

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: **PUBLIC WORKS & HIGHWAY COMMITTEE**

DATE AND TIME: **THURSDAY, July 5th, 2018** *****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 Hughes, Warren and Zabel
- III. **APPROVAL OF MINUTES:** May 9, 2018, June 6, 2018, June 18, 2018 and June 26, 2018
- 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. Replacement Vehicle – Water & Sewer Utility Departments
 - B. Private Property Infiltration/Inflow (PP I&I) - Update
 - C. Recommendation for Release of Surety – Steven A. Stoffel (Gatewood Place)
 - D. Authorization to Contract – Police Evidence Garage
- VI. **NEXT MEETING DATE:** Set August, 2018 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

May 9, 2018

Village Hall Board Room

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

ROLL CALL: Chm. Kaminski, Trustee Members Hughes (5:35 p.m.), Warren and Zabel. Also present were Dir. Ratayczak, Engr. Nitschke and Secretary Wick.

PREVIOUS MINUTES: **MOTION made by Zabel, seconded by Warren to approve the minutes of April 3, 2018.**

Motion carried unanimously.

PUBLIC COMMENT: None.

CONSIDERATION TO REPLACE EXISTING PANEL VIEW – WELL #4: Supt. Haugen requested authorization to purchase a panel view for Well #4. The existing panel view screen had failed and could not be repaired. The Panel View is a direct visual link allowing staff to view the system status to include tower heights if other wells are running, enable/disable chemical addition, back-up emergency for pressure mode to system pressure and VFD operations. A claim had been filed with the Village's Insurance Company for possible reimbursement.

MOTION made by Zabel, seconded by Warren authorizing staff to purchase one (1) new panel view for Well #4 from Terminal-Andrea for an amount of \$4,190.00. Funds to be allocated from Acct. #50-180-184-3490.

Motion carried unanimously.

CONSIDERATION TO REPROGRAM NEW PANEL VIEW – WELL #4: Supt. Haugen requested authorization for Ruekert & Mielke to reprogram the new Rockwell panel view for Well #4. Programing is needed to convert the new panel view to be read by bridging a programmable logical controller (PLC) to the existing programmable logical controller. A claim had been filed with the Village's Insurance Company for possible reimbursement.

MOTION made by Warren, seconded by Zabel authorizing Ruekert & Mielke to install and reprogram the new Panel View into the existing programmable Logical Controllers at Well #4 for a cost of \$4,150.00. Funds to be allocated from Acct. #50-180-184-3490.

Motion carried unanimously.

CONSIDERATION TO REPLACE EXISTING PANEL VIEW – WELL #7:

MOTION made by Zabel, seconded by Warren authorizing staff to purchase one (1) new panel view for Well #7 from Terminal-Andrea for an amount of \$4,190.00. Funds to be allocated from Acct. #50-180-184-3490.

Motion carried unanimously.

CONSIDERATION TO REPROGRAM NEW PANEL VIEW – WELL #7:

MOTION made by Zabel, seconded by Warren authorizing Ruekert & Mielke to install and reprogram the new Panel View into the existing programmable Logical Controllers at Well #7 for a cost of \$4,150.00. Funds to be allocated from Acct. #50-180-184-3490.

Motion carried unanimously.

AUTHORIZATION TO CONTRACT – WDOT SALT BID FOR 2018-2019: Supt. Olszewski reported he had entered into the WisDOT Bid Process for 2018-2019. Staff had committed to 2,700 ton of salt for the upcoming season. The per ton cost was not available. Supt. Olszewski reported 1,500 ton of salt on hand. The Committee was given a breakdown of the salt usage for the past 17 years.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to approve the Village's commitment of approximately 2,700 ton of road salt for the 2018-2019 season as part of the WDOT Salt Bid Process.

Motion carried unanimously.

MOTION made by Zabel, seconded by Warren to move to Item S under "New Business" of the Public Works Agenda.

Motion carried unanimously.

