VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: **PUBLIC WORKS & HIGHWAY COMMITTEE**

DATE AND TIME: **WEDNESDAY, August 9, 2017** ***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 Campbell, Warren and Zabel

III. **APPROVAL OF MINUTES:** July 5, 2017

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 Pay Invoice – WE Energies
B. Recommendation for Release of Surety – Midwest Assisted Living (Tender Reflections)
C. Discussion/Recommendation – TID #6 Entrance Sign Proposal
D. Discussion Regarding Possible Assessment Policy – Remaining Non-Sewered/Non-Watered Parcels (Woodland Dr., Rosewood Ave., Oakview Ave.)
E. Discussion/Update – Vacant Civil Engineer Position

VI. **NEXT MEETING DATE:** Set September, 2017 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

July 5, 2017
Village Hall Board Room

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

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

PREVIOUS MINUTES: MOTION made by Zabel, seconded by Warren to approve the minutes of June 12, 2017.

Motion carried unanimously.

PUBLIC COMMENT: None

DISCUSSION/RECOMMENDATION – JBJ INVOICE FOR ENGINEERING SERVICES: JBJ Companies submitted an itemized invoice in the amount of $33,356.40 for engineering services completed for the design of sanitary sewer within the Saxony Village development that also included the design of the sanitary sewer to accommodate the Village sanitary sewer flow from a portion Main Street. During this time Gehl Foods was discussing the addition of production lines which would increase their discharge to the Village sanitary sewer in Main Street. The existing sanitary sewer in Main Street was not capable to handle the increase therefore staff approached JBJ Companies to review the sewer design to determine if there was an alignment that would allow the sanitary sewer on Main Street from Park Avenue east to the R.R. tracks to be brought into the Saxony Village property and outfall into the existing 30" interceptor sewer. JBJ Companies provided a design for the Main Street sanitary sewer to proceed through the Saxony development. JBJ Companies and Village staff worked out a cost share for the segment of pipe. Staff negotiated an agreement with Gehl's to cost share a portion of the sanitary sewer relay on Main Street. At the end of the approval process for the development, the developer's agreement was revised to reflect the requirement to publicly bid the shared portion of sanitary sewer and for JBJ Companies to enter into an agreement with Gehl's. JBJ Companies and Gehl's never finalized an agreement as to the payment for the installation of the sanitary sewer. Due to the delay in reaching an agreement, Village staff completed a design to relay the existing sanitary sewer on Main Street. Feeling the construction market would be favorable for the relay project, the Village decided to proceed with the relay on Main Street and therefore the sanitary sewer design within Saxony Village was no longer required. JBJ Companies then decided to utilize the original sanitary sewer design in Saxony Village. Email correspondence between the Village Attorney and JBJ Companies was provided to the Committee.

5:45 p.m. - Village Attorney Brian Sajdak arrived.

Scott Bence, V.P., JBJ Companies, stated this was a process he was involved with for over a year. His project was ready to go in August of 2016 and had all permits approved. Then the scope of the project changed and bids could not be secured in a short time frame. The issue with the Gehl's agreement was the funds that Gehl's was going to contribute did not cover the cost. Dir. Ratayczak worked with Mr. Bence on different cost saving measures and techniques to reduce the cost so it would be a viable project with the funds that were available. Unfortunately they were unsuccessful. Mr. Bence stated he could have sold the Village the easement for the

cost of the work. In the end it put a six month delay on the project. Due to the Village bidding out the sanitary sewer for Main Street, JBJ Companies proceeded with their original design on their project which left the outstanding invoice for the redesign of the sanitary sewer system which was previously designed for the benefit of the Village, Main Street and Gehl's.

