

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: PUBLIC WORKS & HIGHWAY COMMITTEE

DATE AND TIME: WEDNESDAY, June 1st, 2022 *6:00 P.M.*****

**LOCATION: Germantown Village Hall Board Room
N112 W17001 Mequon Road**

NOTICE: Pursuant to the recommendations of the Centers for Disease Control and Prevention concerning the prevention of COVID-19 infections, any member of the body and/or citizen may also attend the meeting virtually through the WebEx platform, Meeting #: 2552 285 3972 Password: URuGQ7qHV45 which can be accessed by phone at 408-418-9388 or by logging on at: <https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=m85767cc87cca1a12525268a51c800fe3> Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 pm on the day of the meeting so that it can be provided to the members of the body for their consideration.

- 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 Hudson, R. Miller, and Neureuther
- III. APPROVAL OF MINUTES:** May 11th, 2022
- 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. Resolution Adopting the 2021 Compliance Maintenance Annual Report (CMAR) WDNR
 - B. Consideration of Name Change: Germantown Recycling Center
 - C. Resolution Authorizing Penalty Charge for Water Meter Non-Compliance (Metered Sewer Only Customers)
 - D. Country Aire Drive Sanitary Sewer & Water Main Extension
 - E. WISDNR-2022 Environmental Fee
 - F. Sweetwater Annual Payment
 - G. Valbridge Property Advisors
 - H. Release of Letter of Credit-Goldendale Road Development, LLC
 - I. Unauthorized Right-of-way Tree Removal
- VI. PROJECTS UPDATE:**
- VII. NEXT MEETING DATE:** Set July Meeting date at 6pm

VIII. ANNOUNCEMENTS:

IX. 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 11th, 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, Hudson and Neureuther. Also present were Director Ratayczak, Wastewater Superintendent Zimmerman, Water Superintendent Haugen, Public Works Superintendent Anderson and Administrative Assistant Remich.

APPROVAL OF MINUTES: MOTION (R. Miller/Hudson) to approve the Minutes for March 1st, March 7th and April 4th, 2022. Motion carried unanimously.

PUBLIC COMMENTS: None

UNFINISHED BUSINESS

A: Intersection of Concord Road and Nigbor Drive

Director Ratayczak is presenting follow up to change the intersection of Concord Rd & Nigbor Dr from a two-stop sign controlled intersection to a 4-way stop sign-controlled intersection. The engineering department along with the Street Department performed research on current traffic conditions. In addition, a Traffic Engineer Consultant (TADI) was hired to perform an analysis of the traffic flow, including speed and movements. The result of the analysis and the recommendation of TADI is that the intersection should remain as a two-way stop-controlled intersection.

John from TADI spoke and explained how their study included an intersection movement count and speed data along Concord with over 1000 vehicles were recorded. Results observed that the speeds & crash history of this intersection were consistent with the current 2-way stop at that intersection. Traffic volume would have to increase 14-fold to get to the minimum threshold for volume to warrant a 4-way stop. Speeds were measured at an average of 25-26 MPH. TADI feels this is the appropriate recommendation.

Discussion followed including data compilation was from 13 hours of turning data and speed data for a month during winter. Moving the 2 stop signs to the alternate corners not an option as it's proven to not make a difference. DOT does not warrant using stop signs with the purpose of slowing traffic down.

A resident showed up to speak in favor of the 4-way stop and presented another petition with 76 signatures. He would like to see the data for a summer month when children are out of school. It was determined to be feasible as our equipment is still there. Hudson would like data for the last 2 weeks in June. And Ratayczak would like to run the data past TADI again before bringing it back to PWHC. It was decided to proceed as stated and bring it back to PWHC meeting on July 6th.

MOTION (R. Miller/Hudson) to recommend collection of additional data and postponing any decision until after the PWHC July meeting. Motion Unanimous.

NEW BUSINESS

Kaminski made a motion to move Topic K. to the next position in the agenda so Mike from Graef can speak and leave.

A: Construction Manager for New Department of Public Works Facility

Director Ratayczak stated that the Final design of the Public Works Department Building is near completion, so the selection of a Construction Management Services consultant is the next step prior to bidding the project. Construction Management can be performed in two approaches; 1) construction management can self-perform the various trades and sublet what they do not perform 2) construction management does not self-perform any trade work and competitively bids all trades in the attempt to achieve the lowest cost. In addition, it is the legal opinion that the best way to meet the State Bid Law requirements is to competitively bid all trades. For this reason, staff selected a Request for Professional Services contract which required "No self-performing" of any work by the construction manager.

Public Works Highway Committee Meeting Minutes

The decision to use this process greatly limited the number of bidders since most construction management firms self-perform a majority of the work. To this end the Village received one bid from Moore Construction Services in the amount of:

Construction Phase Fee: \$2.25% @ est. bldg. cost of \$28 mil = \$630,000

General Conditions: \$603,451

It is important to be under contract soon as the expected delay to obtain materials is growing longer. Moore Construction Services has completed recent projects with the City of New Berlin, come highly recommended and have been involved with Graef from the start giving input from a construction point of view.

Mike spoke from Graef to explain why option 2 to hire a construction manager is preferable. Moore has been involved since inception a year and a half ago and has been instrumental in keeping us on budget and with long lead times and prices going up. An advantage to having a CM onboard, you still have to follow all the public bidding laws that doesn't change but certain packages such as steel we can separate out individually getting pricing and materials one at a time rather than all at once with design bid build. Discussion followed. This is in the budget and once the CM is on board the orders for materials will be placed as soon as possible before the prices continue to escalate. Quote was 2.25% on our contract compared to 2.75% Moore bid in New Berlin due to his involvement in the project from the beginning. Ratayczak is comfortable with him and feels confident in him, he has high integrity and great references. Kaminski normally we get more than one bid but in this instance that was not possible. Ratayczak yes that is correct and design build would not be legal for us to do according to our attorney. This would be the best way to get multiple competitive bids on all stages of the project.

MOTION (R.Miller/Neureuther) to recommend entering into a contract with Moore Construction Services in the amount of 2.25% for Construction Phase Fee and \$603,451.00 for General Conditions and forward with a positive recommendation to the Village Board for approval. Motion is unanimous. This goes to the VB on New Business not on Consent Agenda. Motion Unanimous.

B: Meter Installation Update

Superintendent Haugen stated that disconnection notices are going out. He read the notice to get it into formal record basically stating that the residents that were notified via mail multiple times this year need to call immediately to schedule their water meter replacement or they are at risk of disconnect if they do not comply. Just to update the board the project is going well overall. We are at 965 meters installed of 2900. They do them in 5 zones, we are currently in Zone 1 to whom they sent out 3 post cards, each with a stronger language. This next notification is the disconnection notice. He brings this to you just in case you get calls. Zone 1 is incomplete by 81 of 600 mailers. This is for information only and Paul will email the board members and get it posted on the website.

