

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: PUBLIC WORKS & HIGHWAY COMMITTEE

DATE AND TIME: WEDNESDAY, December 7th, 2022 *5:30 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 #: 2553 188 9828 Password: uPdPmsh2E86 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=m8e036752e234ad28692134112f1c9831>

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:** November 1st, 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. Summer Sewer Credit Discussion
- VI. **NEW BUSINESS:**
 - A. Resolution – Additional Stop Signs at Nigbor & Concord
 - B. Capstone-41 (Bldg. 1) – Quarterly Water Bill
 - C. Topsoil Removal from DPW Site
 - D. Heritage Park North – Reduction of LOC
 - E. Goldendale 4 – Reduction of LOC
 - F. Winter Staffing Discussion
 - G. Damaged Arial Cable
- VII. **PROJECT UPDATE**
- VIII. **NEXT MEETING DATE:** Set January Meeting date at 5:30pm
- IX. **ANNOUNCEMENTS**

X. 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

November 1st, 2022

Village Hall Board Room

CALL: Chairman Kaminski called the meeting to order at 5:30 pm.

ROLL CALL: In attendance were Chairman Kaminski, Trustee Members R. Miller, Hudson and Neureuther. Also present were Administrator Kreklow, Director Ratayczak, Water Superintendent Haugen, Public Works Superintendent Anderson, Wastewater Superintendent Zimmerman and Administrative Assistant Remich.

APPROVAL OF MINUTES: MOTION (Hudson/Neureuther) approved the Minutes from October 4th, 2022. Motion carried unanimously.

MOTION made by Chairman Kaminski/Miller to move NEW BUSINESS ITEMS B & C to before Public Comments tonight due to a staff member needing to leave early. Motion carried unanimously.

B: Authorization to Purchase Replacement Pump for Lift 7

Superintendent Zimmerman stated that in late July we suffered a complete failure of a pump at Lift 7. The pump was the original pump for Lift 7 which went online in 1993. Over its lifecycle it has been overhauled one time by Xylem Water and twice by Utility staff. It is no longer a cost-effective option to rebuild it again at 29 years of age. Replacement parts will cost \$17,827.92. A new pump with a 3-year warranty will cost \$20,741.50.

MOTION Neureuther/Hudson to recommend the purchase of (1) One Flygt NP-3135 20 horsepower submersible sewage pump to replace the failed unit from Xylem Water Solutions USA for the amount not to exceed \$20,741.50 and to forward this recommendation on to the Village Board with a positive recommendation. Motion Unanimous.

C: Consideration of Purchase of Wastewater Utility OHV with Trailer

Superintendent Zimmerman presented for committee's review the proposals for the purchase of a Wastewater Utility OHV and Trailer which was included in the 2022 Wastewater Budget. Vehicle will be used for easement maintenance and inspections where it is not feasible or desirable to use a pickup truck.

John P. Lochen, Inc. –	Kubota RTV-X1100	\$28,095.00
Mid-State Equipment -	John Deere Gator 865M	\$36,369.02
Bobcat Plus, Inc. -	Bobcat UV34 Diesel	\$33,144.00

MOTION Hudson/Miller to recommend the purchase of (1) One Kubota RTV-X1100 with trailer and options as specified, from John P. Lochen, Inc. for the amount not to exceed \$28,095.00 and to forward this purchase request on to the Village board with a positive recommendation. Motion Unanimous.

PUBLIC COMMENTS:

Bob Simonson who lives on Sawgrass Ct. spoke; he is in management with the Condo Assoc. He brought forth stats and estimates and went over what he believes are mistakes on the Wastewater Superintendent's spreadsheet from March 2022. He also stated that the occupants of the condominiums at Blackstone Creek want 3 things: 1st a complete review of how water and sewer data is gathered and analyzed, 2nd a review and corrections of the Wastewater Superintendent's proposed Q3 rates and revised bills and credits issued to residents based upon the new logic and 3rd communicate to all citizens of Germantown what happened with Q3 water bills, what corrective actions you are making and how you can prevent mistakes like this from ever happening again.

Fred Schmelzer who lives on Sawgrass Ct. spoke; Wastewater Superintendent's email Oct. 19, 2021, was based off calls to 6 neighboring communities only asking whether or not they offer a summer sewer credit. There has been sufficient time to do validation of all mistaken charges. He demanded that the 3rd Qtr bills be reviewed and revised. He stated that there is no confidence that the Village has the capability to perform this internally. If we can't devise equitable utility billing for its residents, can we honestly believe that the Village could do an accurate analysis for others. And he fears that we just killed the residential housing market in the Village.

Public Works Highway Committee Meeting Minutes

Karen Young who lives on Thornapple in the Old Farm Subdivision spoke; they built their home in 1976, it's a small 3 bedroom home and she lives alone and her water bill this quarter was \$349. She doesn't have a pool, sauna or hot tub and she can't afford this water bill and she doesn't even understand where this amount came from. She doesn't believe we know how to adjust sewer charges and thinks we need to address this issue right away. And she would like to stop payment on this Invoice.

No more comments. Chairman Kaminski addressed the attendees; she stated that they were welcome to come to the next PWHC meeting or attend online and she promised that we would review the documents brought forth by Blackstone Creek tonight and would have all the appropriate people here to discuss this in greater detail, how we got here, what's being done and what's next. We will take a very close look at it and respond to you.

NEW BUSINESS**A: 2023 Wachtel Arboricultural Consulting Services Contract**

Superintendent Anderson stated that staff is seeking continued arboricultural consulting services with Wachtel Tree Science & Services. Wachtel provides the village with many forestry related services including Acting Village Forester, management of the Village's GIS tree layer, assist staff with Emerald Ash Borer treatment specifications and contracts, assist staff with tree removal specifications and contracts, assist staff with tree planting specifications and contracts, provides staff with direction on difficult forestry related resident concerns and performs plan review from a forestry perspective. The cost of this service will be billed on a time and material basis in an amount not to exceed \$15,000.00 (\$145/hr Project Manager, \$125/hr Certified Arborist). Discussion Followed.

MOTION Miller/Hudson to recommend continuing the Wachtel arboricultural consulting services contract for the 2023 calendar year. Motion Unanimous.

D: Foth Services Agreement for Water Tower #3

Superintendent Haugen requests approval for a Services Agreement with Foth Infrastructure & Environmental, LLC to provide contract bid documents for the rehabilitation and painting at Tower #3 on Mequon Rd. Foth is our design firm for the new Tower on Gateway Crossing and retains our current design standards and specification. Scope of services include preliminary design, plans and specs/DNR submittals, and bidding. Total Services Agreement cost: \$54,050.00.

Discussion Followed: Trustee Neureuther said looking at the amount, he thinks it's a lot of money for the services they are providing, and it seems to have gone up quite a bit lately. Superintendent Haugen stated that there is some design criteria, fabrication on the tower, site inspections, replacing parts, overflow pipe that needs to be redesigned, frost proof vent on the top, egress ladders that need to be designed on the top for the wet bowl and the access tube to come out, removing a mud ring for the old style cleaning for the inside of the tower also included.

MOTION Miller/Hudson to recommend the approval of the Foth Services Agreement in the amount not to exceed \$54,050.00. Motion Passed with one in opposition.

E: Discussion – 2022 Road Project

Director Ratayczak stated that he wanted to bring this up to the committee because we are pretty much done with the 2022 road project except for Century and Lovers Lane which is at gravel grade. The Lovers Lane & Century project is his first time in 7 years that has overrun. The subgrade soil was very poor, and we ended up having to undercut the whole road, digging out another 12" of soft soil and putting in a GEOgrid mesh and then an extra 12" of 3" graded stone for support and then the 9" of stone that was originally bid out for materials. That roadway will come in at around \$100,000 over budget. The whole project overall may go over by around \$80,000 this year. Trustee Miller is there enough in that shortfall budget, or will we start affecting 2023? The total roll over amount for roads is about \$525,000 and we should also have some \$ left from Country Aire. We have a set of selected roads for the next 5 years. Hudson, how do we determine the targeted amount that we want to hold over into the next year is it a percentage? Larry I never had to determine that, but I would say \$100,000 seems to be a good # to cover in case we end up with what happened at Century and Lover Lanes. Hudson so I thought we had a \$525,000 overage? Ratayczak yes, it is close to that and it rolls over into next year. We bid out 1.8 million of roads this year, I gambled because when the past director left, she said there was \$ left at the end of 2021, so we bid over that amount to spend

the roll over \$. We try to bid the jobs conservatively and that's where the roll over money comes from year by year. So, for 2023 we are bidding out \$2,000,000 and we are increasing the # and type of roads we are bidding out.

NO MOTION. Discussion Only.

PROJECT UPDATES: Short Discussion Followed.

NEXT MEETING DATE: Next meeting was set for Tuesday, December 6th, 2022, at 5:30pm.

ANNOUNCEMENTS: None

ADJOURNMENT: Chairman Kaminski adjourned the meeting at 6:11pm.

Deb Remich

Department of Public Works, Administrative Assistant

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

MEETING DATE: Tuesday, March 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Consideration of Eliminating or Modifying the Summer Sewer Credit

SUBMITTED BY: Tim Zimmerman – Wastewater Superintendent

SUMMARY EXPLANATION:

The Wastewater Utility currently provides a summer sewer credit as spelled out in Ch.13.37 of the Village code. It is calculated based off the following formula: $Q4+Q1*1.15/2$. And is billed as the lesser amount the actual read or the formula computation. This is a very time consuming and arduous task for staff to compute and is the number one complaint generator during these two billing cycles. This credit is only given to Residential customers with Commercial and Industrial customers given a one-time credit for lawn and landscape establishment at the time of construction or remodel.

A review of a random sample of 100 customers who received credits for Q2, Q3, or both show a loss of revenue of 54.86%. These revenue losses are significant and capturing this lost revenue would help maintain the solvency of the Wastewater Utility and allow for no rate increase for the foreseeable future. Simple logic and looking into one's own usage of water during the summer, would indicate higher consumption due to more frequent bathing, and more consumption for bodily needs that far exceed the additional 15% being captured.

The MMSD bills the Village based on formulary flow as follows: 49 gallons per capita (2.49) per day. For Germantown that equals 122.01 gallons per day or 11,132 gallons per quarter. Often our volumetric credit is less than the 11,132 gallons being charged by MMSD.

A survey of communities in SE Wisconsin indicates that a vast majority of them do not offer a summer sewer credit. But do offer the option of installing an irrigation or sprinkling meter.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER___X___

RECOMMENDATION:

It is staff's recommendation to have an honest discussion about the summer sewer credit with the PWHC and forward on to the Village Board a recommendation that is equitable for both the Utility and the rate payers to be in full effect by Q1 of 2023 with the implementation of the Tyler Munis billing system. Items for consideration and/or action are as follows:

- Elimination of the summer sewer credit for Q2 beginning in 2022. And to modify Chapter 13.37 of the Village Code to use the following formula to calculate Q3 credit: $Q1 + Q2/2 * 1.25$. Minimum calculated average to receive credit 11,000 gallons.
- If no elimination, increase percentage of capture to 25-35% and increase minimum calculated volume to 11,000 gallons.
- Modify Chapter 13.37 of the Village Code to read: Sewer volume charges for metered residential customers are based on actual metered water flows for the first, second and fourth calendar quarters. The third calendar quarter's sewer volume charge (summer quarter) is based on the actual metered water flow for said quarter, or the calculated average of the three previous quarters, using whichever is less. A minimum calculated average of 11,000 gallons is required for the average to be used for the third quarter. This credit will be given automatically to all residential customers.
- Elimination of summer average completely by the start of 2023. And have the option for deduct meter.
- Modification to Chapter 13.37 of the Village Code to allow for the installation of an irrigation/sprinkler deduct meter for accuracy and equity for all parties. Residential customers who have extensive outdoor water usage in early spring, late summer or fall may wish to install a sewer-deduct meter at their cost to measure "non-sewer" usage. Once the deduct meter is installed and inspected, sewer volume charges will be based on the consumption from the primary meter less the consumption from the deduct meter. The charge for the additional meter is established by the current rate sheet for the Water Utility at \$5.00/Qtr.

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.