Dir. Ratayczak addressed Committee questions regarding the layout of the sanitary sewer project in order to achieve the capacity improvements. Dir. Ratayczak/Atty. Sajdak added if an agreement was reached between JBJ Companies and Gehl's, it would have kept the Village from having to publicly bid the project. The funds that Gehl's had previously committed to the Main Street relay would have been allocated vs. the Village doing the whole Main Street project to the extent that it would be needed. (21:30)
JBJ Companies had originally designed their sanitary sewer project for their development and the Village asked JBJ to redesign the sanitary sewer to incorporate Village improvements. Mr. Bence worked with former Village Engineer Bischke and provided the Village cost estimates for the redesign of the sanitary sewer. Cost estimates were provided to the Committee in December, 2015 and Mr. Bence was told to proceed with the redesign. The Committee made the following points;

- The Developer could have still used the west route and not put in an 18" pipe. He could have put in an 8" pipe to serve his development, use all the permits he had obtained and the design work. It was the developer's decision to go back to the other design which was probably less expensive and already planned;
- The decision to not use the west route was based on a Village agreement with the developer which he was to reach that agreement by the end of November. When the Village did not have a response by that time, the Village still had issues to resolve and moved forward with the relay project on Main Street.
- Mr. Bence stated an agreement was never reached because the Gehl's contribution would not cover the cost of the work. The costs would have covered all of the known items of the project but not the unknown dollar amounts required to be expended for potential contaminated soils and potential containment of water.
- It was Atty. Sajdak's understanding that the developer was not willing to except the potential risk that his estimate on the environmental items were wrong.
- Mr. Bence agreed he was not familiar with working with contaminated soils and costs could have been high.
- Mr. Bence provided a breakdown of costs noting the following; $195,000 to run the sewer from the southeast; $583,000 to run the sewer from the southwest with the municipal upgrades requested. That is why he went back to the southeast design. Whether it was an 8" or 18" line the bids were all the same. The only difference was the pipe cost.
- The developer could have used the permits for the wetland crossing and raised the sewer pipe and probably come in with similar dollar amounts. Trustee Zabel did not believe the length of sewer changed that much from the southwest to the southeast if you were not going up to Main Street. Dir. Ratayczak stated there was definitely a cost difference to directionally drill an 18" pipe vs. an 8" pipe.
- Trustee Zabel noted with the developer using the original design, he was not getting into the contaminated soils as much as he thought he would with the second design.
- Dir. Ratayczak the delay began when a decision was made that the project had to be publicly bid. Because the Village was going to get contributions from Gehl's, the

Attorney did propose and draft an agreement to work that out. Atty. Sajdak added it was the unknown level of cost contribution that was going to be involved. The contribution to the project effectively caused it to be a public project.

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with the recommendation based on staff and legal opinion to deny JBJ Companies invoice request in the amount of $33,356.40 for the engineering services completed for the design of sanitary sewer to accommodate the Village sanitary sewer flow from a portion of Main Street.

Discussion continued on the breakdown of the invoice items. Chm. Kaminski noted the developer was paying for a lot of things that were little mistakes along the way on everybody's side and didn't believe it was fair that the developer pay the total invoice. It was suggested discussing the topic further at the Village Board.

Motion failed 1- 3 (Kaminski, Warren, Campbell)
It was the consensus of the Committee to forward this topic to the Village Board.

6:25 pm. - Atty. Sajdak vacated his chair.

CONSIDERATION/ACTION – STARNET PROPOSAL – WELL #11 REPAIRS:
Dir. Ratayczak informed the Committee that during routine maintenance & inspection of the Well controls, a wall mounted PVC pipe fitting failed causing water, under pressure, to damage the touch screen and control circuits. The components were analyzed by Starnet Technologies who determined all components needed to be replaced. Starnet provided a proposal of $10,944.23 to make the necessary repairs. The Village's Insurance Company had been notified and was working with the Water Utility on filing a claim. There was a $1,000.00 deductible on the Village's policy and it is anticipated the maximum cost to the Village would be $1,000.00. No action was necessary.

CONSIDERATION OF INVOICE – D.F. TOMASINI: Supt. Haugen reported a flared copper corporation line failure to a home at N112 W19677 Mequon Road. D.F. Tomasini was contacted to make the emergency repair as the water was entering the basement.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation authorizing the payment of $8,876.27 to D.F. Tomasini for the emergency water lateral repair at N112 W19677 Mequon Road. Funds to be allocated from Acct. #50-742-530-6750.

The Committee requested staff obtain RFP's for hourly rates to make sure the Village was getting the best price for repairs.

Motion carried unanimously.

