

VILLAGE OF GERMANTOWN  
N112 W17001 MEQUON ROAD  
GERMANTOWN, WI 53022

MEETING: PUBLIC WORKS & HIGHWAY COMMITTEE

DATE AND TIME: **TUESDAY, February 7th, 2023** \*\*\*5:30 P.M.\*\*\*

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

**NOTICE:** Due to technology issues, this meeting will not be broadcast on Channel 25, Spectrum Cable, Webex or live streamed on YouTube. It is unknown at the time of posting whether a video recording of the meeting will be available on the Village YouTube Channel.

- 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:** January 11<sup>th</sup>, 2023
- IV. **PUBLIC COMMENT:**  
*Please be advised per §19.84(2), information will be received from the public. It is the policy of this municipality that there be a three (3) minute time period, per person, with time extension 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. Written Public Comments should be directed to [comments@germantownwi.gov](mailto:comments@germantownwi.gov), by 4 p.m. on Tuesday, February 7.*
- V. **NEW BUSINESS:**
  - A. 2023 Center and Edge-Line Striping
  - B. Zero Turn Mower Purchase
  - C. Roadway Shoulder Reclaimer Purchase
  - D. Reduce LOC for Dickman 5 – Murphy Pet Foods
- VI. **NEXT MEETING DATE:** Set March 1<sup>st</sup> Meeting date at 5:30pm
- VII. **ANNOUNCEMENTS**
- VIII. **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.

# **BUILDING CONSTRUCTION OVERSIGHT COMMITTEE MEETING MINUTES**

**January 11th, 2023**

**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 and Hudson. Also present were Administrator Kreklow, Trustee J. Miller, Director Ratayczak, Water Superintendent Haugen, Public Works Superintendent Anderson, Wastewater Superintendent Zimmerman, Engineering Intern Jake Sajdak and Administrative Assistant Remich. Trustee Neureuther is absent excused.

**APPROVAL OF MINUTES:** MOTION Hudson/Miller approval of the Minutes from December 7th, 2022. Motion Unanimous.

## **PUBLIC COMMENTS:**

Steven Wesolowski who lives at Pheasant Run spoke regarding the water/sewer rates and how they are calculated. He passed out spreadsheets with his calculations and he went over his figures and voiced his concerns.

Karen Young in Old Farm Subdivision also spoke about the same topic.

Pamela Zach on Thornapple Road spoke about the 1-time courtesy credit. She stated that their water bill is always several hundred \$ higher than her neighbors. Wanted explanations.

Administrator Kreklow stated that the new system will show credits as a line item. And courtesy credits will be processing as quickly as possible.

Scott Hefley who lives on Old Farm Rd spoke. He is on the Utility Advisory Committee and they are looking to set up several more meeting. He asked, if we did a 2050 plan for the Village, couldn't we do a similar plan for water and sewer because it drives development.

## **NEW BUSINESS**

### **A: CIPP Change Order**

Director Ratayczak stated that the Cured in Place Pipe (CIPP) Lining Project included a final quantity of 48-inch reinforced concrete sanitary sewer pipe. The project was bid in January 2021, delays in the project and the world economic market during that time caused for dramatic increases in material costs for polyester resin and fabric liner. The requested additional cost submitted by Visu-Sewer is \$332,919.46. Staff has evaluated the submitted additional material costs and has researched the market conditions during this time and has determined the submitted request to be justified. Staff recommends approval of Change Order No. 4 which approves the additional cost for materials in the amount of \$332,919.46.

MOTION Hudson/Miller to recommend approving Change Order No. 4 for the Cured in Place Pipe project for the additional cost of materials in the amount not to exceed \$332,919.46 and forward to the Village Board with a positive recommendation. Motion Unanimous.

### **B: Waste Management Update**

Director Ratayczak stated that Tony Knoeck, District Manager for the Germantown collection contract with Waste Management is here to present the proposed changes to the current collection routes in the Village of Germantown and also to discuss the issues that have caused many missed collections creating many complaint calls to Village staff.

Tony went over the reroutes here in Germantown, he stated that they have not changed routes in over 10 years and the Village has grown quite a bit in that time. These are not big changes; they will only affect 1025 households. He showed maps with individual days as well as a revised weekly map. Feb. 6<sup>th</sup> will be the first full week that these changes will take effect. WM will send out mailers to the residents that will be changing pick-up days. If someone doesn't see the notice, we are ready and staffed to come back and pick them up the same day or the next. He is hoping this will help eliminate or reduce missed pick-ups. WM experienced staffing shortages and supply chain issues the same as everyone else and have been working hard to get back up and running. For the first time in over 2 years, they are now fully staffed with drivers and customer service as well. Residents can call, chat, or send an email for customer service.

