

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: PUBLIC WORKS & HIGHWAY COMMITTEE

DATE AND TIME: TUESDAY, October 4th, 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 #: 2551 954 6096 Password: Z5ApetjDZ66 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=md3058a3717a0c663daebaddcc3a684a6> 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:** September 7th, 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. **UNFINISHED BUSINESS:**
 - A. Opt Out Meter Installation Option Follow Up
- VI. **NEW BUSINESS:**
 - A. ARPA Fall Tree Planting Project
 - B. Maple Road Industrial Park "No Parking" Sign Removal Discussion
 - C. Esquire Court "No Parking" Request
- VII. **NEXT MEETING DATE:** Set November 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

September 7th, 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 Administrator Kreklow, Trustee J. Miller, Director Ratayczak, Wastewater Superintendent Zimmerman, Water Superintendent Haugen, Public Works Superintendent Anderson and Administrative Assistant Remich.

APPROVAL OF MINUTES: MOTION Hudson/Neureuther approved the Minutes from August 10th, 2022. Motion carried unanimously.

PUBLIC COMMENTS: None

NEW BUSINESS

A: Well 7 MCC and Generator Project

Superintendent Haugen stated that 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.

2 bidders pulled plans and below are the results:

1. Pieper Electric did not provide a bid.
2. J Miller Electric, Inc. - 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, (4) Alternate generator bids that were received were high and not accepted.

MOTION Miller/Hudson to recommend approval of the MCC base bid from J Miller Electric in the amount not to exceed \$158,258.00. Motion Unanimous.

B: F450 Flat-Bed Conversion

Superintendent Anderson stated 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 pricing below reflects the flat-bed and installation by Brake & Equipment, body work by Straight-line, and toolboxes & lighting installed by our staff.

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)

MOTION Miller/Hudson to recommend approval of the bid from Brake & Equipment in the amount not to exceed \$22,000.00. Motion Unanimous.

MOTION Miller/Kaminski made a motion to move Item D ahead of Item C in the Agenda. To wait for Administrator Kreklow to arrive. Motion Unanimous.

Public Works Highway Committee Meeting Minutes**D: Potential Relocation/Improvements to Lift Station 6**

Superintendent Zimmerman stated that Lift Station No. 6 was constructed in 1975 for the Rivers Bend development on County Line Q and doesn't have the required land to facilitate improvements to increase capacity. Currently Lift Station No. 6 receives flow from an area along CTH Q and from Lift Station No. 3. Lift Station No. 3 is located at the corner of Appleton Avenue and Maple Road and serves an area that has the potential for future development. This future development would exceed the capacity of Lift Station No. 6 and would 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 a possible future relocation of Lift Station No. 6 which would allow for future expansion. There is a piece of land for sale on County Line Q that could be used for a rebuild of Lift Station 6. They are asking \$900,000 for the 5-acre parcel he's interested in. Discussion followed.

The proposed piece of land is literally right across the river from our existing station so it would be cost effective to think ahead and redirect the sewer lines to this property rather than to Lift Station No. 3. The purchase of this land would not come thru the general levy it would come thru the Wastewater Utility. Superintendent Zimmerman wants to take this to the Village Board next week because we are currently in the budget cycle and Lift Station No. 6 will need to be replaced or repaired in the future.

MOTION Miller/Neureuther to recommend moving this forward to the Village Board next week for further discussion with this committee's positive recommendation. Not on consent agenda. Motion Unanimous.