Presented for information and discussion, no action required.

B: 5-year Capital Improvement Program – Parks & Recreation

Director Ratayczak stated at the March 1, 2022, PWHC meeting the Committee requested an explanation of two entries 1) Land Acquisition-Community Park-\$1,000,000 & 2) Community Park Master Plan & Phase 1 Development-\$2,000,000 in the Park & Recreation planning budget for 2023. My investigation of these two values revealed that they were prematurely entered into the 5-Year CIP and should have waited for the Comprehensive Outdoor Recreation Plan (CORP) to be finalized and approved. With CORP being approved recently by Park & Recreation we will reevaluate the needs based on the approved plan and look to a future year to enter values into the 5-Year CIP Plan. He amended the plan and removed those items for 2023 taking \$3,000,000 out of the CIP.

MOTION (R.Miller/Neureuther) to recommend approving the amended 5-year CIP program. Motion Unanimous.

C: Annual MS4 Permit

Director Ratayczak stated that the Village's Wisconsin Pollutant Discharge Elimination System (WPDES) Municipal Separate Storm Sewer System (MS4) Permit #WI-S065404-1 and the MMSD's Chapter 13 Rule, both require the Village to submit an annual report to both the Wisconsin DNR and the MMSD. Section III.H of the Permit requires

Public Works Highway Committee Meeting Minutes

that the Village's governing body review and acknowledge that it has been appraised of the Report's contents. The Report's summary (which excludes appendices) is provided to the Committee members for review. Graef came in last year and trained Eli Brulla and Jake Sajdak to do the testing and compile the report ourselves as far as how much salt, catch basin, sweepings, etc. it's the same report we haven't changed it. Sweetwater will be brought in they do all the outreach and public education for all communities involved. Which includes brochures, billboards, etc. which went up from \$3000 to \$12,000.

MOTION (R.Miller/Neureuther) to recommend the Village Board authorize the Village President to sign the Report and to approve submittal to the Wisconsin DNR and to the MMSD. Larry will correct dates on attachments. Motion Unanimous.

D: Buckthorn Presentation

Director Ratayczak stated that the PWHC requested at the December 8, 2022, meeting for staff to research and present what Buckthorn is and how the residents can dispose of harvested plant material.

Buckthorn is an invasive plant species which means it is a plant that is not native to this area. Common Buckthorn is native to Eurasia and was introduced to North America in the 1880's as an ornamental plant, it reached Wisconsin in approximately 1849 where it was planted in hedgerows. People were unaware of the fact that it would become one of the most detrimental invasive species found in the state. Its abundant fruit is dispersed by birds and it spreads rapidly, replacing native vegetation and lowering species diversity.

In Germantown there are areas where the Buckthorn plant is predominant, and residents are in search of how to dispose of harvested plants. In addition, the Village of Germantown has decided not to accept harvested Buckthorn material at certain times of the year due to the contamination of wood mulch produced and distributed by the Villages Recycle Yard. It is difficult to separate Buckthorn from other wood material accepted by the Village that is ground to wood chips and distributed to residents and others for mulch. If mulch were to be contaminated with Buckthorn berries (seeds) the distribution of mulch would spread Buckthorn seed throughout the Village and areas outside of the Village.

Superintendent Zimmerman stated that in August 2018 we stopped accepting buckthorn at the recycling center once the berries matured. When our DNR representative audited our facility, she wanted some kind of management system for receiving buckthorn. Buckthorn management is not codified, it is recognized as an invasive species, but the Village does not have to do anything to comply as it is not regulated. But using best practices and following the guidelines put out by the UW Extension we took it upon ourselves to be proactive, so we stopped taking buckthorn when the berries were most viable. Guidance from UW Extension shows that buckthorn is better managed dealing with it at the source. Anyone that has removed buckthorn has learned that if you don't treat the stump, it comes right back, it is very hard to kill. WM landfill does take it at .16¢/lb with a \$10 minimum so residents can take it there if they can't burn it on their own property. Options were discussed at length including changing the 2 annual brush pickups to 1 big one in July or August when everything would be accepted. Committee thought this to be a good idea and directed staff to look at the costs and come back to Committee later this summer.

MOTION (R.Miller/Neureuther) to accept Buckthorn for this year's pick-up and review data in July for future plans. Motion is unanimous.

E: Fire Station Roof Replacement

Superintendent Anderson stated as part of the 2022 Building & Grounds capital budget, \$70,000 was allocated for the replacement of the roof at the Edison Drive fire station. The roofing materials in general are 22 years old and showing signs of deterioration. The specifications call for plywood replacement as needed, a limited lifetime warranty shingle and ice and water shield around the perimeter, in all valleys, and new flashing around all roof protrusions. Staff has solicited pricing from several area contractors and the results are listed below.

Integrity Roofing:	56,950.00
Murphy's Exterior Construction:	66,316.67
J&B Construction:	71,410.00

Public Works Highway Committee Meeting Minutes

MOTION (Hudson/R.Miller) to recommend contracting with Integrity Roofing to complete the roofing project not to exceed \$63,000 which is the project cost plus 10%. The contingency would cover plywood costs and any unforeseen problems should they arise. Motion is unanimous.

F: Fire Station Exterior Painting

Superintendent Anderson stated as part of the 2022 Building & Grounds capital budget, \$25,000 was allocated for the exterior painting at the Edison Drive fire station. The building was constructed in 2000 and the exterior has not yet been painted. Staff has solicited pricing from several area contractors and the results are listed below.

MACORP Painting:	\$25,286
Hess Sweitzer Painting LLC:	\$25,725
Service Painting Corporation:	\$47,000

MOTION (Hudson/R.Miller) to recommend contracting with MACORP Painting in an amount not to exceed \$25,286. Motion is unanimous.

G: Library Fire Suppression Main-Line Replacement

Superintendent Anderson stated as part of the 2022 Buildings & Grounds capital budget, \$120,000 was allocated to replace the dry fire suppression mainline piping at the library. Microbial induced corrosion has affected several of our dry fire suppression systems already and piping replacement has already taken place at two other village buildings. The dry fire suppression system at the library is mostly confined to the attic which has obvious height constraints that limit the ability to find and repair leaks. The plan is to replace all schedule10 main-line dry fire protection piping and add a nitrogen generator. The nitrogen generator will produce and fill the system with nitrogen, a condition in which the corrosion cannot survive thereby extending the life of the new main line and existing pipe that remains. Staff has solicited pricing from several area contractors and the results are listed below.