<u>ADDRESS'S</u>	<u>QUARTER</u>	<u>USAGE (PER 1,000)</u>	<u>WHAT BILL</u> <u>SHOULD HAVE</u> <u>BEEN</u>	<u>Gallon</u> <u>Credit (per</u> <u>1000)</u>	<u>WHAT BILL</u> <u>WAS</u>	<u>Gallon</u> <u>Billed (per</u> <u>1000)</u>	<u>LOSS</u>	
1 W167 N10524 BRIDAL PATH	3RD	27.00	\$ 226.66	15.00	\$ 81.49	12.00	\$	145.17
	2ND	14.00	\$ 136.79	5.00	\$ 102.23	9.00	\$	34.56
2 N98 W15757 SHAGBARK RD	3RD	19.00	\$ 171.36	9.00	\$ 109.14	10.00	\$	62.22
3 W179 N11649 AUGUSTA CT	3RD	25.00	\$ 212.84	20.00	\$ 74.58	5.00	\$	138.26
4 N103 W16635 COUNTRY CT	3RD	12.00	\$ 122.97	5.00	\$ 88.40	7.00	\$	34.57
5 W179 N11561 BLACKSTONE CIR	3RD	49.00	\$ 378.75	44.00	\$ 74.58	5.00	\$	304.17
6 N114 W17861 BLACKSTONE CIR	3RD	17.00	\$ 157.53	1.00	\$ 150.62	16.00	\$	6.91
7 W179 N11662 AUGUSTA CT	2ND	21.00	\$ 185.18	11.00	\$ 109.14	10.00	\$	76.04
	3RD	14.00	\$ 136.79	2.00	\$ 122.97	12.00	\$	13.82
8 W179 N11551 BLACKSTONE CIR	3RD	53.00	\$ 406.40	41.00	\$ 122.97	12.00	\$	283.43
9 W179 N11617 BLACKSTONE CIR	3RD	26.00	\$ 219.75	22.00	\$ 67.66	4.00	\$	152.09
10 N117 W17820 AUGUSTA CT	3RD	51.00	\$ 392.57	38.00	\$ 129.88	13.00	\$	262.69
11 W148 N10233 WINDSONG CIR E	3RD	17.00	\$ 157.53	3.00	\$ 136.79	14.00	\$	20.74
12 W170 N10308 LARKSPUR LN	3RD	15.00	\$ 143.71	5.00	\$ 109.14	10.00	\$	34.57
13 N115 W17887 SAWGRASS CT	3RD	42.00	\$ 330.36	37.00	\$ 74.58	5.00	\$	255.78
14 N106 W15815 CREEK TERR	3RD	16.00	\$ 150.62	6.00	\$ 109.14	10.00	\$	41.48
15 N116 W17866 BLACKSTONE CIR	3RD	53.00	\$ 406.40	39.00	\$ 136.79	14.00	\$	269.61
	2ND	13.00	\$ 129.88	5.00	\$ 95.31	8.00	\$	34.57
16 N105 W14435 WILSON CIR	3RD	5.00	\$ 74.58	3.00	\$ 53.84	2.00	\$	20.74
	2ND	5.00	\$ 74.58	3.00	\$ 53.84	2.00	\$	20.74
17 N114 W17881 BLACKSTONE CT	3RD	41.00	\$ 323.44	36.00	\$ 74.58	5.00	\$	248.86
18 W179 N11435 BLACKSTONE CIR	3RD	35.00	\$ 281.97	26.00	\$ 81.49	6.00	\$	200.48
19 W179 N11651 AUGUSTA CT	3RD	31.00	\$ 254.31	25.00	\$ 81.49	6.00	\$	172.82
20 W178 N10223 WHITETAIL RUN	3RD	78.00	\$ 579.22	73.00	\$ 74.58	5.00	\$	504.64
21 W168 N10447 DEER CROSSING	3RD	12.00	\$ 122.97	2.00	\$ 109.14	10.00	\$	13.83
22 W179 N11393 ISLAND VIEW CT	3RD	52.00	\$ 399.43	39.00	\$ 129.88	13.00	\$	269.55
23 N108 W15439 BEL AIRE LN	3RD	37.00	\$ 295.79	23.00	\$ 136.79	14.00	\$	159.00
	2ND	12.00	\$ 122.97	0.00	\$ 122.97	12.00	\$	-
24 N102 W17723 STONERIDGE DR	3RD	95.00	\$ 696.75	72.00	\$ 199.01	23.00	\$	497.74
	2ND	52.00	\$ 399.43	29.00	\$ 199.01	23.00	\$	200.42
25 W179 N11506 BLACKSTONE CIR	3RD	45.00	\$ 351.10	34.00	\$ 116.05	11.00	\$	235.05
26 W156 N10238 PILGRIM RD	3RD	11.00	\$ 116.05	1.00	\$ 109.14	10.00	\$	6.91
27 N115 W17886 SAWGRASS CT	3RD	34.00	\$ 275.05	29.00	\$ 74.58	5.00	\$	200.47
28 W159 N11001 LEGEND AVE	3RD	31.00	\$ 254.31	25.00	\$ 81.49	6.00	\$	172.82
29 N114 W17882 BLACKSTONE CT	3RD	33.00	\$ 268.14	31.00	\$ 53.84	2.00	\$	214.30
30 W179 N11403 ISLAND VIEW CT	3RD	39.00	\$ 309.62	27.00	\$ 122.97	12.00	\$	186.65
31 W179 N11573 BLACKSTONE CIR	3RD	52.00	\$ 399.49	34.00	\$ 164.44	18.00	\$	235.05
32 W154 N10251 REGENCY CT S	3RD	76.00	\$ 565.40	61.00	\$ 143.71	15.00	\$	421.69
33 N116 W17877 BLACKSTONE CIR	3RD	48.00	\$ 371.83	43.00	\$ 74.58	5.00	\$	297.25
34 W179 N11609 BLACKSTONE CIR	3RD	21.00	\$ 185.18	15.00	\$ 81.49	6.00	\$	103.69

35	N115 W17846 SAWGRASS CT	3RD	20.00	\$	178.27	9.00	\$	116.05	11.00	\$	62.22
36	W160 N10639 FIELDSTONE PASS	3RD	16.00	\$	150.62	4.00	\$	122.97	12.00	\$	27.65
37	W179 N11522 BLACKSTONE CIR	3RD	45.00	\$	351.10	35.00	\$	109.14	10.00	\$	241.96
38	N115 W17885 SAWGRASS CT	3RD	42.00	\$	330.36	35.00	\$	88.40	7.00	\$	241.96
39	N114 W17863 BLACKSTONE CIR	3RD	41.00	\$	323.44	35.00	\$	81.49	6.00	\$	241.95
40	N102 W17723 STONERIDGE DR	2ND 3RD	52.00 95.00	\$ \$	399.49 696.75	29.00 72.00	\$ \$	199.01 199.01	23.00 23.00	\$ \$	200.48 497.74
41	W167 N9679 NAVAJO CT	3RD	18.00	\$	164.44	9.00	\$	102.23	9.00	\$	62.21
42	N99 W14643 AMBER DR	3RD	26.00	\$	219.75	21.00	\$	74.58	5.00	\$	145.17
43	W159 N10480 OLD FARM RD	3RD	19.00	\$	171.36	10.00	\$	102.23	9.00	\$	69.13
44	W165 N10510 WAGON TRAIL	3RD	17.00	\$	157.53	3.00	\$	136.79	14.00	\$	20.74
45	W159 N10842 CARRIAGE AVE	3RD	38.00	\$	302.70	24.00	\$	136.79	14.00	\$	165.91
46	N97 W16767 NAVAJO DR	3RD	16.00	\$	150.62	12.00	\$	67.66	4.00	\$	82.96
47	N114 W19778 WOODBERRY PASS	3RD	18.00	\$	164.44	2.00	\$	150.62	16.00	\$	13.82
48	W159 N10804 CAPTAINS DR	3RD	26.00	\$	219.75	18.00	\$	95.31	8.00	\$	124.44
49	W174 N10337 AUTUMN CT	3RD	84.00	\$	620.70	62.00	\$	192.10	22.00	\$	428.60
50	N105 W16775 OLD FARM RD	3RD	24.00	\$	253.25	14.00	\$	109.14	10.00	\$	157.53
51	N107 W14214 WHITE PINE CT	3RD	15.00	\$	143.71	1.00	\$	136.79	14.00	\$	6.92
52	N108 W15303 BEL AIRE LN	3RD	74.00	\$	551.57	60.00	\$	136.79	14.00	\$	414.78
53	W166 N10095 SANTA FE CT	3RD	42.00	\$	330.36	36.00	\$	81.49	6.00	\$	248.87
54	W158 N10482 FIELDSTONE PASS	3RD	16.00	\$	150.62	2.00	\$	136.79	14.00	\$	13.83
55	N111 W16775 ESQUIRE CT	3RD	27.00	\$	226.66	11.00	\$	150.62	16.00	\$	76.04
56	W144 N9759 ELMWOOD DR	3RD	42.00	\$	330.36	30.00	\$	122.97	12.00	\$	207.39
57	W165 N11040 KINGS CT	3RD	56.00	\$	427.14	36.00	\$	178.27	20.00	\$	248.87
58	N102 W17748 STONERIDGE DR	3RD	72.00	\$	537.75	53.00	\$	171.36	19.00	\$	366.39
59	W148 N10092 WINDSONG CIR E	3RD	12.00	\$	122.97	9.00	\$	60.75	3.00	\$	62.22
60	W169 N10759 REDWOOD LN	2ND 3RD	24.00 24.00	\$ \$	205.92 205.92	11.00 11.00	\$ \$	129.88 129.88	13.00 13.00	\$ \$	76.04 76.04
61	N100 W17403 WHITETAIL RUN	3RD	36.00	\$	288.88	23.00	\$	129.88	13.00	\$	159.00
62	W157 N9924 BAYBERRY CIR	3RD	50.00	\$	385.66	26.00	\$	205.92	24.00	\$	179.74
63	W174 N10337 AUTUMN CT	3RD	84.00	\$	620.70	62.00	\$	192.10	22.00	\$	428.60
64	W142 N9897 AMBER DR	3RD	13.00	\$	129.88	4.00	\$	102.23	9.00	\$	27.65
65	N102 W14198 BERRYWOOD CT	3RD	21.00	\$	158.18	2.09	\$	143.71	18.91	\$	14.47

66	W178 N11386 ISLAND VIEW CT	3RD	36.00	\$	288.88	25.00	\$	116.05	11.00	\$	172.83
67	W171 N10424 HARVEST LN	3RD	16.00	\$	150.62	2.00	\$	136.79	14.00	\$	13.83
68	W160 N10923 MEADOW DR	3RD	16.00	\$	150.62	2.00	\$	136.79	14.00	\$	13.83
69	W167 N9640 NAVAJO CT	3RD	22.00	\$	192.10	15.00	\$	88.40	7.00	\$	103.70
70	N100 W14811 RIDGEFIELD RD	3RD	44.00	\$	344.18	25.00	\$	171.36	19.00	\$	172.82
71	W148 N10247 WINDSONG CIR E	3RD	23.00	\$	199.01	4.00	\$	171.36	19.00	\$	27.65
72	N115 W17840 SAWGRASS CT	3RD	45.00	\$	351.10	35.00	\$	109.14	10.00	\$	241.96
73	N97 W16688 CHIPPEWA DR	3RD	22.00	\$	192.10	8.00	\$	136.79	14.00	\$	55.31
74	N108 W16915 HAWTHORNE DR	3RD	14.00	\$	136.79	6.00	\$	95.31	8.00	\$	41.48
75	W160 N10951 MEADOW DR	3ED	28.00	\$	233.57	14.00	\$	136.79	14.00	\$	96.78
76	N114 W15270 VICKSBURG AVE	3RD	18.00	\$	164.44	1.00	\$	157.53	17.00	\$	6.91
77	N108 W14891 HACKBERRY CIR	3RD	115.00	\$	835.01	82.00	\$	268.14	33.00	\$	566.87
78	W162 N10516 AUBURN LN	3RD	40.00	\$	316.53	27.00	\$	129.88	13.00	\$	186.65
79	N99 W16625 RUSTIC LN	3RD	15.00	\$	143.71	3.00	\$	122.97	12.00	\$	20.74
80	W165 N9656 CHIPPEWA DR	3RD	25.00	\$	212.84	7.00	\$	164.44	18.00	\$	48.40
81	N111 W16584 ESQUIRE CT	3RD	19.00	\$	171.36	16.00	\$	60.75	3.00	\$	110.61
82	W142 N9922 AMBER DR	3RD	37.00	\$	295.79	22.00	\$	143.71	15.00	\$	152.08
83	N104 W14688 WILSON DR	3RD	17.00	\$	157.53	7.00	\$	109.14	10.00	\$	48.39
84	W165 N10423 WAGON TRAIL	3RD	13.00	\$	129.88	4.00	\$	102.23	9.00	\$	27.65
85	W142 N9721 KNOLLCREST CIR	3RD	11.00	\$	116.05	6.00	\$	74.58	5.00	\$	41.47
86	W199 N11298 ROSEWOOD CT	3RD	15.00	\$	193.33	9.00	\$	129.88	6.00	\$	63.45
87	W169 N10224 LARKSPUR LN	3RD	42.00	\$	330.36	26.00	\$	150.62	16.00	\$	179.74
		2ND	25.00	\$	212.84	9.00	\$	150.62	16.00	\$	62.22
88	N109 W16787 HAWTHORNE DR	3RD	34.00	\$	275.05	21.00	\$	129.88	13.00	\$	145.17
89	N99 W16639 RUSTIC LN	3RD	26.00	\$	219.75	13.00	\$	129.88	13.00	\$	89.87
		2ND	25.00	\$	212.84	12.00	\$	129.88	13.00	\$	82.96
90	W161 N11064 MEADOW DR	3RD	14.00	\$	136.79	8.00	\$	81.49	6.00	\$	55.30
91	W144 N9833 SUNVALLEY TRL	3RD	135.00	\$	973.27	103.00	\$	261.23	32.00	\$	712.04
92	N105 W14753 LINCOLN DR	3RD	17.00	\$	157.53	9.00	\$	95.31	8.00	\$	62.22
93	N101 W16599 SANTA FE CT	3RD	15.00	\$	143.71	6.00	\$	102.23	9.00	\$	41.48
94	W158 N9795 SUMAC RD	3RD	21.00	\$	185.18	8.00	\$	129.88	13.00	\$	55.30
95	W163 N11460 WINDSOR CT	3RD	40.00	\$	316.53	15.00	\$	212.84	25.00	\$	103.69
96	W143 N9814 RIDGEWOOD LN	3RD	29.00	\$	240.49	7.00	\$	192.10	22.00	\$	48.39
97	W158 N10439 OLD FARM RD	3RD	19.00	\$	171.36	8.00	\$	116.05	11.00	\$	55.31
98	N102 W15381 VENUS CT	3RD	5.00	\$	74.58	2.00	\$	60.75	3.00	\$	13.83
99	W162 N11091 CROMWELL RD	3RD	15.00	\$	143.71	4.00	\$	116.05	11.00	\$	27.66
100	W161 N11153 MEADOW CT	3RD	16.00	\$	150.62	9.00	\$	88.40	7.00	\$	62.22
TOTAL				\$	29,378.60	TOTAL				\$	15,955.51

THE ABOVE TOTAL IS
54.86% OF WHAT WOULD
HAVE BEEN COLLECTED
WITHOUT THE SUMMER
SEWER CREDIT.