AUTHORIZATION TO CONTRACT – PROGRAM NEW PLC/SCADA REPLACEMENT – WELL #11: Dir. Ratayczak explained the Well controls damaged at Well #11 due to a pipe fitting failure will be replaced. Post installation of the new equipment, the SCADA system will require installation and programming of the new software. Ruekert and

Mielke proposed to complete the task for an estimated cost of $10,140.00. It is anticipated the maximum cost to the Village will be the $1,000.00 deductible once costs are submitted to the Village's Insurance Company. No action was necessary.

AUTHORIZATION TO CONTRACT – ENGINEERING FIRM – WELL #3 REHABILITATION: Dir. Ratayczak reported Well #3 had been in service for approximately 12 years. The customary benchmark of 10 years is used for determining the time to investigate and consider pump repair or replacement due to normal wear. Staff had reviewed the process and alternatives and suggested to approach the project in two phases. *Phase #1* would be to perform an investigation of the Well's current pumping capacity, take water samples to determine microbiological activity and the presence of biofilms. Total cost to perform this work was $4,900 which included $1,650.00 for laboratory analysis costs. *Phase #2* would be developing specifications based on laboratory results, bidding documents & bid schedules for pump rehabilitation. This work would be performed when water demands were at their lowest. Total estimated engineering cost for Phase 2 was $19,800.00. Staff requested approval to proceed with Phase #1. Foth Engineering & Environmental was very knowledgeable of the Village's wells with the current Engineer being Project Engineer when Well #3 was constructed.

MOTION made by Zabel, seconded by Warren authorizing staff to enter into a contract with Foth Engineering & Environmental, LLC to perform an investigation of Well #3's current pumping capacity, perform water sample tests and laboratory analysis at a cost not to exceed $4,900.00. – 50-722-530-6330

Motion carried unanimously.

DISCUSSION/RECOMMENDATION – WDOT LAND PURCHASE – MEQUON ROAD @ TOWER #3: Dir. Ratayczak reported documents were received from the WDOT for the purchase of land determined to be necessary for the proposed reconstruction of the intersection of Country Aire Drive and Mequon Road. The land is located at the north end of the Water Tower #3 and Well #11.
The WDOT made an original offer of $5,700. Village Engineer Laning contacted a DOT representative and negotiated a revised offer of $7,100.00 in which staff felt was an acceptable offer for the parcel.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to accept the offer of $7,100 from the WDOT for the purchase of land located at Well #11 & Tower #3 for the proposed reconstruction of the Country Aire Drive and Mequon Road intersection.

Motion carried unanimously.

UPDATE/DRAFT – REVISION OF MUNICIPAL ORDINANCE 11.08 & 11.081 TRASH & RECYCLABLE COLLECTION: Dir. Ratayczak provided for Committee review an updated and draft of Municipal Ordinance 11.08 & 11.081 in relation to Trash and Recycling collection. The revised Ordinance captured the requirements of the semi-automated collection process and the requirements for properly meeting the regulations for collection of recyclables. Dir. Ratayczak suggested addressing revisions in two phases with the first phase setting

standards for the Ordinance and the second phase on how changes to the Ordinance will affect the residents. The following points were made;

- Waste Management will supply the Village with route maps which will help in determining where trash/recycling is being serviced under the Village's contract.
- 5 units and greater are considered "commercial" properties. Updates to the Ordinance will no longer allow these units to be serviced under the municipal contract;
- In researching other communities it was difficult to determine where condo's fit in; there was no set definition as every municipality was different.
- The Village's revised Ordinance will address condo's as a four family unit or less in which Recycling will be serviced under the Municipal contract. Larger units are then considered multi-family.
- To be consistant, commercial properties should not be serviced through the Municipal contract for trash and recycling. Individually owned condominiums should receive trash and recycling through the Municipal contract.
- Collection of services for trash and recycling for Multi-family Developments, PPD & PUD Developments should be included in their Development Agreement.
- Trash and recycling services for PPD's and PUD's should be serviced under the Municipal contract and should be considered going forward. Trash and recycling services should not be a bargaining chip for homeowners who choose to move into this type of development.
- Dir. Ratayczak added these types of developments usually do not build roads to municipal specifications and therefore the developer most of the time is doing their own snow maintenance and trash/recycling pickup. It is believed this practice was so the Village would not be responsible for road damage.
- The best approach is to have an Ordinance in place and then evaluate how it affects the current practice.
- If the Ordinance is approved, it will still be a working document. The Committee may choose to make modifications once they see the effect it will have on the residents.

