

**VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022**

MEETING:	REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Wednesday, May 3, 2023 5:30 PM
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 #: 2556 440 8763 Password: ByUtwNeM438 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=m2fc533e32286afe32671c21be4ca4ff5> 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 the Friday prior to the meeting so that it can be provided to the members of the body for their consideration.
Previously recorded Meeting Videos can be viewed at https://www.youtube.com/results?search_query=village+of+germantown+wi

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, 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:**
 - A. April 5th, 2023 Minutes
- 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 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, by 4 pm on the Friday prior to the meeting.*
- V. **NEW BUSINESS:**
 - A. Policies Related to Residential Street Tree Program
 - B. Additional Zero Turn Mower Purchase
 - C. Resolution Adopting a Germantown Sanitary Sewer Service Area Amendment
- VI. **NEXT MEETING DATE: Set June meeting date at 5:30pm**
- VII. **ANNOUNCEMENTS**
- VIII. **ADJOURNMENT**

PUBLIC WORKS & HIGHWAYS COMMITTEE AGENDA

May 3, 2023

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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.

PUBLIC WORKS & HIGHWAYS COMMITTEE MEETING MINUTES

April 5th, 2023

Village Hall Board Room

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

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

APPROVAL OF MINUTES: MOTION Hudson/Miller approval of the Minutes from March 1st, 2023. Motion Unanimous.

PUBLIC COMMENTS:

Melanie Smyth who lives on Cedar Lane commented on a streetlight and brought up ongoing Waste Management issues.

Scott Hefle who lives on Old Farm Road commented about road project costs and expansion to Richfield questions.

NEW BUSINESS

A: Potential Changes to Summer Sewer Service Credit

Trustee R. Miller stated that last year this Committee and the Village Board decided to change the summer sewer credit. During the last Utility Advisory Committee meeting they considered a motion to modify the summer sewer service credit again for 2023. The current calculation as approved by the Village Board is: $((Q1 + Q2)/2) * 1.15$ and is applied only to the third quarter bill. The proposal considered by the Utility Advisory Committee would change the calculation to $((Q1 + Q4)/2) * 1.15$ and would be applied to both the second and third quarter bills. If approved, the proposal would change the application of the summer sewer service credit back to the formula used prior to 2022. The motion at the Utility Advisory Committee did not pass with a recommendation at a 2-2 vote. If adopted, this would be the third change to the summer sewer service credit in the last year.

The Utility Advisory Committee is working on an RFP to complete a full rate study for the sewer utility. An alternative for this Committee would be to wait with any additional changes to the summer sewer service credit until the rate study is complete.

Utility Board members comments:

Steve Weselowski who lives on Pheasant Run spoke about how the changes to the Summer Sewer Credit came about and how he believes information from Village staff was incomplete and that we need to hire a consultant to study our sewer rate.

Scott Hefle who lives on Old Farm Road spoke again and he agrees that we need to do a Sewer Study and that we need to revert the credit back to the way it was.

Trustee R. Miller spoke about the new Tyler Munis system and said the first new water bills were sent out and it went smoothly but he believes that there would be an additional cost involved in changing the calculation. Another option for residents is to get a deduct meter on their system which will deduct the amount of water used outdoors and not going into the sewer. Superintendent Haugen spoke and he said it would be an additional meter cost of about \$185, as well as installation costs for the homeowners. Director Ratayczak stated that the reserve fund in the sewer utility comes from money collected to pay for the large bill from MMSD and that the Utility very rarely borrows money for projects. They also need a large reserve amount in case of an emergency like a lift station going down.

Karen Young who lives in Old Farm spoke about some questions she had about the new water bill. Director Ratayczak addressed her concerns.

Fred Smelzer who lives on Sawgrass Court spoke supporting the proposed Sewer Study and gave his opinion on several other issues with the billing system.

Bob Simonson who lives on Sawgrass Court spoke about the new bill and he sees that reserve in the Sewer Utility as capital for future projects and would not advocate using the term surplus regarding that money. And he asked that we go back to the original formula for the credit.

Public Works Highway Committee Meeting Minutes

Chairman Kaminski agrees that the Utility Board needs to investigate this issue further. Trustee R. Miller stated that RFP's are already going out for the rate study. Chairman Kaminski believes that we should revert back to the original calculations, reset, proceed with the study and then figure out where we need to be, whether that means a rate increase or not, but it could happen.