Tim Zimmerman

From: Tim Zimmerman
Sent: Tuesday, October 19, 2021 2:32 PM
To: Steve Kreklow
Cc: Lawrence Ratayczak; Paul Haugen; Crystal Bartz
Subject: Summer credit

Steve,
Based off of a few quick calls to some of my colleagues, here is what I came up with:

Jackson – No Credit, will install irrigation meter but the fixed meter charge usually is more than the amount used for watering

Cedarburg – Yes for credit calculated the same as ours.

Menomonee Falls – No credit – Irrigation meter if wanted

Mequon – Yes – Higher of Q1 or 14,000 gallons

Hartford – No – No Irrigation meter

Sussex – Yes – They bill monthly credit equal to April +10% for May, June, July, August

Timothy K. Zimmerman
Superintendent of Wastewater Utility/Recycling Coordinator
Village of Germantown
N122 W17177 Fond du Lac Ave.
PO Box 337
Germantown, WI 53022
Office – 262-253-7765
Fax - 262-250-4703
After Hours Emergencies – 262-253-7780
tzimmerman@germantownwi.gov

FRANKLIN
MILWAUKEE
MENOMONEE FALLS
GRAFTON
KEWASKUM
PEWAUKEE
CAMPBELLSPORT
BROOKFIELD

NO	NO	NO	NO	NO	NO	NO	YES
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IF YOUR USAGE US HIGH CUSTOMERS CAN CALL MMUSD TO SEE IF THEY QUALIFY FOR A DISCOUNT OTHERWISE DEDUCT METER IS RECOMMENDED
DEDUCT METER RECOMMENDED
ONLY 1 TIME NEW LAWN CREDIT OTHERWISE A DEDUCT METER IS RECOMMENDED

1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 2680, 26

Residential Sprinkling Credits

Sewer volume charges for metered residential customers are based on actual metered water flows for the first, second and fourth calendar quarters. The third calendar quarter's sewer volume charge (summer quarter) is based on the actual metered water flow for said quarter, or the calculated average of the three previous quarters, using whichever is less. A minimum calculated average of 8,000 gallons is required for the average to be used for the third quarter. This credit will be given automatically to all residential customers.

Residential customers who have extensive outdoor water usage in early spring, late summer or fall may wish to install a sewer-deduct meter at their cost to measure "non-sewer" usage. Customers wishing to do this must call the Accounting Department at (262) 796-6661 to obtain an application form. Once the deduct meter is installed and inspected, sewer volume charges will be based on the consumption from the primary meter less the consumption from the deduct meter and not the calculated average as outlined above.

WESTBEND
BEVER DAM
SLINGER
NEW BERLIN
GREENDALE
DELAFIELD

NO NO NO NO NO NO

OCONOMOWOC

YES

  City of Oconomowoc Wastewater Utility Rate Summary	
GENERAL SERVICE - METERED	
Monthly Service Charge	\$6.80
Volume Charges per 1,000 gallons of water usage (Class based on waste strength)	
Class "A" (standard)	\$5.60 <i>residential / commercial</i>
Class "B" (high)	\$6.11 <i>commercial</i>
Class "C" (special)	\$5.60 <i>industrial (surcharge below)</i>
Summer Lawn Watering Adjustment: For residential customers only, the wastewater quantity invoiced for June through October is based on the average quantity from February through October, unless actual summer water consumption is less.	
Industrial Surcharges (Class "C" customers only)	
BOD > 250 mg/L	\$0.39 / Lb
TSS > 270 mg/L	\$0.25 / Lb
Phosphorus > 7 mg/L	\$16.35 / Lb
SANITARY DISTRICTS	
Customers located in sanitary districts outside of the City of Oconomowoc are billed at rates according to their district contracts.	

CITY OF CEDARBURG
NOTICE OF SEWER RATES
EFFECTIVE JANUARY 1, 2022

FEES	2021	2022
Sewer Use Charge, per 1,000 gallons	\$7.55	\$8.55
Monthly Sewer Connection, per connection	\$15.00	\$15.00

The Sewer Use Charge will increase from \$7.55 to \$8.55 per 1,000 gallons, and the Monthly Sewer Connection Fee will remain at \$15.00 per month throughout 2022.

Generally, the sewer bill is based on 100% of the water gallons used, plus the monthly connection fee. For customers classified as **one- or two-family residential**, a **summer sewer maximum** helps to avoid sewer from being charged on water used for lawn sprinkling. Here is how the summer sewer maximum works:

Upon completion of the winter months (see definition below), the utility will review each one- or two-family residential customer's water usage from the winter months and calculate the average of the three highest winter months. This average, or 6,000 gallons, whichever is greater, becomes the customer's sewer maximum for the summer months.

During the summer months (see definition below), one- or two-family residential customers will only pay sewer charges on the lesser of their actual water usage or their summer sewer maximum.

Definition of "winter" and "summer" months for one- or two-family residential sewer bills. It is somewhat difficult to define winter and summer months because water/sewer usage dates vary from customer to customer, as meters are read throughout the community at different times of the month. The ~~payment due date~~ shown on the monthly utility bills may be helpful in determining usage dates covered in the winter and summer months for each specific customer.

WINTER MONTHS: The easiest way for each one- or two-family residential customer to determine what usage is included in "winter months" is to look at the "read dates" included on bills that have ~~payments due~~ in January, February, March, April and May. *One- or two-family residential customers pay sewer charges on 100% of the water gallons used during the read dates included on these bills.*

SUMMER MONTHS: The easiest way for each customer to determine what usage is included in "summer months" is to look at the "read dates" included on bills that have ~~payments due~~ in June, July, August, September, October, November and December. *One- or two-family residential customers pay sewer charges on the lesser of the actual water gallons used or the summer sewer maximum during the read dates included on these bills. This helps to avoid sewer from being charged on water used for lawn sprinkling.*

For other customers classified as **multi-family residential** (having three or more dwelling units in one building), **commercial, industrial or public**, a sewer credit meter may be installed to promote reductions to the sewer bill as a result of water that is not discharged into the sanitary sewer. Approval for such installations must be obtained from the City of Cedarburg before the property owner initiates plumbing and metering modifications or installations. The property owner is responsible for costs associated with such modifications and installations, as well as the testing and maintenance of the sewer credit meter. Such plumbing and metering configurations require a plumbing permit and inspection by the City of Cedarburg before any adjustments are reflected on the sewer bill.

The rates are calculated to meet the operating and debt service budget. If you have any questions, you may contact the Director of Engineering & Public Works at 262-375-7610 or the Wastewater Superintendent at 262-375-7900.

CITY OF CEDARBURG SEWERAGE COMMISSION

GREENFIELD NO
HALES CORNERS NO
ST FRANCIS NO
WEST MILWAUKEE NO
RACINE YES
JACKSON NO
ADDISON NO
SAUKVILLE NO
THIENSVILLE NO

SAME INFO AS MILWAUKEE SEE ABOVE (ITS IN MILWAUKEE COUNTY)
SAME INFO AS MILWAUKEE SEE ABOVE (ITS IN MILWAUKEE COUNTY)
SAME INFO AS MILWAUKEE SEE ABOVE (ITS IN MILWAUKEE COUNTY)
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Summer sewer rates are based on winter usage.
will install irrigation meter but the fixed meter charge usually is more than the amount used for watering

Report to Public Works & Highways Committee: Summer Sewer Service Credit

December 7, 2022

Previous Summer Sewer Service Credit

Credit applied to both
Q2 and Q3 bills.

Lesser of actual reading,
formula.

$$((Q1+Q4)/2)*1.15$$

Reasons For Changing Summer Sewer Service Credit

- Errors in the way MSI (old financial software) was applying credit (See report to PW&HC on 11/3/2021).
 - Typically resulted in 100-200 complaints each billing cycle.
- Old method of calculation underestimated summer sewer flows, creating long-term financial challenges for the sewer utility.
- Needed to design/program summer sewer service credit for Tyler/Munis (new financial software).

Action Taken By PW&HC and Village Board

Adopted by Committee and Board in March 2022.

Eliminated summer sewer service credit for Q2.

Modified ordinance to bill Q3 based on lesser of actual reading, or formula.

$((Q1+Q2)/2)*1.15$ but households with a Q1 and Q2 average of less than 11,000 gallons would not receive any credit

Impact of Changes to Summer Sewer Service Credit

- Staff received no complaints after Q2 billing related to elimination of credit.
- Staff received 300-350 complaints after Q3 billing.
 - Calls were not the result of errors in the billing process.
 - Households who did not receive summer sewer service credit because they did not meet the 11,000-gallon minimum.
 - Households who saw a significant increase from estimated water usage before meter replacement to actual water usage.
 - Households who saw a greater impact from the 2022 water rate increase in Q3 due to much higher Q3 water usage.

Analysis of Implementation

- Reporting capability of MSI is extremely limited, however we can draw some conclusions based on customer contacts.
- Most of the Village's 6,700 customers saw little or no impact from the change in the summer sewer service credit ordinance.
- A small percentage of customers saw a dramatic impact (in some cases hundreds of dollars) in their Q3 bills due to the 11,000-gallon minimum requirement.
 - These customers were typically small households, with heavy irrigation use – Blackstone, Tree Tops and Old Farm.
- The impact of the 2022 water rate increase was more significant for Q3 billings due to higher water usage.
- The transition from estimated to actual usage is continuing to cause confusion and dissatisfaction among customers.
 - Q3 bill was the first billing cycle with actual water usage readings and new water rates.

Options for Modifying Summer Sewer Service Credit for 2023

Provide information and incentives for customers with irrigation/sprinkler systems to install deduct meters.

Eliminate the 11,000-gallon minimum and change multiplier for credit calculation from 1.15 to 1.25.

What do other communities do?

8 Communities Provide Summer Sewer Service Credit

Hartland	Brookfield
Mukwonago	Oconomowoc
Mequon	Cedarburg
Sussex	Racine

28 Communities do not provide Summer Sewer Service Credit

Glendale	Kewaskum	Greenfield
Fox Point	Pewaukee	Hales Corners
Whitefish Bay	Campbellsport	St. Francis
Hartford	West Bend	West Milwaukee
Franklin	Beaver Dam	Jackson
Milwaukee	Slinger	Addison
Menomonee Falls	Port Washington	Saukville
Grafton	Delafield	Thiensville
Wauwatosa	Slinger	Greendale
Shorewood		

Deduct Meter Information

- Deduct Meter connected to irrigation system or hose bib and integrated with Village meter reading system.
- Customers would be responsible for installing deduct meter.
- Staff contacted 4 local plumbing contractors who install deduct meters and the estimated cost ranged from \$650 to \$1,500 depending on each home's unique plumbing issues.
- Quarterly Deduct Meter fee would \$9.69 for $\frac{3}{4}$ inch connection.
- The Village could reimburse customers for permit costs and could waive quarterly deduct meter fees for the first year.

Elimination of 11,000 Gallon Minimum

- 11,000-gallon minimum was added because of MMSD billing methodology.
- Rough estimate – about 150 to 250 households effected by 11,000-gallon minimum requirement.
- Those effected tend to be small households with sprinkler systems.
- Impact can be as high as a \$600-\$700 in 3rd quarter bill.
- Eliminating the 11,000-gallon minimum, while increasing the multiplier from 1.15 to 1.25 would keep the sewer utility financially whole.

Alternatives for Addressing Q3 Bills

- Complaints regarding Q3 Bills were not the result of errors or data lost in the server crash.
- PWHC could authorize staff to issue adjustments to customers who were impacted by the 11,000-gallon minimum. Staff would develop a form for customers to submit requesting an adjustment.
- Village can waive late fees and offer interest free payment plans for customers who saw increases due to actual meter readings and/or increases in water rates.