DISCUSSION/APPROVAL TO ACCEPT FUNDS FOR ELM LANE IMPROVEMENTS FROM HARVEST HILLS DEVELOPMENT: Dir. Ratayczak reported the developer of Harvest Hills Development proposed issuing funds to be placed in escrow for an amount to be determined by the developer's contractor and approved by the Director of Public Works for the reconstruction of Elm Lane to the east property line of the development. The Developer suggested the funds be held until the Village officially proposes to reconstruct Elm Lane. The developer's contractor submitted a reconstruction estimate of \$48,995 based on rural road standards to their east property limits. Dir. Ratayczak expressed it may not be enough funding as he believed the developer did not take into account possible ditching, excavation of road width, etc. Dir. Ratayczak felt it was an acceptable method to escrow funds vs. reconstructing the road in sections. Committee discussion included;

- Request developer to use Freistadt Road for construction access vs. Elm Lane;
- The Elm Lane radius would be complete as part of the initial construction into the development;
- A mutual/agreeable amount of funds for future reconstruction of Elm Lane should be included in the developer's agreement;
- Make sure when coming up with estimated construction costs that inflation is added in especially if it is two (+) years down the road; Prices will go up.

MOTION made by Zabel, seconded by Kaminski that the construction of the Harvest Hills section of Elm Lane be deferred and funds for the future construction of Elm Lane be escrowed and written within the developer's agreement.

Motion carried unanimously.

AUTHORIZATION TO CONTRACT WASHINGTON COUNTY – CENTERLINE & EDGELINE PAINTING: Supt. Olszewski requested authorization to contract Washington County Highway Dept. to paint approximately 32 miles of centerlines and 64 miles of edge lines on the Village's roadways. Work is billed on a time and material basis. \$40,000 had been budgeted for this work. Cost estimates with the County were found to be below private contractor's estimates.

MOTION made by Warren, seconded by Hughes to forward to the Village Board with a positive recommendation to allow staff to contract with the Washington County Highway Dept. to paint center lines and edge lines on Village streets for an approximate cost of \$40,000. Funds to be allocated from Acct. #10-542-530-3540.

Motion carried unanimously.

AUTHORIZATION TO CONTRACT – DPW BUILDINGS SERVICE DOORS: Supt. Olszewski requested authorization to contract for the removal and installation of new service doors at DPW locations. Three quotes were received ranging from \$9,400 to \$12,568.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to contract Jordan's Construction Services for the removal and installation of new service doors at DPW locations for an amount not to exceed \$10,000. Funds to be allocated from Acct. #10-519-570-8242.

Motion carried unanimously.

AUTHORIZATION TO CONTRACT – WOLF HAUS REPAIR: Supt. Olszewski requested authorization to contract for the building repairs at the Wolf Haus caused by a motor vehicle accident. JM Remodeling had completed work on this historic building in the past and provided an assessment and quote for the current repair. A claim was submitted to the Village's Insurance Company and reimbursement had already been received.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to contract JM Remodeling & Construction LLC to perform repairs at the Wolf Haus at Dheinsville Park for a cost of \$51,380.00. Funds for the repair have been provided by CHUBB Insurance.

Motion carried unanimously.

CONSIDERATION OF 2018 SEALCOAT PROJECTS: Supt. Olszewski provided the Committee with a list of potential locations and costs for the micro surface and/or GSB 88 application options for 2018. Available budgeted funds for this work was \$450,000. Not all of the funds will be used for sealcoating alone. Crack filling and flex patch material costs are deducted from this budgeted line item also. 2018 recommendations included 85,000 sq. yards of micro surface and 51,000 sq. yards of GSB-88. Flex patch will be done over transverse cracks. Areas include Pilgrim Road from Freistadt Road to County Line Road. Asphalt wedging will be done in the Country Meadows West and Kosterman Gardens subdivisions. Various widths will be removed and replaced with hot asphalt mix. These areas will then be considered for sealcoating in 2019. Supt. Olszewski mentioned a few of the completed sealcoat projects from

2017 noting some residents were not happy with the product and voiced concerns regarding the timing of the project. Comments included;

- Did the product change with last year's application? Supt. Olszewski stated the same product and application and contractor were used as in years past. He believed issues were due to the start of school where traffic, bus stops, and parking interfered with the application process. Most concerns were from an aesthetic standpoint.
- The application process can be done under traffic. Cure time is within 4-6 hours and weather dependent. The project is coordinated to minimize traffic concerns.
- Funds are added to the budget every year with the intent that some point in time there would be enough funds to cover the borrowing for roads and all of the other work. Some of the funds in the line item should be used for asphaltting and other work. Dir. Ratayczak stated some of the funds were being earmarked for a large project such as Division Road from Mequon Road just south of Concord Road.

MOTION made by Zabel, seconded by Warren authorizing staff to prepare bid documents based on staffs' recommendation to Micro Surface and GSB88 Surface the locations provided to the Committee as part of the 2018 Sealcoat projects.

