

VILLAGE OF GERMANTOWN  
N112 W17001 MEQUON ROAD  
GERMANTOWN, WI 53022

MEETING: **BUILDING CONSTRUCTION OVERSIGHT COMMITTEE**

DATE AND TIME: **WEDNESDAY, OCTOBER 16, 2019 6:00 p.m.**

LOCATION: **GERMANTOWN VILLAGE HALL BOARD ROOM  
N112 W17002 MEQUON ROAD**

- I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wisconsin Statutes, 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:** Chairperson Baum, Trustee Warren, Member Nilles
- III. **APPROVAL OF MINUTES:** March 19, 2019.
- IV. **UNFINISHED BUSINESS:**
  - A. Discussion/ Review and Possible Action on the Wrenwood Sanitary Pump Station.
- V. **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 Clerk's Office at (262)250-4740 at least 2 days prior to the meeting.

**NOTICE** is given that a majority of the Village Board or other commissions, committees, or boards 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.

BUILDING CONSTRUCTION OVERSIGHT COMMITTEE MEETING

MINUTES

March 19, 2019

Village Board Room

**CALL:** Trustee Baum called the meeting to order at 7:00 p.m.

**ROLL CALL:** Chm. Baum, Trustee Member Warren, Member Nilles (7:15 p.m.), Dir. Ratayczak, Dir. Schroeder, Germantown Historical Society Member Jeff Dhein and Secretary Wick.

**PREVIOUS MINUTES:**

**MOTION made by Trustee Warren, seconded by Chm. Baum to approve the Minutes of February 8th & March 13th, 2017.**

**Motion carried unanimously.**

**DISCUSSION/REVIEW AND POSSIBLE ACTION ON THE GERMANTOWN HISTORICAL SOCIETY – DHEINSILLE PARK PAVILION PROJECT – N128 W18780**

**HOLY HILL ROAD:** Chm. Baum reported the Park Pavilion was conceptually approved by the Plan Commission. The following points were made:

- The construction is for the pavilion only. The gazebo is already in place;
- A mound system services the restrooms in the Bell Museum;
- The exact location of the pavilion may differ from the preliminary plan and hopefully closer to the gazebo and mound system; Dir. Ratayczak contacted Washington County who required a 15-foot setback between the proposed pavilion and mound system;
- The level of the concrete floor in the gazebo would be very close to the level of concrete in the new pavilion; the intent is to make the finished floor at same levels;
- The west wall of the pavilion would be a solid wall using anodized materials for a longer life;
- The design grade would be to the north in which there will be a swale between the mound and pavilion;
- The gazebo will be used as an entryway to the pavilion. There will be gravel paths from the parking area to the gazebo and to the road;
- Mr. Dhein expressed preliminary plans were created by Walters Buildings. Once the Village was involved it was determined additional bids would be required as the estimated project cost would exceed \$300,000. By State Statute, the Village would be required to go out for bid. Walters Buildings was hesitant to add any additional labor into the preliminary plan.
- Dir. Ratayczak will meet with Harwood Engineering in order to gain input as to what is necessary for staff to put a bid document together. Chm. Baum requested Harwood Engineering complete the bid document and plans;
- Specifics were necessary on the type of wood, and the support thereof for the building support system.
- Concrete floor to be 5" minimum with details on what the reinforcement will look like;
- There will be a metal roof over wood;

Member Peter Nilles in attendance at 7:15 p.m. Clerk Braunschwig swore him in as a member.

- There was a concern on the aesthetics of the pavilion not matching the existing historic buildings on the property but overall there was no negative feedback on the architecture of the pavilion.
- Dir. Ratayczak recommended a ten-foot gravel walkway around the perimeter of the pavilion, and a concrete walkway from the gazebo to the pavilion;
- A grading plan was developed in house and calculated 1,800 cubic yards of fill needed on site. The placement of fill would need to be monitored by a Geotechnical firm;
- Security lighting was recommended at the top of the building to illuminate to the floor area below;
- Additional power necessary on the west and northeast ends of the pavilion to accommodate the temporary stage and bar areas;
- Walters Buildings had determined the power load of the building and provided Mr. Dhein with the electrical specifications; Mr. Dhein noted the Historical Society would be prepared for any up charges that may occur due to electrical changes and/or upgrades;
- Dir. Schroeder noted as a condition required by the Plan Commission and former Fire Chief, a fire lane was required around the perimeter of the building. Since that time Fire Chief Delain stated a fire lane was no longer necessary.
- Pavilion colors will be provided by the contractor. Once color materials and final plans were submitted, Chm. Baum agreed there would be one more meeting “on site”;
- Additional restrooms were not required. In the event of a wedding or festival, additional port-a-lets would be required on site;
- Mr. Dhein contacted local contractors and may start stock piling fill on site with the proper erosion control in place; Mr. Dhein will oversee the filling operation to make sure no contaminants are present. Structural fill will be purchased. Soil ratios will be addressed;
- There were no other utilities other than electric;
- Downspouts will drain through underground piping;
- The temporary grass parking area that is used for Oktoberfest will only lose a small amount of spaces on the north side of the gazebo;
- Wire mesh will be installed in the cupolas to deter birds nesting;
- Construction contracts will be approved by the Public Works Committee, or General Government & Finance Committee due to the Village’s financial contribution and then to Village Board for final approvals.
- The Village would oversee the construction of the pavilion. The Village Attorney is currently drafting a Development Agreement that will spell out the responsibilities of both parties including project funding, insurance, site work, project engineering, etc. This Agreement will go before the Village Board for approval.
- Inspection of the pavilion construction will be done by the Village unless Dir. Ratayczak feels it necessary to contact Harwood Engineering;