MOTION made by Zabel, seconded by Campbell to forward to the Village Board with a positive recommendation the proposed draft Ordinance as it relates to the revisions of Section 11.08 and 11.081 – Trash & Recyclables.

Motion carried unanimously.

NEXT MEETING DATE: The next Public Works and Highway Committee meeting will be held WEDNESDAY, Aug. 9, 2017 at 5:30 p.m.

ANNOUNCEMENTS: None

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

Janice Wick

Janice Wick, Recording Secretary

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI

MEETING DATE: August 9, 2017

AGENDA ITEM: New Business A

ITEM TITLE: Authorization to Pay Invoice-We Energies

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

SUMMARY EXPLANATION:

Through the Wisconsin Department of Transportation's project to reconstruct STH 175 (Appleton Ave.) several intersections involving Village of Germantown Roads required the removal of existing street Lights/Poles. The intersection of Oak Lane is one of the intersections. Staff is bringing the replacement of these (2) light poles for approval to pay Invoice in the amount of $3,522.71 due to the total cost being above $3,499.00.

There are three locations affected by the STH 175 project. Staff will be submitting these invoices to the WIDOT requesting that the Village of Germantown be reimbursed for the cost to replace the Village Street Lights/Poles.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER ___

NONE

RECOMMENDATION:

Staff recommends the Public Works and Highway Committee approve the payment of $3,522.71 to We Energies for Street Light/Pole Replacement.

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.

We Energies
231 W. Michigan Street
Milwaukee`, WI 53203

www.we-energies.com

July 13, 2017

Village of Germantown
Larry Ratayczak
PO Box 337
Germantown, WI 53022-0337

Subject: Work Request 4097603; Lighting at STH 175 & Oak Lane

Dear Mr. Ratayczak:

A work order for Night Aura® Outdoor Lighting, provided by We Energies, is detailed on subsequent pages of this letter. The upfront charge for this work, which expires 90 days from the date of this letter, is $3,522.71, and does not include site restoration. The initial net change to monthly charges will increase by $21.92, which is subject to future rate changes as approved by the Public Service Commission of Wisconsin.

- Luminaires are controlled to provide dusk to dawn operation.
- Normal maintenance is performed by the Company upon notification.
- All fixtures are warranted until removed. Non-Standard poles and conductors are warranted for 15 years.
- For installation, removal and maintenance, the customer shall locate private underground facilities and grant or obtain, without expense to We Energies: access to property, necessary permissions, easements, ordinance satisfaction and permits.
- Termination or change requests after installation and prior to conclusion of the Initial Term shall result in customer charges. Monthly rates for fixtures on the LED rate are reduced after Initial Term.
- A complete list of applicable Lighting Tariff terms & conditions are available at www.we-energies.com.
- We Energies does not guarantee this installation meets AASHTO or the Illuminating Engineering Society's minimum recommended standards for lighting.

Please sign all of the enclosed documents and return them, along with payment for the upfront charge (check made payable to We Energies) in the enclosed envelope. Material will be ordered after all authorizations and payment have been received and this order will be released to construction for scheduling after all contingencies have been met. If you have any questions, please call me at 262-253-4542.

Sincerely,

Laurie Fredricks

By signing this letter, you authorize us to do this work and acknowledge acceptance of the Rates and Conditions of the specified tariffs as approved by the Public Service Commission of Wisconsin.