Motion carried unanimously.

DISCUSSION/AUTHORIZATION – WINTER PARKING RESTRICTIONS: Supt. Olszewski explained current winter parking restrictions make it difficult during snow removal operations with the number of parked cars they encounter. Discussion with the Chief of Police suggested additional language with regards to parking restrictions. The goal would be to make enforcement easier for the plow operators and officers while NOT being overly restrictive to the public. Currently the Code allows for 30 minute parking from 2 a.m. – 6 a.m. It makes it difficult for officers to enforce and requires multiple trips back to the same car before a citation can be issued. Suggested was to reduce or remove the 30 minute window at least during the winter months. Supt. Olszewski was willing to work with the Village Attorney to possibly add language to address the situation. Comments included;

- It makes sense to accommodate all parties involved;
- P.D. issues Parking Permits. Would they have to suspend permits during the winter months? It should be added to the language of winter parking restrictions. Supt. Olszewski suggested the "odd/even" parking restrictions where on odd dates you would park on the odd numbered side of the street and the same for even days.

In closing, the Committee directed staff to work with the Village Attorney and present draft Ordinance changes to the Public Works Committee.

CONSIDERATION TO ADJUST LAST SIX YEARS SEWER & WATER INVOICES FOR W164 N10434 TIMBERLINE COURT: Jay Sciachitano, W164 N10434 Timberline Court, requested consideration to adjust his sewer and water billing due to a defective meter. Mr. Sciachitano obtained the history of usage from the Utility Clerk and found something was wrong. Investigation by Village staff did not identify any leaks but yet found the old meter recording water usage. A new meter was installed, tested and monitored and found to be recording water usage correctly. When researching the water usage history over the last six years Mr. Sciachitano provided the Committee with his calculations and explanation as to the way of averaging his usage. Mr. Sciachitano questioned whether the Village had a notification

system available when there was an issue or problem with someone's water usage. Dir. Ratayczak stated a notification system will be in place once all of the Badger Meters were changed out.

Trustee Zabel explained certain quarters of the year are not always constant and could change due to different situations. Trustee Zabel further explained the PSC review and calculations. Dir. Ratayczak explained the meter was tested and the midflow accuracy portion over read by 3%. Pursuant to PSC regulations the Utility would be required to refund the 3% overage for water from the date the meter was installed. The PSC gave no guidance as to the refund of sewer. Dir. Ratayczak explained his credit calculations based on the previous records of billings and looked at an overall average of the same quarter in previous years. When questioned, Mr. Sciachitano felt Director Ratayczak's calculation of a refund was acceptable. Discussion continued.

MOTION made by Hughes, seconded by Warren authorizing staff to credit the over average water usage of \$171.75 and the over average sewer usage of \$518.47 for a total credit of \$690.22 for the property at W164 N10434 Timberline Court.

Motion carried 3-1(Zabel)

AUTHORIZATION FOR BLANKET PURCHASE ORDER – FERGUSON WATERWORKS:

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to approve the allocation of a not to exceed amount of \$25,000.00 in the form of a blanket purchase order to Ferguson Waterworks for the purchase of manhole repair materials. Funds to be allocated from Acct. #60-830-530-8313.

Motion carried unanimously.

AUTHORIZATION FOR BLANKET PURCHASE ORDER – CORE & MAIN:

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to approve the allocation of a not to exceed amount of \$16,000.00 in the form of a blanket purchase order to Core & Main for the purchase of manhole adjusting rings and other miscellaneous materials. Funds to be allocated from Acct. #60-830-530-8313.

Motion carried unanimously.

AUTHORIZATION FOR BLANKET PURCHASE ORDER – ADAPTOR INC.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to approve the allocation of a not to exceed amount of \$20,000.00 in the form of a blanket purchase order to Adaptor Inc. for the purchase of internal/external manhole chimney seals and extensions to be utilized for the 2018 road projects and other areas on a time and need basis. Funds to be allocated from Acct. #60-830-530-8313.

Motion carried unanimously.

AWARD OF CONTRACT – PRAIRIE WAY WATERMAIN LOOP & HYDRANT RELOCATIONS: Dir. Ratayczak explained four bids were received ranging from \$112,370 to \$130,410 for the installation of 330 lineal feet of 8-inch PVC water main from Wagon Trail to Timberline Court. The water main would give Timberline Court another supply to the excessively long dead-end water main.

