

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

October 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, Warren and Zabel. Also present were Director Ratayczak, Engr. Laning and Secretary Wick.

PREVIOUS MINUTES: MOTION made by Warren, seconded by Zabel to approve the minutes of September 1, 2016.

Motion carried unanimously.

PUBLIC COMMENT: None

AUTHORIZATION TO CONTRACT – INTERNAL PLUMBING AT FIRE STATION #1: Supt. Olszewski reported staff solicited quotes from 4 area plumbers to perform internal plumbing work at Fire Station #1. Two quotes were received ranging from \$16,000 to \$31,066.

MOTION made by Warren, seconded by Miller to forward to the Village Board with a positive recommendation to contract Ideal Mechanical to complete the internal plumbing work at Fire Station #1 for a cost not to exceed \$16,000. Funds to be allocated from Acct. #10-519-570-8222.

Motion carried unanimously.

EAB – RESPONSE TO COMMON QUESTIONS, SITUATIONS, and ORDINANCE ENFORCEMENT – DISCUSSION AND/OR DIRECTION: Supt. Olszewski reported the effects of EAB are becoming more and more evident throughout the Village. Staff is now noticing more dieback of both public and private trees. A comprehensive EAB Readiness Plan was created in 2007 and a plan is in place for the removal, treatment and replacement of “public” ash trees. Supt. Olszewski believed there would be questions by the Village residents and therefore looked to the Committee to discuss common questions and review the Ordinances that would be used to address the Emerald Ash Bore and dead/diseased trees.

- ***Dead/Diseased trees in easements:*** Easements on private property that grant limited access to private property; responsibility of the tree should be on the property owner.
Committee discussion: upon review of the easement document, responsibility shall be that of the homeowner. Questions/answers should be compiled and placed on the website for public viewing.
- ***Dead/Diseased trees on private property:*** Dead/diseased trees that pose a threat to public safety or property will be handled according to Ordinance 17.60. Trees that do not pose a clear and immediate threat, but are a “nuisance” to a neighbor should be resolved privately between neighbors and considered a private matter.
Committee discussion: Supt. Olszewski stated the Ordinance gives staff the right to rectify only if a direct threat causing property damage.
- ***Trees on the right of way line:*** If any part of the trunk of the tree is in contact with the right of way line, it will be considered a public tree and the responsibility of the Village.
Committee discussion: Staff should do a rough measure. If the tree falls on the border, the resident should be responsible for proving that the tree may be in the right of way.

Trees on the border and leaning toward the home shall be the responsibility of the homeowner to prove ownership. Trees leaning toward the street should be the responsibility of the Village to prove whether or not the tree in question is on private property. It may be more difficult to determine property lines if homeowner borders a park. Utility box placement on the property may help determine property limits. Property owners who question staff's opinion can always state their case at the Village Board level.

- ***Clarification of 17.06(9) Appeals:*** Any person who receives a determination or order from the Village and objects to all or any part thereof may appeal to the "Tree Board"... Committee discussion: "Tree Board" should be changed to "Public Works Committee". Contact the Village Planner to add the Ordinance change to the Plan Commission Agenda for approval.
- ***Trees in common areas or "shared" parcels in subdivisions:*** Contact Home Owners Association (if one still exists). This could be problematic as some HOA's have dissolved.

Supt. Olszewski provided a "Shared Property Example" aerial map in which Village of Germantown Property bordered a Home Owners Association property and private property. There may be ash trees within those areas. There may be conflict if a tree causes issue for a neighboring property.

Additional comments:

- When a developer is required to install trees within the terrace as part of their development, the Village becomes responsible for future maintenance.
- The average inch diameter of a diseased tree is 18" or less. Removal costs can range from \$1,500 to \$2,000 per tree depending upon the size.
- Utility Companies will only clear trees when it impacts their utilities.
- If there is no homeowner association can tree removal costs be divided among all homeowners within the affected subdivision and put on their tax bill? Only if there would be a lot of trees and residents were complaining or it became a safety issue.
- There will be future budget implications as more and more trees need to be removed.

AUTHORIZATION TO CONTRACT TREE TRIMMING – OLD FARM SUBDIVISION

AREA: Staff obtained quotes ranging from \$10,800 to \$21,300 to prune street trees within the right of way in the Old Farm subdivision. Staff requested a not to exceed amount of \$13,000 as bids were favorable and wanted to increase the scope of work to include a minor expansion of pruning along Wagon Trail.

