

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: PUBLIC WORKS & HIGHWAY COMMITTEE

DATE AND TIME: WEDNESDAY, September 7th, 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 364 4359 Password: JAKZbqWG258 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=m2f9ec4ffbc6e5f060df178858ece6a84> 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:** August 10th, 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. Well 7 MCC and Generator Project
 - B. F450 Flat-Bed Conversion
 - C. Report on Water Meter Replacement Project and Utility Billing Issues
 - D. Potential Relocation/Improvements to Lift Station 6
- VI. **PROJECTS UPDATE:**
- VII. **NEXT MEETING DATE:** Set October 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

August 10th, 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 Village President Wolter, Administrator Kreklow, Trustee J. Miller, Director Ratayczak, Wastewater Superintendent Zimmerman, Water Superintendent Haugen, Public Works Superintendent Anderson, Budget Manager Matt Uselding and Administrative Assistant Remich.

APPROVAL OF MINUTES: MOTION (Miller/Neureuther) to approve the Minutes for June 1st, 2022. Motion carried unanimously.

PUBLIC COMMENTS: None

UNFINISHED BUSINESS

A: Intersection of Concord Road and Nigbor Drive

Director Ratayczak stated that at the May PWHC meeting we heard the results of the traffic survey and the recommendation of the Traffic Engineer Consultant from the firm TADI, Inc. After hearing and discussing the survey results and the Traffic Engineers recommendation the PWHC directed staff to collect additional traffic data to determine if traffic patterns change through the months when school is out for summer. The additional data has been accumulated and reviewed by the Traffic Engineer who presented his findings.

John Campbell from TADI stated that they conducted another speed study on Concord Rd. thinking drivers would be driving faster in Summer. Average speeds in Feb. were between 25-27mph and in all of June average speeds were 26 mph in some time frames they were lower than Feb. No evidence to make any change to our recommendations in February.

MOTION (Miller/Neureuther) to recommend following the recommendation of the Traffic Engineer Consultant (TADI) and approve that the current two-way stop sign control of the Concord Rd & Nigbor Dr intersection remain. Motion passed with one opposed.

MOTION (Miller/Hudson) to move Unfinished Business Item B to after New Business Item C on the agenda. Motion Unanimous.

NEW BUSINESS

A: Opt Out Meter Installation Option

Superintendent Haugen stated that one resident requested an Opt-out option of the utilities RF (radio frequency) water meter installation during this summer's meter replacement project. The claim is that the RF signal causes a problem to the health of the resident. The existing meter in their home is a Badger Meter and uses the same 900 MG hertz frequency band width as the new Metron meters using a non-ionizing radiating signal so the signal is no different.

Below are options and what the Utility could offer as (4) alternatives:

- Install the standard meter which was part of the meter project
- Install a cellular meter
- Install a remote antenna, Meter is connected by a wire to the antenna located outside the home
- Install a manual read meter - not recommended because Metron stopped manufacturing this style

Lengthy Discussion Followed:

The only differences in the old meter and new meter are the measuring element and this meter has the capability of tracking usage for 90 days and we can log in remotely which helps with readings and billing.

Public Works Highway Committee Meeting Minutes

Resident Kathleen Coakley stated that she has a sensitivity to the RF, it makes her uncomfortable. She stated that in Madison residents complained about this and they offered an opt out option which included charging the affected residents extra for manual readings, she handed out documentation to the committee. Trustee Kaminski stated that she wants continuity, and she asked if Kathleen could get a doctor's excuse for this problem? Kathleen said no, and she stated that she can't use a cellular phone either so the cellular option wouldn't work for her. She said she would be amenable to a manual meter reading charge; she could do it herself quarterly or she could take a picture of her meter and bring it in. Paul stated that he had the history pulled for this meter and found out that her meter readings have been estimated for the past 6 years. Kathleen said that was because she covered her meter with a wrap which made it more comfortable for her. Director Ratayczak asked why we have been doing estimated readings for 6 years? Paul said that it was difficult to gain entry to the home without a phone. Larry set up an appointment to read the meter on Aug. 11th at 11am. to see how delinquent it is, inspect the meter and go from there.

NO MOTION. Revisit at September's meeting.

B: Alt Bauer Park Tree Relocation

Superintendent Anderson stated about ten years ago DPW responded to a down tree in Alt Bauer that needed to be removed but because the pathways in the park were so overgrown, it took DPW crews 2-3 days to cut brush back far enough to allow room for equipment to access the fallen tree. Once the tree had been removed, DPW management, the Recreation Director and Fire Department management at that time agreed that wider pathways made for better access. The improved access not only allowed maintenance crews to move about the park easier, but also allowed for EMS response should it be necessary. Over the next few winter seasons, DPW crews widened pathways and did pathway restoration. Since the project was completed, DPW crews have mowed 6' on either side of the stone path twice per season and sprayed the path for weeds. Shortly after completion the Schneiders with all good intentions started planting sapling evergreen trees in the park, which was obviously going to impact the pathways and negate the time village staff had already spent clearing them. In October of 2014 the Schneider's were notified via mail by the Recreation Director at the time asking them to stop. Even though the notification was made, tree planting continued.

Nathan from Wachtel is here as a consultant to give us guidance as a professional and Scott would like to follow Wachtel's recommendation moving forward to repurpose some of the trees and remove others.

Eva and Todd Schneider spoke, their backyard butts up to the north end of Alt Bauer Park. They were told years ago by someone working for the Village that they could plant trees in the park but did not get this permission in writing. They did receive a letter in 2014 telling them not to plant any more trees. Eva stated that if these trees are cut down, there will be nothing there but thistle and weeds that grow 6' tall and block vision. We would like to save the trees for privacy and screening.

Nathan from Wachtel spoke to explain what could go awry with this random planting of trees in the park, steps are being taken to manage the health of the forest as far as the removal of invasive species, removing dead and dying Ash & Elm trees and promote safety by maintaining the gravel pathways with clearance to the specifications that were provided by the Village. In relation to the pathway, these trees at maturity will grow into that 6' of clearance and we should remove or transplant them now while they are small. Some are too close to native tree species and moving these saplings would cause damage to existing mature trees. Trustee Miller, this to me is pretty cut and dry this is a Village Park to maintain and we have jurisdiction over the entire park.