By: Lawrence Ratayczak Date: 7/28/17

Print Name: Lawrence Ratayczak Title: Director of Public Works

ELEC WR MF4097603

GAS WR

CITY / TOWN / VILLAGE: VILLAGE OF GERMANTOWN

CUST/PROJ NAME: WISDOT 3360-09-72

PROJECT LOCATION: STH 175 (@OAK LN)

WORK DESCRIPTION: INSTALL NONSTD ST LIGHT

PREPARED BY: KENYA JENKINS

E-MAIL: KENYA.JENKINS@WE-ENERGIES.COM

OFFICE #: 414-221-3484 CELL #: 262-424-4688

PAGER #: IO #: 26057

PROJECT ID: CGS #:

DATE PREPARED: 7/6/2017 DATE REVISED:

COMMON INFORMATION

STAKING REQUIREMENTS: [X] SURVEYOR [ ] STAKED [ ] DESIGNER [ ] NOT NEEDED

MAIN / SERVICE IN EASEMENT: [ ] YES [X] NO

RESTORE PRIVATE PROPERTY: [ ] WE ENERGIES [X] CUSTOMER

WORK IS APPROX 28 FT. DIRECTION EAST OF CL OF OAK LN NEAREST CROSS STREET (ALSO FOR GAS SERVICE TEE)

ELECTRIC INFORMATION

OPER MAP #: 4032-7832-04 FEEDER/LINE #: Z2681

CATV JOINT USE #: TEL JOINT USE #:

PROPOSED GAS SERVICE INFORMATION

MTR SIZE: MTR TYPE: PRES:

SERV PIPE SIZE: MATERIAL:

MTR LOC: FT. OF CORNER

CONSTRUCTION TYPE:

[ ] EFV [ ] RELIGHT [ ] CURB VLV [ ] TIE IN PIPING

RAILROAD PERMITTING/FLAGGING REQUIRED [ ] YES [X] NO RR NAME

CORROSION CONTACT: PHONE #:

JOB INFO:

SECTION / TOWN / RANGE: SE1/4 SEC 30, T9N, R20E

SITE VISIT COMPLETED BY: KENYA JENKINS

JOB OWNER: LAURIE FREDRICKS 262-253-4542

MAIN CONTACTS:

[ ] CONTRACTOR/BUILDER:

[ ] PLUMBER/HVAC:

[ ] ELECTRICIAN:

[X] CUSTOMER: VILLAGE OF GERMANTOWN

CONTINGENCIES & COMMENTS:

DIGGERS HOTLINE / MISS DIG REQUIRED

WE ENERGIES [ ] WILL / [X] WILL NOT RESTORE

WE ENERGIES [ ] WILL / [X] WILL NOT HAUL SPOIL

CUSTOMER IS REQUIRED TO LOCATE ALL PRIVATE UNDERGROUND FACILITIES PRIOR TO INSTALLATION

WE ENERGIES IS NOT RESPONSIBLE FOR ROOT DAMAGE

CONSTRUCTION REMARKS

CUSTOMER'S SIGNATURE OF APPROVAL DATE 7/20/17

STANDARD WIRE KEY	
S	6DX
Z7	336AS

CUSTOMER HAS REVIEWED AND APPROVES SKETCH

CUSTOMER'S SIGNATURE OF APPROVAL DATE

NOTE:
***INSTALL ALL NEW POLES 4FT FROM B.O.C**

NORTH

NOT FIELD VERIFIED

R/W S/I 17-09069 198' Z7N2 R/W S/I

STH 175

100'

*17-_____ 30 OVAL LED LOW OUTPUT 6' ARM P355

31'

10

S 100' POLE BLOCK

989+00

R/W S/I

17-09068 25B

S4 120

N106 W20944

70' S 311°

POLE BLOCK

18' 24°

990+00

146'

90' 353°

20

*17-_____ OVAL LED LOW OUTPUT 6' ARM P355

Oak Ln

R/W

Z7N2 147'

88-05461 45

S/I Z7N2 133'

SHEET NO. 1 OF 1

7/6/2017 3:30:49 PM U:\Data\@Work Management\Northern\Misc\@MFSC 4080000 - 4099999\4097603\4097603 Sketch.dgn

Non-Standarc ting Record - WI

Billing Name	VILLAGE OF GERMANTOWN				
Billing Address	PO BOX 337				
C/T/V	GERMANTOWN	State	WI	Zip	53022
Service Address, if different than Billing Address					
Name	VILLAGE OF GERMANTOWN				
Address	STH 175 & Oak Lane				
C/T/V	GERMANTOWN	State		Zip	

	Install	Remove
Premise	345-985-961	
Account	3452-194-270	
New Account?	☐ Yes	
Customer Type	Governmental (MS4 / LE6)	
Work Request	4097603	
Related Work Request		
Page # / of #	1 OF 1	