US Fire Protection:	\$83,260
Ahern Fire Protection:	\$91,930
Mared Mechanical:	Did not submit proposal.

MOTION (Neureuther/Kaminski) to recommend contracting with US Fire Protection in an amount not to exceed \$91,586, which is the proposed amount plus a 10% contingency. Motion is unanimous.

Discussion Followed. Hudson wants clarification on what fund this is coming from. This is part of Superintendent Anderson's budget that he presented last fall. Reimbursement information from the library capital fund would have to come from Administration/Finance? Move ahead but get back with clarification from the budget director at VB Meeting.

H: 2022 Emerald Ash Borer Treatment

Superintendent Anderson stated each year, the village conducts Emerald Ash Borer treatment with the intent to maintain a select number of Ash trees throughout the village. Each tree selected is treated on a bi-annual basis as recommended to maintain the trees health and longevity. The project will treat approximately 72 Ash trees in various areas around the village. Staff has solicited pricing from area contractors and the results are listed below.

Crawford Tree & Landscape:	\$4,309.76
M&M Tree Care:	\$4,724.16
First Choice Tree Care:	\$4,921.00
Buckley Tree Service:	\$10,101.00

Discussion Followed.

MOTION (R.Miller/Hudson) to recommend the using Crawford Tree & Landscape to complete the annual Emerald Ash Borer treatment project in an amount not to exceed: \$4,309.76. Motion is unanimous.

Public Works Highway Committee Meeting Minutes**I: Wisconsin DOT Salt Contract**

Superintendent Anderson stated Staff recently made a commitment that the village remain part of the WisDOT Salt Bid Process for 2022-2023 winter season. Staff will purchase up to 1920 tons of salt in 2023. The cost per ton is not yet available. Currently the Village has approximately 3100 tons of salt on hand. Attached is a breakdown of the salt usage for the past 21 seasons. Staff is requesting the financial commitment to remain part of the WisDOT Bid Process. Discussion Followed.

MOTION (R.Miller/Hudson) recommends remaining part of the WisDOT bid process. Motion is unanimous.

J: Budget Amendment Wastewater Truck

Superintendent Zimmerman stated that in January 2022 PWHC approved the carryover and expenditure of the unused 2021 dollars for the truck replacement for the amount not to exceed \$55,000. We were informed this morning from Ewald (state bid dealership) that GM has a 14.5% price increase for 2023. The 14.5% increase exceeds the budget amount by \$6,000.00 not including in-house upfit of toolboxes and emergency lighting. Trade in appraisal has not been completed since no order has been placed. It is expected that the trade in value will be between \$5,000 and \$8,000, and would offset the majority, if not all, of the 14.5% increase.

MOTION (R.Miller/Hudson) to recommend the approval of a budget amendment for the amount not to exceed \$6,000 for the above referenced truck and forward the same onto the Village Board. Motion is unanimous.

PROJECT UPDATES: Reviewed and discussed.

Kaminski the lighting on Mequon Road how much longer is it going to take? It's getting pretty dark at night. The contractor is assembling poles today and working with Eli to get a temporary set of wires in the ground to light up Mequon Road to Squire in the next few days. 5 extra poles are being installed for the project. Eastern 1/3 is out of service, max is 1/3 out of service at a time. They are looking at being done by the end of June.

NEXT MEETING DATE: Next meeting was set for Wednesday, June 1st, 2022 at 6pm.

ANNOUNCEMENTS: None

ADJOURNMENT: Chairman Kaminski adjourned the meeting at 7:39pm.

Deb Remich

Department of Public Works

Administrative Assistant

**BUSINESS OF THE PUBLIC WORKS COMMITTEE & VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: June 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Resolution Adopting 2021 Compliance Maintenance Annual Report
(CMAR)(DNR)

SUBMITTED BY: Timothy K. Zimmerman – Wastewater Superintendent

SUMMARY EXPLANATION:

I am presenting for your review the 2021 CMAR (Compliance Maintenance Annual Report). This requirement went into effect on January 1, 2006 as part of the renewal of our WPDES (Wisconsin Pollutant Discharge Elimination System) General Permit under the authority of Chapter 283, Wisconsin Statutes and the requirements of Ch. NR 208 Wisconsin Administrative Code. The report must be accepted by resolution by the governing body (Village Board) before submission to the Department of Natural Resources.

ATTACHMENT: ORDINANCE_____ RESOLUTION X OTHER X

RECOMMENDATION:

It is my recommendation to send forward to the Village Board the 2021 CMAR and adopt its results by resolution of the full 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.

STATE OF WISCONSIN
VILLAGE OF GERMANTOWN
WASHINGTON COUNTY

RESOLUTION NO. ____-22

A RESOLUTION ADOPTING THE 2020 WISCONSIN POLLUTION DISCHARGE ELIMINATION
SYSTEM COMPLAINT MAINTENANCE ANNUAL REPORT

WHEREAS, by the action taken in Resolution NO. ____-22, the Village is a participant in the Wisconsin Pollutant Discharge Elimination System ("WPDES") program; and

WHEREAS, participants in the WPDES program are required to renew their General Permits issued under that program; and

WHEREAS, the permit renewal requires the Village to complete and submit a Compliance Maintenance Annual Report ("CMAR"); and

WHEREAS, the Village's Public Works Committee reviewed the attached CMAR report and forwarded the same to the Village Board with a recommendation for adoption; and

WHEREAS, the Village Board having reviewed the same concurs with the recommendation of the Public Works Committee.

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Germantown, Wisconsin, do hereby adopt the attached Compliance Maintenance Annual Report.

BE IT FURTHER RESOLVED that the Village Wastewater Superintendent is hereby directed and authorized to include the attached CMAR in the Village's application for the renewal of its WPDES General Permit.