C: Report on Water Meter Replacement Project and Utility Billing Issues

Administrator Kreklow stated as this committee is aware we have been working for a few years on issues with our current utility billing system. Part of that has been the replacement of 2700 water meters and the physical component was working until a year ago when the interface between the meter reading and utility billing software failed in its entirety. During that time, we were forced to send all residents estimated bills for a period of about 5 quarters. We completed the meter replacement at the end of June and took a physical reading at that time. Those meter readings were compared to the estimated amounts. In some cases, they were lower based on the actual reading. We distributed 782 invoices to residents that included the difference in the estimated amount versus the actual. Most were less than \$200 however there were 15 that were over \$1000. We have been in contact with all those residents. In some cases, there was a reason for the difference i.e., installation of a swimming pool but in some cases, there did not seem to be a good reason, so we are working on those and adjusting accordingly. We also issued approximately 200 refunds that same week for individuals that overpaid, we are not complete with the process yet with several hundred more needing to be gone through. We received a large number of phone calls from residents with concerns and confusion about the invoices they received, and we have responded to all of those as best as we could. Discussion followed regarding how this project is not complete yet and why this happened in the first place, a lot of variables causing the perfect storm including failing, older systems and Covid. We have now replaced all 2700 meters which was the last batch of meters that we couldn't read, everything prior been replaced with the new updated system. It was too easy for things to fall thru the cracks in the past because of old systems or systems that were failing and needed to be replaced. It's been a long difficult process for everyone, but we are making progress.

NO MOTION NEEDED. Discussion Only.

PROJECT UPDATES: Several Items were reviewed and discussed.

NEXT MEETING DATE: Next meeting was set for Tuesday, October 4th, 2022 at 6pm.

ANNOUNCEMENTS: None

ADJOURNMENT: Chairman Kaminski adjourned the meeting at 6:44pm.

Deb Remich

Department of Public Works, Administrative Assistant

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

MEETING DATE: Tuesday, October 4th, 2022

AGENDA ITEM: Unfinished Business

ITEM TITLE: Opt-out for meter install project.

SUBMITTED BY: Paul Haugen, Water Utility Superintendent

SUMMARY EXPLANATION:

Ms. Coakley's meter was read on Aug 11th and from the past billing history (attached) it looked as though the reading stopped on Dec 2017. The meter was not pulled so we really don't know if the meter is accurately reading usage.

I did follow up with the PSC as to what protocols are needed to set up an Opt-out program. This is not a once and done just for Ms. Coakley, this would open an Opt-out program for ALL utility customers. We would be required to open a Tariff Changes docket for their review and approval (see below). We would also have to acquire a new meter vendor to accommodate if a manual read meter is available.

		Time	Cost	Total	
Reading Meter & Travel (minutes)					
Vehicle Charge (minutes)					
Manual entry into billing system (minutes)					

Side note: WI State statute 941.36, Calls out Meter tampering is an intent to defraud and is a class C misdemeanor with a \$500.00 fine.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER X

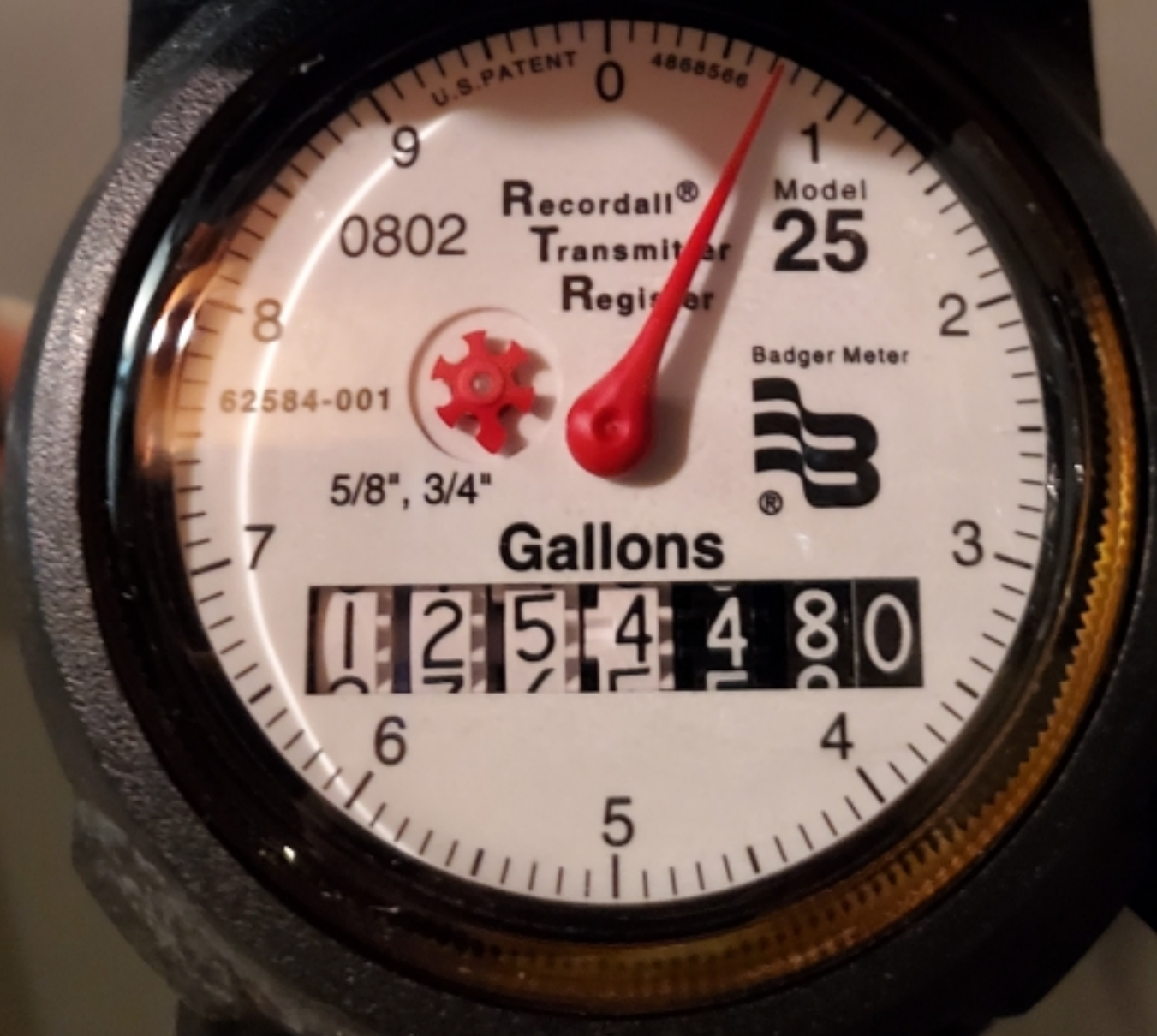
Billing history and picture of meter face