Recommendations

1. Promote the installation of deduct meters for customers who heavily utilize sprinkler/irrigation systems.
2. Eliminate 11,000-gallon minimum and increase multiplier from 1.15 to 1.25. (Requires Village Board approval of ordinance change.)
3. Authorize staff to adjust bills of customers impacted by 11,000 gallon minimum, waive penalties and offer interest free payment plans for customers seeing large Q3 increase due to actual readings and water rate increase.
4. Direct staff to bring forward building code modifications requiring deduct meters in all new irrigation/sprinkler systems.



Questions/Discussion

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

MEETING DATE: November 3, 2021

AGENDA ITEM: New Business

ITEM TITLE: Report on 3rd Quarter Utility Billing Issues

SUBMITTED BY: Steven R. Kreklow- Village Administrator

SUMMARY EXPLANATION:

During the month of October, Village staff received a higher number of calls regarding the quarterly utility bills than normal. We received several hundred phone calls following the distribution of the 3rd quarter utility bills. While responding to the calls, Village staff identified two issues with the billing system that contributed to the high number of calls.

- Over 3,500 of the 6,700 bills distributed were based on estimated rather than actual meter readings. Estimated bills were necessary due to the failure of the interface between our meter reading software and our billing software. Our billing software has not been updated by the vendor in many years and is running on a PC with a Window NT operating system. Despite multiple attempts and requests for assistance from the billing software vendor, the interface is inoperable.

The estimated bills were based on actual water usage during the 3rd quarter of 2020. However, in some cases there are reasons why actual utilization in 2021 may be different than 2020. When the meter replacement project and billing system replacements are complete in 2022, bills will be based on actual readings and any necessary adjustments will be made. In any cases readings to determine actual usage are not possible, staff will review the bills to make sure they are as reasonable as possible.

- The Village's utility billing system did not accurately calculate the summer sewer credit in an unacceptably high percentage of cases. When implementing the current utility billing system in the late 1980's, the implementer developed custom code for the system to automatically determine eligibility for the Village's summer sewer credit, calculate the amount of the credit and apply the credit to the quarterly bill. As far as we can tell, no changes have been made to this code since it was implemented, and no operational changes related to the summer sewer credit have been made. The software vendor has been unable to correct the error.

When reviewing bills in response to calls we received, we frequently found errors in the application of the summer sewer credit. While the dollar value of each error was usually \$50, and it appears the error was as likely to result in an overapplication of the summer sewer credit as an underapplication of the credit, the frequency of the error was unacceptable. Village staff made 115 bill adjustments to customer bills for a total of \$5,765 because of this issue. We did not add additional charges to customer bills in cases where the error resulted in a lower bill.

Village staff are working diligently to correct the issues that causing questions, concerns and errors in our utility billing process. In specific, we are taking the following corrective actions:

1. We have purchased meters to replace the problematic meters and are seeking approval from the Village Board for a contract to install the meters. We anticipate this project will be complete mid-year 2022.
2. We have reviewed proposal for a new enterprise resource management system, including a utility billing system and are finalizing a contract with the successful vendor. While the implementation plan and timeline are still being developed, the utility billing system will be complete during 2022. We will be bringing this contract to the Village Board in December.
3. Staff is researching approaches other communities take to summers sewer credits and will bring alternatives and recommendations to the Village Board to streamline the application of these credits, or potentially eliminate the credits in favor of diversion meters to measure the actual amount of water usage diverted from the sewer system.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER _____

RECOMMENDATION:

No recommendation, at this time.

COMMITTEE ACTION:

No action is required.

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

MEETING DATE: Tuesday, March 1st, 2022

AGENDA ITEM: New Business

ITEM TITLE: Consideration of Eliminating or Modifying the Summer Sewer Credit

SUBMITTED BY: Tim Zimmerman – Wastewater Superintendent

SUMMARY EXPLANATION:

The Wastewater Utility currently provides a summer sewer credit as spelled out in Ch.13.37 of the Village code. It is calculated based off the following formula: $Q4+Q1*1.15/2$. And is billed as the lesser amount the actual read or the formula computation. This is a very time consuming and arduous task for staff to compute and is the number one complaint generator during these two billing cycles. This credit is only given to Residential customers with Commercial and Industrial customers given a one-time credit for lawn and landscape establishment at the time of construction or remodel.

A review of a random sample of 100 customers who received credits for Q2, Q3, or both show a loss of revenue of 54.86%. These revenue losses are significant and capturing this lost revenue would help maintain the solvency of the Wastewater Utility and allow for no rate increase for the foreseeable future. Simple logic and looking into one's own usage of water during the summer, would indicate higher consumption due to more frequent bathing, and more consumption for bodily needs that far exceed the additional 15% being captured.

The MMSD bills the Village based on formulary flow as follows: 49 gallons per capita (2.49) per day. For Germantown that equals 122.01 gallons per day or 11,132 gallons per quarter. Often our volumetric credit is less than the 11,132 gallons being charged by MMSD.

A survey of communities in SE Wisconsin indicates that a vast majority of them do not offer a summer sewer credit. But do offer the option of installing an irrigation or sprinkling meter.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER___X___

RECOMMENDATION:

It is staff's recommendation to have an honest discussion about the summer sewer credit with the PWHC and forward on to the Village Board a recommendation that is equitable for both the Utility and the rate payers to be in full effect by Q1 of 2023 with the implementation of the Tyler Munis billing system. Items for consideration and/or action are as follows:

- Elimination of the summer sewer credit for Q2 beginning in 2022. And to modify Chapter 13.37 of the Village Code to use the following formula to calculate Q3 credit: $Q1 + Q2/2 * 1.25$. Minimum calculated average to receive credit 11,000 gallons.
- If no elimination, increase percentage of capture to 25-35% and increase minimum calculated volume to 11,000 gallons.
- Modify Chapter 13.37 of the Village Code to read: Sewer volume charges for metered residential customers are based on actual metered water flows for the first, second and fourth calendar quarters. The third calendar quarter's sewer volume charge (summer quarter) is based on the actual metered water flow for said quarter, or the calculated average of the three previous quarters, using whichever is less. A minimum calculated average of 11,000 gallons is required for the average to be used for the third quarter. This credit will be given automatically to all residential customers.
- Elimination of summer average completely by the start of 2023. And have the option for deduct meter.
- Modification to Chapter 13.37 of the Village Code to allow for the installation of an irrigation/sprinkler deduct meter for accuracy and equity for all parties. Residential customers who have extensive outdoor water usage in early spring, late summer or fall may wish to install a sewer-deduct meter at their cost to measure "non-sewer" usage. Once the deduct meter is installed and inspected, sewer volume charges will be based on the consumption from the primary meter less the consumption from the deduct meter. The charge for the additional meter is established by the current rate sheet for the Water Utility at \$5.00/Qtr.

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.

<u>ADDRESS'S</u>	<u>QUARTER</u>	<u>USAGE (PER 1,000)</u>	<u>WHAT BILL</u> <u>SHOULD HAVE</u> <u>BEEN</u>	<u>Gallon</u> <u>Credit (per</u> <u>1000)</u>	<u>WHAT BILL</u> <u>WAS</u>	<u>Gallon</u> <u>Billed (per</u> <u>1000)</u>	<u>LOSS</u>	
1 W167 N10524 BRIDAL PATH	3RD	27.00	\$ 226.66	15.00	\$ 81.49	12.00	\$	145.17
	2ND	14.00	\$ 136.79	5.00	\$ 102.23	9.00	\$	34.56
2 N98 W15757 SHAGBARK RD	3RD	19.00	\$ 171.36	9.00	\$ 109.14	10.00	\$	62.22
3 W179 N11649 AUGUSTA CT	3RD	25.00	\$ 212.84	20.00	\$ 74.58	5.00	\$	138.26
4 N103 W16635 COUNTRY CT	3RD	12.00	\$ 122.97	5.00	\$ 88.40	7.00	\$	34.57
5 W179 N11561 BLACKSTONE CIR	3RD	49.00	\$ 378.75	44.00	\$ 74.58	5.00	\$	304.17
6 N114 W17861 BLACKSTONE CIR	3RD	17.00	\$ 157.53	1.00	\$ 150.62	16.00	\$	6.91
7 W179 N11662 AUGUSTA CT	2ND	21.00	\$ 185.18	11.00	\$ 109.14	10.00	\$	76.04
	3RD	14.00	\$ 136.79	2.00	\$ 122.97	12.00	\$	13.82
8 W179 N11551 BLACKSTONE CIR	3RD	53.00	\$ 406.40	41.00	\$ 122.97	12.00	\$	283.43
9 W179 N11617 BLACKSTONE CIR	3RD	26.00	\$ 219.75	22.00	\$ 67.66	4.00	\$	152.09
10 N117 W17820 AUGUSTA CT	3RD	51.00	\$ 392.57	38.00	\$ 129.88	13.00	\$	262.69
11 W148 N10233 WINDSONG CIR E	3RD	17.00	\$ 157.53	3.00	\$ 136.79	14.00	\$	20.74
12 W170 N10308 LARKSPUR LN	3RD	15.00	\$ 143.71	5.00	\$ 109.14	10.00	\$	34.57
13 N115 W17887 SAWGRASS CT	3RD	42.00	\$ 330.36	37.00	\$ 74.58	5.00	\$	255.78
14 N106 W15815 CREEK TERR	3RD	16.00	\$ 150.62	6.00	\$ 109.14	10.00	\$	41.48
15 N116 W17866 BLACKSTONE CIR	3RD	53.00	\$ 406.40	39.00	\$ 136.79	14.00	\$	269.61
	2ND	13.00	\$ 129.88	5.00	\$ 95.31	8.00	\$	34.57
16 N105 W14435 WILSON CIR	3RD	5.00	\$ 74.58	3.00	\$ 53.84	2.00	\$	20.74
	2ND	5.00	\$ 74.58	3.00	\$ 53.84	2.00	\$	20.74
17 N114 W17881 BLACKSTONE CT	3RD	41.00	\$ 323.44	36.00	\$ 74.58	5.00	\$	248.86
18 W179 N11435 BLACKSTONE CIR	3RD	35.00	\$ 281.97	26.00	\$ 81.49	6.00	\$	200.48
19 W179 N11651 AUGUSTA CT	3RD	31.00	\$ 254.31	25.00	\$ 81.49	6.00	\$	172.82
20 W178 N10223 WHITETAIL RUN	3RD	78.00	\$ 579.22	73.00	\$ 74.58	5.00	\$	504.64
21 W168 N10447 DEER CROSSING	3RD	12.00	\$ 122.97	2.00	\$ 109.14	10.00	\$	13.83
22 W179 N11393 ISLAND VIEW CT	3RD	52.00	\$ 399.43	39.00	\$ 129.88	13.00	\$	269.55
23 N108 W15439 BEL AIRE LN	3RD	37.00	\$ 295.79	23.00	\$ 136.79	14.00	\$	159.00
	2ND	12.00	\$ 122.97	0.00	\$ 122.97	12.00	\$	-
24 N102 W17723 STONERIDGE DR	3RD	95.00	\$ 696.75	72.00	\$ 199.01	23.00	\$	497.74
	2ND	52.00	\$ 399.43	29.00	\$ 199.01	23.00	\$	200.42
25 W179 N11506 BLACKSTONE CIR	3RD	45.00	\$ 351.10	34.00	\$ 116.05	11.00	\$	235.05
26 W156 N10238 PILGRIM RD	3RD	11.00	\$ 116.05	1.00	\$ 109.14	10.00	\$	6.91
27 N115 W17886 SAWGRASS CT	3RD	34.00	\$ 275.05	29.00	\$ 74.58	5.00	\$	200.47
28 W159 N11001 LEGEND AVE	3RD	31.00	\$ 254.31	25.00	\$ 81.49	6.00	\$	172.82
29 N114 W17882 BLACKSTONE CT	3RD	33.00	\$ 268.14	31.00	\$ 53.84	2.00	\$	214.30
30 W179 N11403 ISLAND VIEW CT	3RD	39.00	\$ 309.62	27.00	\$ 122.97	12.00	\$	186.65
31 W179 N11573 BLACKSTONE CIR	3RD	52.00	\$ 399.49	34.00	\$ 164.44	18.00	\$	235.05
32 W154 N10251 REGENCY CT S	3RD	76.00	\$ 565.40	61.00	\$ 143.71	15.00	\$	421.69
33 N116 W17877 BLACKSTONE CIR	3RD	48.00	\$ 371.83	43.00	\$ 74.58	5.00	\$	297.25
34 W179 N11609 BLACKSTONE CIR	3RD	21.00	\$ 185.18	15.00	\$ 81.49	6.00	\$	103.69