**Discussion Only.**

**Public Works Highway Committee Meeting Minutes****C: Tar & Mastic Purchase**

Superintendent Anderson stated that each year staff performs crack sealing on roadways as needed to improve longevity. As part of the 2023 Highway Department maintenance budget funds were added for the purchase of asphalt sealant and mastic. The product is purchased locally through Sherwin Industries Inc. and the cost is listed below for review. Sherwin Industries is the sole provider of this product in our region.

|                             |             |
|-----------------------------|-------------|
| Crafco Asphalt Rubber Plus: | \$13,738.73 |
| Crafco Mastic One:          | \$18,252.00 |
| Total cost:                 | \$31,990.73 |

**MOTION Hudson/Miller to recommend the purchase of Crafco Asphalt Rubber Plus and Crafco Mastic One in the amount of \$31,990.73 and to forward this request on to the Village board with a positive recommendation. Motion Unanimous.**

**D: First Response System Insert Purchase**

Superintendent Anderson stated that during the 2023 budget process, \$98,000.00 was added to the Highway Department capital budget for the purchase of a second First Response System salt brine insert. This insert will fit into a patrol truck already owned by the village. It can be used to pre-treat or anti-ice prior to a pending snow event but will also carry salt and provide pre-wetting functions during a snow operation. As the new DPW campus is constructed, creating, and storing our own brine will become a reality, allowing for further use of saltwater brine in the future. Staff is only recommending the Henderson 12' First Response System as it fully integrates with our current truck operating system, Force America 6100. Casper's Truck Equipment is the only vendor in our region that can provide the village with this specific piece of equipment.

**MOTION Miller/Hudson to recommend the purchase and installation of a 12' First Response System from Casper's Truck Equipment and to forward this request on to the Village board with a positive recommendation. If approved, the purchase amount not to exceed \$94,259.00. Motion Unanimous.**

**E: Parks Department Pick-up Truck Purchase**

Superintendent Anderson stated that funds were allocated as part of the 2023 Parks Department budget in the amount of \$55,000.00 for the replacement of a pick-up truck. Due to limited availability and high demand General Motors has opened a very small commercial purchasing window each of the last two years and will continue as such this year. To ensure that the village is prepared to purchase the 2023 model year pick-up truck, staff is requesting authorization to purchase that truck in an amount not to exceed \$55,000.00.

**MOTION Hudson/Miller to recommend the purchase of a 2023 model year pick-up truck from Ewald Automotive Group and to forward this request on to the Village board with a positive recommendation. If approved, the purchase amount not to exceed \$55,000.00. Motion Unanimous.**

**F: Fire Department Bay Epoxy Flooring Project**

Superintendent Anderson stated that as part of the 2023 Buildings & Grounds capital budget, \$42,000.00 was allocated for the replacement of the epoxy floor coating in the Fire Station vehicle equipment bay. The current coating was original to the building which is now 22 years old and showing signs of failure. The project will carry a 5-year workmanship warranty and will have a life expectancy of 20 years. Staff has solicited area contractors for pricing and the results are listed below for review:

|                              |                                       |
|------------------------------|---------------------------------------|
| Tailored Living:             | \$39,600.00                           |
| Colorful Concrete Solutions: | \$42,837.00                           |
| Dornbrook Concrete Coatings: | \$50,813.00 (received after deadline) |

**MOTION Miller/Hudson to recommend contracting with Tailored Living to complete the project and to forward this request on to the Village board with a positive recommendation. If approved in the amount not to exceed \$39,600.00. Motion Unanimous.**

**Public Works Highway Committee Meeting Minutes****G: Fire Department Interior Flooring Project**

Superintendent Anderson stated that as part of the 2023 Buildings & Grounds capital budget, \$147,000.00 was allocated for the replacement of all interior flooring within the Fire Station. The new flooring products will be modern carpet tile and luxury vinyl plank which will provide a low maintenance durable surface where used. This project should provide a life expectancy of 20 years if maintained on our current semi-annual cleaning schedule. Staff has solicited area contractors for pricing and the results are listed below for review.

|                              |             |
|------------------------------|-------------|
| Premier Flooring Inc:        | \$31,850.00 |
| Handeland Flooring Inc:      | \$33,500.00 |
| Lippert Flooring & Tile:     | \$36,245.00 |
| Carpet City Flooring Center: | \$39,352.21 |

**MOTION** Miller/Hudson to recommend contracting with Premier Flooring Inc. to complete the interior flooring project and to forward this request on to the Village board with a positive recommendation. If approved in an amount not to exceed \$31,850.00. Motion Unanimous.