MOTION Kaminski/R.Miller to continue to move forward with the Sewer Utility rate study and revert to the original calculations from 2022 for the credit. 3 (three) voted in favor, 1 (one) opposed and this topic is forwarded onto the Village Board for discussion.

B: Spring Tree Planting

Superintendent Anderson stated that this year's tree planting project will replace 75 trees in various areas around the village. This year, there will be a focus on street trees within residential areas. Staff has solicited pricing from area contractors and the results are listed below.

Dan Larsen Landscaping, Inc.	\$25,605.00
Property Solutions Contracting:	\$28,125.00
Environmental Solutions:	\$32,122.00
Century Landscape:	\$37,630.00
Johnson's Nursery:	\$43,240.00

MOTION Neureuther/Hudson to recommend using Dan Larsen Landscaping, Inc. to complete the 2023 Spring Tree Planting Project in an amount not to exceed: \$25,605.00 and to forward onto the Village Board with a positive recommendation. Motion Unanimous.

C: Wisconsin DOT Salt Commitment

Superintendent Anderson stated that staff recently made a commitment that the village remain part of the WisDOT Salt Bid Process for the 2023-2024 winter season. Staff is requesting the financial commitment to remain part of the WisDOT Bid Process.

MOTION Hudson/Miller to recommend remaining part of the WisDOT bid process. Motion Unanimous.

D: New Security Fence around Wells 5 & 7

Superintendent Haugen stated that the areas around Wells #5 and #7 need protection from the public as there has been extensive trespassing and vandalism.

(3) Fence installers were contacted to bid on the work:

1. Munson, Inc-\$60,656.00
2. Century Fence Company-\$66,335.00
3. Statewide Fencing Inc.-\$45,520.00

MOTION Miller/Hudson to recommend using Statewide Fencing, Inc to install new security fencing around Wells 5 & 7 not to exceed the amount of \$45,520.00 and to forward onto the Village Board with a positive recommendation. Motion Unanimous.

E: Open PO for Commercial Meter Purchases & Testing

Superintendent Haugen stated that the Commercial meter replacement program is underway, and we have identified around 200 meters sized 1 ½"-2" we will try to replace this year.

MOTION Hudson/Neureuther to recommend authorization for an open PO in the amount not to exceed \$50,000.00 for commercial water meter replacements and to forward onto the Village Board with a positive recommendation. Motion Unanimous.

Public Works Highway Committee Meeting Minutes**F: 2023 Road Improvement Program - Contract**

Director Ratayczak stated that the 2023 Annual Road Improvement Program was advertised for bids which were received and read on March 2nd, 2023. Three (3) bidders responded to the advertisement with a qualified and accepted bid.

The bids received are as follows:

- | | |
|------------------------|----------------|
| • Payne & Dolan, Inc; | \$2,072,809.70 |
| • Stark Pavement Corp. | \$2,159,095.81 |
| • Wolf Paving, LLC | \$2,211,971.91 |

This project includes a total of 17 streets and includes repaving Glenwood Park Subdivision after the completion of the sanitary sewer and water main relays project.

MOTION Miller/Hudson to recommend awarding the contract to Payne & Dolan, Inc in the amount of \$2,072,809.70 and forward with a positive recommendation to the Village Board. Motion Unanimous.

G: Ruekert-Mielke - Contract

Director Ratayczak stated that the Sanitary Sewerage Facilities Plan Update is required by the Southeastern Wisconsin Regional Planning Commission (SEWRPC) in conjunction with the Milwaukee Metropolitan Sewerage District (MMSD) and the Wisconsin Department of Natural Resources (WDNR). The last Full Facilities Plan for the Village of Germantown was completed in 1983. In the meantime, amendments to the Facilities Plan have been approved and adopted. With the addition of the Village of Richfield and other areas in the Village of Germantown that would be required to be added to the Sanitary Sewer Service Area (SSSA) the SEWRPC is requiring an Update to the Full Facilities Plan.

Ruekert-Mielke was selected with consideration that they recently completed an analysis of the sanitary pump stations within the SSSA which included an investigation into the overall sanitary sewer system in the Village of Germantown. This Facilities Plan Update will be paid from an account within the Wastewater Utility.

MOTION Neureuther/Hudson to recommend the Time & Material Proposal from Ruekert-Mielke, Inc, for an estimated amount of \$62,400.00 to complete a Sanitary Sewerage Facilities Plan Update and forward with a positive approval to the Village Board. Motion Unanimous.