MOTION Kaminski/Neureuther to recommend following the professional guidance of Wachtel Tree Science as it relates to moving or removing trees located too closely to the pathways within Alt Bauer Park. Trustee Neureuther would like a letter issued stating that no trees are to be planted or dug out without Village permission. It's a liability to have private citizens digging out trees on public land, that will need to be done by our DPW Dept. and it's up to Superintendent Anderson, if he wants to give them to the Schneiders or plant them in other park locations. **Motion Unanimous.**

Public Works Highway Committee Meeting Minutes**C: Library Condenser Replacement**

Superintendent Anderson stated the Germantown Library is cooled by two separate condensing or cooling units that are both original to the building. CU-2 has two stages of cooling and is responsible for the front lobby, community room & restroom areas. Over the past couple of cooling seasons, CU-2 has needed repairs to keep the unit functioning properly. CU-1 has four stages of cooling and is responsible for the main space and office area. Despite being original to the building this unit has never been a maintenance issue until this season. CU-1 is currently only functioning with two stages, as the other two stages have a significant refrigerant leak. To make repairs to this unit, significant labor and material costs would have been exhausted, and even when complete, would have left the village with a cooling unit already past its useful service life. Cooling with two of the four stages is less than ideal and has caused some issues in areas of the library, especially on warmer days. Back in May, library and buildings staff decided only to explore further repairs should we find that the two stages just couldn't keep the space tempered, which has not been the case thus far. The replacement plan was to bring this project forward as part of the 2023 buildings capital budget. During the process of budget planning, we've learned that the lead time on the units necessary, is 30-40 weeks once an order is placed. If we move forward under the normal process of budget and purchasing, even if ordered in January, the 30-to-40-week lead time would put us in August or September of 2023, toward the end of next year's cooling season.

The current project estimates are about \$240,000.00 +/- . If the Public Works Committee and Village Board want to move forward, staff will quickly get competitive pricing and execute a purchase order to start the process.

Discussion Followed:

Budget Manager, Matt Uselding stated as far as covering the finances for this project. This could be included in the bond issuance that is occurring at the end of the year for the new DPW Building. This has not gone to GGF yet and we still have not earmarked all the ARPA funds and as it's a building maintenance issue and there is still \$500,000 in the ARPA building fund. Couldn't we use the ARPA funds instead of borrowing money? Superintendent Anderson wanted to make sure that this was something we wanted to proceed with before putting in the effort of starting the bid process.

MOTION (Miller/Kaminski) to recommend moving this to GGF for funding options. And Superintendent Anderson can proceed with the bid process. Motion Unanimous.

Unfinished Business B: Buckthorn/Brush Pick Up Data Review and Future Recommendations (moved to after New Business Item C New on agenda)

At the May PWHC meeting staff was directed to tabulate all costs for the spring brush pickup and bring a recommendation back to the committee on how best to address the ongoing need for buckthorn removal and the future direction of roadside brush pick up. The attached spreadsheet breaks down the entire cost of doing a brush pickup event. The Village currently conducts 2 brush pickup events: one in the spring, and one in the fall. Neither of these pickups are conducive for the disposal of buckthorn due to the viability of the fruit on the branches. Cutting and transporting at the early spring and fall will increase the chance of spreading these invasive plants.

It is staffs' recommendation to eliminate both the fall and spring brush pickup and move to one brush pickup commencing on the first Monday in June. This would allow for the curbside collection of buckthorn before the fruits emerge. Staff further recommends the continued practice of non-acceptance of buckthorn at the Recycling Center mid-August through mid-May to help curtail the spread of buckthorn in our mulch product. Scott Anderson, HPBG Superintendent, and I, are in full agreement that this would be the best course of action moving forward and request that it be implemented immediately upon approval by the Village Board so notifications can be made prior to fall brush pickup.

Discussion Followed:

Superintendent went over the breakdown of the grand total of \$51,311.06 to do the brush pick-up in May. We did take the buckthorn that was out at that time. Scott & I had long discussions about this and what our work loads are in Spring, Summer and Fall. If we went from 2 pick-ups to 1 around the 1st week in June, we could accommodate what everyone wants and pick-up all buckthorn at that time.

Public Works Highway Committee Meeting Minutes

Trustee Kaminski, to ease people into the change and since they are accumulating stuff at the curb already, we should still do the fall pick-up and put out notification that we won't take buckthorn. And inform them that this will be a 1-time event moving forward in early Summer. Trustee Miller, I think that's a good plan and transition to 1 pick up next year. Director Ratayczak we will receive calls about no buckthorn pick up this fall. What do residents do with it? Trustee Hudson, we haven't been able to answer that up until now but now we can say put it out next June. There is the option that residents can take it to the landfill at any time of year at .16/lb with a minimum \$10 charge. Trustee Kaminski we should put buckthorn information and photos on the front page of our website and at the library to educate residents.

MOTION (Miller/Hudson) to recommend continuing with the fall brush pick-up this year and start with the June pick-up once a year in 2023. Motion Unanimous.

D: Ordinance Amendment 11.08 Village Code - Recycling Center Name Change

Superintendent Zimmerman stated at the June PWHC meeting it was unanimously decided that the name Germantown Recycling Center no longer represented the actual function of the facility. It was decided to rename it the Residential Yard Waste Facility and to change the associated text in the ordinance to reflect it.

MOTION (Miller/Hudson) to recommend that Section 11.08 be amended as proposed on the attachment and the name of the facility changed to Residential Yard Waste Facility. Staff further recommends that this be forwarded on to the full Village Board for adoption. Motion Unanimous.