35	N115 W17846 SAWGRASS CT	3RD	20.00	\$	178.27	9.00	\$	116.05	11.00	\$	62.22
36	W160 N10639 FIELDSTONE PASS	3RD	16.00	\$	150.62	4.00	\$	122.97	12.00	\$	27.65
37	W179 N11522 BLACKSTONE CIR	3RD	45.00	\$	351.10	35.00	\$	109.14	10.00	\$	241.96
38	N115 W17885 SAWGRASS CT	3RD	42.00	\$	330.36	35.00	\$	88.40	7.00	\$	241.96
39	N114 W17863 BLACKSTONE CIR	3RD	41.00	\$	323.44	35.00	\$	81.49	6.00	\$	241.95
40	N102 W17723 STONERIDGE DR	2ND 3RD	52.00 95.00	\$ \$	399.49 696.75	29.00 72.00	\$ \$	199.01 199.01	23.00 23.00	\$ \$	200.48 497.74
41	W167 N9679 NAVAJO CT	3RD	18.00	\$	164.44	9.00	\$	102.23	9.00	\$	62.21
42	N99 W14643 AMBER DR	3RD	26.00	\$	219.75	21.00	\$	74.58	5.00	\$	145.17
43	W159 N10480 OLD FARM RD	3RD	19.00	\$	171.36	10.00	\$	102.23	9.00	\$	69.13
44	W165 N10510 WAGON TRAIL	3RD	17.00	\$	157.53	3.00	\$	136.79	14.00	\$	20.74
45	W159 N10842 CARRIAGE AVE	3RD	38.00	\$	302.70	24.00	\$	136.79	14.00	\$	165.91
46	N97 W16767 NAVAJO DR	3RD	16.00	\$	150.62	12.00	\$	67.66	4.00	\$	82.96
47	N114 W19778 WOODBERRY PASS	3RD	18.00	\$	164.44	2.00	\$	150.62	16.00	\$	13.82
48	W159 N10804 CAPTAINS DR	3RD	26.00	\$	219.75	18.00	\$	95.31	8.00	\$	124.44
49	W174 N10337 AUTUMN CT	3RD	84.00	\$	620.70	62.00	\$	192.10	22.00	\$	428.60
50	N105 W16775 OLD FARM RD	3RD	24.00	\$	253.25	14.00	\$	109.14	10.00	\$	157.53
51	N107 W14214 WHITE PINE CT	3RD	15.00	\$	143.71	1.00	\$	136.79	14.00	\$	6.92
52	N108 W15303 BEL AIRE LN	3RD	74.00	\$	551.57	60.00	\$	136.79	14.00	\$	414.78
53	W166 N10095 SANTA FE CT	3RD	42.00	\$	330.36	36.00	\$	81.49	6.00	\$	248.87
54	W158 N10482 FIELDSTONE PASS	3RD	16.00	\$	150.62	2.00	\$	136.79	14.00	\$	13.83
55	N111 W16775 ESQUIRE CT	3RD	27.00	\$	226.66	11.00	\$	150.62	16.00	\$	76.04
56	W144 N9759 ELMWOOD DR	3RD	42.00	\$	330.36	30.00	\$	122.97	12.00	\$	207.39
57	W165 N11040 KINGS CT	3RD	56.00	\$	427.14	36.00	\$	178.27	20.00	\$	248.87
58	N102 W17748 STONERIDGE DR	3RD	72.00	\$	537.75	53.00	\$	171.36	19.00	\$	366.39
59	W148 N10092 WINDSONG CIR E	3RD	12.00	\$	122.97	9.00	\$	60.75	3.00	\$	62.22
60	W169 N10759 REDWOOD LN	2ND 3RD	24.00 24.00	\$ \$	205.92 205.92	11.00 11.00	\$ \$	129.88 129.88	13.00 13.00	\$ \$	76.04 76.04
61	N100 W17403 WHITETAIL RUN	3RD	36.00	\$	288.88	23.00	\$	129.88	13.00	\$	159.00
62	W157 N9924 BAYBERRY CIR	3RD	50.00	\$	385.66	26.00	\$	205.92	24.00	\$	179.74
63	W174 N10337 AUTUMN CT	3RD	84.00	\$	620.70	62.00	\$	192.10	22.00	\$	428.60
64	W142 N9897 AMBER DR	3RD	13.00	\$	129.88	4.00	\$	102.23	9.00	\$	27.65
65	N102 W14198 BERRYWOOD CT	3RD	21.00	\$	158.18	2.09	\$	143.71	18.91	\$	14.47

66	W178 N11386 ISLAND VIEW CT	3RD	36.00	\$	288.88	25.00	\$	116.05	11.00	\$	172.83
67	W171 N10424 HARVEST LN	3RD	16.00	\$	150.62	2.00	\$	136.79	14.00	\$	13.83
68	W160 N10923 MEADOW DR	3RD	16.00	\$	150.62	2.00	\$	136.79	14.00	\$	13.83
69	W167 N9640 NAVAJO CT	3RD	22.00	\$	192.10	15.00	\$	88.40	7.00	\$	103.70
70	N100 W14811 RIDGEFIELD RD	3RD	44.00	\$	344.18	25.00	\$	171.36	19.00	\$	172.82
71	W148 N10247 WINDSONG CIR E	3RD	23.00	\$	199.01	4.00	\$	171.36	19.00	\$	27.65
72	N115 W17840 SAWGRASS CT	3RD	45.00	\$	351.10	35.00	\$	109.14	10.00	\$	241.96
73	N97 W16688 CHIPPEWA DR	3RD	22.00	\$	192.10	8.00	\$	136.79	14.00	\$	55.31
74	N108 W16915 HAWTHORNE DR	3RD	14.00	\$	136.79	6.00	\$	95.31	8.00	\$	41.48
75	W160 N10951 MEADOW DR	3ED	28.00	\$	233.57	14.00	\$	136.79	14.00	\$	96.78
76	N114 W15270 VICKSBURG AVE	3RD	18.00	\$	164.44	1.00	\$	157.53	17.00	\$	6.91
77	N108 W14891 HACKBERRY CIR	3RD	115.00	\$	835.01	82.00	\$	268.14	33.00	\$	566.87
78	W162 N10516 AUBURN LN	3RD	40.00	\$	316.53	27.00	\$	129.88	13.00	\$	186.65
79	N99 W16625 RUSTIC LN	3RD	15.00	\$	143.71	3.00	\$	122.97	12.00	\$	20.74
80	W165 N9656 CHIPPEWA DR	3RD	25.00	\$	212.84	7.00	\$	164.44	18.00	\$	48.40
81	N111 W16584 ESQUIRE CT	3RD	19.00	\$	171.36	16.00	\$	60.75	3.00	\$	110.61
82	W142 N9922 AMBER DR	3RD	37.00	\$	295.79	22.00	\$	143.71	15.00	\$	152.08
83	N104 W14688 WILSON DR	3RD	17.00	\$	157.53	7.00	\$	109.14	10.00	\$	48.39
84	W165 N10423 WAGON TRAIL	3RD	13.00	\$	129.88	4.00	\$	102.23	9.00	\$	27.65
85	W142 N9721 KNOLLCREST CIR	3RD	11.00	\$	116.05	6.00	\$	74.58	5.00	\$	41.47
86	W199 N11298 ROSEWOOD CT	3RD	15.00	\$	193.33	9.00	\$	129.88	6.00	\$	63.45
87	W169 N10224 LARKSPUR LN	3RD	42.00	\$	330.36	26.00	\$	150.62	16.00	\$	179.74
		2ND	25.00	\$	212.84	9.00	\$	150.62	16.00	\$	62.22
88	N109 W16787 HAWTHORNE DR	3RD	34.00	\$	275.05	21.00	\$	129.88	13.00	\$	145.17
89	N99 W16639 RUSTIC LN	3RD	26.00	\$	219.75	13.00	\$	129.88	13.00	\$	89.87
		2ND	25.00	\$	212.84	12.00	\$	129.88	13.00	\$	82.96
90	W161 N11064 MEADOW DR	3RD	14.00	\$	136.79	8.00	\$	81.49	6.00	\$	55.30
91	W144 N9833 SUNVALLEY TRL	3RD	135.00	\$	973.27	103.00	\$	261.23	32.00	\$	712.04
92	N105 W14753 LINCOLN DR	3RD	17.00	\$	157.53	9.00	\$	95.31	8.00	\$	62.22
93	N101 W16599 SANTA FE CT	3RD	15.00	\$	143.71	6.00	\$	102.23	9.00	\$	41.48
94	W158 N9795 SUMAC RD	3RD	21.00	\$	185.18	8.00	\$	129.88	13.00	\$	55.30
95	W163 N11460 WINDSOR CT	3RD	40.00	\$	316.53	15.00	\$	212.84	25.00	\$	103.69
96	W143 N9814 RIDGEWOOD LN	3RD	29.00	\$	240.49	7.00	\$	192.10	22.00	\$	48.39
97	W158 N10439 OLD FARM RD	3RD	19.00	\$	171.36	8.00	\$	116.05	11.00	\$	55.31
98	N102 W15381 VENUS CT	3RD	5.00	\$	74.58	2.00	\$	60.75	3.00	\$	13.83
99	W162 N11091 CROMWELL RD	3RD	15.00	\$	143.71	4.00	\$	116.05	11.00	\$	27.66
100	W161 N11153 MEADOW CT	3RD	16.00	\$	150.62	9.00	\$	88.40	7.00	\$	62.22
TOTAL				\$	29,378.60	TOTAL				\$	15,955.51

THE ABOVE TOTAL IS
54.86% OF WHAT WOULD
HAVE BEEN COLLECTED
WITHOUT THE SUMMER
SEWER CREDIT.

Tim Zimmerman

From: Tim Zimmerman
Sent: Tuesday, October 19, 2021 2:32 PM
To: Steve Kreklow
Cc: Lawrence Ratayczak; Paul Haugen; Crystal Bartz
Subject: Summer credit

Steve,
Based off of a few quick calls to some of my colleagues, here is what I came up with:

Jackson – No Credit, will install irrigation meter but the fixed meter charge usually is more than the amount used for watering

Cedarburg – Yes for credit calculated the same as ours.

Menomonee Falls – No credit – Irrigation meter if wanted

Mequon – Yes – Higher of Q1 or 14,000 gallons

Hartford – No – No Irrigation meter

Sussex – Yes – They bill monthly credit equal to April +10% for May, June, July, August

Timothy K. Zimmerman
Superintendent of Wastewater Utility/Recycling Coordinator
Village of Germantown
N122 W17177 Fond du Lac Ave.
PO Box 337
Germantown, WI 53022
Office – 262-253-7765
Fax - 262-250-4703
After Hours Emergencies – 262-253-7780
tzimmerman@germantownwi.gov

FRANKLIN
MILWAUKEE
MENOMONEE FALLS
GRAFTON
KEWASKUM
PEWAUKEE
CAMPBELLSPORT
BROOKFIELD

NO	NO	NO	NO	NO	NO	NO	YES
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IF YOUR USAGE US HIGH CUSTOMERS CAN CALL MMUSD TO SEE IF THEY QUALIFY FOR A DISCOUNT OTHERWISE DEDUCT METER IS RECOMMENDED
DEDUCT METER RECOMMENDED
ONLY 1 TIME NEW LAWN CREDIT OTHERWISE A DEDUCT METER IS RECOMMENDED

1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 2680, 26

Residential Sprinkling Credits

Sewer volume charges for metered residential customers are based on actual metered water flows for the first, second and fourth calendar quarters. The third calendar quarter's sewer volume charge (summer quarter) is based on the actual metered water flow for said quarter, or the calculated average of the three previous quarters, using whichever is less. A minimum calculated average of 8,000 gallons is required for the average to be used for the third quarter. This credit will be given automatically to all residential customers.

Residential customers who have extensive outdoor water usage in early spring, late summer or fall may wish to install a sewer-deduct meter at their cost to measure "non-sewer" usage. Customers wishing to do this must call the Accounting Department at (262) 796-6661 to obtain an application form. Once the deduct meter is installed and inspected, sewer volume charges will be based on the consumption from the primary meter less the consumption from the deduct meter and not the calculated average as outlined above.

WESTBEND
BEVER DAM
SLINGER
NEW BERLIN
GREENDALE
DELAFIELD

NO NO NO NO NO NO

OCONOMOWOC

YES

  City of Oconomowoc Wastewater Utility Rate Summary	
GENERAL SERVICE - METERED	
Monthly Service Charge	\$6.80
Volume Charges per 1,000 gallons of water usage (Class based on waste strength)	
Class "A" (standard)	\$5.60 <i>residential / commercial</i>
Class "B" (high)	\$6.11 <i>commercial</i>
Class "C" (special)	\$5.60 <i>industrial (surcharge below)</i>
Summer Lawn Watering Adjustment: For residential customers only, the wastewater quantity invoiced for June through October is based on the average quantity from February through October, unless actual summer water consumption is less.	
Industrial Surcharges (Class "C" customers only)	
BOD > 250 mg/L	\$0.39 / Lb
TSS > 270 mg/L	\$0.25 / Lb
Phosphorus > 7 mg/L	\$16.35 / Lb
SANITARY DISTRICTS	
Customers located in sanitary districts outside of the City of Oconomowoc are billed at rates according to their district contracts.	