**MOTION made by Warren, seconded by Nilles to approve the conceptual design of Dheinsville Park Pavilion and allow the Director of Public Works to obtain and review construction design documents and present at a future Building Construction Oversight Committee meeting.**

Building Construction Oversight Committee Meeting Minutes

March 19, 2019

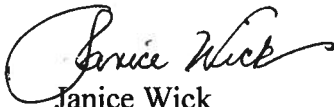
Page 3

Dir. Ratayczak will contact Harwood Engineering to complete plans and specifications and staff will send out Requests for Proposals. The plans and specifications will be generic which will allow builders to submit their individual way of doing things and fit their product into the specifications required. Builders will then come back with structural designs, standards and stamps that are required.

Mr. Dhein did not have a time frame for completion of the pavilion. He had hoped construction would be completed by Fall but knew the time frame would be based on the project design and construction schedule.

**Motion carried unanimously.**

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:49 p.m.

A handwritten signature in cursive script that reads "Janice Wick".

Janice Wick  
Recording Secretary

**BUSINESS OF THE BUILDING CONSTRUCTION OVERSIGHT COMMITTEE  
GERMANTOWN, WI**

MEETING DATE: October 16, 2019 @ 6:00 pm

AGENDA ITEM: New Business

ITEM TITLE: Wrenwood Sanitary Pump Station

SUBMITTED BY: Lawrence W Ratayczak, PE

SUMMARY EXPLANATION:

The New Sanitary Pump Station will be located in the Proposed Wrenwood Subdivision on Outlot 3 on the east end of Wrenwood Court. The building is a municipal sanitary pump structure that incorporates a pump control center, backup generator and garage. The wet well cover matches the elevation of the driveway. The building design was selected to work with the homes that are anticipated to be constructed in the proposed subdivision but yet have the functional and longevity characteristics expected of a municipal sewage pump station.

ATTACHMENT: ORDINANCE \_\_\_\_\_ RESOLUTION \_\_\_\_\_ OTHER X

\*\* Building Elevations and Landscaping Plan

\*\* Section of Subdivision Plan

RECOMMENDATION: Staff recommendation is to approve the building and Landscape Plans as submitted.

COMMITTEE ACTION:

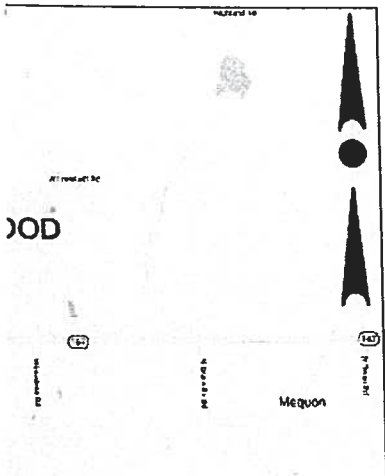
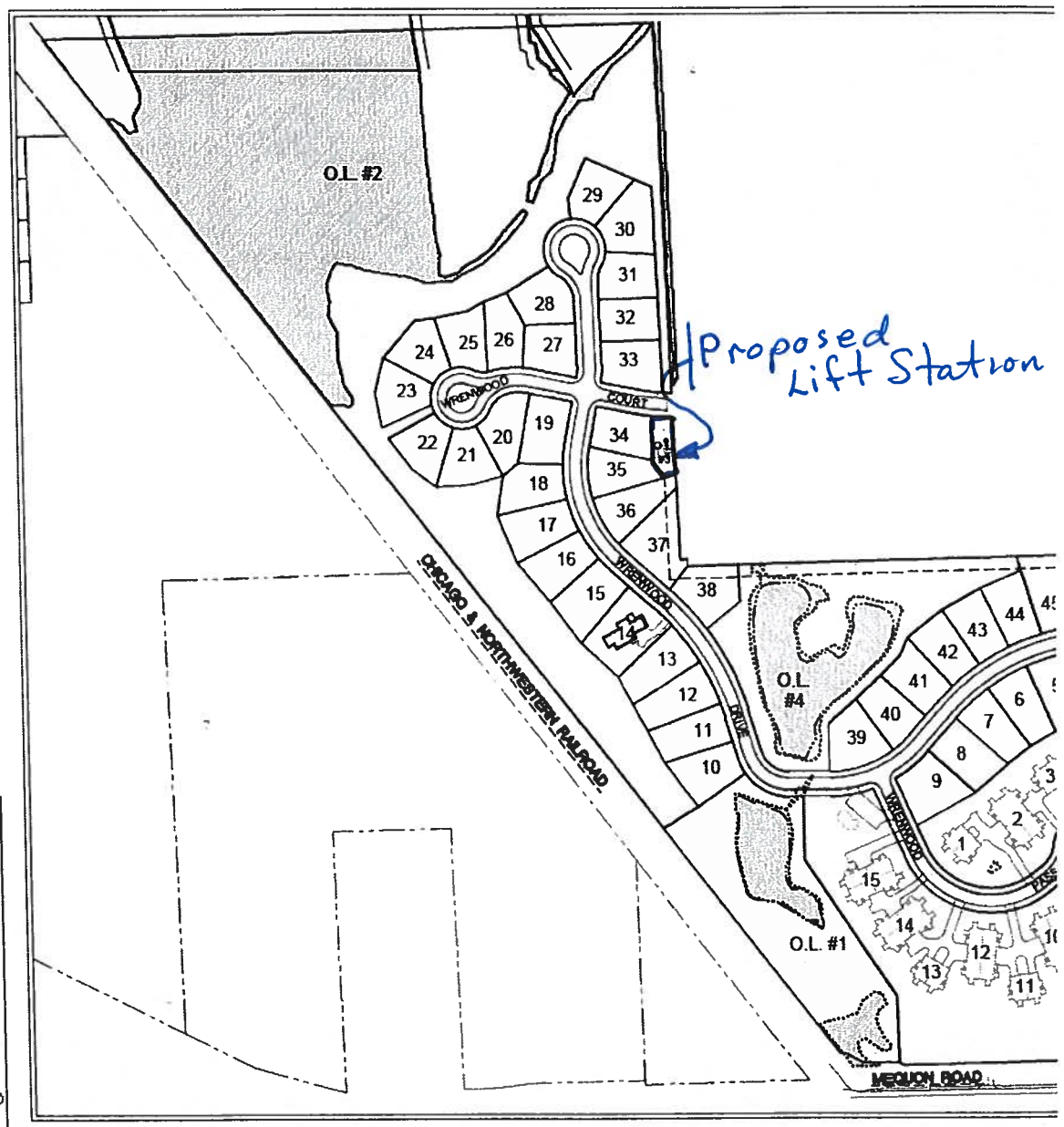
Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