E: Change Order Recommendation Visu-Sewer - Interceptor Lining/Manhole Rehab

Superintendent Zimmerman stated that Village contract number 2103 with Visu-Sewer includes unit pricing for manhole rehabilitation in the amounts of \$133.00 per vertical foot for both cementitious and epoxy. It also includes unit pricing for CIPP lining at \$322.00 per lineal foot. These unit prices are very favorable to the Village. State law allows for up to a 15% addition to the value of a contract for additional work under the current unit price. The value of the current project is 2.61 million dollars and 15% allowed under state law is \$391,650.00. Budgeted in the 2022 Wastewater Utility is \$400,000 for sanitary pipe water crossings and \$80,000 for misc. I/I projects which includes manhole rehabilitation.

Money from this Change Order is to be utilized for the rehabilitation of select sanitary manholes contained in an easement at Virginia Highlands and to install an 858' 30" CIPP liner on Washington Drive between manholes SA254-003 and SA254-009. This sewer line is located under the regional stormwater pond and has minimal cover. Monies to be transferred from the following account numbers: 60-180-183-3132 Collecting Mains and 60-180-182-3110 Collecting System.

MOTION (Hudson/Miller) to recommend approving this Change Order to Village contract #2103 for the amount not to exceed \$207,200.10 for additional CIPP liner and Manhole Rehabilitation. And to forward this recommendation to the Village Board. Motion Unanimous.

F: Reduction of Letter of Credit- Kinderberg Estates Subdivision

Director Ratayczak stated that The Veridian Homes Developer of Kinderberg Estates Subdivision has requested a reduction to the remaining Letter of Credit (LOC). This is the second reduction request. The current value of the LOC is \$125,000.00 and the developer is requesting a reduction in the amount of \$85,000.00 leaving a remaining amount of \$40,000.00.

Most public improvements have been completed and accepted. Asphalt surface pavement, minor curb & gutter replacement and minor punch list items are remaining. Staff has determined that the requested remaining LOC amount will be sufficient to complete the work should the developer default. All lots have structures either completed or in progress. \$40,000 is enough to cover the remaining work.

MOTION (Neureuther/Miller) to recommend approval of the requested reduction to a remaining amount of \$40,000.00. Motion Unanimous.

Public Works Highway Committee Meeting Minutes**G: Reduction of Letter of Credit - Harvest Hills Subdivision**

Director Ratayczak stated that The Developer for Harvest Hills Subdivision has requested a reduction to the remaining Letter of Credit (LOC). This is the third and final reduction request. The current value of the LOC is \$150,000.00 and the developer is requesting a reduction in the amount of \$150,000.00 leaving a remaining amount of \$0.00.

All Public Improvements have been completed and accepted. Punch List items, including tree replacement, have been completed. 80% lots have structures either completed or in progress.

MOTION (Hudson/Miller) to recommend approval of the requested reduction to a remaining amount of \$0.00. Motion Unanimous.

H: Reduction of Letter of Credit - Heritage Park North Subdivision

Director Ratayczak stated that The Home Path Financial, LP Developer of Heritage Park North Subdivision has requested a reduction to the Letter of Credit (LOC). This is the first reduction request. The current value of the LOC is \$2,902,592.25 and the developer is requesting a reduction in the amount of \$700,000.00 leaving a remaining amount of \$2,202,592.25.

The reduction reflects the completed installation of sanitary sewer and water main. Staff has determined that the requested remaining LOC amount will be sufficient to complete the work should the developer default.

MOTION (Hudson/Miller) to recommend approval of the requested reduction to a remaining amount of \$2,202,592.25. Motion Unanimous.

I: Remove Excess Topsoil / Zilber Building No. 5 Site

Director Ratayczak stated that Pursuant to Village of Germantown Municipal Code Section 17.441 (Protection of Topsoil Resource) Riley Construction Company, Inc., General Contractor for Zilber Building No. 5 on the westside of Gateway Crossing, has submitted a request to remove 8,500 cubic yards of excess topsoil from the project site. The volume of remaining topsoil will be sufficient to place 12 inches in proposed green areas of site.

MOTION (Neureuther/Hudson) to recommend approval of the request by Riley Construction Company, Inc to remove 8,500 cubic yards of excess topsoil. Motion Unanimous.

J: Award of SISP Project Grant by WisDOT for County Line Road "CTH Q" & Appleton Avenue

Director Ratayczak stated that the Village was awarded the SISP Grant for design in Fiscal Year 2024 and construction in Fiscal Year 2025. Note that WisDOT's Fiscal Years begin in the fall of the preceding year. The work will include replacement of all the traffic lights installed over lanes of traffic, new street lighting, flashing yellow arrows, video vehicle detection, emergency vehicle detection, replacement of all pull boxes/wiring, replacement of select controllers and updated pavement marking on County Line Road and Appleton Avenue. Some of the work was done in the last several years with coordination with Menomonee Falls so some components will be getting reused. The cost of the project is divided as 90% State and 10% Village with a total estimated cost of \$523,250.00.

Staff brings this item forward to notify the PWHC and a future agreement will be brought to the PWHC for approval. No Action required, information purposes only.

K: Seal Coat Program

Director Ratayczak stated that the Village Departments of Engineering and Streets are charged with the responsibility of coordinating an annual seal coating program for Village roads. In 2022 the Engineering Department did not have sufficient time to nominate streets and have the Street Department review for determination of work required of them prior to installing the seal coat material. To address the elimination of seal coating performed in 2022 the Engineering Department is requesting that the 2022 funds budgeted for seal coating be rolled over into 2023. These funds would be added to the Budgeted 2023 seal coating funds. Engineering and Streets have initiated a revised process to budget for seal coating which includes selection of streets for the following years seal coating program in the fall of the preceding year giving time for the Street department to schedule and budget for their required work.

Public Works Highway Committee Meeting Minutes

The Departments of Engineering and Streets are respectfully requesting approval from the PWHC to roll-over the 2022 budgeted funds for seal coating. The 2022 roll-over funds will be combined with funds in the 2023 budget and in 2023 bid a project having the volume of 2 years of seal coating. Staff shortage is the reason we have fallen behind this year.

MOTION (Miller/Neureuther) to recommend approval to forgo the 2022 seal coating program and roll over the funds to be used in 2023. Motion Unanimous.