Introduced by Trustee:

Adopted: June 6, 2022

Vote: Ayes: _____ Nays: _____ Absent: _____

Dean M. Wolter, Village President

ATTEST:

Deanna L. Braunschweig, WCMC/CMC
Village Clerk

Compliance Maintenance Annual Report

Germantown Sewage Collection System

Last Updated: Reporting For:
5/24/2022 2021

Financial Management

1. Provider of Financial Information

Name:

Timothy Zimmerman

Telephone:

262-253-7765

(XXX) XXX-XXXX

E-Mail Address
(optional):

tzimmerman@germantownwi.gov

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

● Yes (0 points) ☐

○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2021

● 0-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A (private facility)

2.3 Did you have a special account (e.g., CWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

● Yes (0 points)

○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2021

● 1-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 377,715.00

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

+ \$ 6,339.00

3.2.3 Adjusted January 1st Beginning Balance

\$ 384,054.00

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+ \$ 53,699.00

Compliance Maintenance Annual Report

Germantown Sewage Collection System

Last Updated: Reporting For:
5/24/2022 2021

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 437,753.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

None

3.3 What amount should be in your Replacement Fund? \$ 125,000.00

0

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

● Yes

○ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Private property I/I remediatio	375000	2023
2	48" Interceptor Rehabilitation 7240 lin. ft. 2022 cost 2.576 million	2576000	2022
3	Removal of Lift 2	400000	2024

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 8

Compliance Maintenance Annual Report

Germantown Sewage Collection System

Last Updated: Reporting For:
5/24/2022 **2021**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	48,160	
February	58,280	
March	48,046	
April	108,318	
May	50,432	
June	45,894	
July	49,156	
August	41,073	
September	45,848	
October	41,339	
November	40,084	
December	43,720	
Total	620,350	0
Average	51,696	0

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☒ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

☒ No

☐ Yes

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Germantown Sewage Collection System

Last Updated: Reporting For:
5/24/2022 **2021**

6.4 Future Energy Related Equipment 6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations? Replace light fixtures with LED as needed.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Germantown Sewage Collection System

Last Updated: Reporting For:
5/24/2022 2021

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

- ☒ Comply with the conditions of the WPDES permit
- ☒ Minimize the occurrence of preventable overflows
- ☒ Minimize the life cycle ownership costs of the collection system assets
- ☒ Improve or maintain the level of customer service
- ☒ Improve or maintain system reliability
- ☒ Reduce the potential threat to human health from sewer overflows
- ☒ Provide adequate capacity to convey peak flow
- ☒ Manage infiltration and inflow

Did you accomplish them?

- ☒ Yes
- ☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Chapter 13 Municipal Code

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2003-01-01

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☒ Rehabilitated sewer and lift station installation, testing and inspection
- ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance

Compliance Maintenance Annual Report

Germantown Sewage Collection System

Last Updated: Reporting For:
5/24/2022 2021

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- ☒ Equipment and replacement part inventories
- ☒ Up-to-date sewer system map
- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☒ Others:

<https://www.germantownwi.gov/DocumentCenter/View/74/Village-of-Germantown---Development-Handbook>

<https://www.germantownwi.gov/DocumentCenter/View/3639/Sanitary-Manhole-and-Sampling-Manhole-Detector>

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐

Does your emergency response capability include:

- ☒ Responsible personnel communication procedures
- ☒ Response order, timing and clean-up
- ☒ Public notification protocols
- ☒ Training
- ☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐

☒ Special Studies Last Year (check only those that apply):

- ☒ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
- ☒ Lift Station Evaluation Report
- ☐ Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	23	% of system/year
Root removal	0	% of system/year
Flow monitoring	100	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	5.6	% of system/year
Manhole inspections	9.41	% of system/year
Lift station O&M	210	# per L.S./year

Manhole
rehabilitation

Compliance Maintenance Annual Report

Germantown Sewage Collection System

Last Updated: Reporting For:
5/24/2022 **2021**

Mainline rehabilitation	0.010	% of manholes rehabbed
Private sewer inspections	0	% of sewer lines rehabbed
Private sewer I/I removal	0	% of system/year
River or water crossings	100	% of private services
		% of pipe crossings evaluated or maintained
Please include additional comments about your sanitary sewer collection system below:		

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

27.22	Total actual amount of precipitation last year in inches
34.89	Annual average precipitation (for your location)
108.9	Miles of sanitary sewer
8	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
3	Number of basement backup occurrences
1	Number of complaints
3.001	Average daily flow in MGD (if available)
4.024	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.03	Basement backups (number/sewer mile)
0.01	Complaints (number/sewer mile)
1.3	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- ☐ Yes
- ☒ No

Compliance Maintenance Annual Report

Germantown Sewage Collection System

Last Updated: Reporting For:
5/24/2022 **2021**

If Yes, please describe: 5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year? ☐ Yes ☒ No If Yes, please describe: 5.3 Explain any infiltration/inflow (I/I) changes this year from previous years: I/I is trending down due to manhole rehab and mainline grouting, and less over all precipitation 5.4 What is being done to address infiltration/inflow in your collection system? On going manhole rehab, mainline pipe evaluations, PP I/I program through MMSD	
---	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Germantown Sewage Collection System

Last Updated: Reporting For:
5/24/2022 2021

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

Compliance Maintenance Annual Report

Germantown Sewage Collection System

Last Updated: Reporting For:
5/24/2022 2021

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Germantown Village Board

Date of Resolution or
Action Taken:

2022-06-06

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

**BUSINESS OF THE PUBLIC WORKS COMMITTEE & VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: June 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Consideration of Name Change: Germantown Recycling Center

SUBMITTED BY: Timothy Zimmerman – Wastewater Superintendent

SUMMARY EXPLANATION:

Staff receives multiple phone and email messages on a weekly basis regarding disposal of appliances, scrap metal, electronics, etc. at the Village Recycling Center. The current name implies we are a one stop recycling center (which we were at one time) which has a confusing effect on some residents. We also get multiple inquiries from commercial and non-residents regarding disposal of recyclable materials. To reduce these types of inquiries and minimize confusion, Staff is proposing a name change to Germantown Residential Compost Facility. This name change specifies what our operations are now – composting and specifies that we are a residential facility not commercial or non-resident facility. This name change follows suit with many communities statewide that have eliminated, like Germantown, multi-stream recycling at a drop off center.

ATTACHMENT: ORDINANCE____ RESOLUTION____ OTHER

RECOMMENDATION:

It is staff's recommendation to change the current name of the Germantown Recycling Center to Germantown Residential Compost Facility and modify all associated ordinances accordingly. Staff further requests that the Public Works and Highways Committee forward this on to the Village Board with a positive recommendation to go into effect once all the language changes are modified in the Village Code.

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 COMMITTEE & VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: June 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Resolution Authorizing a Penalty Charge for Water Meter Non-compliance (metered) Sewer Only Customers.

SUBMITTED BY: Timothy Zimmerman – Wastewater Superintendent

SUMMARY EXPLANATION:

The Water Utility through a contract with PMI is replacing 2,900 water meters this year. The Wastewater Utility has 101 customers that are metered on their private wells for sewer use calculations. The Water Utility has divided this project into 5 zones and to date has completed all voluntary replacements in zones 1 and 2. The Water Utility has begun to issue disconnection notices in zones 1 and 2. The Sewer Utility is in a tough situation since it is not as simple as turning off a valve to disconnect the sewer only customer.