**H: Topsoil Removal from Capstone-41, Phase 2**

Director Ratayczak stated that Pursuant to Village of Germantown Municipal Code Section 17.441 (Protection of Topsoil Resource) John Pszonak, Berghammer Construction Corporation, has submitted a request to remove +/- 19,000 cubic yards of excess topsoil from the project site. The balance of remaining topsoil will be utilized on site for restoration of berms, and remaining site turf areas.

**MOTION** Hudson/Miller to approve the request by Berghammer Construction Corporation to remove 19,000 cubic yards of excess topsoil from the Capstone-41 site. Motion Unanimous.

**I: 5-year Street Paving Project Discussion**

Director Ratayczak stated that Staff is presenting the revised/updated 5-Year paving program for discussion. During 2022 we grabbed quite a few roads from the 2023 list which fit into the budget, and it turned out that we could have done Bonniwell Road as well but as we did not have the time to calculate the excess in the road budget that did not happen. With all calculations done and checked by the Finance Department we know we have about \$821,300 left over from the 2022 road project to roll over. So, the budget for 2023 will total \$1,868,000 for the pavement program. Intern Jake Sajdak spoke and explained the process used for compiling the road list annually. He explained Paser ratings which rate roads from 1 (very poor) to 10 (being just paved last year) this rating is a key consideration when deciding which roads get paved first. This rating for every road in the Village is updated every 2 years. The average Paser rating for roads in Germantown is now up to 5.95. We also go over all the roads annually to determine crack filling, seal coating as well as which roads we could do with mill/overlay, and which would need a full reconstruction. Discussion followed. Including how to plan and pay for the reconstruction of Division Road.

**Discussion Only.** Hudson/Miller gave direction to staff to bring the 5-year road plan discussion to the next Village Board meeting. Motion Unanimous.

**J: Water Service Truck with Crane**

Superintendent Haugen is requesting authorization to replace the existing Water Utility Service truck and crane. This unit is 11 years old with 94,500 odometer miles along with an average of 5,000 idling hours. Also, the service box is degrading showing signs of metal fatigue. The commercial purchasing windows are often open and sold out within a single day, making competitive pricing impossible to achieve. To ensure that the village is prepared to purchase in 2023, staff is requesting authorization to purchase that truck in an amount not to exceed \$105,000.00. The existing Service truck will be sold at auction.

**MOTION** Miller/Hudson to recommend the purchase of a 2023 Chevrolet service truck with Knapheide Crane Body in an amount not to exceed \$105,000.00 and to forward this request on to the Village board with a positive recommendation. Motion Unanimous.

**Public Works Highway Committee Meeting Minutes**

**K: Open PO for Hydrants, Valve Replacements, Water Service Repairs & Water Main Breaks**

Superintendent Haugen is requesting an open PO as in the past on a time and material bases for hydrant replacements, water main and water laterals repairs, gate valve repairs and hard scape restoration. This is an ongoing replacement program and emergency repairs as they come in and as we identify old and malfunctioning water infrastructure. This would also include resupply of underground materials.

**MOTION Hudson/Miller to recommend authorizing water utility staff to:**

- Hire as needed contract services for the replacement of hydrants, lead, valve assembly and hardscape restoration not to exceed \$200,000.00 from account #50-742-530-6770.
- Hire as needed contract services for water lateral repair and hardscape restoration not to exceed \$50,000.00 from account # 50-742-530-6750.
- Hire as needed contract services for the repair of water mains, gate valve repair and hardscape restoration not to exceed \$150,000.00 from account #50-742-530-6730.

And to forward this request on to the Village board with a positive recommendation. Motion Unanimous.

**PROJECT UPDATES:** Discussion Followed.

**NEXT MEETING DATE:** Next meeting was set for Tuesday, February 7th, 2023, at 5:30pm.

**ANNOUNCEMENTS:** None

**ADJOURNMENT:** Chairman Kaminski adjourned the meeting at 7:02pm.

*Deb Remich*

Department of Public Works, Administrative Assistant

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

MEETING DATE: Tuesday, February 7<sup>th</sup>, 2023

AGENDA ITEM: New Business

ITEM TITLE: 2023 Center and Edge-Line Striping

SUBMITTED BY: Scott Anderson: Highways, Parks, Buildings & Grounds Superintendent

SUMMARY EXPLANATION:

Annually the village performs center and edge-line striping on main thoroughfares throughout the village. Historically the village completes this work by contracting with Washington County as the village does not own the necessary equipment to complete the task. This season the cost from Washington County is estimated to be around \$1100.00 per mile of painting. This year we intend to paint approximately 52 miles of roadway.