L: Drainage Study-Woodland Manor Subdivision

Director Ratayczak stated that The Department of Engineering hired the engineering firm of raSmith to perform a drainage study of the Woodland Manor Subdivision consisting of Woodland Dr/Merkel Dr/Oakview Ave areas. This topic was heard previously by the PWHC on 7/1/2020 and 11/10/2020 and was brought forward by a request of Trustee Dennis Myers. At the 11/10/2020 PWHC meeting the committee approved performing the drainage study. The concern was poor drainage and potential flooding. The area investigated consisted of the streets listed above. The purpose of the drainage study was to determine: 1) Survey the existing drainage ditches; 2) What improvements can be made; 3) Estimate the cost of improvements.

The streets were originally designed to be an urban cross-section (curb/gutter with storm sewer), but the developer changed the scope and with the same proposed grading plans constructed a rural cross-section (roadside ditches). This caused a very flat grade to construct the required ditches. The survey of the area exhibits the flat drainage area as originally constructed. The overall average slope of the ditches is less than 0.8% with 1.5% usually considered a minimum slope. In a very heavy rain, the storm water may backup in the roadside ditches this is simply the ditch doing its job performing as a temporary storm pond. I am not aware of any damages caused to private property from a rain event to date. After a short period of time the ditches drain, and ponding dissipates.

The engineers did provide two alternatives to improve flow; 1) improve the roads to be an urban cross-section (curb/gutter) with storm sewer (\$636,444.00) and 2) enclose the ditches with storm sewer (\$622,697.00). It is the opinion of the engineering department that neither of the options presented by the engineering firm be performed and that the Village Streets Department replace one cross-culvert on Woodland Dr and perform some minor ditch grading on Woodland Dr. and Merkel Dr.

MOTION (Neureuther/Hudson) to direct staff to make basic drainage improvements as suggested by the Village Engineering Department. Motion Unanimous.

M: Award Contract – Country Aire Drive Reconstruction

Director Ratayczak stated that The Country Aire Drive Reconstruction Project was advertised for bids which were received and read on August 10, 2022 (2) bidders responded to the advertisement all with qualified and accepted bids.

The bids received are as follows:

Payne and Dolan, Inc	\$631,825.25
Wolf Paving	\$657,879.00

The engineer's estimate was \$590,000.00.

Staff has reviewed the bids and recommends the contract be awarded to Payne & Dolan.

MOTION (Hudson/Miller) to recommend awarding the contract to Payne and Dolan, Inc in the amount not to exceed \$631,825.25. In addition, staff is requesting a 5% contingency or \$31,591.26 be included in the recommendation for award. Therefore, the total amount requested for award is \$663,416.51. And to forward this recommendation to the Village Board. Motion Unanimous.

Public Works Highway Committee Meeting Minutes**N: Development Agreement Wrenwood-North**

Director Ratayczak stated that the Development Agreement for Wrenwood-North is presented for review and approval. The Agreement is presented at an unusual time in the procedure of a project approval process whereas the project (Phase 1) is completed up to the point of binder pavement in place and the sanitary sewer and water main (Phase 2) is completed. This project follows the same specifications as the previously constructed Wrenwood-South development. Neumann Development has followed the requirements of Wrenwood-South and has prepaid the cost of inspection as required in the Development Agreement. There have been no issues as to the construction meeting the Villages specifications. This Developers Agreement replicates the Wrenwood-South Agreement except for a few nuances specific to Wrenwood-North such as dual entrances on Freistadt Road (CTH F), construction in two (2) phases and connection to Wrenwood-south via a utility easement/walking path.

The delay in getting the agreement completed is partially due to the location and design of the water main required to loop the Wrenwood-North water main with the Villages existing water main. There were several possible routes and the Village approved work to commence in Wrenwood-North prior to resolving the loop issue. Since the loop was not resolved Director Ratayczak decided to hold off on the Developers Agreement until such time that the water main loop was resolved. The agreement has been reviewed by Jeff Retzlaff and Newman Development who both approved it.

MOTION (Neureuther/Miller) to recommend the approval of the Development Agreement for Wrenwood-North Subdivision contingent upon inclusion of pending comments/corrections by the Village Attorney prior to Village Board approval. Motion Unanimous.

PROJECT UPDATES: Several Items were reviewed and discussed.

NEXT MEETING DATE: Next meeting was set for Wednesday, September 7th, 2022 at 6pm

ANNOUNCEMENTS: None

ADJOURNMENT: Chairman Kaminski adjourned the meeting at 7:56pm.

Deb Remich

Department of Public Works

Administrative Assistant

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

MEETING DATE: Wednesday, September 7th, 2022

AGENDA ITEM: New Business

ITEM TITLE: Well #7 Replacement of MCC (Motor Control Center)
and replacement of onsite generator

SUBMITTED BY: Paul Haugen, Water Superintendent

SUMMARY EXPLANATION: During the 2021 Well PLC replacement project, it was brought to our attention that at Well #7 there are serious safety concerns within the MCC panel that were going to prevent the installation of the PLC's. After discussing the findings with GRINDELAND ENGINEERING our electrical consultant, they evaluated these concerns. They recommended completely replacing the entire MCC panel which includes a complete redesign and rewire.

The issues as described by the electrical engineer:

- If you buy an old farmhouse from the 1800's and twenty different people over the years reran wiring, added, cut and removed components which left a spiderweb of unknown wiring. Because of this, there are no current plan sets from all this rework over the past decades.
- There are live wires not marked and or unused, also high voltage 480 is exposed and not properly shielded.

2 bidders pulled plans and below are the results:

1. Pieper Electric did not provide a bid.
2. J Miller Electric, Inc.
512 S Park St, Port Washington, WI 53074
Low bid of \$158,258.00 for the MCC work.

As part of the MCC evaluation, I requested the existing generator be evaluated by the service provider Fabick CAT to provide a comprehensive mechanical diagnostic inspection with associated repair costs. I had our electrical engineer review the findings as part of their evaluation and it was recommended to replace and upgrade this generator for these reasons:

- The age of the existing unit is 29 yrs.
- The cost to repair the existing generator is \$39,949.85 which is close to 3/4 of the cost of a new generator.
- The existing fuel tank is a single wall diesel tank. The DNR in the future will be requiring fuel tanks to be a dual wall.