Chapter 13.40 of the Germantown Municipal Code allows for entry to private property as afforded by Wis. Stats. 66.122-66.125. These statutes allow for an inspection warrant to be obtained from circuit court for right of entry. (The Hammer approach).

Staff is proposing a “carrot and stick” approach to this situation. Staff is recommending a \$250.00 per quarter penalty charge for non-compliance with the meter replacement program. If after the penalty is levied, a property comes into compliance with their meter within the next billing quarter, the penalty will be waved. Example: penalty levied on Q2 bill; property comes into compliance before the end of Q3 penalty waved. If levied in Q2, and not in compliance by the end of Q3, penalty charge stands and an additional \$250.00 fee for non-compliance is added on. This allows for a customer a 3-month window to become compliant. The Sewer Utility currently has 2 customers in Zone 1 that have not responded to 3 mailings and a notification of disconnection.

ATTACHMENT: ORDINANCE_____ RESOLUTION X OTHER

RECOMMENDATION:

It is staff’s recommendation to adopt the resolution authorizing a penalty charge of \$250.00/Qtr. for water meter non-compliance and forward the same onto the Village Board with a positive recommendation.

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 COMMITTEE & VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: June 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Award Contract – Country Aire Drive Sanitary Sewer & Water Main Extension

SUBMITTED BY: Lawrence W Ratayczak, PE- Director of Public Works

SUMMARY EXPLANATION:

The Country Aire Drive Sanitary Sewer and Water Main Extension Project was advertised for bids which were received and read on May 12, 2022. The bid also included some culvert replacement that will be part of the reconstruction of Country Aire Dr later this summer and storm sewer for the sidewalk extension to be paid by Neumann Development as part of their obligation of their Development Agreement for the Wrenwood Development. Five (5) bidders responded to the advertisement all with qualified and accepted bids.

The bids received are as follows:

- | | |
|------------------------------|--------------|
| • Kruczek Construction, Inc; | \$357,777.77 |
| • Vinton Construction; | \$370,650.75 |
| • Super Excavators, Inc; | \$388,000.00 |
| • Globe Contractors, Inc; | \$433,033.00 |
| • Mid-City Corporation; | \$755,730.00 |

The engineer's estimate was \$400,000.00.

Engineering Staff have reviewed the bids and recommends the contract be awarded to Kruczek Construction. The project will be paid by the Wastewater Utility, Water Utility, 2022 Road Improvement Project and Neumann Development.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER __ xx __

- Bid Tabulation

RECOMMENDATION:

Staff recommends awarding the contract to Kruczek Construction in the amount of \$357,777.77. In addition, staff is requesting a 5% contingency or \$17,900.00 be included in the recommendation for award. Therefore, the total amount requested for award is \$375,677.77.

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.

Country Aire Drive Water and Sewer Extension (#8183582)

Owner: Village of Germantown

raSmith Project Number: 1191221

Bid Opening: 05/12/2022 10:00 AM CDT

				Kruczek Construction Inc.		Vinton Construction Company		Super Excavators, Inc.		Globe Contractors, Inc.		Mid City Corporation	
Item No.	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Section 1: Sanitary Sewer													
1	10" PVC SDR-35 Sanitary Sewer (Open Cut with Granular Backfill)	LF	839	\$169.50	\$142,210.50	\$205.45	\$172,372.55	\$206.00	\$172,834.00	\$194.00	\$162,766.00	\$410.00	\$343,990.00
2	6" PVC SDR-35 Sanitary Laterals (3)	LF	179	\$110.75	\$19,824.25	\$113.40	\$20,298.60	\$130.00	\$23,270.00	\$120.00	\$21,480.00	\$235.00	\$42,065.00
3	48" Sanitary Manhole	VF	19	\$700.01	\$13,300.19	\$712.60	\$13,539.40	\$400.00	\$7,600.00	\$700.00	\$13,300.00	\$1,250.00	\$23,750.00
4	Traffic Control	LS	1	\$30,419.19	\$30,419.19	\$1,480.00	\$1,480.00	\$3,516.00	\$3,516.00	\$6,000.00	\$6,000.00	\$8,500.00	\$8,500.00
	Section 1 Subtotal:				\$205,754.13		\$207,690.55		\$207,220.00		\$203,546.00		\$418,305.00
Section 2: Water Main													
5	12" C-900 Water Main	LF	120	\$196.00	\$23,520.00	\$213.75	\$25,650.00	\$365.00	\$43,800.00	\$320.00	\$38,400.00	\$450.00	\$54,000.00
6	12" Gate Valves	EA	1	\$4,400.00	\$4,400.00	\$4,056.00	\$4,056.00	\$4,200.00	\$4,200.00	\$4,800.00	\$4,800.00	\$5,000.00	\$5,000.00
7	Hydrant Assembly (Includes hydrant, 6" valve and 6" pipe)	EA	1	\$8,000.00	\$8,000.00	\$7,976.00	\$7,976.00	\$10,000.00	\$10,000.00	\$9,000.00	\$9,000.00	\$15,000.00	\$15,000.00
	Section 2 Subtotal:				\$35,920.00		\$37,682.00		\$58,000.00		\$52,200.00		\$74,000.00
Section 3: Storm Sewer													
8	15" CMP Culvert	LF	50	\$102.00	\$5,100.00	\$253.00	\$12,650.00	\$130.00	\$6,500.00	\$296.00	\$14,800.00	\$175.00	\$8,750.00
9	60" RCP Culvert	LF	50	\$460.00	\$23,000.00	\$533.60	\$26,680.00	\$450.00	\$22,500.00	\$1,100.00	\$55,000.00	\$1,875.00	\$93,750.00
10	12" HDPE Storm Sewer	LF	6	\$204.50	\$1,227.00	\$115.00	\$690.00	\$100.00	\$600.00	\$108.00	\$648.00	\$175.00	\$1,050.00
11	18" HDPE Storm Sewer	LF	272	\$94.00	\$25,568.00	\$87.90	\$23,908.80	\$115.00	\$31,280.00	\$110.00	\$29,920.00	\$200.00	\$54,400.00
12	24" HDPE Storm Sewer	LF	271	\$109.00	\$29,539.00	\$99.40	\$26,937.40	\$130.00	\$35,230.00	\$120.00	\$32,520.00	\$225.00	\$60,975.00
13	15" CMP Flared End Section	EA	2	\$232.00	\$464.00	\$455.00	\$910.00	\$160.00	\$320.00	\$400.00	\$800.00	\$500.00	\$1,000.00
14	18" HDPE Flared End Section	EA	1	\$450.00	\$450.00	\$666.00	\$666.00	\$500.00	\$500.00	\$699.00	\$699.00	\$750.00	\$750.00
15	24" HDPE Flared End Section	EA	1	\$575.00	\$575.00	\$917.00	\$917.00	\$650.00	\$650.00	\$900.00	\$900.00	\$1,000.00	\$1,000.00
16	60" RCP Flared End Section	EA	2	\$7,777.77	\$15,555.54	\$6,885.00	\$13,770.00	\$2,500.00	\$5,000.00	\$11,000.00	\$22,000.00	\$10,000.00	\$20,000.00
17	Concrete Inlet	EA	1	\$3,300.00	\$3,300.00	\$3,205.00	\$3,205.00	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00
18	Storm Manhole (Nyloplast)	EA	2	\$4,000.00	\$8,000.00	\$5,272.00	\$10,544.00	\$5,600.00	\$11,200.00	\$6,000.00	\$12,000.00	\$6,000.00	\$12,000.00
19	Medium Rip Rap with Type HR Fabric	CY	5	\$65.02	\$325.10	\$80.00	\$400.00	\$150.00	\$750.00	\$150.00	\$750.00	\$250.00	\$1,250.00
20	Lawn Restoration	SY	250	\$12.00	\$3,000.00	\$16.00	\$4,000.00	\$23.00	\$5,750.00	\$17.00	\$4,250.00	\$20.00	\$5,000.00
	Section 3 Subtotal:				\$116,103.64		\$125,278.20		\$122,780.00		\$177,287.00		\$263,425.00
	Base Bid Total:				\$357,777.77		\$370,650.75		\$388,000.00		\$433,033.00		\$755,730.00