RECOMMENDATION:

The utility does not recommend an Opt-out option.

COMMITTEE ACTION:

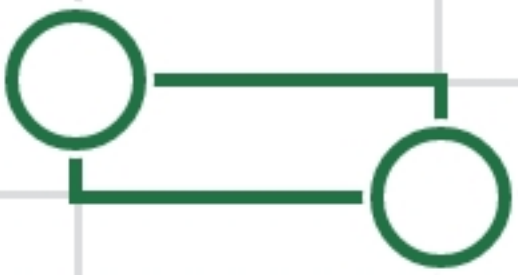
Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.



COAKLEY - READS



	A	B	C	D	E	F	G
1			Read				
2	Jun-15		1195				
3	Sep-15		1201				
4	Dec-15		1209				
5	Mar-16		1210				
6	Jun-16		1214				
7	Sep-16		1220				
8	Dec-16		1230				
9	Mar-17		1233				
10	Jun-17		1237				
11	Sep-17		1243				
12	Dec-17		1280				
13	Mar-18		1285				
14	Jun-18		1289				
15	Sep-18		1295				
16	Dec-18		1307				
17	Mar-19		1312				
18	Jun-19		1322				
19	Sep-19		1368				
20	Dec-19		1379				
21	Mar-20		1383				
22	Jun-20		1389				
23	Sep-20		1414				
24	Dec-20		1425				
25	Mar-21		1429				
26	Jun-21		1435				
27	Sep-21		1460				
28	Dec-21		1480				
29	Mar-22		1484				
30	Jun-22		1490				
31							
32							
33							
34							
35							
36							
37							
38							



fx

Enter text or formula here

^



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

MEETING DATE: Tuesday, October 4th, 2022

AGENDA ITEM: New Business

ITEM TITLE: ARPA Fall Tree Planting Project.