Attached is the bid summary for the MCC replacement and (4) Alternate generator bids.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER X

RECOMMENDATION:

Staff recommends approval of the MCC base bid from J Miller Electric in the amount not to exceed \$158,258.00 and the generator replacement would follow at a later date.

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.



Ballpark Commons Office Building
7044 S. Ballpark Drive, Suite 200
Franklin, WI 53132
(414) 336-7900
foth.com

August 30, 2022

Paul Haugen
Germantown Water Utility
N122W17177 Fond du Lac Avenue
Germantown, WI 53022

RE: Well House No. 7 Electrical Improvements

Dear Paul:

We have reviewed the bid received on August 30, 2022, for the above referenced project. A summary of the bid is as follows:

Bidder	Total Base Bid Amount	Alternate A-1 Bid Additional Amount	Alternate A-2 Bid Additional Amount	Alternate B-1 Bid Additional Amount	Alternate B-2 Bid Additional Amount
J. Miller Electric, Inc.	\$ 158,258.00	\$ 242,945.00	\$ 257,945.00	\$ 207,945.00	\$ 222,945.00

The alternate bid was requested to explore the costs of replacing the generator set, installing a new exterior fuel tank, installing a concrete tank pad, installing additional concrete pavement, and additional restoration needs. Two separate generator sets, Kohler and Cummins, were considered with the alternates.

We recommend awarding the project to J. Miller Electric, Inc. for the total base bid amount of \$158,258.00. Their bid is complete and contains all required documentation. The engineer's estimate for the project was \$161,000 for the main base bid.

We do not recommend awarding any of the alternate components. The generator set and fuel tank, as well as all appurtenances, should be considered as a separate project at a later date.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Eve Schnell".

Eve Schnell, PE, PTOE

Project Manager

cc: Bruce Grindeland – Grindeland Engineering
Dale Broeckert – Foth Infrastructure & Environment, LLC

Enclosure: Bid Results Worksheet

Well House No 7 Electrical Improvements (#8229421)

Owner: Village of Germantown

Solicitor: Foth - Milwaukee

08/30/2022 10:00 AM CDT

J. Miller Electric, Inc.

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Unit Price	Extension
Base Bid							\$158,258.00
	Well No 7 : Base Bid		MCC replacement, wall mount VFD, load bank connection, and electrical service upgrade (All work included in sheets E1.00 - E1.07)	LS	1	\$158,258.00	\$158,258.00
Alternate Bid A-1 - Kohler							\$242,945.00
	A-1	Alternate E	Kohler generator set, exterior fuel tank, concrete tank pad, concrete pavement and restoration (All work included in sheets C1.01, C5.01 & E1.08)	LS	1	\$242,945.00	\$242,945.00
Alternate Bid A-2 - Kohler							\$257,945.00
	A-2	Alternate E	Kohler generator set, exterior fuel tank (Provide stainless steel construction in lieu of painted steel diesel fuel tank specified in 26 32 14), concrete tank pad, concrete pavement and restoration (A	LS	1	\$257,945.00	\$257,945.00
Alternate Bid B-1 - Cummins							\$207,945.00
	B-1	Alternate E	Cummins generator set, exterior fuel tank, concrete tank pad, concrete pavement and restoration. (All work included in sheets C1.01, C5.01 & E1.08)	LS	1	\$207,945.00	\$207,945.00
Alternate Bid B-2 - Cummins							\$222,945.00
	B-2	Alternate E	Cummins generator set, exterior fuel tank (Provide stainless steel construction in lieu of painted steel diesel fuel tank specified in 26 32 14), concrete tank pad, concrete pavement and restoration.	LS	1	\$222,945.00	\$222,945.00
Base Bid Total:							\$158,258.00

VILLAGE OF GERMANTOWN

N112 W17001 MEQUON RD PO BOX 337
GERMANTOWN WI 53022-0337

CUSTOMER NO.	QUOTE NO.	DATE	CONTACT
1260520	183016	4/29/2022	PAUL HAUGEN
PHONE NO.	FAX NO.	EMAIL	
262-808-2464			
MODEL	MAKE		SERIAL NO.
3208	AA		05YF02146
UNIT NO.		WO NO.	P.O. NO.
Note			

SEGMENT: 01 REPLACE CYLINDER HEAD GASKET
NOTES:
REPLACE HEAD GASKET WITH NEW

Segment 01 Total: 7,376.26

SEGMENT: 02 REPLACE ELECTRONIC MON SYS/PANEL
NOTES:
ALL WORK QUOTED TO BE PERFORMED DURING NORMAL BUSINESS HOURS (M-F, 7A-3:30P). GENERATOR WILL BE OFFLINE WHILE TECHNICIAN PERFORMS THE CONTROL PANEL UPGRADE. PRICING FOR RENTAL UNIT IS NOT INCLUDED IN THIS PROPOSAL AND WOULD BE ADDITIONAL COSTS.
FABICK TECHNICIAN TO REMOVE EXISTING CONTROL PANEL FROM EXISTING MOUNTED CONTROL PANEL BOX, INSTALL NEW EMCP 4.2 PANEL, INSTALL NEW CATERPILLAR R485 REMOTE ANNUNCIATOR, REMOVE EXISTING WIRING FROM CURRENT CONTROL PANEL, TERMINATE ALL WIRING INTO NEW CONTROL PANEL, AND INSTALL NEW EMERGENCY STOP SWITCH. TECHNICIAN TO USE EXISTING MOUNTED CONTROL BOX, COVERING UP ANY EXISTING HOLES NOT USED FROM THE PREVIOUS CONTROL PANEL SET.

