff to consider the Petition during Development of Five Year Road Improvement Plan.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.



DENNIS MYERS
TRUSTEE - District 3

"Always working for you in a Conservative manner."

July 6, 2016

Petition

current Pazer Rating is "3"



We the undersigned sincerely request that our street **Ridge view Ln.** be redone in the 2017 budget year.

<u>Name</u>	<u>Address</u>	<u>Date</u>
Louis Melchiori	W163N10601 Ridgeview Ln.	7-6-16
Michelle J. Wagner	W163N10615 Ridgeview Ln.	7-6-16
Shelli Turner	N106W16321 Old Farm Rd	7-6-16
Andrew Mowery	W163N10602 Ridgeview Ln	7/6/16
Melissa Mowar	W163N10602 Ridgeview Ln	7-6-16
DW PIERGES	W163N10578 Ridgeview Ln.	7-6-16
Kevin Gintner	W163N10564 Ridgeview Ln	7/6/16
Nathan Wiech	W163N10528 Ridgeview Ln	7/6/16
Robert	W163N10576 Ridgeview Ln	7/6/16
Patricia S. DeGroot	W163N10504 Ridgeview Ln	7/6/16
Martha Kula	W163N10578 Ridgeview Ln	7/10/16
Don Oestel	W163N10515 Ridgeview Ln	7/10/16
DUANE GOETZ	W163N10492 Ridgeview Ln.	7/10/16



DENNIS MYERS
 TRUSTEE - District 3



"Always working for you in a Conservative manner."

July 6, 2016

Petition

We the undersigned sincerely request that our street **Ridge view Ln.** be redone in the 2017 budget year.

<u>Name</u>	<u>Address</u>	<u>Date</u>
Lynn McKenna	W163 N10480 Ridgeview Lane	7/6/16
BILL BATHRE	W163 N10464 Ridgeview Ln	7/6/16
Brad Zoern	W163 N10436 Ridgeview Ln.	7/6/16
Thomas Clow	W163 N10418 Ridgeview Ln	7/6/16
Mark Huff	W163 N10412 Ridgeview Ln	7-6-16
Donb PIPES	W163 N10433 Ridgeview Ln	7-6-16
Allison Bashaw	W163 N10445 Ridgeview Ln.	7/6/16
Craig Smith	W163 N10555 Ridgeview Ln	7-6-16
RICH HACHALEK	W163 N10467 Ridgeview Ln	7-6-16
Rakesh Zala	W163 N10493 Ridgeview Ln	7-6-16
Kim Larsen	W163 N10527 Ridgeview Ln	7-6-16
Lisa Norton	W163 N10551 Ridgeview Ln	7-6-16
Carol Abraham	W163 N10589 Ridgeview Ln	7-6-16



DENNIS MYERS
TRUSTEE - District 3

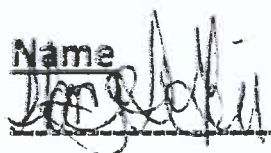


"Always working for you in a Conservative manner."

July 6, 2016

Petition

We the undersigned sincerely request that our street **Ridge view Ln.** be redone in the 2017 budget year.

<u>Name</u>	<u>Address</u>	<u>Date</u>
	W2309 Ridgeview Ln.	7-10-16

**BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI**

MEETING DATE: September 1, 2016

AGENDA ITEM: New Business **E**

ITEM TITLE: Acceptance of Public Improvements at Midwest Assisted Living Partners (Tender Reflections)

SUBMITTED BY: Lawrence Ratayczak, P.E.- Director of Public Works

SUMMARY EXPLANATION:

Work has been completed for the Public Improvement portion of the Midwest Assisted Living Partners (Tender Reflections) site development. This work consisted of public sanitary sewer, water main and the extension of Virginia Avenue. This work has been inspected and accepted by the Department of Public Works. Staff is recommending accepting the public improvements and starting the one year warranty period as of August 1, 2016.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER _____

NONE

RECOMMENDATION:

Staff recommends that the Public Works & Highway Committee accept the public improvements (watermain, sanitary sewer & Roadway) and beginning the one year warranty period as of August 1, 2016.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

**BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI**

MEETING DATE: September 1, 2016

AGENDA ITEM: New Business **F**

ITEM TITLE: Reduction of Existing Letter of Credit for Midwest Assisted Living

SUBMITTED BY: Lawrence Ratayczak, P.E.- Director of Public Works

SUMMARY EXPLANATION:

The public Utility improvements portion of the Midwest Assisted Living development have been completed and accepted. Currently the Village holds a \$165,500.00 Letter of Credit issued by Park Bank. Staff recommends that the letter of credit be reduced to \$8,275.00 (5%).

ATTACHMENT: ORDINANCE ____ RESOLUTION ____ OTHER ____

NONE

RECOMMENDATION:

Staff recommends that the Public Works & Highway Committee reduce the existing Letter of Credit to \$8,275.00 for the one year warranty period.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

**BUSINESS OF THE PUBLIC WORKS AND HIGHWAY COMMITTEE
GERMANTOWN, WI**

MEETING DATE: September 1, 2016

AGENDA ITEM: New Business 

ITEM TITLE: Review of the Five Year Road Improvement Program

SUBMITTED BY: John Laning, P.E., Village Engineer

SUMMARY EXPLANATION:

Staff is in the process of developing the Village's Five Year Road Improvement Plan. A number of different factors are considered during the selection process for determining which roads will receive maintenance, treatment or improvement. These factors include PASER Ratings, road classifications, daily traffic, coordination with other public works infrastructure projects, and budget availability. Other factors that are taken into account are resident complaints and petitions, suggestions from Village Trustees, and staff recommendations.

It should be mentioned that staff appreciates the report of the suggested road maintenance schedule from Trustees Zabel and Myers.

Staff is currently evaluating and reviewing streets that received PASER Ratings between a 1 and a 4, in essence, the Village's worst streets requiring the most immediate attention.

A Five Year Plan will then be assembled that both fits within the future anticipated budget parameters and optimize the funds that are available.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER X

RECOMMENDATION:

This item is presented for discussion and for input and direction from the Committee.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.