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

SUMMARY EXPLANATION:

Each year trees around the village are removed for various reasons which include vehicle damage, storm damage and disease. Prior to the 2022 GIS tree layer update, GIS showed that there were 550 “vacant” planting sites throughout the village. Since the GIS update that number has risen to 957 as we now have the most up to date information possible. As part of the ARPA discussions earlier this year, \$250,000.00 was allocated to help reduce the number of vacant planting sites within the village. Staff works to maintain the urban tree canopy by planting a portion of the vacant sites annually. This infusion of funding allocated to our urban forest will greatly reduce the amount of vacant planting sites village wide. The ARPA project will replace 550 trees, and as a comparison, you may recall that 61 trees were planted this spring as part of our annual planting project. Trees provide significant value to our community, but the most prevalent would be the aesthetic value that can be seen as you travel our roadways and walk in our parks. Trees will again be planted along roadways, around village buildings and in the park system, but this project will focus on replanting in front of residential areas where street trees have been removed for various reasons. Staff has solicited pricing from area contractors and the results are listed below.

Property Solutions Contracting: \$175,650.00

Crawford Tree & Landscape Services: \$228,243.60

Century Landscape Company: \$252,522.50

ATTACHMENT: ORDINANCE____ RESOLUTION____ OTHER X

RECOMMENDATION:

Staff recommends using Property Solutions Contracting to complete the 2022 ARPA fall tree planting project in an amount not to exceed: \$175,650.00. If approved, funds shall be allocated from ARPA Street Tree account: 91-553-530-5290.

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: Tuesday, October 4th, 2022

AGENDA ITEM: New Business

ITEM TITLE: Maple Road Industrial Park “No Parking” Sign Removal Discussion

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

SUMMARY EXPLANATION:

Every street within the Maple Road industrial park, has signage stating, “no parking any time”. Historically, the signage was erected in part because Germantown High School students were parking on the streets nearby creating issues for the businesses in the area. Since then, the school district has added enough parking on their property that the issue essentially doesn’t exist anymore.

Today, most of the “no parking” signage and posts are in severe disrepair. In most cases the signs are so faded they are no longer legible. Several years ago, Highway Department staff had replaced the signage and posts along what is considered the main throughfares of Maple Road, McCormick Drive and River Lane. The remaining side street signage was left alone due to budget constraints. Left unattended, this situation will obviously not improve, so staff calculated an estimated cost of \$6,000.00 to replace the additional “no parking” signage in the area. The estimated expenditure sparked discussion between Highway Department and Police Department staff to try to determine the necessity of the remaining signage. The Police Department reviewed the situation and determined that most of the signs are no longer necessary, and I am in agreement. Staff would prefer to use the signage maintenance budget toward projects that bring more value within the community, however leaving these signs in their current state is also no longer an option. Attached is a map outlining an area in which staff would recommend the removal of the “no parking” signage that is currently in disrepair. Please note that this change would not affect the over-night parking restriction that cover the entire village.