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

MEETING DATE: June 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Wisconsin DNR- 2022 Environmental Fee

SUBMITTED BY: Lawrence W Ratayczak, PE- Director of Public Works

SUMMARY EXPLANATION:

The 2022 Environmental Impact Fee from the WIDNR is invoiced to Cities or Villages as a Permit Fee. The Permit is for the WPDES/MS4 Permit and covers the cost of administering the Municipal Permit Program. The WPDES (Wisconsin Pollutant Discharge Elimination System) administers the MS4 (Municipal Separate Storm Sewer System) which regulates/monitors the discharge of a Municipalities storm water discharge to streams, rivers, and lakes.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER XX

- Invoice

RECOMMENDATION:

Staff recommends the Public Works and Highway Committee approve the payment of the WIDNR Environmental Fee invoice in the amount of \$3,000.00. This amount does not require Board approval.

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.



Stormwater Permit fees

WI Department of Natural Resources 2022 Environmental Fee Invoice

Descriptions of what you are being billed for are on the back side of this page

For additional questions please contact:

Storm Water Contact dnrswpermits@wisconsin.gov

(608)266-7721

LAWRENCE RATAYCZAK
GERMANTOWN VILLAGE MS4
N112W17001 MEQUON RD
GERMANTOWN WI 53022

Invoice for Facility ID: 267087810
GERMANTOWN VILLAGE MS4
MS4 VILLAGE-WIDE
GERMANTOWN WI 53022

This first page contains the total amount due for your facility. The second page contains an itemized listing of the fees for your records.

Attention:

If you pay by check, you **must include the payment stub** at the bottom of your invoice for your payment to be processed on time and to avoid a possible late fee. If you pay on-line, you will be asked to provide the invoice number below.

To ensure quality on time service in the future please assist with the following:

- Ensure that we have the most current email address on file.
- If your email address changes please inform the contact listed at the top of this invoice.
- Please add DNREnvironmentalFees@wisconsin.gov to your contacts list and mark as not SPAM.

Detach and enclose this portion with your check payable to Wisconsin DNR

If billing address is incorrect, please show changes:

LAWRENCE RATAYCZAK (email: lratayczak@village.germantown.wi.us)
GERMANTOWN VILLAGE MS4
N112W17001 MEQUON RD
GERMANTOWN WI 53022

Invoice No: 267087810-2022-1

Invoice Date: 05/23/22

Amount Due: \$3,000.00

Date Due: 06/22/22

Please mail to:

Wisconsin DNR - Environmental Fees
PO Box 93192
Milwaukee, WI 53293-0192

Pay by credit card or e-check at <http://dnr.wi.gov/epay>



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

MEETING DATE: June 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Invoice for Southeastern Wisconsin Watersheds Trust, Inc.

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

SUMMARY EXPLANATION:

The Village of Germantown is a member of the Municipal Separate Storm Sewer System (MS4) group from which the Village is required to test storm water outfalls monitoring for effluents that may carry contaminants into the storm water drainage systems. MS4 Communities are Municipalities that have urban streets with curb and gutter. These Municipalities are required to annually perform education & Outreach programs to make residents more aware of how to protect the rivers and lakes. Most Municipalities join forces, utilizing Southeastern Wisconsin Watersheds Trust, Inc. (Sweetwater), a not-for-profit organization, to perform the education & outreach programs as directed by the WIDNR, and MMSD.

In the past, the annual fee was around \$3,900.00 but with the increase in directives from the WIDNR the annual cost has risen to \$12,620.00. Staff does recognize that the cost is reduced by joining in the effort with other Municipalities.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER XX _____

- Invoice

RECOMMENDATION:

Staff recommends the Public Works and Highway Committee approve the Payment of the Invoice to Southeastern Wisconsin Watersheds Trust, Inc in the amount of \$12,620.00. This amount does not require Board approval.

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.



Southeastern Wisconsin Watersheds Trust, Inc.
600 E Greenfield Ave
Milwaukee, WI 53204
+1 2627162211
<http://www.swwtwater.org>

Invoice 1595

BILL TO

Village of Germantown
N112 W17001 Mequon Rd
PO Box 337
Germantown, WI 53022

DATE
04/12/2022

PLEASE PAY
\$12,620.00

DUE DATE
04/27/2022

ITEM DESCRIPTION	QTY	RATE	AMOUNT
2022 MS4 General Education: Respect Our Waters	1	2,650.00	2,650.00
2022 Adopt Your Drain	1	1,200.00	1,200.00
2022 MS4 Individual Education: Technical Education Program	1	8,770.00	8,770.00

TOTAL DUE

\$12,620.00

THANK YOU.