MOTION made by Warren, seconded by Zabel to forward to the Village Board with a positive recommendation to award a contract to Globe Contractors in the amount of \$112,370.00 plus a 10% contingency (\$11,237.00) for the Prairie Way Water Main & Hydrant Relocations.

Motion carried unanimously.

DISCUSSION/AUTHORIZATION – IMPROVEMENTS TO SPASSLAND PARK TRAIL: At the request of Trustee Zabel, staff investigated a low area in a paved trail on the west side of Spassland Park. Photos were provided to the Committee. Residents raised concern of the standing water in the trail during wet periods. Engr. Nitschke gave a detailed description of the flow of water and explained by placing fill to raise the trail would only create additional ponding to the east. Conversation with Recreation Dir. Schroeder suggested an alternate solution to bridge the low spot in the trail with a short boardwalk. Staff recommended the improvements be handled by the Recreation and Parks Dept. to install a boardwalk on the trail. Trustee Zabel noted the pavement was lower than the ground on either side of the trail and the ground on the east side was stopping the water from crossing the pavement. He felt all that needed to be done was ditch out the west side of the pathway to the wetlands to drain the water so it wouldn't pond over the pavement.

MOTION made by Kaminski, seconded by Zabel to forward the Spassland Park Trail Improvements discussion and alternatives to the Park and Recreation Committee with elevation information provided by the Engineering Department.

Dir. Ratayczak questioned funding of this type of project. The Committee agreed funding would come from the Park and Recreation Department budget.

Motion carried unanimously.

AUTHORIZATION TO RELEASE PROJECT RETAINER(S): LAKEWOOD CONDO WATER MAIN RELAY; FIRE STATION NO. 2 NORTH CONCRETE APPROACH; TID #6 – 2016 NIMITZ PAVING; TID #6 – 2016 APPLETON AVENUE PAVING; 2014 ROADS PROJECT; 2015 ROADS PROJECT; 2016 ROADS PROJECT:

MOTION made by Zabel, seconded by Warren authorizing staff to release retainers for the following projects; Lakewood Condo Water Main Relay; Fire Station #2 North Concrete Driveway; TID #6- 2016 Nimitz Paving; TID #6 – 2016 Appleton Avenue Paving; and 2014-2015-2016 Roads Projects.

Motion carried unanimously.

**AUTHORIZATION/APPROVAL OF CHANGE ORDER(S): MAIN STREET
SANITARY SEWER RELAY; WINDSOR CT./CASTLE DRIVE WATER MAIN
RELAY; TID #6 – MONUMENT SIGN:**

MOTION made by Zabel, seconded by Kaminski authorizing approval of change orders for the following projects; Main Street Sanitary Sewer Relay, Windsor/Castle Drive/Squire Drive Water Main Relay and the TID #6 Monument Entrance Sign.

Motion carried unanimously.

NEXT MEETING DATE: The next Public Works and Highway Committee meeting will be held **WEDNESDAY**, June 6, 2018 at 5:30 p.m.

ANNOUNCEMENTS: Chm. Kaminski requested Trustee Zabel Chair the Wednesday, June 6th Public Works Committee meeting.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:43p.m.

A handwritten signature in cursive script that reads "Janice Wick". The signature is fluid and extends to the right with a long, sweeping tail.

Janice Wick, Recording Secretary

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

June 6, 2018

Village Hall Board Room

CALL: Chm. Pro Tem called the meeting to order at 5:35 p.m.

ROLL CALL: Chm. Kaminski (absent & excused), Trustee Zabel (Chm. Pro Tem), Trustee Members Hughes and Warren. Also present were Adm. Kreklow, Engr. Nitschke and Secretary Wick.

PUBLIC COMMENT: None.

EAB ASH TREE TREATMENTS CONTRACT: Supt. Olszewski reported eight landscape companies were solicited and three proposals received ranging from \$4.86/ inch to \$7.25/inch to treat 77 trees by trunk injection. The trees were treated in 2016 and were found to be in healthy condition today.

MOTION made by Warren, seconded by Hughes authorizing staff to contract Crawford Tree and Landscape for the Emerald Ash Bore treatment of 77 trees for an amount not to exceed \$5,000.00.

Motion carried unanimously.

TREE REPLACEMENT CONTRACT – 2018: Supt. Olszewski reported \$24,000 was budgeted for the replacement of approximately 60 (2"-2.5") trees. Staff had solicited 10 area contractors in which 1 proposal was received.