Segment 02 Total: 20,000.00

SEGMENT: 03 REPLACE ENGINE COOLANT
NOTES:
COOLING SYSTEM MAINTENANCE: THIS INCORPORATES DRAINING THE COOLING SYSTEM AND REFILLING WITH CATERPILLAR HIGH-GRADE ANTIFREEZE, REPLACEMENT OF THE ENGINE COOLANT HOSES, INCLUDING THE ENGINE BLOCK HEATER HOSES, REPLACEMENT OF THE ENGINE

THERMOSTATS AND GASKETS, VEE BELTS, AND RADIATOR
CAP. DISPOSAL OF ALL PARTS AND FLUIDS PER EPA
SPECIFICATIONS. THE UNIT WILL THEN BE RUN TO
VERIFY PROPER OPERATION AFTER THE SERVICE IS
COMPLETE.

Segment 03 Total: 2,298.26

SEGMENT: 04 REPLACE TURBOCHARGER
NOTES:
REPLACE TURBO CHARGER

Segment 04 Total: 2,987.47

SEGMENT: 05 REPLACE GASKET MATERIAL
NOTES:
REPLACE FRONT COVER FERRULE AND GASKETS REQUIRED
TO MAKE THE REPAIR.

Segment 05 Total: 2,077.44

Total Segments: 34,739.43

SUB TOTAL (BEFORE TAXES) 34,739.43

PO#: _____ Authorized Name: _____ (signature)

Date: _____ (print)

Thank you for this opportunity to serve your company

CONTACT INFORMATION:

Prepared by: Daryl Baublitz Phone: 262-225-3279 Email: daryl.baublitz@fabickcat.com Fax: 414-615-2101

-This estimate will expire 30 days from the estimate date.
-Price excludes Freight Charges, Operating Supplies/EPA Fees and Overtime.
-Terms: Net 30
-Sales Taxes where applicable are not included with the above prices.

Terms and Conditions

BY SIGNATURE ABOVE, I certify that I am the owner or owner's agent, and authorize Fabick, its employees, subcontractors or consultants to perform the inspection, maintenance or repairs described above to include the provision and use of necessary materials required to accomplish the described work scope. I further authorize Fabick to operate the equipment, or any part therein described for the purpose of testing and/or inspection. I understand that payment for all work performed is due in full upon completion.

Upon acceptance, this quote becomes a legal agreement between you (either an individual or the entity you are authorized to represent) and Fabick. Further, signing certifies the information provided is true and correct, and that the signer is authorized to charge this purchase as noted. Fabick reserves the right to reject a partial or modified quote. You may cancel an accepted quote until the work is started. Once started, work may be stopped at anytime. Partially completed work will be billed based on Time and Materials at Fabick's prevailing rate. Additional handling and storage fees may apply to work partially completed or work temporarily put on hold.

EQUIPMENT HAVING INSTALLED FIRE SUPPRESSANT SYSTEMS: During course of repair work it may become necessary to deactivate or disturb mechanical and/or electrical components of the fire suppression system. Reactivation of the fire suppressant system is the responsibility of the customer and should be undertaken before machine operations. Fabick CAT accepts no responsibility for the reactivation, testing or operation of the fire suppressant system.

STANDARD WARRANTY: Parts for this repair are warranted as indicated by the manufacturer from the date of invoice. In addition, Fabick CAT's standard labor warranty of 90 days will apply. Full warranty statements, including limitations and exclusions, are available from any Fabick facility. Ask your service representative about additional or enhanced warranty availability.

THESE WARRANTIES ARE EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS OF PURPOSE. REMEDIES FOR THESE WARRANTIES ARE LIMITED TO THE PROVISION OF MATERIAL AND SERVICES AS SPECIFIED HEREIN. IN NO EVENT WILL EITHER CATRPIIIAR OR FABICK BE RESPONSIBLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

CORE CHARGES: Core charges will be returned to customer upon acceptance of the core by Caterpillar.

OVERTIME: Overtime can be added at customers request charged at Fabick's prevailing overtime rate.

PARTS POLICY: This quote does not include any un-salvageable parts. Parts will be set aside for customer approval before replacement.

TURNAROUND TIME: Fabick will not be responsible for circumstances outside of its control. If delays are experienced, the customer will be contacted. In no event will Fabick or subsidiaries be liable for any direct or indirect damages (including, without limitation, lost profits, lost savings or other incidental or consequential damages) arising out of the use or inability to use the machine, even if Fabick or subsidiaries has been advised of the possibility of such loss.

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

MEETING DATE: Wednesday, September 7th, 2022

AGENDA ITEM: New Business

ITEM TITLE: F450 Flat-bed Conversion

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

SUMMARY EXPLANATION:

A second Ford F450 ambulance, recently retired by the Fire Department was given to the Highway Department to repurpose. \$25,000.00 was added to the 2022 Highway Department non-borrowed capital budget to purchase the associated parts to convert the ambulance to a 1 ½-ton single axle flat-bed truck. The truck chassis is from 2017 and currently has 59,000 miles on it. Once repurposed, it should continue to serve the village for nearly a decade or more. The deconversion of the ambulance will be completed by village staff. Once the ambulance body is removed, the chassis will go on to a body shop to reinstall the back of the cab which was removed as part of becoming an ambulance. When the body work is complete, the bare chassis will be sent to Brake & Equipment. Brake & Equipment will install the newly purchased flat-bed equipment to finalize the project. The pricing below reflects the flat-bed and installation by Brake & Equipment, body work by Straight-line, and toolboxes & lighting installed by our staff. The newly repurposed vehicle should make its way into the fleet in early 2023. DPW completed a very similar project with the retired ambulance from last year. That truck is now part of our fleet and is in the parking lot tonight if you're interested in seeing how the project turned out.

Brake & Equipment: \$14,195.00 / \$21,095.00 (w/ body work & toolboxes)

Casper's Truck Equipment: \$14,416.00 / \$21,316.00 (w/ body work & toolboxes)

Badger Truck Equipment: \$15,695.00 / \$22,455.00 (w/ body work & toolboxes)

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER _____

RECOMMENDATION:

Because there are several components to the project, staff is requesting an amount not to exceed \$22,000.00 to cover any unforeseen items that may arise. If approved, funding shall be allocated from Highway non-borrowed capital account: 10-542-570-8100.