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

MEETING DATE: June 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Valbridge Property Advisors

SUBMITTED BY: Lawrence W Ratayczak, PE- Director of Public Works

SUMMARY EXPLANATION:

The project to reconstruct Century Lane requires the Village to acquire certain land for the purpose of road right-of-way. The Village's 2022 Budget include funds for the purchase of this right-of-way. The land in question is owned by two (2) owners and involves three (3) parcels. To determine value of the land the Village contracted with Valbridge Property Advisors to obtain a certified appraisal of the land. This is a required procedure to purchase land for public road right-of-way. The invoiced amount from Valbridge Property Advisors is \$8,525.00. The estimated amount in the approved proposal from Valbridge was \$9,000.00.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER XX

- Invoice

RECOMMENDATION:

Staff recommends the Public Works and Highway Committee approve payment of the Valbridge Property Advisors invoice in the amount of \$8,525.00. This invoice is below the amount required for Village Board approval.

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.



Valbridge
PROPERTY ADVISORS

Valbridge Property Advisors |
Milwaukee
12660 W. North Avenue
Brookfield, WI 53005
262-782-7990

May 15, 2022

Invoice: WI01-22-0077-001

Bill To:

Mr. Eli Brulla
Civil Engineer
Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022

For:

Village of Germantown Project No. 0823
Little Acres Nursery (Parcels 4, 5, 6 & 7)
W168N12276 Century Lane
Germantown, Wisconsin 53022
Howard Property (Parcel 2)
W168N12172 Century Lane
Germantown, Wisconsin 53022

Description	Amount
For Appraisal Reports Issued May 13, 2022	\$8,525.00
See Attached Time Summary	
Valbridge Job Nos.: WI01-22-0077,-0078 and -0098	
LESS RETAINER PAID	\$0.00
AMOUNT OWED:	\$8,525.00

TERMS: *Payment of this invoice is due upon receipt. Interest to accrue at 1.0% per month (12.0% per annum) on all amounts not paid within 30 days.*

Make all checks payable to Vitale Realty Advisors, LLC.

Federal Tax ID Reference: 39-1937127

If you have any questions regarding this invoice, please contact:

Name: S. Steven Vitale
Contact Email: svitale@valbridge.com
Contact Phone: 262-782-7990

Thank you for your business.



**Appraisal Assignment Time Summary
Valbridge Property WI01-22-0077-001
Century Lane Condemnations
Village of Germantown Project No. 0823**

<u>Date</u>	<u>Description</u>	<u>Consultant</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
3/21/2022 - 5/13/2022	Project Management, Market Research, Inspection, Fieldwork, Report Writing, Valuation Analysis, Review and Edits	Vitale	17.50	\$185.00	\$3,237.50
3/21/2022 - 5/13/2022	Market Research, Inspection, Fieldwork, Valuation Analysis, Report Writing	Gilbert	45.00	\$110.00	\$4,950.00
3/21/2022 - 5/13/2022	Proofread / Research	Leonardelli	7.50	\$45.00	\$337.50
Total - Valbridge Property Advisors Milwaukee Rounded					\$8,525.00 \$8,525.00

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

MEETING DATE: June 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Release Letter of Credit-Goldendale Road Development, LLC

SUBMITTED BY: Lawrence W Ratayczak, PE- Director of Public Works

SUMMARY EXPLANATION:

The Letter of Credit (LOC) was required by the Development Agreement with Dickman Real Estate for the Development at the southwest corner of Rockfield Rd and Goldendale Rd. This development included a building for the Illings Company. The formal title of this development is "Goldendale Road Development, LLC". The Developers Agreement included the installation of public sanitary sewer and water main all within easements. These improvements have been completed, accepted, and placed in service.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER_____

RECOMMENDATION:

Staff recommends the Public Works and Highway Committee approve release of the Goldendale Road Development, LLC Letter of Credit No. 1706 issued by Tri-City Bank in the amount of \$100,000.00.

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 COMMITTEE & VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: Wednesday June 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Unauthorized Right-of-way Tree Removal

SUBMITTED BY: Scott Anderson: Highway, Parks, Building & Grounds Superintendent

SUMMARY EXPLANATION:

Notification was recently made to Highway Department staff that two residential street trees were removed from the road right-of-way without authorization from the village. We are all aware of the costs both monetarily and in staff time associated with the maintenance and upkeep of the village's urban forest. While many enjoy the ascetic value of the urban forest, according to the Council of Tree & Landscape Appraisal any tree has a monetary value based on several factors. When figuring a trees value, species, size, and condition are the main components. In the past, the village has consulted with Wachtel Tree Science to set a value of trees lost associated with an auto accident. These costs are usually recovered by payment through an insurance company or by the driver directly if they so choose. We are now in a position in which we must decide whether we want to recover the value of a tree because of a decision made by a resident without proper notification or permission. While specifics can be discussed, staff is looking more for guidance on keeping a consistent process in place should this situation be encountered in the future, while also discouraging residents from arbitrarily removing village owned trees. Below are three options that staff can follow both in this case and moving forward, although modifications can be made should the committee choose to do so:

- Option #1 The exact cost of any tree lost shall be recovered based on its exact value as outlined by the Council of Tree & Landscape Appraisal guidance.
- Option #2 The exact cost of tree replacement for any tree lost shall be recovered based on the time and material used to replace said tree.
- Option #3 The village can replace any lost tree with no cost recovered from an offending party.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER _____

RECOMMENDATION: Staff is requesting guidance in the above situation.

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.

STATUS OF PROJECTS

June 1, 2022

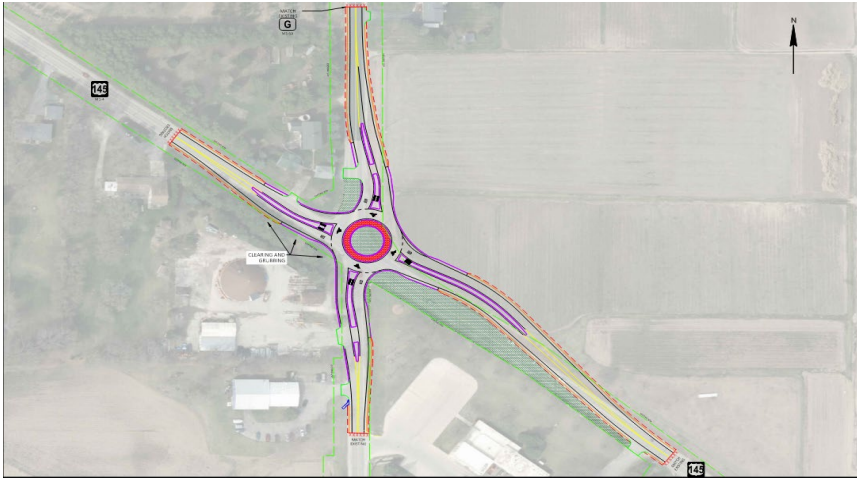
- 1) Construction of Holy Hill Road (from the east ramps of I41 to approximately 500 feet east of Goldendale Rd): Construction has started, two-way traffic has been moved to the north half of the street until the south side is complete. New road will have two lanes in each direction separated by an 18' median with street lights in the median. Traffic lights will control the Goldendale Rd intersection.
- 2) New Well #12 and Well House in TID #8 (SE corner of Gateway Crossing & Rockfield Road). WisDNR has approved as a Shallow Well. Well casing is complete and water testing has been completed with the result of very good water. Well House and associated equipment in final design.
- 3) Elevated Water Tank in TID #8 Tank will have 500,000-gal capacity. Logo and color scheme have been decided. Construction status: foundation, piping and base (cone) section is complete. Tank fabrication is completed to two sections, these will be welded together as erection takes place. Village Board and WisDNR have approved to construct tower with the additional height. PSC approval anticipated soon. After all approvals are received final construction will be delayed due to delivery of remaining materials and contractors schedule.