Pole						Fixture												
Ref #	Pole #	Rate	Style	Mtg Ht	Color	Qty	Style	Source	Color	Fixt Class	Facilities / LED fixture per mo	Facilities / HID fixture per mo	Watts / fixture	LED Energy Class (kWh)	Energy / fixture per mo	Total / mo w/ Source Charge *	Location Description	Install / Remove Date
10	17-	LE6	Wood	30 Ft	Natural	1	Oval	LED	Gray	C	$7.42		64	22-24	$2.54	$10.96	ALONG STH 175 'APPROX. 28FT EAST OF OAK LN C/L	
20	17-	LE6	Wood	30 Ft	Natural	1	Oval	LED	Gray	C	$7.42		64	22-24	$2.54	$10.96	ALONG STH 175 'APPROX. 28FT EAST OF OAK LN C/L	

Total monthly charges, or net change, before taxes $21.92

* Monthly total subject to future rate changes approved by Public Service Commission

Comments:

Authorization: * Laurence Ratay Jr. / V. Germantown

Property Owner / Authorized Representative Signature

7/28/17

Date

\\psba3naa\Do_server\Data\@Work Management\Temp Storage\Temp\102722405 - 4097603 LIGHTING RECORD

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI

MEETING DATE: August 9, 2017

AGENDA ITEM: New Business B

ITEM TITLE: Recommendation for Release of Surety for Midwest Assisted Living, LLC (aka Tender Reflections)

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

SUMMARY EXPLANATION:

The Letter of Credit issued by Park Bank for Midwest Assisted Living, LLC in the amount of $8,275.00 ended on August 1, 2017. Final acceptance of work completed July 2016.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER ___

NONE

RECOMMENDATION:

Staff recommends releasing the Surety of $8,275.00, which is in the form of a Letter of Credit issued by Park Bank.

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: August 9, 2017

AGENDA ITEM: New Business C

ITEM TITLE: Discussion/Recommendation- TID #6 Entrance Sign Proposal

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

SUMMARY EXPLANATION:

As part of the Development of the TID #6 (Willow Creek Business Park) an entrance sign was included as part of the total project plans. Staff Requested Proposals from four (4) firms that perform this type of work. One (1) proposal was received from Durham Hill in the amount of $39,159.04. The proposal included a sign, lighting and associated plants and trees. See attached proposed plans. The three firms not submitting proposals where; Wendland Nursery; Landworks, Inc & David J. Frank Landscape Contracting, Inc. Wendland Nursery was a non-response, Landworks was too busy to submit and David J. Frank felt unqualified after reviewing proposal. Durham Hill has completed many of these type of projects and came recommended by MLG.

TID #6 has $70,000.00 budgeted for the Entrance Sign.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER _XX__

--Proposal & Plans

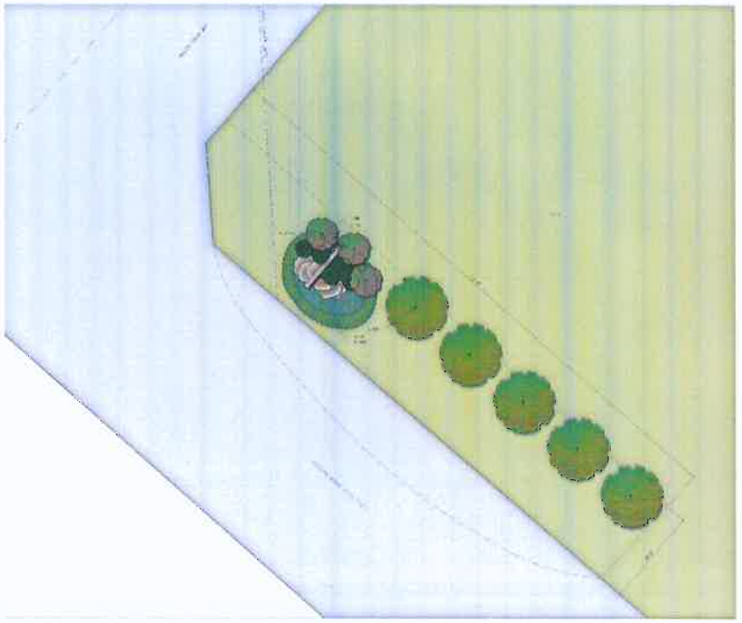
RECOMMENDATION:

Staff recommends the Public Works and Highway Committee approve the Village of Germantown enter into a contract with Durham Hill in the amount of $39,159.04 subject to the Plan Commission Approval of a Sign Plan & Permit.