H: Booster Station - Contract

Director Ratayczak stated The Booster Station was advertised for bids which were received and read on March 8th, 2023. Five (5) bidders responded to the advertisement with a qualified and accepted bid.

The bids received are as follows:

- | | |
|--------------------------------------|----------------|
| • Mike Koenig Construction Co.; | \$1,114,550.00 |
| • JH Hassinger, Inc; | \$1,144,000.00 |
| • Ray Stadler Construction, Co., Inc | \$1,195,000.00 |
| • August Winter & Sons, Inc; | \$1,282,000.00 |
| • Mid-City Corporation | \$1,291,500.00 |

The Booster Station is needed to take water from the existing lower pressure water system and fill the new Water Tower at Rockfield Road. This Booster Station was required before the water tower height was increased and has no connection to serving the Village of Richfield.

The project is paid from the following Accounts:

- 1) Water Utility; 50% of total contract amount
- 2) TID #8; 50% of remaining 50% of contract amount
- 3) TID #6; 20% of remaining 50% of contract amount
- 4) TID #7; 30% of remaining 50% of contract amount

Public Works Highway Committee Meeting Minutes

MOTION Hudson/Miller to recommend awarding the contract to Mike Koenig Construction in the amount not to exceed of \$1,114,550.00 and forward with a positive recommendation to the Village Board. Motion Unanimous.

I: Glenwood Park Sanitary Sewer and Watermain Relay (includes PPII, Ph. 2) - Contract

Director Ratayczak The Glenwood Park Sanitary Sewer & Water Main Relay project will replace some of the oldest sanitary sewer and water mains in the Village of Germantown. The project includes; Sanitary Sewer relay (3,454 lf); water main relay (4,230 lf) and relay of sanitary laterals and water services to property line.

The bids received on April 3rd, 2023 are as follows:

- **MJ Construction, Inc;** **\$2,994,960.00**
- **Mid-City Corporation;** **\$3,577,136.25**
- **Super Excavators, Inc;** **\$3,762,166.00**

The project will be paid for by the Wastewater Utility, Water Utility, 2023 Road Improvement Project and Grant Funding from MMSD.

MOTION Hudson/Miller to recommend awarding the contract to MJ Construction, Inc in the amount not to exceed of \$2,994,960.00 for the Glenwood Park Subdivision Sanitary Sewer and Water Main Relay project and forward with a positive recommendation to the Village Board. Motion Unanimous.

J: New DPW Building – Bid Package #3 Approval

Director Ratayczak stated Bid Package #3 for the new Department of Public Work Facility was publicly opened on March 28th, 2023. This bid package included 2 buildings (combined salt shed/brine production & yard waste facility), a Fuel Station and a bulk water fill station.

In addition, Bid Package #3 includes Owner provided Equipment for which Requests for Proposals were issued to selected equipment distributors. The equipment proposals received included vehicle lifts, oil dispensers, cranes, paint booth, pressure washers, elevator, appliances, brine equipment, furnishings & furniture.

Bid Package #3 is the last of items to obtain to achieve the final bid price of the DPW Facility. Therefore, the total bid price for the DPW Facility is: \$41,366,322.00. The original estimated cost was \$41,490,170.00. Both values include contingency amounts originally included in the project estimated cost. Therefore, at this time the total bid cost is \$123,848.00 below the original estimated cost.

MOTION Neureuther/Hudson to recommend approval Bid Package #3 for the DPW Facility in the amount of \$6,753,122.00 and forward with a positive recommendation to the Village Board. Motion Unanimous.

PROJECT UPDATES

NEXT MEETING DATE: Next meeting was set for Wednesday, May 3rd at 5:30pm.

ANNOUNCEMENTS

ADJOURNMENT: Chairman Kaminski adjourned the meeting at 6:41pm.

Deb Remich

Engineering & Public Works Assistant

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: May 3, 2023

PLACEMENT: Presentation

ITEM TITLE: Policies Related to Residential Street Tree Program

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

ATTACHMENT:

1. PWHC_Street Tree Planting 230503

RECOMMENDATION:

ACTION BY Committee:

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

MEETING DATE: May 3, 2023

AGENDA ITEM: New Business

ITEM TITLE: Polices Related Residential Street Tree Program

SUBMITTED BY: Steven R. Kreklow- Village Administrator

SUMMARY EXPLANATION:

Earlier this year, the Village Board approved a contract submitted by the Department of Public Works for tree planting in the Village right of way and on other Village property. DPW staff received calls from 8 residents, primarily from the Indian Trail subdivision who do not want trees planted in the right of way adjacent to their yards. In addition, 3 residents submitted comments objecting to the tree planting.