CITY OF CEDARBURG
NOTICE OF SEWER RATES
EFFECTIVE JANUARY 1, 2022

FEES	2021	2022
Sewer Use Charge, per 1,000 gallons	\$7.55	\$8.55
Monthly Sewer Connection, per connection	\$15.00	\$15.00

The Sewer Use Charge will increase from \$7.55 to \$8.55 per 1,000 gallons, and the Monthly Sewer Connection Fee will remain at \$15.00 per month throughout 2022.

Generally, the sewer bill is based on 100% of the water gallons used, plus the monthly connection fee. For customers classified as **one- or two-family residential**, a **summer sewer maximum** helps to avoid sewer from being charged on water used for lawn sprinkling. Here is how the summer sewer maximum works:

Upon completion of the winter months (see definition below), the utility will review each one- or two-family residential customer's water usage from the winter months and calculate the average of the three highest winter months. This average, or 6,000 gallons, whichever is greater, becomes the customer's sewer maximum for the summer months.

During the summer months (see definition below), one- or two-family residential customers will only pay sewer charges on the lesser of their actual water usage or their summer sewer maximum.

Definition of "winter" and "summer" months for one- or two-family residential sewer bills. It is somewhat difficult to define winter and summer months because water/sewer usage dates vary from customer to customer, as meters are read throughout the community at different times of the month. The ~~payment due date~~ shown on the monthly utility bills may be helpful in determining usage dates covered in the winter and summer months for each specific customer.

WINTER MONTHS: The easiest way for each one- or two-family residential customer to determine what usage is included in "winter months" is to look at the "read dates" included on bills that have ~~payments due~~ in January, February, March, April and May. *One- or two-family residential customers pay sewer charges on 100% of the water gallons used during the read dates included on these bills.*

SUMMER MONTHS: The easiest way for each customer to determine what usage is included in "summer months" is to look at the "read dates" included on bills that have ~~payments due~~ in June, July, August, September, October, November and December. *One- or two-family residential customers pay sewer charges on the lesser of the actual water gallons used or the summer sewer maximum during the read dates included on these bills. This helps to avoid sewer from being charged on water used for lawn sprinkling.*

For other customers classified as **multi-family residential** (having three or more dwelling units in one building), **commercial, industrial or public**, a sewer credit meter may be installed to promote reductions to the sewer bill as a result of water that is not discharged into the sanitary sewer. Approval for such installations must be obtained from the City of Cedarburg before the property owner initiates plumbing and metering modifications or installations. The property owner is responsible for costs associated with such modifications and installations, as well as the testing and maintenance of the sewer credit meter. Such plumbing and metering configurations require a plumbing permit and inspection by the City of Cedarburg before any adjustments are reflected on the sewer bill.

The rates are calculated to meet the operating and debt service budget. If you have any questions, you may contact the Director of Engineering & Public Works at 262-375-7610 or the Wastewater Superintendent at 262-375-7900.

CITY OF CEDARBURG SEWERAGE COMMISSION

GREENFIELD NO
HALES CORNERS NO
ST FRANCIS NO
WEST MILWAUKEE NO
RACINE YES
JACKSON NO
ADDISON NO
SAUKVILLE NO
THIENSVILLE NO

SAME INFO AS MILWAUKEE SEE ABOVE (ITS IN MILWAUKEE COUNTY)
SAME INFO AS MILWAUKEE SEE ABOVE (ITS IN MILWAUKEE COUNTY)
SAME INFO AS MILWAUKEE SEE ABOVE (ITS IN MILWAUKEE COUNTY)
SAME INFO AS MILWAUKEE SEE ABOVE (ITS IN MILWAUKEE COUNTY)
Summer sewer rates are based on winter usage.
will install irrigation meter but the fixed meter charge usually is more than the amount used for watering

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

March 1, 2022

Village Hall Board Room

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

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

APPROVAL OF MINUTES: MOTION R. Miller/Hudson to approve the Minutes of February 1st, 2022. Motion carried unanimously.

PUBLIC COMMENT: None

A: Consideration of Eliminating or Modifying the Summer Sewer Credit

Superintendent Zimmerman is presenting for discussion: The Wastewater Utility has provided a summer sewer credit to residential customers for a very long time as spelled out in Ch.13.37 of the Village code. It is calculated based off the following formula: $Q4 + Q1 * 1.15/2$ and is billed the lesser amount of the actual read or the formula computation. This is a very time consuming and arduous task for staff to compute and is the number one complaint generator during these two billing cycles. A review of a random sample of 100 customers who received credits for Q2, Q3, or both show a loss of revenue of 54.86%. These revenue losses are significant and capturing this lost revenue would help maintain the solvency of the Wastewater Utility and allow for no rate increases for the foreseeable future. Simple logic and looking into one's own usage of water during the summer, would indicate higher consumption due to more frequent bathing, and more consumption for bodily needs that far exceed the additional 15% being captured. The MMSD bills the Village based on formulary flow as follows: 49 gallons per capita (2.49) per day. For Germantown that equals 122.01 gallons per day or 11,132 gallons per quarter. Often our volumetric credit is less than the 11,132 gallons being charged by MMSD. A survey of communities in SE Wisconsin indicates that a vast majority of them don't offer a summer sewer credit. But do offer the option of installing an irrigation or sprinkling meter.

It is staff's recommendation to have an honest discussion about the summer sewer credit with the PWHC and forward on to the Village Board a recommendation that is equitable for both the Utility and the rate payers to be in full effect by Q1 of 2023 with the implementation of the Tyler Munis billing system. Items for consideration and/or action are as follows:

- Elimination of the summer sewer credit for Q2 beginning in 2022. And to modify Chapter 13.37 of the Village Code to use the following formula to calculate Q3 credit: $Q1 + Q2/2 * 1.25$. Minimum calculated average to receive credit 11,000 gallons.
- If no elimination, increase percentage of capture to 25-35% and increase minimum calculated volume to 11,000 gallons.
- Modify Chapter 13.37 of the Village Code to read: Sewer volume charges for metered residential customers are based on actual metered water flows for the first, second and fourth calendar quarters. The third calendar quarter's sewer volume charge (summer quarter) is based on the actual metered water flow for said quarter, or the calculated average of the three previous quarters, using whichever is less. A minimum calculated average of 11,000 gallons is required for the average to be used for the third quarter. This credit will be given automatically to all residential customers.
- Elimination of summer average completely by the start of 2023. And have the option for deduct meter.
- Modification to Chapter 13.37 of the Village Code to allow for the installation of an irrigation/sprinkler deduct meter for accuracy and equity for all parties. Residential customers who have extensive outdoor water usage in early spring, late summer or fall may wish to install a sewer-deduct meter at their cost to measure "non-sewer" usage. Once the deduct meter is installed and inspected, sewer volume charges will be based on the consumption from the primary meter less the consumption from the deduct meter. The charge for the additional meter is established by the current rate sheet for the Water Utility at \$5.00/Qtr.

Public Works Highway Committee Meeting Minutes**Discussion Followed:**

Utility Invoicing is the first thing being set up in the new accounting program, so we need to get this issue resolved before then. Most customers do not use water heavily in Q2 - April, May and June. The summer sewer credit has been happening for a very long time and we are only one of two communities that give the credit for 2 quarters. This credit is automatic, last quarter the system crashed and every invoice had to be calculated by hand. Trustee Millers concern is that this comes on the heels of a water increase. We are in the process of data conversion now for utility billing and will run the last 2 quarters thru a test phase. Wait for the change until 2023 then deal with eliminating the credit in its entirety? Most municipalities are encouraging customers to put in the deduct water meter. Another thought is that we could waive the install charges for the deduct meter for the first year. 2nd quarter of 2022 will still have to be hand calculated.

MOTION R.Miller/Kaminski Motion to recommend the elimination of the summer sewer credit for Q2 beginning in 2022 and to modify Chapter 13.37 of the Village Code to use the following formula to calculate Q3 credit: $Q1+Q2/2*1.15$ and raise the minimum calculated average to receive credit to 11,000 gallons and another motion was made to keep this on unfinished business to continue the dialog regarding Q3 and 2023, these items should be separated out and put on the agenda at a future meeting. Motion is unanimous. Not on VB consent agenda.

B: Fire Station Insulation Project

Superintendent Anderson stated that in 2019 the fire suppression main line pipe at the Fire Station was replaced due to microbial induced corrosion. When the work was complete the blown insulation was matted down reducing the “R” value. As part of the 2022 budget staff included \$13,000 in non-borrowed capital to install additional insulation. Staff solicited pricing from three area insulation contractors and the results are listed below.

Wisconsin Home Improvement:	\$9,773.68
Builder’s Insulation:	\$11,293.00
Insulation Specialists:	No proposal submitted.

MOTION Hudson/Neureuther to recommend contracting with Wisconsin Home Improvement to reinstall attic insulation at the Fire Station in an amount not to exceed \$9,773.68. Motion carried unanimously.

C: Spring Tree Planting

Supt. Anderson stated that each year trees around the village are removed for various reasons including vehicle & storm damage and disease. The village currently has 550 “vacant” planting sites within known areas on our GIS layer. As part of the 2022 budget, tree planting is planned into the general fund street tree maintenance line item. This year’s project will replace 61 trees in various areas around the village including: along roadways, around village buildings and in the parks. Staff has solicited pricing from area contractors and the results are listed below. If the street tree maintenance account trends well throughout the year, we could look to complete a smaller fall tree planting contract if the conditions are favorable. Trees come with a 1-year guarantee.

Property Solutions Contracting:	\$18,120.00
Century Landscape:	\$29,019.00
Wendland Nursery:	\$31,304.00
Johnson’s Nursery:	\$32,284.05

MOTION Neureuther/R.Miller to recommend using Property Solutions Contracting to complete the spring 2022 tree planting project in an amount not to exceed: \$18,120. Motion carried unanimously.

D: Parks Tractor Loader Purchase

Supt. Anderson stated as part of the 2022 Parks Department capital budget, \$45,000 was added for the replacement of a small tractor loader. The loader currently owned by the village is being replaced because it’s beyond its useful service life. Staff solicited pricing from three area vendors and the results are listed below.

**BUSINESS OF THE VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: March 21, 2022

AGENDA ITEM: New Business

ITEM TITLE: Repeal and Replace Sec.13.37 of the Municipal Code as it Pertains to the Calculation of the Summer Sewer Credit.

SUBMITTED BY: Public Works and Highways Committee

SUMMARY EXPLANATION:

The Public Works and Highway Committee is requesting a modification to section 13.37 of the Municipal Code to eliminate the summer sewer credit for Quarter 2 and to replace the current formula with the following: $Q3 \text{ summer credit} = (Q1+Q2)/2 * 1.15$. The PWHC was also unanimous that sewer volume charges for metered residential customers (R1) is based off actual metered water for the first, second and fourth calendar quarters. The third calendar quarter's sewer volume charge (summer quarter) is based on the actual metered water flow for said quarter, or the calculated average of the above stated formula, using whichever is less. A minimum calculated average of 11,000 gallons is required for the average to be used for the third quarter. This credit will be given automatically to all metered residential customers (R1).

ATTACHMENT: ORDINANCE X RESOLUTION X OTHER

RECOMMENDATION:

It is the unanimous recommendation of the Public Works and Highways Committee to repeal and re-create section 13.37 of the municipal code as described above and to adopt these ordinance changes by an authorizing resolution.

BOARD 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.

have both approved the historic designation for the property N120W15515 Freistadt Road, Tax Key GTNV 232-991;

President Wolter read the Public Hearing Notice and Opened the Public Hearing at 7:50 p.m. No one came forward. The public hearing was closed at 7:51 p.m.

NEW BUSINESS:

- A. Ordinance 03-2022, Amend the Official Zoning Map and Zoning Code and Adopt Historic Structure Designation, for the Buildings located at N120 W15515 Freistadt Road, Katelyn LeTourneau and Kevin Schodron.

Motion (Myers/Baum) to approve Ordinance 03-2022, Amend the Official Zoning Map and Zoning Code and Adopt Historic Structure Designation, for the Buildings located at N120 W15515 Freistadt Road, Katelyn LeTourneau and Kevin Schodron. The property is historical to 1858 and purchased in 1845. Motion carried unanimously.

- B. Ordinance 04-2022, Repealing and Amending Chapter 13.37 relating to Wastewater Measurement and Sampling – elimination of the Summer Sewer Credit for the Second Quarter Billing and change to Third Quarter Summer Sewer Credit Calculation.

Superintendent Zimmerman came to the podium. The current financial system crashed on the summer sewer credit. This is for quarter three only and recalculate based on the use of 11,000 gallons as based on the billing from MMSD. Private wells are not eligible.

This is ending for quarter 2, with the basis of 11,000. The data did not support the use for the 2nd quarter credit. This would affect those that irrigate in April, May, and June. If there is a user for the irrigation they could see an increase.

MOTION (Myers/Baum) to approve Ordinance 04-2022, Repealing and Amending Chapter 13.37 relating to Wastewater Measurement and Sampling – elimination of the Summer Sewer Credit for the Second Quarter Billing and change to Third Quarter Summer Sewer Credit Calculation. Roll Call Vote Carried Unanimously.