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.

ELEVATION 1
SCALE: NTS



RENDERED PLANTING PLAN 2
SCALE: NTS

SIGN ENLARGEMENT 3
SCALE: NTS

EXAMPLE OF SIMILAR SIGN 4
SCALE: NTS

DURHAM HILL
399 W 2707 LOOMIS DR
MUSKEGO, WI 53150
414 529 5262

REVISIONS

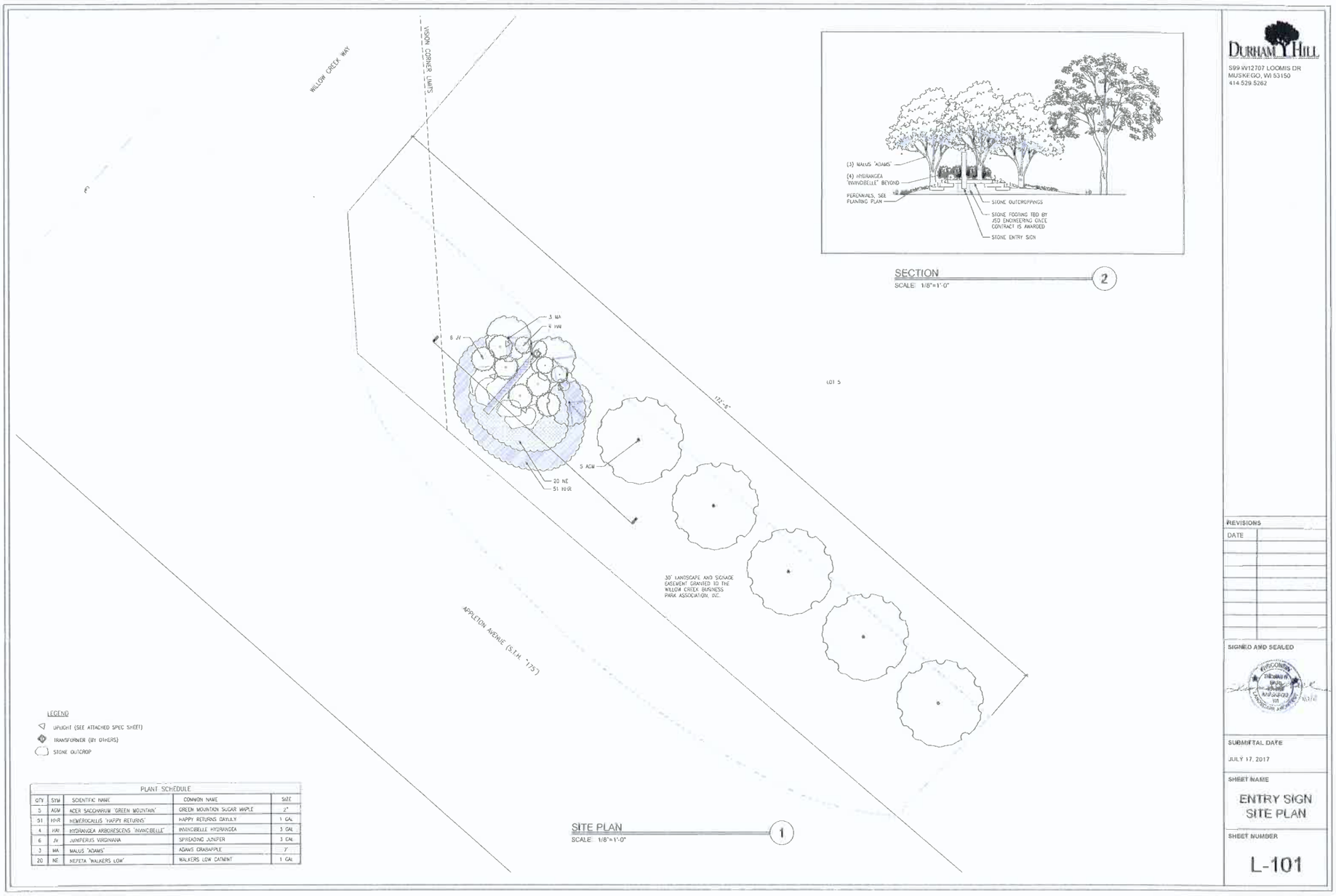
DATE	

SIGNED AND SEALED

SUBMITTAL DATE
JULY 17, 2017

SHEET NAME
ENTRY SIGN ELEVATION AND RENDERED PLAN

SHEET NUMBER
L-102



SITE PLAN
SCALE: 1/8"=1'-0"
1

SECTION
SCALE: 1/8"=1'-0"
2

LEGEND

- UPLIGHT (SEE ATTACHED SPEC SHEET)
- TRANSFORMER (BY OTHERS)
- STONE OUTCROP

PLANT SCHEDULE

QTY	SYM	SCIENTIFIC NAME	COMMON NAME	SIZE
5	ACM	ACER SACCHARUM 'GREEN MOUNTAIN'	GREEN MOUNTAIN SUGAR MAPLE	2"
51	HHR	HEMEROCALLIS 'HAPPY RETURNS'	HAPPY RETURNS DAYLILY	1 GAL
4	HAI	HYDRANGEA ARBORESCENS 'INVINCIBELLE'	INVINCIBELLE HYDRANGEA	3 GAL
6	JV	JUNIPERUS VIRGINIANA	SPREADING JUNIPER	3 GAL
3	MA	MALUS 'ADAMS'	ADAMS CRABAPPLE	7'
20	NE	NEPETA 'WALKERS LOW'	WALKERS LOW CATMINT	1 GAL

DURHAM HILL
S99 W12707 LOOMIS DR
MUSKEGO, WI 53150
414.529.5282

REVISIONS

DATE	

SIGNED AND SEALED

SUBMITTAL DATE
JULY 17, 2017

SHEET NAME
ENTRY SIGN SITE PLAN

SHEET NUMBER
L-101

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI

MEETING DATE: August 9, 2017

AGENDA ITEM: New Business D

ITEM TITLE: Discussion on Possible Assessment Policy for Non-Sewered and Non-Water Parcels in the Woodland Drive Area

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

SUMMARY EXPLANATION:

At the request of Trustee Meyers staff would like to discuss the possible assessment policy for the residents IF sanitary sewer and water main were to be installed to the remaining parcels currently not served by sanitary sewer and municipal water. This policy would be beneficial prior to Trustee Meyers conducting a door to door survey of the property owners to determine their interest in having sanitary and municipal water service.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER _XX__