MOTION made by Warren, seconded by Zabel to forward to the Village Board with a positive recommendation authorizing staff to contract Century Landscape in an amount not to exceed \$25,000 for the replacement of 60 Village trees as part of the Emerald Ash Bore initiative. Funds to be allocated from Acct. #10-553-530-5290.

Motion carried unanimously.

RESOLUTION ADOPTING 2017 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR)(DNR): Supt. Zimmerman presented for review the 2017 Compliance Maintenance Annual Report (CMAR). The report is part of the renewal of the Village's WPDES (Wisconsin Pollutant Discharge Elimination System) General Permit. The Report must be accepted by Resolution before submission to the Department of Natural Resources.

MOTION made by Hughes, seconded by Warren to forward to the Village Board with a positive recommendation to approve the 2017 Compliance Maintenance Annual Report (CMAR) and adopt its results by Resolution.

Motion carried unanimously.

RESOLUTION AUTHORIZING APPLICATION TO SEWRPC FOR A SANITARY SEWER SERVICE AREA AMENDMENT FOR WRENWOOD SUBDIVISION DEVELOPMENT: Engr. Nitschke explained the Village Board would be required to pass a Resolution authorizing and directing Village staff to contact and work with SEWRPC to begin adding area not currently in the sewer service area. The Sanitary Sewer Service Area

amendment process must be fully executed before sanitary sewer can be extended into lands to service prospective Wrenwood Subdivision development.

MOTION made Warren, seconded by Hughes to forward to the Village Board with a positive recommendation to pass a Resolution authorizing and directing staff to work with SEWRPC in applying for a Sanitary Sewer Service Area Amendment for the Wrenwood Subdivision Development as shown and described in the materials presented to the Committee.

Motion carried unanimously.

DEVELOPER AGREEMENT -- HARVEST HILLS SUBDIVISION: Adm. Kreklow respectfully requested discussion of the Harvest Hills Subdivision Developer Agreement be tabled as staff had been working through the review process and were not at a point where staff has resolved issues in order to recommend approval. A meeting will be set up with the developer and staff to expedite the process.

Chm. Pro Tem Zabel suggested a "Special" Public Works Committee meeting before the July 2nd Village Board meeting to help move the process along. Adm. Kreklow stated he would take every step possible to meet the timeline suggested.

MOTION made by Zabel, seconded by Warren to defer action on the Harvest Hills Subdivision Developer's Agreement with a possible meeting at 6:30 p.m. if needed before the July 2, 2018 Village Board meeting.

Sheri Waggoner, Top Leaf Development, noted she was very excited about the development and believed it was a great addition to the Village. Ms. Waggoner started the development process last September with hopes to start construction this summer. The preliminary plat and construction documents were submitted in March. Ms. Waggoner emailed staff noting she had yet to receive comments on the development plans and was looking to make any corrections or address any concerns to keep the process moving and meet Committee deadlines. Ms. Waggoner also voiced disappointment that she only received comments one day prior to the Public Works meeting. She looked forward to meeting with staff to address additional concerns and appreciated the Committee setting up a possible Committee meeting to keep things moving.

Motion carried unanimously.

SANITARY SEWER/WATER MAIN EASEMENTS -- HERITAGE PLACE JOINT VENTURE, LLC (SAXONY VILLAGE): Engr. Nitschke reported public sanitary sewer and watermain is located in an easement within the Saxony Village development. Staff had recommended acceptance and approval.

MOTION made by Hughes, seconded by Warren authorizing acceptance and approval of the Sanitary Sewer and Water Main Easement documents for the Heritage Place Joint Venture, LLC (Saxony Village).

Motion carried unanimously.

TRAFFIC IMPACT ANALYSIS – HOLY HILL RD./GOLDENDALE RD./FREISTADT RD./MAPLE RD.: Adm. Kreklow provided an update to the Committee noting on May 21, 2018, the Village Board directed staff to continue work on a potential Tax Incremental District 8. Staff felt it was important to have some data and information available related to the potential traffic impacts of the development in that area. A quotation was received from Traffic Analysis & Design, Inc. who had done work in the past for the Village. The quotation was broken down into two potential phases. The first Phase was more of an overview type of analysis to address questions that residents and the Village Board may have regarding development along Holy Hill. Phase I of the Traffic Impact Analysis had been executed and Traffic Analysis & Design, Inc. was authorized to begin that work. If the Village Board approves TID #8, there would be additional analysis and study that would be needed to aide in the design of the roads and traffic management systems in the area.