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ATTACHMENT: ORDINANCE \_\_\_\_\_ RESOLUTION \_\_\_\_\_ OTHER \_\_\_\_\_

RECOMMENDATION:

Staff recommends contracting with Washington County to paint center and edge-lines as needed on village thoroughfares. If approved the approximate amount of \$57,200.00 shall be allocated from Highway Department general ledger account: 10-542-530-3540.

COMMITTEE ACTION:

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

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

MEETING DATE: Tuesday, February 7<sup>th</sup>, 2023

AGENDA ITEM: New Business

ITEM TITLE: Zero Turn Mower Purchase

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

SUMMARY EXPLANATION:

As part of the 2023 budget, there was a request of \$36,000.00 made to purchase two zero turn mowers. The purchase request was made to maintain our current replacement schedule. The typical mower is in our fleet for 9 years and averages 2000 hours when being replaced. To help balance the 2023 budget, one of the mowers was removed, and \$18,000.00 was budgeted to replace one zero turn mower. The new mowers will be a direct replacement for an aging unit that is close to the end of its service life. Staff requested proposals from three area suppliers and the results are listed below.

|                  |             |
|------------------|-------------|
| Bobcat Plus Inc: | \$14,369.00 |
|------------------|-------------|

|                            |             |
|----------------------------|-------------|
| Hanrahan Small Engine LLC: | \$16,000.00 |
|----------------------------|-------------|

|                          |             |
|--------------------------|-------------|
| Barton Small Engine LLC: | \$16,519.00 |
|--------------------------|-------------|

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ATTACHMENT: ORDINANCE \_\_\_\_ RESOLUTION \_\_\_\_ OTHER \_\_\_\_

RECOMMENDATION:

Staff recommends purchasing one ZT7061SW zero turn mower from Bobcat Plus Inc. in an amount not to exceed \$14,369.00. If approved, funding shall be allocated from 10-553-570-8100.

COMMITTEE ACTION:

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

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

MEETING DATE: Tuesday, February 7<sup>th</sup>, 2023

AGENDA ITEM: New Business

ITEM TITLE: Roadway Shoulder Reclaimer Purchase.

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

SUMMARY EXPLANATION:

As part of the 2023 budget, \$15,000.00 was added to the Highway Department non-borrowed capital budget for the purchase of a roadway shoulder reclaimer.

Roadway shoulder maintenance brings several important benefits such as safety for motorists, pavement longevity at the roads edge and allows for proper roadway drainage. Maintenance has always been a combination of “pulling up” stone material that has moved away from the roads edge and adding stone where needed. Depending on the extent of the work necessary the process can sometimes take as many as 3 or 4 employees to complete. Again, depending on the extent of the work necessary, adding stone to a shoulder in significant need, can impact our maintenance budget when purchasing stone product.

Shouldering reclaimers are a relatively new equipment attachment that have quickly proven to be a very cost effective, and useful tool in the industry. The reclaimer leaves the shoulder looking neat and uniform. The equipment should prove to bring a couple of additional benefits such as reducing the number staff needed, and a reduction in the cost of material that we should now be able to easily reclaim. These improvements will allow staff time and funding to be spent elsewhere in the village.

Serve Implement Municipal Sales: \$10,640.00

Sourcewell: \$11,012.20

Tiger Corporation (direct): \$11,500.00

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ATTACHMENT: ORDINANCE\_\_\_\_ RESOLUTION\_\_\_\_ OTHER \_\_\_\_

RECOMMENDATION:

Staff recommends purchasing the shoulder reclaimer from Serve Implement Municipal Sales in an amount not to exceed \$10,640.00. If approved, funding shall be allocated from the Highway Department non-borrowed capital account 10-542-570-8100.

COMMITTEE ACTION:

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

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

MEETING DATE: Tuesday, February 7th, 2023

AGENDA ITEM: New Business

ITEM TITLE: Reduce Letter of Credit-Dickman 5 (aka Murphy Pet Foods)

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

SUMMARY EXPLANATION:

Back-up Information to be distributed at the Meeting on Tuesday.

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ATTACHMENT: ORDINANCE \_\_\_\_\_ RESOLUTION \_\_\_\_\_ OTHER \_\_\_\_\_

RECOMMENDATION:

Staff recommends the Public Works and Highway Committee.

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.