---MAP

RECOMMENDATION:

This item is for discussion purposes only.

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.

Village of Germantown

DISCLAIMER:

This map is not a survey of the actual boundary of any property this map depicts.

The Village of Germantown Does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

SCALE: 1 = 468'

Village Of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022
262-250-4700

Print Date: 8/1/2017

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI

MEETING DATE: August 9, 2017

AGENDA ITEM: New Business E

ITEM TITLE: Discussion/Update- Vacant Civil Engineer Position

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

SUMMARY EXPLANATION:

For background purposes, the vacant Civil Engineer position was advertised with a closing date of June 2, 2017. Salary range advertised was $44,818.00 to $55,134.00. The Village received two (2) applicants (one from a current intern) both were recent graduates with very little experience and no actual experience performing utility/road design, plan review or construction inspection/management.

Staff did some research by way of talking to firms that hire engineers and found that the current salary range may be too low. But also, it would appear that the current field of engineers may see working for a municipality to be a less than desirable place for employment.

Staff feels that the position should be filled with an engineer having some basic experience performing the duties mentioned above. Would the possibility exist to bring back the position of Utility Engineer (which had a higher salary range)?

ATTACHMENT: ORDINANCE_____ RESOLUTION____ OTHER ___

--NONE

RECOMMENDATION:

This item is for discussion purposes only.

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.