Trustee Warren noted the analysis was compensation based on lump sum and costs should be based on the actual time to do the analysis. He felt it was a better way to control costs.

DIVISION/MEQUON ROAD INTERSECTION TURN MOVEMENTS: Engr. Nitschke clarified Trustee Zabel's request concerning the turn movement at the intersection of Division and Mequon Roads. Engr. Nitschke referenced the Facilities Development Manual (Chapter 11 – Section 25). The WDOT follows the ruling that when you have two lanes, it is typical to dedicate one lane for a left turn so that you don't have a vehicle that is going straight through that is hidden by the left turning vehicle. If it was decided to dedicate a right turn lane at the Division/Mequon Roads intersection, the pedestal would need to be moved which would have a budgetary impact. In looking at the right of way, Engr. Nitschke did not believe there would be enough room to move the signal pedestal any further east in order to install a dedicated right turn lane. Chm. Pro Tem Zabel noted there were dedicated turn lanes on the north side of Mequon Road as you travel south. He felt if you leave the lane direction open and let the general public use which lane they choose, it would probably handle itself. Engr. Nitschke noted even with the offset, the outside lane and inside lane is moved closer when someone is turning left and that is where you would have that obstruction from a left turn vehicle turning in front of someone who is going through that same lane. Coming from the north and turning left may cause a site line issue when not seeing a secondary vehicle behind a turning vehicle therefore it would be more likely an accident would occur. There was no crash history available for this intersection. Other than inconvenience, Trustee Warren did not see the purpose for reconfiguring the intersection. Chm. Pro Tem Zabel suggested the timing of the traffic signals be adjusted as the wait time was lengthy. He appreciated the input as to why the intersection layout was designed the way it was and no further action by staff was necessary.

NEXT MEETING DATE: The next Public Works and Highway Committee meeting will be held **THURSDAY**, July 5th, 2018 at 5:30 p.m.

ANNOUNCEMENTS: NONE.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:23 p.m.


Janice Wick, Recording Secretary

SPECIAL
PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

June 18, 2018
Village Hall Board Room

CALL: Chm. Pro Tem called the meeting to order at 6:44 p.m.

ROLL CALL: Chm. Kaminski, Trustees Hughes, Warren and Zabel. Also present were Dir. Ratayczak and Engr. Nitschke.

AWARD OF CONTRACT – 2018 ROAD IMPROVEMENT PROJECTS:

MOTION made by Zabel, seconded by Warren to forward to the Village Board with positive recommendation to award the 2018 Road Improvement Projects to Payne and Dolan, Inc. for an amount of \$1,351,239.02 and allow staff to spend up to \$1.5 million with the intent for staff to look for other small projects not completed in years prior.

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

Lawrence Ratayczak, Director of Public Works

SPECIAL
PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

June 26, 2018
Village Hall Board Room

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

ROLL CALL: Chm. Kaminski, Trustees Hughes (5:37), Warren and Zabel. Also present were Dir. Ratayczak and Adm. Kreklow.

DEVELOPER AGREEMENT REVIEW – TID #8: Adm. Kreklow stated as the Developer Agreement was not available for review prior to the Public Works and Highway Committee meeting, it was suggested the Agreement be forwarded to the Village Board with no recommendation.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with no recommendation the Developer Agreement for TID #8.

Motion carried unanimously.

RESOLUTION AUTHORIZING APPLICATION TO SEWRPC FOR A SANITARY SEWER SERVICE AREA AMENDMENT FOR TID #8:

MOTION made by Zabel to forward to the Village Board with a positive recommendation the Resolution authorizing an application to SEWRPC for a sanitary sewer service area amendment for TID #8.

MOTION made by Hughes to *amend* the original Motion to adjust the sanitary sewer service area to include two properties that were left out.

Motion as amended failed 3 – 1 (Hughes)

Original Motion carried 3-1 (Hughes)

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:43 p.m.

Lawrence Ratayczak, Director of Public Works

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

MEETING DATE: July 5th, 2018

AGENDA ITEM: New Business A

ITEM TITLE: Consideration to Purchase and Replace a Shared Locating Vehicle with DPW and Sewer Utility.