- B. Century Lane Assessment for Right-of-Way Acquisition in an amount not to exceed \$9,000

Motion (Pieper/Baum) to approve Century Lane Assessment for Right-of-Way Acquisition in an amount not to exceed \$9,000. Discussion ensued of the land acquisition as needed for the road rRoll Call Vote Carried unanimously.

- A. Presentation on Potential Intergovernmental Agreement with the Village of Richfield for Sewer and Water Services.

The Village Attorney Sajdak gave history and background to the item. Richfield requested the Village supply water and sewer to their Northwest Corridor. A map of the area was shown and reviewed. There is a memorandum of understanding in place for the item. A traffic study was done. The water tower was installed at a higher height.

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

MEETING DATE: Wednesday, December 7th, 2022

AGENDA ITEM: New Business

ITEM TITLE: Ordinance to Add Stop Sign on Concord Road at Nigbor Drive

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

SUMMARY EXPLANATION:

At the November 21, 2022, Village Board meeting the Board approved the addition of Stop Signs on Concord Road for east & west bound traffic. Village Ordinance requires the addition of traffic control devices and associated amendment to the Official Traffic Map be carried out by amending Section 7.02 of the Municipal Code of Germantown.

Staff is presenting the attached Ordinance Amendment for approval.

ATTACHMENT: ORDINANCE __X__ RESOLUTION _____ OTHER _____

- Ordinance No. ____-22

RECOMMENDATION:

Staff recommends approving Ordinance No. ____-22 amending the Village's Official Traffic Map and forward to the Village Board with a positive recommendation for 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.

STATE OF WISCONSIN VILLAGE OF GERMANTOWN WASHINGTON COUNTY

ORDINANCE NO. ____-22

AN ORDINANCE AMENDING THE OFFICIAL TRAFFIC MAP OF THE
VILLAGE OF GERMANTOWN TO ADD STOP SIGNS ON
CONCORD ROAD AT ITS INTERSECTION WITH NIBOR DRIVE

WHEREAS, the Village Board having previously adopted § 7.02 of the Municipal Code of Germantown relating to the Official Traffic Map for the Village; and

WHEREAS, the Village Board has determined it appropriate to amend Official Traffic Map to add stop signs on Concord Road at its intersection with Nibor Drive; and

WHEREAS, the regulation of traffic control devices furthers the health, welfare and safety of the community;

NOW, THEREFORE, the Village Board of the Village of Germantown, Wisconsin, do ordain as follows:

SECTION I

The Official Traffic Map of the Village of Germantown is amended to add a stop sign on Concord Road in both directions at its intersection with Nibor Drive.

SECTION II

The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

SECTION III

All ordinances or parts of ordinances contravening the terms of this ordinance are hereby to that extent repealed.

SECTION IV

This ordinance shall take effect and be in full force upon its passage and the day after publication.

Introduced by _____ on _____, 2020.

ORDINANCE NO. _____-22
Page 2

Adopted: _____, 2022 Vote: Ayes: Nays: Absent:

Dean Wolter, Village President

ATTEST:

Deanna Braunschweig, Village Clerk

Approved as to form:

Brian C. Sajdak, Village Attorney

Published: _____

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

MEETING DATE: Wednesday, December 7th, 2022

AGENDA ITEM: New Business

ITEM TITLE: Capstone-41 Development-2nd Quarter Water Bill

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

SUMMARY EXPLANATION:

The Owner of the Capstone-41 Development brought their 2nd quarter water bill to the Village requesting that the Village review the amount of the bill since they did not have any occupants in the building during the time of this billing period. The quarterly bill is in the amount of \$10,254.34. The Owner, Mike Faber, investigated the water consumption on his end and discovered that an irrigation valve had partially stuck open with the leaking/running water draining into the storm water system (Pond).

Mike is asking for some consideration regarding the sanitary portion of this bill which is \$6,967.05. My suggestion is to reduce the sanitary portion of the bill from \$6,967.05 to \$500.00. This would reduce the overall bill to \$3,787.29.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER __XX__

- Invoice
- Letter

RECOMMENDATION:

Staff recommends amending the 2022 2nd Quarter Water Bill for the Capstone-41 Development to \$3,787.29.

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.



N112 W17001 Mequon Road
P.O. Box 337
Germantown, WI 53022
(262) 250-4703

Utility Service Invoice

Bill Date: 09/30/2022
Service Period: 06/08/2022 - 09/15/2022
Account No: 001819820000
Service Address: N128 W20943 HOLY HILL RD
Due Date: 11/15/2022
Amount Due: \$10,254.34



*****AUTO**MIXED AADC 541

Q CQ WI 2021 LLC

N17W24222 RIVERWOOD DR STE 16
WAUKESHA WI 53188-1132

Crystal LMTc 24 OCT 2022

262 253-8254.

Paul - Util. Water Superintendent.

"Bleeding".

24-7 usage.

A late Payment Charge of 1% Per Month Will Be Applied After Due Date

Don't pay till we get.

Current Reading	Previous Reading	Consumption 1,000 GAL	Service	Amount
791	0	791 ACTUAL READING	WATER SEWER FIRE PRO	\$2,987.29 - Pay \$6,967.05 - Pay \$500.00 \$300.00 - Pay
Total Current Charge:				\$40,254.34
Previous Balance:				\$0.00

View the Village of Germantown website at germantownwi.gov to see the latest Village information and pay your utility bill. Election Polls will be open on November 8th from 7 am - 8 pm; visit myvote.wi.gov for more information.

Total Amount Due: ~~\$10,254.34~~ - \$3,787.29
After Due Date: \$10,356.88

On September 25th, the network server housing the Village's utility billing system failed, causing the loss of a significant amount of data that is necessary to complete the quarterly billing process. The data that was lost had to be manually re-entered into the system, resulting in a delay in the issuance of 3rd quarter utility bills. We apologize for any inconvenience the delay in our billing cycle may have caused and appreciate your patience. We have identified the equipment that failed and we are replacing it so the problem does not occur again. If you have any questions or would like any additional information, please call 262-250-4703.

Return this slip with Remittance to: Village of Germantown, P.O. Box 337, Germantown, WI 53022

Account No: 001819820000

Service Address: N128 W20943 HOLY HILL RD

Due Date: 11/15/2022

Amount Due: \$10,254.34

After Due Date: \$10,356.88

Please enter amount paid: _____



CQ WI 2021 LLC
N17 W24222 RIVERWOOD DR STE 16
WAUKESHA, WI 53188

CAPSTONE QUADRANGLE



1 November 2021

Mr. Lawrence W. Ratayczak, P.E.
Village of Germantown
N112W17001 Mequon Road
P.O. Box 337
Germantown, WI 53022-0337

Dear Larry:

We recently received a very large water/sewer bill (see attached) that shocked me. Upon looking into it, the landscape subcontractor working for our general contractor Berghammer had the lawn irrigation system going 3 times per day. Each zone operated for some period of time, and the system would move to the next zone, until completed. Then some time later, it would repeat, and finally repeat a third time, each 24 hour period. They tell us this is the best way to get new plantings to stabilize and seeds to germinate.

However, even though there were no tenants in occupancy until October 10, and therefore virtually no water going into the sanitary sewer, your system billed us for \$6,967.05 of sanitary sewer use. I spoke with Paul, the water superintendant, who discussed with Tim, the sanitary superintendant, and they confirmed to me that they support a major amount of the sewer charge being credited, since there was no real usage during the period up to Oct 10. (Our contractor only finished installing the plumbing fixtures for the tenant improvements in early October, and required all contractors to use the portable toilets they had on-site until Oct 20th).

We are hoping you might be able to arrange some substantial credit of the sewer component so that we are not paying the huge bill for services we did not use. Whatever you think reflects the most likely scenario will be fine with me. Let me know if you have any questions.

Sincerely,

Michael Faber
Principal

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

MEETING DATE: Wednesday, December 7th, 2022

AGENDA ITEM: New Business

ITEM TITLE: Remove Excess Topsoil / New Department of Public Works Facility

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

SUMMARY EXPLANATION:

Pursuant to Village of Germantown Municipal Code Section 17.441 (Protection of Topsoil Resource) Kathryn Sullivan of Moore Construction Services, has submitted a request to remove 20,000 cubic yards of excess topsoil from the project site. The balance of remaining topsoil will be utilized on site for restoration of ponds, berms and remaining site turf areas.

ATTACHMENT: ORDINANCE____ RESOLUTION____ OTHER __XX__

*Letter from Moore Construction Services

RECOMMENDATION:

Staff recommends approval by the Public Works & Highway Committee for the Request by Moore Construction Services to remove 20,000 cubic yards of excess topsoil.

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.

November 21, 2022

Lawrence Ratayczak
Village of Germantown
Director of Public Works
N112 W17001 Mequon Rd.
Germantown, WI 53022

Dear Lawrence Ratayczak,

The new Germantown DPW site located at W130 N10200 Omega Hills Parkway has 28,600 cubic yards of topsoil on site. We will need to utilize 8,600 cubic yards. Moore Construction Services is requesting permission to remove the excess 20,000 cubic yards of topsoil from the site.

Thank you,



Kathryn Sullivan
Project Manager
Moore Construction Services

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

MEETING DATE: Wednesday, December 7th, 2022

AGENDA ITEM: New Business

ITEM TITLE: Reduce Letter of Credit-Home Path Financial (aka Heritage Park North)

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

SUMMARY EXPLANATION:

The Letter of Credit (LOC) was required by the Development Agreement with Home Path Financial for the Development know as Heritage Park North Subdivision. The Developers Agreement included the installation of public sanitary sewer, water main, storm sewer, sidewalk, and roads. All within Public right-of-way and easements. These improvements have been completed, accepted, and placed in service.

The current Letter of Credit, LOC, is in the amount of \$2,202,592.25 and the developer is requesting a reduction in the amount of \$2,028,280.00 leaving a surety balance of \$174,375.25. The work remaining is the surface course of pavement, planting of roadside trees and street signs. The completed work has been tested and accepted by the required Village departments.

The Director of Public Works recommends the reduction of the LOC as requested.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER _____

RECOMMENDATION:

Staff recommends the Public Works and Highway Committee approve the Home Path Financial Letter of Credit No. UCSX372X4816 issued by United Casualty and Surety Insurance Company to be reduced by \$2,028,280.00 to a remaining balance of \$174,375.25.

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 & HIGHWAYS COMMITTEE
GERMANTOWN, WI**

MEETING DATE: Wednesday, December 7th, 2022

AGENDA ITEM: New Business

ITEM TITLE: Release Letter of Credit-Goldendale Road-IV 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 know as Goldendale Rd IV, LLC (aka Murphy Pet Foods). The Developers Agreement included the installation of public 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-IV Development, LLC Letter of Credit No. 9904 issued by Johnson Financial Group in the amount of \$199,000.00.

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 & HIGHWAYS COMMITTEE
GERMANTOWN, WI**

MEETING DATE: Wednesday, December 7th, 2022

AGENDA ITEM: New Business

ITEM TITLE: Damaged Cable Repair

SUBMITTED BY: Paul Haugen, Water Utility Superintendent/Scott Anderson

SUMMARY EXPLANATION:

During a recent training event that involved two village staff members a Coax/Fiber cable was damaged at the DPW facility. The damage was caused by failing to lower the containment tank on the Village's vacuum excavator fully and went unnoticed as it was being driven into the DPW entrance where the vehicle struck the cables.

Unfortunately, our insurance deductible is set at \$25,000 for this type of occurrence and the claim came in at \$11,607.44. And anything from \$7,500 to \$15,000 comes before this committee.

ATTACHMENT: ORDINANCE____ RESOLUTION____ OTHER__X__

RECOMMENDATION:

Payment of this claim would be divided by the Water Utility and DPW Streets Department.

60% Water-Account #50-722-530-6310 - \$6,964.44

40% DPW-Account #10-519-530-5242 - \$4,643.00

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.



Phoenix Loss Control
P.O. Box 271504
Littleton, CO 80127

October 25, 2022

Village of Germantown, WI
Superintendent Scott Anderson
N112W17001 MEQUON RD
Germantown, WI 53022

Claim Number: 229120045
Date of Damage on/about: 10/6/2022 12:00:00 PM
Location of Damage at/near: W172N12100 Division Road Fond Dulac Germantown, WI 53022
Amount Owed: \$11,607.44

Our company is handling the recovery interests of CHARTER COMMUNICATIONS. You, your company, or your subcontractor damaged Charter Communications facilities while at the above location, discovered on/about 10/6/2022 1:10:00 PM.

Please email Jennifer Christenson at Jennifer_christenson@phoenixlosscontrol.com for additional documentation.

Based on the information provided by the client, we have found you to be liable for this damage to Charter Communications facilities. Please forward any information that may dispute our findings, or payment in full, within 15 days of receipt of this correspondence.

