

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

February 1, 2022

Village Hall Board Room

CALL: Chairman Kaminski called the meeting to order at 6:00 pm.

ROLL CALL: In attendance were Chairman Kaminski, Trustee Members R. Miller and Neureuther. Trustee Hudson was absent. Also present were Administrator Kreklow, Dir. Ratayczak, Wastewater Superintendent Zimmerman, Water Superintendent Haugen, Public Works Superintendent Anderson, Clerk/Treasurer Braunschweig and Administrative Assistant Deb Remich.

APPROVAL OF MINUTES: MOTION (Neureuther/R. Miller) to approve the Minutes of January 4, 2022. Motion carried unanimously.

PUBLIC COMMENT: None

Recycling Center Wheel Loader Bid Tab:

Superintendent Zimmerman is presenting for your information the bid tab and delivery dates for the budgeted wheel loader for the Recycling Center: Highest bid was from Fabick Cat at \$233,500 with the lowest bid from Kelbe Brothers at \$165,816 and this unit was in stock and has been delivered. \$225,000 was included in the budget and we purchased the 2021 model Hitachi for \$165,816 from Kelbe Bros. which resulted in a savings to the Village of \$59,184. Maximum \$225,000 previously approved at January 4, 2022 PWHC Meeting. No Action Required.

Follow up request of the PWC for the Starlite Water Tower Buckthorn removal project Phase 3 & 4:

Superintendent Haugen is presenting the committee with further information as requested due to the nonbudget amount for Phases 3 & 4 of the Buckthorn removal project. He estimates a cost of \$25,000 for these last two phases which will consist of regrading, topsoil, and mulch along with replanting trees. In the approved budget under Acct.#50-742-530-6710 Maint. of Structures there's a \$30,000 balance and Acct.#50-742-530-6720 Maint. of Distribution Reservoirs there's a \$680,000 balance. Discussion followed.

MOTION (R. Miller/Neureuther) to recommend finishing phases 3 & 4 of the Buckthorn removal project not to exceed \$25,000. Motion carried unanimously.

Repair bill for broken fire hydrant at W129N10818 Washington Drive:

Supt. Haugen stated that in August of 2021 a speeding motorist veered off the road and snapped the fire hydrant standpipe below grade rendering the hydrant non-repairable. Materials were ordered for the replacement and we finally took receipt of the bury depth hydrant in early December 2021. This is a pass-through cost to the owner/driver of the motor vehicle in the amount of \$14,891.74. Discussion followed.

MOTION (R. Miller/Neureuther) to recommend the payment of the invoice from DF Tomasini in the amount of \$14,891.74 and pass the cost on to the owner/driver of the vehicle. Motion carried unanimously.

24-hour vehicle use for the Water Utility Foreman position:

Supt. Haugen requests authorizing the 24/7 use of a work vehicle for the Water Utility Foreman position. This request is due to the job changing from an hourly non-exempt position to a salaried exempt position which would require a 24/7 response and the current village employee manual does not allow for the 24/7 vehicle use now. This request is to be consistent with the DPW Foreman position that was recently changed to salaried exempt and allowed to take the vehicle home at night which was a carryover from when Scott Anderson held that position. This salaried position would be expected to handle emergency situations 24/7. This would be the 7th position having 24/7 vehicle use within the Village. Administrator Kreklow spoke about the history of this and he mentioned IRS guidelines for tax purposes and the 24/7 vehicle use would not be considered additional compensation. The foreman would have the vehicle and tools on hand for an emergency situation and would not be allowed personal use of the vehicle. Discussion followed.

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MOTION (R.Miller/Neureuther) to forward this to the Village Board for review, it should not be placed on the consent agenda. Trustee Kaminski voted Nay.

Tar and Mastic Purchase:

Superintendent Anderson stated that staff performs crack sealing on village roadways as needed every year. As part of the 2022 Highway Department maintenance budget funds were included for the purchase of asphalt sealant and mastic. The product is purchased locally through Sherwin Industries Inc. and the cost is listed below for review:

Crafco Asphalt Rubber Plus: \$13,191.75

Crafco Mastic One: \$17,316.00

Total cost: \$30,507.75

Discussion followed.

MOTION (R.Miller/Neureuther) to purchase asphalt sealant and mastic for crack sealing from Sherwin Industries not to exceed \$30,507.75. Motion carried unanimously.