MOTION made by Zabel, seconded by Miller to forward to the Village Board with a positive recommendation to contract M&M Tree Care to prune approximately 117 trees within the right of way in the Old Farm Subdivision at a cost not to exceed \$13,000. Funds to be allocated from Acct. #10-553-530-5290.

Motion carried unanimously.

CONSIDERATION OF CHANGE ORDER REQUEST – TID #6 EXTRA ROCK:

Dir. Ratayczak reported mass grading and ponds construction in TID #6 encountered a considerable amount of additional bedrock to be removed. The additional rock was located in

forested areas that were not explored for rock prior to bidding and, in areas between rock exploration drill sites. Bid prices for the removal of rock were \$19.10/c.y. to include blasting, digging, and removal. Extra blasting costs were quoted at \$12.00/c.y. As there was an estimated 40 to 60 ton of extra rock, Dir. Ratayczak proposed selling it. Through research Dir. Ratayczak had estimated a cost of \$3.25 per ton which he felt was a very fair price. A lot of the extra rock was blended in the soil and used on site to reach the 95% compaction requirement.

MOTION made by Zabel, seconded by Miller to forward to the Village Board with a positive recommendation to approve a change order request for the additional bed rock removal in TID #6.

Discussion followed.

MOTION made by Zabel, seconded by Kaminski to *amend* the Motion to agree to pay the cost of \$12 per cubic yard for drilling and blasting rock over and above what was in the pond and request staff to provide final quantities to the Public Works Committee before taking this topic to the Village Board.

**Motion as *amended* carried unanimously.
Original Motion carried unanimously.**

TID #6 – SELLING OF CRUSHED STONE – DISCUSSION AND/OR ACTION: Dir. Ratayczak reported the additional bedrock removal costs in TID #6 would be offset by the sale of the crushed stone. Dir. Ratayczak researched the cost through local crushed material vendors and calculated a sale price of \$3.25 per ton. The estimated quantity of crushed rock to sell was 60,000 tons. All revenue will be credited to TID #6.

MOTION made by Zabel, seconded by Miller to approve the sale of excess crushed aggregate material in TID #6 at a cost of \$3.25 per ton.

Motion carried unanimously.

ACCEPTANCE OF IMPROVEMENTS/LETTER OF CREDIT REDUCTION – GATEWOOD PLACE: Dir. Ratayczak reported the public improvements of the Gatewood Place development have been completed, inspected, and accepted by staff. The Director of Public Works recommended final acceptance of the water main, sanitary sewer, and roadway improvements, reduce the Letter of Credit, and begin the one year warranty period.

MOTION made by Warren, seconded by Zabel to accept the public water main, sanitary sewer & roadway improvements in the Gatewood Place development and reduce the Letter of Credit to \$11,303.00 for the one year warranty period.

Motion carried unanimously.

RELAY SANITARY SEWER ON PARK AVENUE – DISCUSSION AND/OR ACTION: Dir. Ratayczak stated in preparation for the water main relay project on Park Ave. from Fond du Lac Avenue north 510ft., staff requested the Sewer Utility to televise the sanitary sewer due to possible blasting involved with the water main project. During televising it was reported the

existing sewer pipe made of clay material and one of the original “lined” sewers in the Village had begun to fail to a point that infiltration was occurring at the lateral connections. Dir. Ratayczak added the sewer line was in no condition to be relined and would be a waste of money. Staff was seeking approval to have the Engineering Dept. develop plans/specifications and advertise for bids to relay the existing sanitary sewer. Dir. Ratayczak estimated the cost at \$228,500. It was also noted the Park Avenue road surface had a Pazer Rating of a “3” and suggested this portion of roadway be included in the 2017 Road Improvement Schedule.

Discussion included an explanation of the condition of the sewer lining. Trustee Zabel noted there were only four or five laterals and if the water seemed to be coming in four or five places, why couldn't the Village incorporate the private I&I contract and get the private laterals lined from the mainline up to the building to take care of that. It would be a lot cheaper. Dir. Ratayczak stated it was a possible solution but wanted to bid out the project to see what the market brings in for price. Chm. Kaminski requested confirmation from Waste Water Supt. Zimmerman that the 4-5 lateral connections were indeed leaking before incorporating the I&I contract with this project. Trustee Miller believed Park Avenue road conditions were far worse south of Fond du Lac Avenue. As the sewer was the same age, should the Village consider relaying sewer all the way to Main Street? Dir. Ratayczak stated it would not be possible to bid this section of roadway as it would increase the whole scope of the water main extension project north of Fond du Lac Avenue. There is no water main on Park Avenue south of Fond du Lac Avenue so you would want to install all utilities prior to road reconstruction which would be a large project in itself. In closing, Trustee Zabel requested to see the video tape to verify the lateral infiltration, how the numbers relate, and make an educated choice as to what is the best.