If you are insured, you may consider turning this matter over to your insurance carrier, otherwise payment is due within 15 days of this letter and invoice. Pay online with a bank account/eCheck/ACH or credit card/debit card (convenience fee may vary between providers) by visiting <https://cts.phxloss.com/pay>. Checks, Certified Money Orders, or Cashier's checks should be made payable to Charter Communications and sent to:

Charter Communications
P.O. Box 959352
Saint Louis, MO 63195-9352

Spanish Speakers ONLY - Si desea hablar con alguien en español llame al 305-868-6734.

Please reference our claim number at the top of your check. If you have questions or require additional information, please contact me at the number listed below during normal business hours.

Sincerely,

Jennifer Christenson
Claims Manager, Phoenix Loss Control, Inc.
Phone: 810-955-6792
Email: Jennifer_christenson@phoenixlosscontrol.com





Damage Claim Report

Claim #: 229120045

Client: Charter Communications

Initial Damage Call

Date of Report: 10/6/2022 Market: CENTRAL
Damage Date/Time on/about: 10/6/2022 12:00:00 PM Office: 1108 Wisconsin
Damage Location at/near
Address 1: W172N12100 Division Road
Cross Streets: Fond Dulac
City: Germantown State: WI Zip: 53022
County: Washington County

Damage Information

Detail of Loss/Damage:

.500 cable and 24 Ct. cable damaged.

Activity Type

Motor Vehicle

Damage By

Motor Vehicle

Facility Type

Aerial Cable|Aerial Fiber

Damager

Contact: Superintendent Scott Anderson
Company: Village of Germantown, WI
Address 1: N112W17001 MEQUON RD
Address 2:
City: Germantown State: WI Zip: 53022
Phone: 262-250-4721

Bill This Address? Yes

Locate

Company: Bill This Address? No

Locate Ticket #: Aerial Locate Claim #: N/A MALocates Accuracy:





Phone: 810-955-6792
Email: Jennifer_christenson@phoenixlosscontrol.com

Phoenix Loss Control
P.O. Box 271504
Littleton, CO 80127

Village of Germantown, WI
Superintendent Scott Anderson
N112W17001 MEQUON RD
Germantown, WI 53022
Phone: 262-250-4721

First Notice

Date
10/25/2022
Claim #
229120045
Client
Charter Communications

QTY	Description	Unit Price	Total
340.00	CABLE - .500	\$0.23	\$78.20
1.00	De/Relash & Drop Splice Case/Fiber Stor	\$127.50	\$127.50
6.00	Emergency AE Line/Bucktr Trk 2 Person Crw	\$165.00	\$990.00
1.00	Emergency Call Out	\$355.00	\$355.00
6.00	Emergency Ground Hand or General Laborer	\$65.00	\$390.00
861.00	FIBER - CABLE 24CT	\$0.27	\$232.47
48.00	Fiber - protective sleeves	\$1.37	\$65.76
2.00	Fiber splice enclosure	\$22.09	\$44.18
2.00	Install New Splice Enclosure	\$250.00	\$500.00
1.00	Investigations Fee	\$91.87	\$91.87
2583.00	LASHING WIRE	\$0.05	\$129.15
1.00	Loss of Use	\$780.48	\$780.48
2:00	Maintenance Tech - Regular Time	\$57.30	\$114.60
6:00	Maintenance Tech - Regular Time	\$57.30	\$343.80
6:00	Maintenance Tech - Regular Time	\$57.30	\$343.80
2.00	Move or Rework Riser	\$95.00	\$190.00
1.00	NAICS 524291 vendor service	\$2,348.35	\$2,348.35
861.00	Over Lash Coax Cable	\$0.70	\$602.70
861.00	Over Lash Fiber Cable	\$0.77	\$662.97
861.00	Place New Strand	\$0.55	\$473.55
2:00	Service Vehicle - Regular Time	\$31.28	\$62.56
6:00	Service Vehicle - Regular Time	\$31.28	\$187.68
6:00	Service Vehicle - Regular Time	\$31.28	\$187.68
6:00	Small pick up - Regular Time	\$14.11	\$84.66
48.00	Splice Fiber Optic Cable, 13-48 Fibers	\$30.00	\$1,440.00
6:00	Splicing Trailor - Regular Time	\$31.28	\$187.68
861.00	STRAND 1/4"	\$0.18	\$154.98
6:00	Supervisor - Regular Time	\$38.53	\$231.18
861.00	Wreck Out All Strand and Cable	\$0.24	\$206.64
		Sub-Total	\$11,607.44
		Payments	\$0.00
		Balance	\$11,607.44
Please remit payment of balance within 15 days of this notice. Thank You!			

Damage Address at/near: W172N12100 Division Road Fond Dulac Germantown, WI 53022



STATUS OF PROJECTS

December 7, 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 opened to full traffic in both directions, with the exception of a few left turn lanes. Goldendale Rd / Holy Hill Rd intersection is paved completely. New road has two lanes in each direction separated by an 18' median with streetlights in the median. Traffic lights will control the Goldendale Rd intersection. Completion of roadway paving is 95% with a few left turn lanes remaining & sidewalks are 100% remaining unpaved until 2023. The weather will not allow further paving. Street Sign installation will be completed week of 12/5/2022. Traffic Lights at Goldendale Rd & Holy Hill Road and streetlights will be installed in 2023. Holy Hill Rd will remain No Stop at Goldendale Rd with Goldendale Rd remaining a two-way STOP



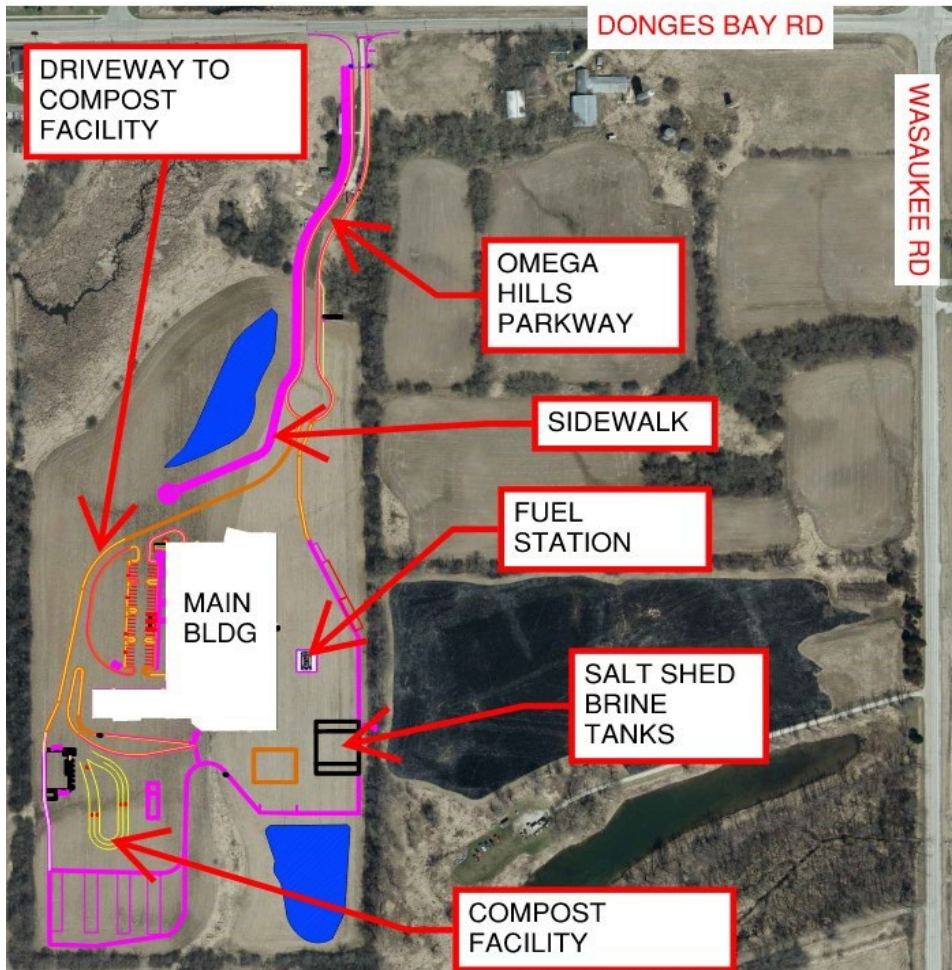
Holy Hill Rd Looking East from B St Goldendale Rd Looking south @ Holy Hill Rd

- 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 with bidding anticipated in early 2023.
- 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. Village Board and WisDNR have approved to construct tower with the additional height. PSC has approved construction of the increased height. Construction anticipated to restart early summer of 2023 pending delivery of materials and contractor schedule.

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



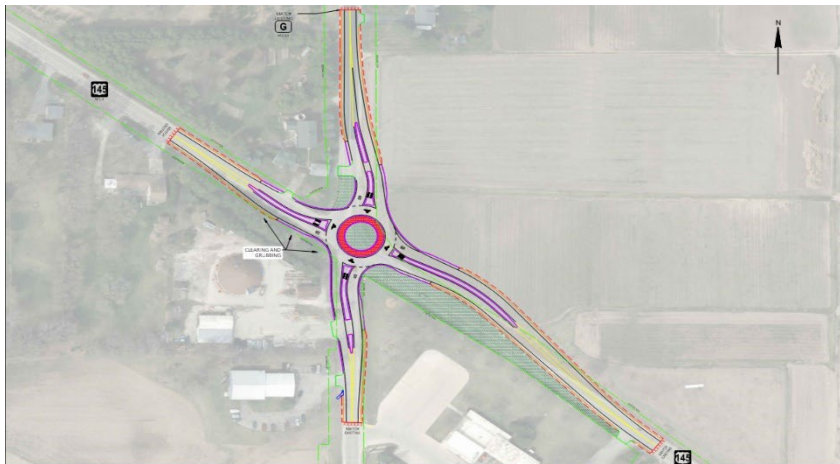
- 4) PP/II project Graef and Village staff have begun moving project forward. Project plan was submitted and approved by MMSD. Staff & Graef engineers have held two Public Information Meetings and three door notification attempts made to have residents receive and return permission forms indicating their 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) with the project awarded to MJ Construction. NO CHANGE
- 5) 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. Project is complete.



6) Development of site plans for future DPW facility continues
 New Building Plans at 99% complete. Village has purchased the land for the new DPW Facility. Bidding of Phase #1 was 9/16/2022 which includes all grading, utilities, and certain bldg. materials; Utilities and Grading awarded to Veit Construction. Possible Utility construction start fall 2022. Construction Manager Service contracted. Occupancy revised to end of 2023 or spring of 2024. Completion date dependent on materials sourcing. Building was bid on 11/2/2020 with 12 bid packages for different trades.

- 7) 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 SECOND Grant request was not awarded.**
- 8) 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 & 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.
 NO CHANGE

- 9) 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. NO CHANGE
- 10) 2022 Annual Road Seal Coat program delayed, request approved by the PWHC to roll-over into 2023 and combine with 2023 program. NO CHANGE
- 11) 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 2022 and **construction slated for 2026**. This project is fully funded by the WIDOT. NO CHANGE



12) The 2022 Annual Road Improvement program was bid with Wolf Paving submitting the low bid. 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) **In Construction complete 2022**
- Century Ln (Lovers Rd to STH 145) **In Construction- Binder Pave and storm completed//surface pave, shoulder & turf in 2023. Now is a full width roadway.**
- 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**



Century Lane



Lovers Lane

13) 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 are being 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. Project is Completed.

14) 5-Year Road Improvement Program is in development. New 5-Year Plan to be presented to the Public Works and Highway Committee in January 2023.



Country Aire Drive- Looking north from south of Pheasant Lane

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. NO CHANGE

16) Private Development

- Murphy Pet Foods: installation of the public water main is complete, and building walls are 100% complete, partial occupancy granted for office set up, complete occupancy very soon.
- Capstone-41: Building #1 is complete with occupancy. Building is 100% leased to Gehls.
- Capstone-41: Building #2 site grading has begun with anticipated building construction to start in Fall 2022.
- Zilber #4 Building: 100% Leased.
- Zilber #5 Building: Construction is near completion (located west of Zilber #4).
- Dickman Bldg #3 is near final construction, located near the Illing Bldg, and north of Dielectric. Bldg is 100% leased.
- Heritage Park-North Subdivision construction is complete with turf restoration being completed Week of 10/31/2022. Site to have 35 single family lots. Located at the northeast corner of Division Rd & Revere Ln. NO CHANGE

- Wrenwood-North Subdivision (46 lots) is completed. New house construction permits (approx. 14) have been released. 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. Home construction has begun.
- Building Site for F-Street Development in TID-#9 has been submitted for review.

17) Mequon Rd Street Light Replacement: This Village project replaced 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, contractor is waiting for delivery of the two cabinets. Anticipate cabinets in February 2023.

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, was placed on the November 8, 2022, election ballot as a Non-Binding Referendum. The Referendum passed in favor of providing sanitary and water services to the Village of Richfield by a vote of 52% (YES)- 48% (NO)

20) Booster Station: (located on Goldendale Rd north of Freistadt Rd & south of Railroad Tracks)
With the approval from the PSC the Booster Station design can be completed and advertised for bids. Bidding most likely in January 2023.