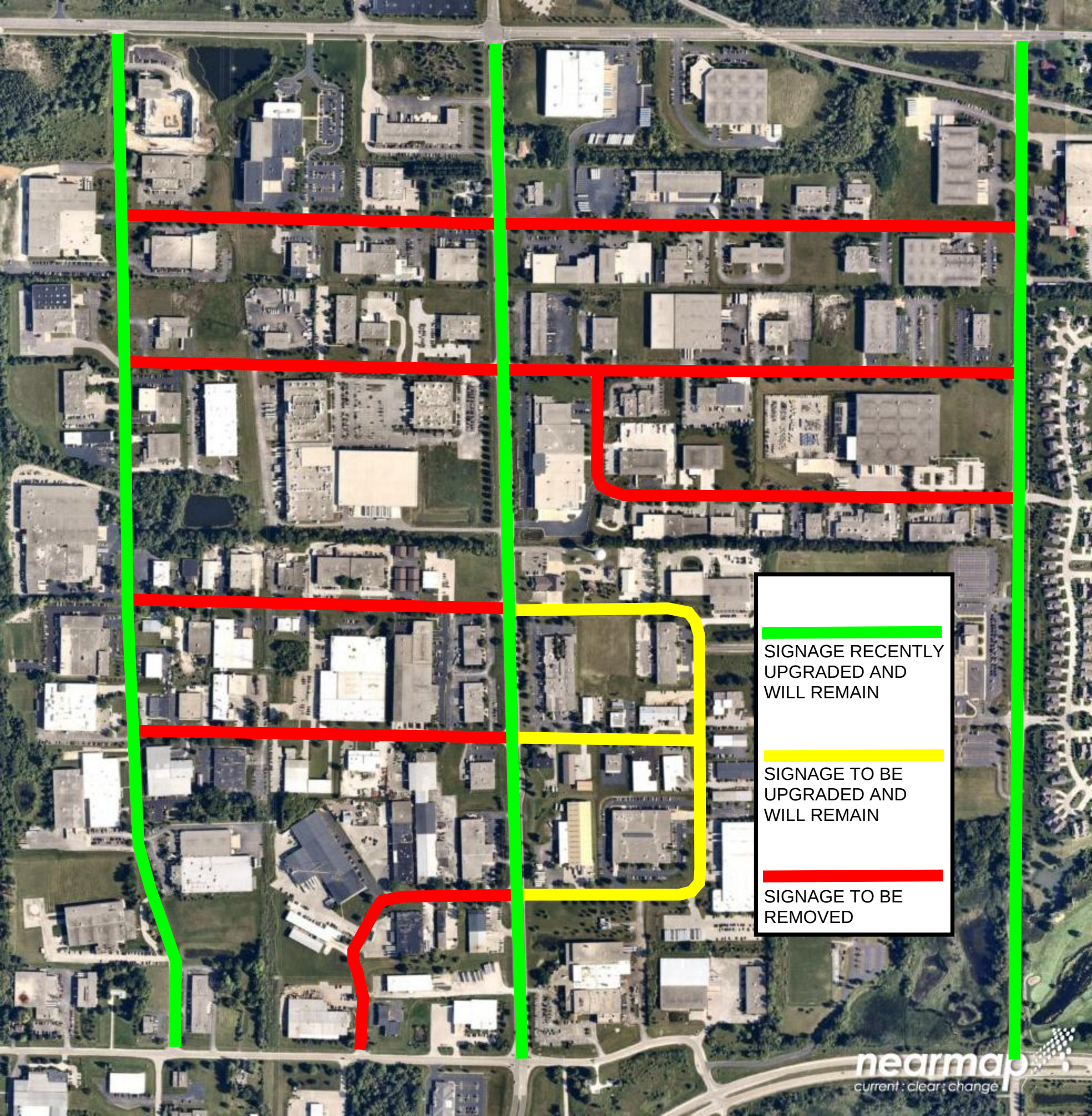
ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER X

RECOMMENDATION:

Staff recommends the removal of all “no parking” signage in the Maple Road industrial park as outlined on the attached map. “No parking” signage would remain in place on the following streets: Maple Road, McCormick Drive and River Lane from Freistadt Road to Mequon Road, and Edison Drive, Clinton Drive, Carnegie Drive and Whitney Way East of Maple only. All other “no parking” signage shall be removed.

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.



SIGNAGE RECENTLY
UPGRADED AND
WILL REMAIN

SIGNAGE TO BE
UPGRADED AND
WILL REMAIN

SIGNAGE TO BE
REMOVED

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

MEETING DATE: Tuesday, October 4th, 2022

AGENDA ITEM: New Business

ITEM TITLE: Esquire Court No Parking Request

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

SUMMARY EXPLANATION:

On behalf of the Esquire Estates homeowner's association, Trustee Pieper has made a request that a single "No Parking Between Driveways" sign be added to the South side of Esquire Court as outlined on the attached map.

The sidewalk for the neighborhood pool exits onto the roadway directly at Esquire Court. Neighborhood residents have concern over children leaving the pool, exiting onto the street, and not being seen by motorists due to cars periodically being parked near the sidewalk. The request for the no parking sign is intended to allow better visibility for motorists traveling in the area. While the request will provide better visibility for residents that are familiar with the situation, in my opinion it allows limited benefit for motorists unfamiliar with the situation. In addition to the no parking sign request, I would suggest that the village consider adding pedestrian warning signage both East and West of the sidewalk as shown on the map. Below are two options in which staff would appreciate direction from the committee and a motion to approve as desired.

ATTACHMENT: ORDINANCE _____ RESOLUTION X OTHER X

RECOMMENDATION:

Option #1: Erect a single "no parking between driveways" sign as indicated on the map.

Option #2 Erect a single "no parking between driveways" sign in conjunction with (2) W11-2 pedestrian warning signs as indicated on the map.

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.



nearmap
current : clear : change