SUBMITTED BY: Paul Haugen, Water Utility Superintendent

SUMMARY EXPLANATION:

The Utility is requesting to replace the 2005 Chev Van with 137,000 miles. This vehicle is used for locating and is shared with three departments and has come to the end of its service life. The 2005 Van would be placed on the on-line auction list. Three quotes were received:

- Ewald \$30,262.00
- Fish \$30,864.00
- Holz \$29,100.60

An estimated amount of \$45,000.00 was approved in the 2018 budget.

Holz Motors 5961 S 108th Pl, Hales Corners, WI 53130	\$29,100.00
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ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER _____

RECOMMENDATION:

The Water Utility is requesting authorization to purchase a new 2019 2500 Chev 4WD double cab truck with accessories of emergency lighting, tow package, and DC inverter from Holz Motors for a cost not to exceed \$33,000.00. Staff also requests to roll over the balance of funds to the 2019 budget to convert this truck bed to a service body with lift gate.

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: July 5, 2018

AGENDA ITEM: New Business

B

ITEM TITLE: Private Property Infiltration/Inflow (PPI&I) Update

SUBMITTED BY: Eric Nitschke, P.E., Village Engineer

SUMMARY EXPLANATION:

Using funding from the Milwaukee Metropolitan Sewerage District's (MMSD) Private Property Infiltration and Inflow (PPI/I) Reduction, the Village of Germantown had a contractor televise the wastewater system in the Glenwood Park and Hickory Hills neighborhoods in April 2011. The PPI/I program, which is 100% funded by MMSD, is intended to reduce the amount of groundwater and surface water (infiltration and inflow) that enters the sanitary sewer system to reduce the potential for future sanitary sewer backups. The PPI/I program involves inspection of private property to better understand factors that contribute to sewer backups in Germantown and improvements of select properties to reduce the amount of water entering the sanitary sewer. Through the Village's PPI/I Program, both services are provided at no out-of-pocket cost to the property owner.

There will be four public information meetings to explain the construction work that will be happening in the area. The first two meetings will cover work that is planned for the entire neighborhood over the next several years. The other two meetings will cover work that is planned for a smaller portion of the neighborhood in late 2018/early 2019. The meetings, which will all be at Crossway Church, have been scheduled for:

Public Information Meeting #1 – Tuesday, July 10, 2018, at 5:00 pm (entire neighborhood)

Public Information Meeting #2 – Tuesday, July 17, 2018, at 7:00 pm (entire neighborhood)

Public Information Meeting #3 – Tuesday, July 31, 2018, at 5:00 pm (2018/2019 plans for focus area)

Public Information Meeting #4 – Tuesday, July 31, 2018, at 7:00 pm (2018/2019 plans for focus area)

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER

RECOMMENDATION:

This agenda item is for informational purposes.

COMMITTEE ACTION:

No action is to be taken at this time.

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

MEETING DATE: July 5, 2018

AGENDA ITEM: New Business C

ITEM TITLE: Recommendation for Release of Surety for Gatewood Place Subdivision

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

SUMMARY EXPLANATION:

The Letter of Credit issued by National Exchange Bank & Trust (formerly “American Bank”) for Gatewood Place Subdivision (by Steven A. Stoffel) in the amount of \$11,303.00 ends on August 3, 2018. Final acceptance of work completed August 2017.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER _____

NONE

RECOMMENDATION:

Staff recommends releasing the Surety of \$11,303.00, which is in the form of a Letter of Credit issued by National Exchange Bank & Trust (formerly “American 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: July 5, 2018

AGENDA ITEM: New Business D

ITEM TITLE: Police Evidence Building

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

SUMMARY EXPLANATION:

Staff advertised and received two (2) proposals for the construction of the proposed Village of Germantown Police Departments Evidence Building. Staff was expecting to receive more than two proposals but are satisfied with the two proposals that were received. The building is being paid for through Impact Fees.

The two (2) proposals were received from:

- 1) Forward Construction Group, LLC (Beloit, WI) = \$144,712.00
- 2) J.H. Hassinger, Inc, (Menomonee Falls, WI) = \$218,000.00

Staff recommends awarding the bid to Forge Construction in the amount of \$144,712.00.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER _____

RECOMMENDATION:

Staff recommends Public Works and Highway Committee approve awarding the project to Forward Construction Group, LLC in the amount of \$144,712.00 plus a contingency of 10% or \$14,471.20 for a total approved project amount of \$159,183.20 and forward with a positive recommendation for award to Village Board.

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.