Stand-on Spray-Spreader Purchase:

Supt. Anderson stated as part of the 2022 Highway Department non-borrowed capital budget, \$15,000 was added for the replacement of the 2 pieces of equipment currently used to apply liquid broadleaf and granular fertilizer because the equipment is well beyond its useful service life. The purchase of (1) one stand-on spray-spreader will improve the overall efficiencies of our operation saving labor time and ensuring the proper application rate of the products used. Staff solicited pricing from three area vendors and the results are listed below.

Waldschmidt's Town & Country: \$14,950.00

Advanced Turf: \$15,020.00

HLS Outdoor: \$16,331.21

MOTION (Neureuther/R.Miller) to purchase a Steel Green SG52 stand-on sprayer-spreader from Waldschmidt's Town and Country not to exceed \$14,950. Motion carried unanimously.

2022 Center and Edge-line Striping:

Supt. Anderson stated that annually the village performs center and edge-line striping on main throughfares throughout the village. Historically the village contracts this work with Washington County as the village does not own the necessary equipment to complete the task. This season the cost from Washington County is estimated at \$1100/mile and we intend to paint approximately 45 miles of roadway. Superintendent Anderson reached out to Crowley Construction to compare rates, they quoted \$7/ft. compared to .20/ft. from the County.

MOTION (R.Miller,Neureuther) to approve contracting Washington County to paint center and edge-line striping on village throughfares not to exceed \$50,000. Motion carried unanimously.

GIS Tree Inventory Project:

Supt. Anderson stated that \$22,000 was included as part of the 2022 Highway Department budget for the GIS tree layer inventory update. This project was part of the DNR Urban Forestry Grant awarded to the village late last year which has a reimbursement of 50% or \$11,000 once completed. The village contracts with Wachtel annually to provide forestry related services, and because they have a wealth of knowledge in using our current GIS tree layer, staff recommends Wachtel to complete the GIS tree layer update. It's recommended that we do this update every 5-7 years and the last time we did it was 15 years ago.

MOTION (Neureuther/R.Miller) to hire Wachtel Tree Science to complete the GIS tree layer update not to exceed \$22,000. Motion carried unanimously.

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Change Order #1 – Install Water Main at Booster Station Site:

Director Ratayczak reported the remaining water main that extended into the Booster Station Building was to be bid with the Building Bid. The previous Booster Station bid included this water main extension (but the bid was rejected due to over budget in 2020) and that bid included a water main at \$41,000. An alternate RFP was taken from the contractor performing the sanitary/water main extensions on Holy Hill Rd. and that bid was \$27,300.

MOTION (R.Miller/Neureuther) to recommend the approval of Change Order #1 in the amount not to exceed \$27,300. Motion carried unanimously.

Final Payment for Well #12:

Dir. Ratayczak stated that Well #12 has been completed and the Village has received a request for Final Payment in the amount of \$79,379.81. The original contract amount was \$369,523 with adjustments by three (3) Change Orders (approved by the Public Works and Highway Committee and the Village Board) having a NET totaling \$109,458.20 increasing the final contract amount to \$478,981.20. As discussed during the Change Order approvals the additional costs were due to the increased testing required to determine if the well could be a Shallow Well and increased casement sealant to the dolomite rock per the DNR to ensure separation of upper and lower aquifers.

MOTION (Neureuther/R.Miller) to recommend approval to make the final payment for Well #12 not to exceed \$79,379.81. Motion carried unanimously.

Reduction of Letter of Credit – Kinderberg Estates Subdivision:

Dir. Ratayczak presented The Veridian Homes Developer of Kinderberg Estates Subdivision has requested a reduction to their Letter of Credit (LOC). This is the first reduction request. The current value of the LOC is \$1,226,999 and the developer is requesting a reduction in the amount of \$1,101,999 leaving a remaining amount of \$125,000. A majority of public improvements have been completed and accepted. Asphalt surface pavement, minor curb & gutter replacement and minor punch list items are remaining.

MOTION (R.Miller/Neureuther) to approve the requested reduction of the Letter of Credit to a remaining amount of \$125,000. Motion carried unanimously.

PROJECT UPDATES: Plans were reviewed and discussed.

NEXT MEETING DATE: Next meeting was set for Tuesday March 1, 2022 at 6pm

ANNOUNCEMENTS: None

ADJOURNMENT: Chairman Kaminski adjourned the meeting at 6:33pm

Deb Remich

Department of Public Works

Administrative Assistant