- 4) PP/II project –Graef and Village staff have begun moving project forward. Project plan was submitted and approved by MMSD. Staff & Graef engineers have held two Public Information Meetings and three door notification attempts made to have residents receive and return permission forms indicating their desire to participate in the program. Currently 88% of residents have responded in a positive manner to participate. Televising of sanitary laterals was bid but bids were very high and therefore all bids rejected. Working with MMSD to revise plan for repairing leaking laterals.
- 5) 2021 Road Program; COMPLETED

- 6) Development of site plans for future DPW facility continues. New Building Plans at 60% complete. Village Board approved purchase of land to relocate DPW site/ Village offers for purchase land have been accepted. Rock investigation, Phase 1 environmental, site survey, soils investigation and Wetland Delineation are complete. Target date for bidding is June/July 2022 with possible construction start end of 2022. Construction Manager Service contracted. Occupancy revised to end of 2023 or spring of 2024.
- 7) CIPP (Cured In Place Pipe) Project: The project includes the remaining 7,654 LF of unlined 48-inch diameter RCP pipe and lining 530 VF of manholes. Project limits are from just south of Donges Bay & STH 145 to 124th & County Line Rd. This is the Main Interceptor sewer that transports the Villages wastewater to MMSD. Current flow of sewage will be pumped around work area with no disturbance to residents. Lining has started with approx. 3,000 lf completed.
- 8) Engineering Staff has submitted an application for an “STP” Funding Grant through the WisDOT to reconstruct Division Rd from Mequon Rd to Revere Lane. Funding is applied for to the WisDOT “Surface Transportation Program” (STP). Remaining section of Division Rd from Revere Lane to south of Wendy Lane will be completed under the Annual Road Improvement program. The Grant was not awarded, The Village resubmitted for future Grants. NO CHANGE
- 9) The Village has been approved to receive a Grant from WisDOT through the HSIP funding program to make corrections to the intersection of Maple Rd & Mequon-Lannon Rd. The project will include turn lanes at Maple Rd and other horizontal alignment modifications. The Grant is for construction in 2024 and is a 90%-10% Grant where the Village is responsible for 10%. The estimated cost of the project is \$800,000.00. This is the same type of funding that was the basis for the reconstruction of Freistadt Rd & Maple Rd. NO CHANGE
- 10) 2021 Annual Road Seal Coat program has completed work in the Business Park, (Mequon Rd to Donges Bay Rd.) and in the Industrial Park west of Maple Rd. Remaining seal coating work on residential streets to be completed in 2022 due to unfavorable weather conditions, contractor to honor 2021 pricing. Work to start on residential Streets and Friedenfeld Parking lots week of May 31, 2022.
- 11) 2022 Annual Road Seal Coat program is in design with anticipated bid in June 2022

- 12) WIDOT has scheduled reconstruction of the intersection of Division Rd (CTH G) and STH 145. The new intersection will be a roundabout with design starting in 2021 and construction slated for 2023. This project is fully funded by the WIDOT.



- 13) The 2022 Annual Road Improvement program was bid with Wolf Paving submitting the low bid. Alternate roads may be added as cost estimates of initial roads are completed. Initial roads included are:

- Bonniwell Rd (CTH G to termini)_Completed
- Fawn Ln (Maple Rd to termini)
- Holy Hill Rd (CTH G to termini)_Completed
- Maple Rd (Holy Hill Rd to Rockfield Rd)_Completed
- Lovers Ln (Division Rd to Century Ln)
- Century Ln (Lovers Rd to STH 145)
- Willow Creek Way: Pave Surface Course of Asphalt (TID #6 Funds)
- Woodside Acres Subdivision
- Pheasant Lane
- Medians at Freistadt Rd Railroad Crossing (east of Maple Rd)

- 14) 2022 Local Road Improvement Project (LRIP) is a bi-annual Grant Program of State Funds managed by Washington County. In 2022 the Village of Germantown will receive approximately \$63,874.00. These funds in conjunction with additional funds approved by the Village Board will be used to reconstruct Country Aire Dr from approximately 500 feet north of Mequon Rd to Freistadt Rd. Extension of the sidewalk from current termini to Friedenfeld Park to be included with payment by Neumann Development.

15) Country Aire Dr. Sanitary Sewer and Water Main Extension; Project was bid with Kruczek Construction submitting low bid. This extension will allow future sanitary and water service to Friedenfeld Park and is needed prior to rebuilding Country Aire Dr later in 2022.

16) Private Development

- Murphy Pet Foods: installation of the public water main is complete, and Building Walls are 75% complete
- Capstone-41: footings/foundation, walls, roof complete: water service and sanitary sewer to building #1 is complete.
- Zilber #5 Building: submitted for review; construction has started (located west of Zilber #4)
- Dickman Bldg #3 has started construction, located near the Illing Bldg, and north of Dielectric.
- Heritage Park-North Subdivision has started construction with grading and blasting of bedrock for sanitary sewer on Division Rd. (35 single family lots) Located at the northeast corner of Division Rd & Revere Ln
- Wrenwood-North Subdivision work continues. Grading work is approximately 70% complete. Installation of sanitary sewer and water main is complete. Estimates begin house construction late fall of 2022. Developer has revised schedule to combine both phases for sanitary sewer and water main construction in 2022.

17) Mequon Rd Street Light Replacement: This Village project will replace the existing We-Energies owned light fixtures/poles with Village owned LED street lights. The project limits are from Division Rd to Pilgrim Rd. Construction has started with anticipated completion early July. Project was bid with Wil-surge Electrical being the low bid.

18) The Village has applied for a SISP Grant through the WisDOT for replacement of the traffic lights in the intersection of CTH Q & Appleton Ave. No Response from WIDOT as of this report.