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.

Utility Billing System Transition

Between last October 2021 through around May of 2022, water bills for about 2,000 customers were being estimated due to program failure within our last meter reading system. We were able to get actual reading when we replaced the meters earlier this year. Bills were then sent out to those customers who were underbilled.

Facts

Out of more than 2,000 customers who had estimated bills, more than **50%** received a **credit**.

The Village recently sent bill to **782** customers who currently have a balance.

The bill received is base on actual readings from their old meter.

The median balance due is **\$105.00**

About **2/3** of the customers with a balance owe less than **\$200.00**.

There are **15** customers who owe more than **\$1,000**.

Future Steps

If a customer has a significant amount due, they can contact Village Hall to set up a payment plan. We will not charge interest on payment plans that are set up.

If a customer does not pay the bill or contact Village Hall to set up a payment plan by **November 1st**, we will add the balance to their next property tax bill and they will be charged 1.5% interest per month.

If a customer has any questions or would like additional explanation, they should call **262-250-4740**. If we are unable to answer your call immediately, please leave a name and number or email address, we will get back to them as quickly as possible.

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

MEETING DATE: Wednesday, September 7th, 2022

AGENDA ITEM: New Business

ITEM TITLE: Potential Relocation/Improvements to Lift Station 6

SUBMITTED BY: Tim Zimmerman, Wastewater Superintendent

SUMMARY EXPLANATION:

Lift Station No. 6 does not have the required land area to facilitate making improvements to increase capacity. Currently Lift Station No. 6 receives flow from an area along CTH Q and also from Lift Station No. 3. Lift Station No. 3 serves an area that has the potential for future development. Lift Station No. 3 is located at the corner of Appleton Avenue and Maple Road. This future development would exceed the capacity of Lift Station No. 6 and would currently require removing Lift Station No. 3 from discharging to Lift Station No. 6 and making improvements to Lift Station No. 3 which would include, in addition to increasing pumping capacity, redirecting its discharge flow via a new and costly force main along Maple Road to Lilac Lane. Staff is presenting this issue to the PWHC for discussion and direction to pursue looking into a possible relocation of Lift Station No. 6 which would allow expansion of its pumping capacity.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER _____

RECOMMENDATION:

Direction for staff to investigate the potential of relocating Lift Station No. 6 and report back to the Public Works and Highway Committee with its findings.

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

September 2, 2022

- 1) Construction of Holy Hill Road (from the east ramps of I41 to approximately 500 feet east of Goldendale Rd): Construction continues, two-way traffic has been moved to the north half of the street until the south side is complete. Section east of Goldendale Rd will require a complete shutdown of Holy Hill Rd with Detour Route to handle traffic. New road will have two lanes in each direction separated by an 18' median with streetlights in the median. Traffic lights will control the Goldendale Rd intersection. Due to delays by We-energies and AT&T the project is behind schedule by 30 days. Curb & Gutter will begin installation 9/1/2022 on entire southside of roadway. Asphalt to follow 3rd week of Sept. Then north half will begin.

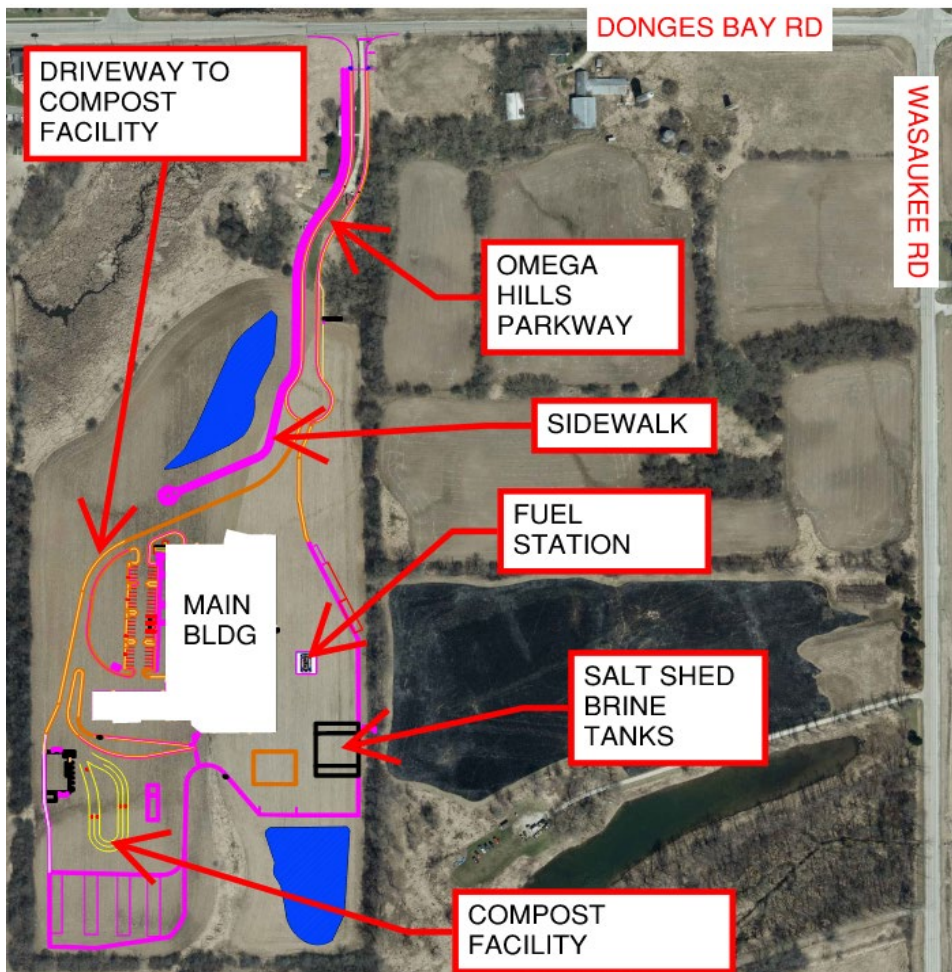


- 2) New Well #12 and Well House in TID #8 (SE corner of Gateway Crossing & Rockfield Road). WisDNR has approved as a Shallow Well. Well casing is complete and water testing has been completed with the result of very good water. Well House and associated equipment in final design. Design cannot be finalized until tower height issue is resolved. NO CHANGE
- 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. NO CHANGE

New Paint Scheme has been approved by the Village Board (see below) some slight modifications to the stripe widths will be made.