MOTION made by Zabel, seconded by Miller authorizing the Engineering Dept. staff to develop plans, specifications and advertise for bids to relay the existing sanitary sewer on Park Avenue north of Fond du Lac Avenue to a point where new sewer is installed by the Fire Station. Also requested is to have Waste Water Superintendent Zimmerman answer additional questions regarding the lining and video taken of the sanitary sewer in that area.

Motion carried 3 – 1 (Zabel)

SET BACK RELEASE/DOT NOISE & ACCESS RESTRICTION – WEIMER BEARING:

Dir. Ratayczak explained there were six parcels of land involved with assembling a piece of property that Weimer Bearing has built on. Along with the six parcels were WDOT restrictions still attached to the properties. The release of restrictions needed to be approved by the Village with the creation of “Correction Instruments” for the purpose of modifying all of the previous Certified Survey Maps that were prepared for the land and six parcels. Upon the release, Weimer Bearing will be allowed to install a sign for their company. Discussion followed.

MOTION made by Warren, seconded by Miller to forward to the Village Board with a positive recommendation to approve four CSM Correction Instruments for the purpose of modifying all previous CSM's for the Weimer Bearing parcels once owned by the Village, due to the release of the WDOT's access and noise restrictions which were still in force.

Motion carried unanimously.

EXTENSION OF WATER MAIN ON PARK AVENUE SOUTH ACROSS STH 145 –

DISCUSSION AND/OR ACTION: Dir. Ratayczak reminded the Committee that the water main on Park Avenue from Fond du Lac Ave. to a point 510 feet north is set to be relayed in 2016. In addition, WDOT is set to resurface the pavement on Fond du Lac Avenue in year 2017 which included the Park Avenue intersection. WDOT has a policy that after paving, there is a five year moratorium for construction activities. It was the suggestion of Trustee Zabel that staff investigate extending the water main relay project to the south of Fond du Lac Avenue. With this suggestion, staff approached the current contractor for a quotation to perform the work. The estimated cost to relay the additional section was \$34,600 which included a 15% contingency to cover unknown items when crossing Fond du Lac Avenue.

MOTION made by Miller, seconded by Warren to forward to the Village Board with a positive recommendation to include the extension of additional water main to cross Fond du Lac Avenue as part of the current Park Avenue Waterman Relay contract with Mueller Excavating at an additional estimated cost of \$34,600 including a 15% contingency.

Motion carried unanimously.

PRESENTATION OF THE FIRST DRAFT OF THE FIVE YEAR ROAD IMPROVEMENT PROGRAM:

Engr. Laning presented for review a draft version of the Village's Five Year Road Improvement Program. Road selection for each year (2017 – 2021) was based primarily on each road's condition, which included anticipated budget availability, proximity or grouping of streets, coordination with other public works projects and priority based on usage and importance. The handout gave a summary of the proposed construction costs by each year for reconstructed streets and resurfaced streets. The handout further broke down pavement reconstruct streets and streets to be pulverized and overlaid by listing the actual street, length of repair, width, area in square yards and estimated cost. Estimated costs were based on typical assumptions and historical data.

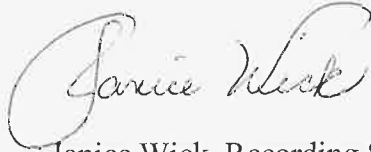
Committee comments included:

- Staff should investigate Country Aire Drive south of Freistadt Road. This section of road is in poor condition. As this section of road was not part of the five year improvement program, Engr. Laning stated he would investigate and could incorporate this section of road if need be.
- Engr. Laning pointed out the following variables used in the decision making and how roads arrived in the year at which they were shown. They included a resident petition, suggestions from Trustees Myers and Zabel and input from the Highway Department.
- The draft Road Improvement Program will be dovetailed into future utility replacements.
- Staff needs to review the Glenwood Park Subdivision area. Staff claims there have been multiple leaks in which the ductile pipe should be replaced and resized. Trustee Zabel also wanted proof that the sewer in Pilgrim Road was sized large enough to handle the removal of the lift station.
- The Committee will review the draft program, drive the roads to be improved, email the Village Engineer with questions, and return to the Committee with suggestions.
- Dir. Ratayczak noted staff will also be working on a Five Year Utility Plan of water and sanitary sewer relays which will work in conjunction with the road replacement program.

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

ANNOUNCEMENTS: None

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:54 p.m.

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

Janice Wick, Recording Secretary