

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

January 10, 2017
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.

PUBLIC COMMENT: None

AUTHORIZATION TO PURCHASE – DUMP TRUCK FOR WATER UTILITY: On behalf of the Water Superintendent, Supt. Zimmerman requested authorization to spend up to the approved budgeted amount for a used quad axle dump truck. The truck would be used for hauling spoils, backfilling material, and could also be utilized at the Recycling Center to haul yard waste to a remote location. Supt. Zimmerman was aware of two trucks available through bank repossession and believed he would be able to acquire one for an amount not to exceed \$85,000.

MOTION made by Warren, seconded by Miller to forward to the Village Board with a positive recommendation authorizing the purchase of one used quad-axle dump truck for an amount not to exceed \$85,000 for the Water Utility Dept. Funds to be allocated from the 2017 Budget Acct. #50-180-185-3920.

Motion carried unanimously.

AUTHORIZATION FOR BLANKET PURCHASE ORDER – MATERIAL PROCESSING – RECYCLING CENTER: Supt. Zimmerman requested approval to generate a blanket purchase order with a single vendor for continued material processing at the Recycling Center for year 2017.

MOTION made by Miller, seconded by Warren to forward to the Village Board with a positive recommendation to approve the allocation of an amount not to exceed \$15,000 in the form of a blanket purchase order for the continuing material processing by Max R Recovery at the Recycling Center.

Motion carried unanimously.

DEVELOPER AGREEMENT – PRESBYTERIAN HOMES – REVIEW AND POSSIBLE ACTION: Dir. Ratayczak presented for Committee review the Presbyterian Homes draft Developer Agreement for two structures proposed to be developed two years apart on Mequon Road west of Division Road. The Developer Agreement covers the construction of water main, sanitary sewer and storm water infrastructure within the right of way and in a utility easement. Dir. Ratayczak noted the Development Agreement was drafted as it was tied to the purchase of the property. Dir. Ratayczak further explained the utility connections and Mequon Road re-alignment. Staff has reviewed plans and utilities for compliance. The water main will create a loop in the system. Committee comments and suggestions included;

- Section 1.07 – Site plan approval date should be changed to the actual date in year 2016;

- Section 8.04 – It was recommended the Sunset Clause date be terminated in four (4) years vs. two (2) due to the fact there will be two separate phases and the second building may not be complete within the two year timeframe.

Lisa Albain, Representative for Senior Living Partners, stated there was no time frame as to when the second phase of the development would be completed as it would be dependent on a market evaluation. She believed a four year sunset clause would be attainable.

- Soil borings are out for bid. Building construction start date is March/April, 2017.
- Dir. Ratayczak submitted to the Committee a revised “Exhibit A” which was adjusted with updated impact and connection figures based on the independent residential units and assisted/memory care commercial units.
- Trustee Zabel suggested separate tax key numbers as there was a firewall that separated the independent units and assisted/memory units.
- Dir. Ratayczak commented on “Exhibit A-1” of the Developer Agreement which was in reference to the future building on the parcel. Impact and connection figures were estimated as a place holder and would be adjusted when necessary.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation the Presbyterian Homes Developer Agreement to include the following modifications:

- Section 1.07; site plan approval date to be revised to actual date;
- Section 8.04; Sunset clause date to be extended to four (4) years;
- Updated Exhibit “A” of the Developers Agreement to be verified by the Developer.

Motion carried unanimously.

NEXT MEETING DATE: The next Public Works and Highway Committee meeting will be held Wednesday, February 1, 2017 at 5:30 p.m.

ANNOUNCEMENTS: None

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:00 p.m.

A handwritten signature in cursive script, appearing to read "Janice Wick", written in dark ink.

Janice Wick, Recording Secretary