- 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. MMSD has approved a revised plan for repairing leaking laterals which is to excavate to replace lateral pipe. Project bid opening on (9/2022)
- 5) 2021 Road Program COMPLETED

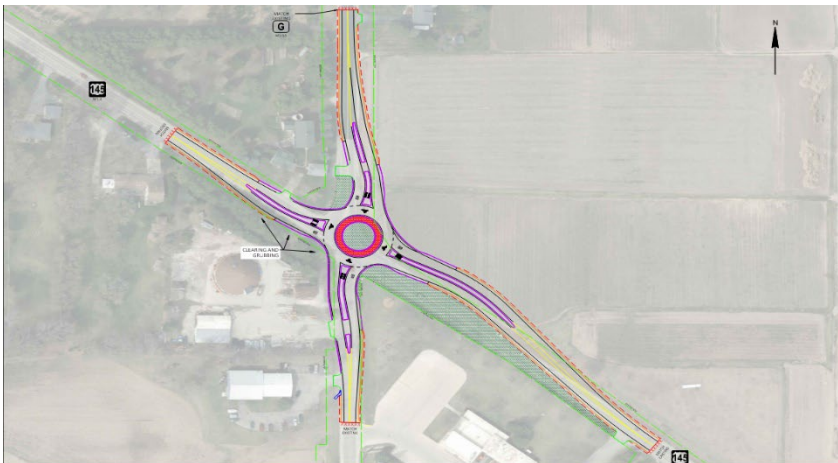


6) Development of site plans for future DPW facility continues
 New Building Plans at 75% complete. Village has purchased the land for the new DPW Facility. Rock investigation, Phase 1 environmental, site survey, soils investigation and Wetland Delineation are complete. Bidding of Phase #1 is set for 9/16/2022 which includes all grading, utilities, and certain bldg. materials. Possible construction starts early spring 2023. Construction Manager Service contracted. Occupancy revised to end of 2023 or spring of 2024. Completion date dependent on materials sourcing.

- 7) CIPP (Cured in Place Pipe) Lining 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. Pipe Lining portion of project is complete with manhole rehabilitation in progress.

- 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 original Grant **request** was not awarded, The Village resubmitted for future Grants with possible decision November 2022.

- 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 was completed in 2022. Work on Friedenfeld Parking lots was completed in 2022.
- 11) 2022 Annual Road Seal Coat program delayed, request approved by the PWHC to roll-over into 2023 and combine with 2023 program.
- 12) WisDOT has scheduled reconstruction of the intersection of Division Rd (CTH G) and STH 145. The new intersection will be a roundabout with design started 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) **Completed**
- Holy Hill Rd (CTH G to termini) **Completed**
- Maple Rd (Holy Hill Rd to Rockfield Rd) **Completed**
- Lovers Ln (Division Rd to Century Ln) **on schedule for September 2022**
- Century Ln (Lovers Rd to STH 145) **on schedule for September 2022**
- Willow Creek Way: Pave Surface Course of Asphalt (TID #6 Funds) **Completed**
- Woodside Acres Subdivision **Completed**
- Pheasant Lane **Completed**
- Medians at Freistadt Rd Railroad Crossing (east of Maple Rd) **Completed/except for turf**

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. Contract was awarded to Payne & Dolan in the amount of \$631,825.25, construction to start 9/12/2022. Completion estimated 10/20/2022.

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. Work is completed except for turf restoration

16) Private Development

- Murphy Pet Foods: installation of the public water main is complete, and building walls are 95% complete, occupancy estimated this fall
- Capstone-41: Building is near complete with occupancy estimate for September 2022. Building is 100% leased to Gehls

- Zilber #5 Building: Construction has started (located west of Zilber #4)
- Dickman Bldg #3 has started construction, located near the Illing Bldg, and north of Dielectric. Building walls complete, roof deck installed
- Heritage Park-North Subdivision has started construction with rough grading completed, sanitary sewer complete and water main is complete. Misc. Storm Sewer, final grading, and roadway construction remain. Site to have 35 single family lots. Located at the northeast corner of Division Rd & Revere Ln
- Wrenwood-North Subdivision work continues. Grading work is approximately complete. Installation of sanitary sewer, water main and storm sewer is complete and accepted. Curb/Gutter and base pavement completed in Phase #1. Estimate to begin house construction late fall of 2022. Developer has revised schedule to combine both phases for sanitary sewer and water main construction in 2022. Subdivision will be in the 2023 Parade of Homes.

17) Mequon Rd Street Light Replacement: This Village project will replace the existing We-energies owned light fixtures/poles with Village owned LED streetlights. The project limits are from Division Rd to Pilgrim Rd. Light Pole installation is complete and lights are working. Remaining work is to complete installation of two control cabinets and We-energies to install electric services to control cabinets.

18) The Village has applied for and received a SISP (Signals and ITS Standalone Program) Grant through the WisDOT for replacement of the traffic Lights in the intersection of CTH Q & Appleton Ave. The project will upgrade the traffic lights to the modern standards and include new electrical pull boxes and preemptive signal sensors for the Fire Department vehicles. The total estimated project cost is \$523,250.00 and since this is a 90% WisDOT and 10% Municipal funded project the Village of Germantown will pay \$52,326.00. Design will begin in 2023 with construction to begin in 2024.

19) Village of Richfield's request for Sanitary and Water Services, by Village Board motion, will be placed on the November 8, 2022, election ballot as a Non-Binding Referendum. This was done to give the residents of Germantown the opportunity to be presented with all information pertinent to the topic and express their feeling toward providing the requested utility services to Richfield. The Village Board approved the hiring of the Consulting firm of "Mueller Communications" to assist the Village in organizing and presenting all relative information to the public.