# SINGLE FAMILY RESIDENTIAL SUBDIVISION

## SITE DEVELOPMENT PLAN

### VILLAGE OF GERMANTOWN, WISCONSIN

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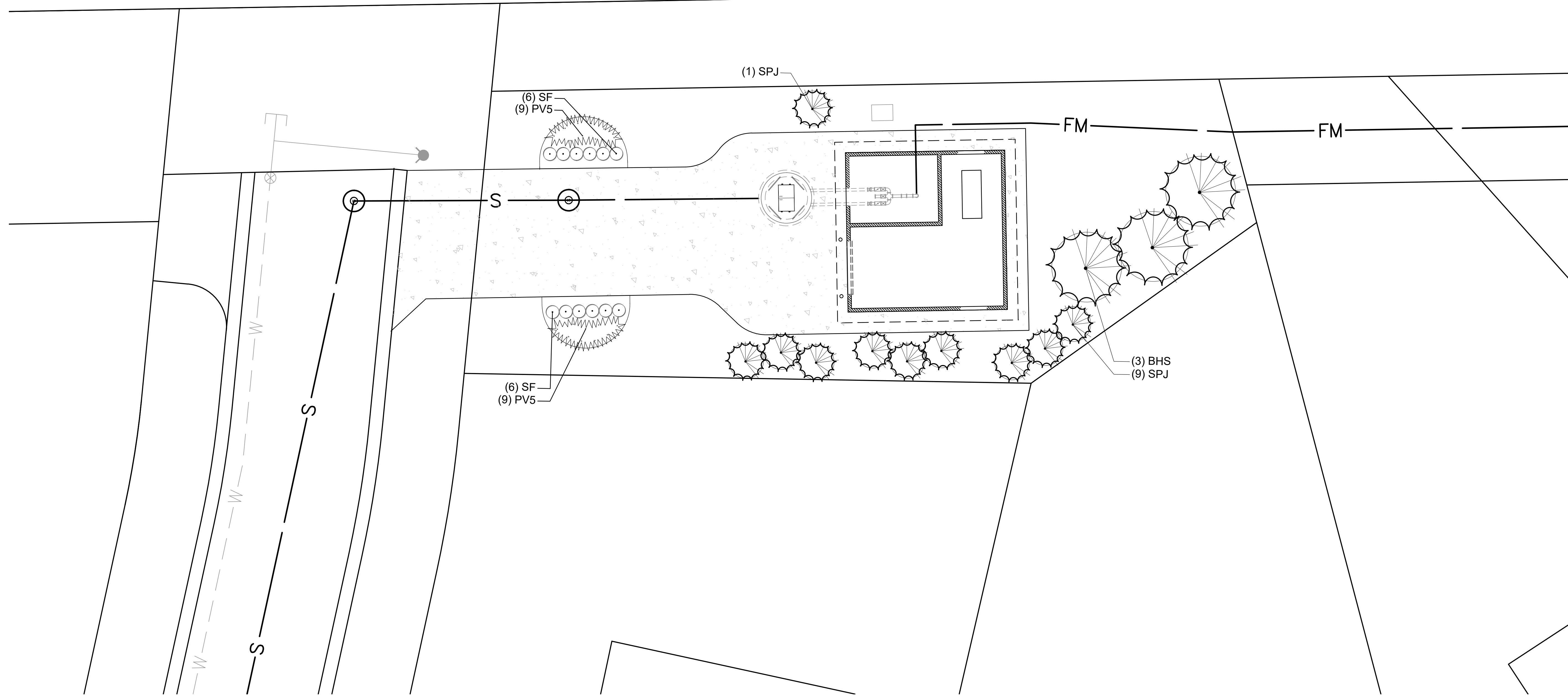
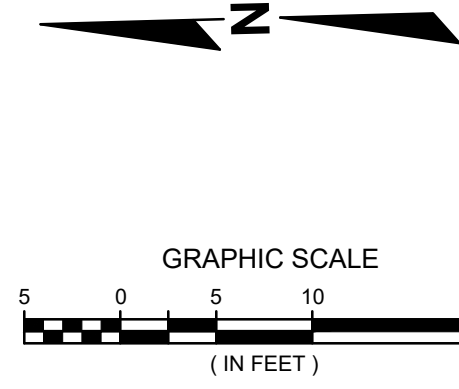


**SITE PLAN**  
 SCALE: 1" = 250'



# PLANT SCHEDULE

TREES	QTY	COMMON NAME	BOTANICAL NAME	SIZE	ROOT	REMARKS
SPJ	10	Star Power Juniper	Juniperus x 'J.N. Select' Star Power TM	6' HT	B&B	Semi-sheared, fully branched to ground
BHS	3	Black Hills Spruce	Picea glauca 'Densata'	7' HT	B&B	Semi-sheared, fully branched to ground
SHRUBS	QTY	COMMON NAME	BOTANICAL NAME	SIZE	ROOT	REMARKS
SF	12	Fritch Spirea	Spiraea fritschiana	15" HT	CONT.	
ORNAMENTAL GRASSES	QTY	COMMON NAME	BOTANICAL NAME	SIZE	ROOT	REMARKS
PV5	18	Shenandoah Switch Grass	Panicum virgatum 'Shenendoah'	1 GAL	POT	30" Spacing



DESCRIPTION	
DATE	
16745 W. Bluemound Road Brookfield, WI 53005-5938 (262) 781-1000 rasmith.com	
CREATIVITY BEYOND ENGINEERING	
Brookfield, WI   Appleton, WI   Madison, WI   Cedarburg, WI   Mount Pleasant, WI Naperville, IL   Pittsburgh, PA   Irvine, CA	
<b>NEI LIFT STATION VILLAGE OF GERMANTOWN, WI</b>	
<b>LANDSCAPE PLAN</b>	
© COPYRIGHT 2019 R.A. Smith, Inc. DATE: 08/23/2019 SCALE: 1" = 10' JOB NO. 1180117 PROJECT MANAGER: BRANDON A. FOSS ,PE DESIGNED BY: ALS CHECKED BY: BAF	
<b>SHEET NUMBER</b> 8	

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**N.E.I. Lift Station - Village of Germantown**  
View Looking Southeast



**N.E.I. Lift Station - Village of Germantown**  
View Looking Northwest