Staff will summarize the objections of the residents, provide background information and is looking for policy direction from the Committee.

ATTACHMENT: ORDINANCE _____ RESOLUTION _____ OTHER _____

RECOMMENDATION:

COMMITTEE ACTION:

No action is required.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: May 3, 2023

PLACEMENT: Action Item

ITEM TITLE: Additional Zero Turn Mower Purchase

SUBMITTED BY: Scott Anderson

SUMMARY EXPLANATION:

As part of the 2023 budget, \$36,000.00 was requested for the replacement of two zero turn mowers. The purchase request was made to maintain our current replacement schedule. The typical mower has been in our fleet for 9 years and averages 2000 hours when being replaced. To help balance the 2023 budget, only \$18,000.00 was approved as part of the 2023 final budget to replace one zero turn mower. The actual expenditure was \$14,369.00 and was authorized by the Public Works Committee in February. This mower has arrived and is currently in service. Staff just closed our spring auction in which three older mowers were sold and the auction revenue was \$13,576.00. Staff is requesting authorization to overspend 10-553-570-8100 to purchase the second mower. Any overage in spending would be offset by our recent auction sales and reflected in our revenue account:10-460-463-3210. Approval of this purchase will of course eliminate a 2024 budget request for an additional mower and get us back on our normal replacement schedule.

Staff requested proposals in February from three area suppliers and because there is no change in cost, we plan to purchase from Bobcat Plus Inc., who provided the lowest proposal.

18,000.00 (original budget) - \$14,369.00 (February mower purchase) = \$3631.00
(remaining in 10-553-570-8100)

\$14,369.00 (second mower purchase) - \$3631.00 (remaining in 10-553-570-8100) = -
\$10,738.00 (to be offset by auction revenue).

Bobcat Plus Inc: \$14,369.00

ATTACHMENT:

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.

ACTION BY Committee:

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

MEETING DATE: May 3, 2023

PLACEMENT: Action Item

ITEM TITLE: Resolution Adopting a Germantown Sanitary Sewer Service Area Amendment

SUBMITTED BY: Lawrence Ratayczak

SUMMARY EXPLANATION:

The Village of Germantown is required to apply to the Southeastern Wisconsin Regional Planning Commission (SEWRPC) to amend the boundary of the currently approved Sanitary Sewer Service Area (SSSA). This approval process also involves the Wisconsin Department of Natural Resources (WDNR) and the Milwaukee Metropolitan Sewerage District (MMSD). The SSSA sets the limit for land within Germantown that can be served by the Village sanitary sewer system. Through this process SEWRPC has drafted a document titled "Amendment to the Regional Water Quality Management Plan, Village of Germantown, and Environs". The amended areas are in the Village of Richfield and the Village of Germantown and reflect the areas outlined in the IGA. The attached map indicates the areas included in the Resolution.

ATTACHMENT:

1. B. Resolution
2. B. Map

RECOMMENDATION:

Staff recommends approval of the Resolution and forward with a positive recommendation to the Village Board.

ACTION BY Committee:

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.

RESOLUTION NO. _____-23

RESOLUTION ADOPTING OF A GERMANTOWN
SANITARY SEWER SERVICE AREA AMENDMENT

WHEREAS, the Southeastern Wisconsin Regional Planning Commission (SEWRPC), working in cooperation with the Village of Germantown, has prepared an amendment to the sanitary sewer service area for the Germantown area; and

WHEREAS, the amendment is set forth in a SEWRPC document entitled, "Amendment to the Regional Water Quality Management Plan, Village of Germantown and Environs," dated Response to Request by the Village of Germantown to Germantown Sanitary Sewer Service Area," dated _____, 2023; and

WHEREAS, the Village of Germantown concurs with the amended sanitary sewer service area set forth in the aforementioned SEWRPC document;

NOW, THEREFORE, BE IT RESOLVED THAT the Village Board of the Village of Germantown, Wisconsin, do hereby adopt SEWRPC's Amendment to the Regional Water Quality Management Plan, Village of Germantown and Environs dated _____, 2023, as a guide for the provision of sanitary sewer service within the Germantown area; and

BE IT FURTHER RESOLVED THAT the Village Clerk is authorized and directed to transmit a certified copy of this Resolution to the Southeastern Wisconsin Regional Planning Commission.

Introduced by Trustee:

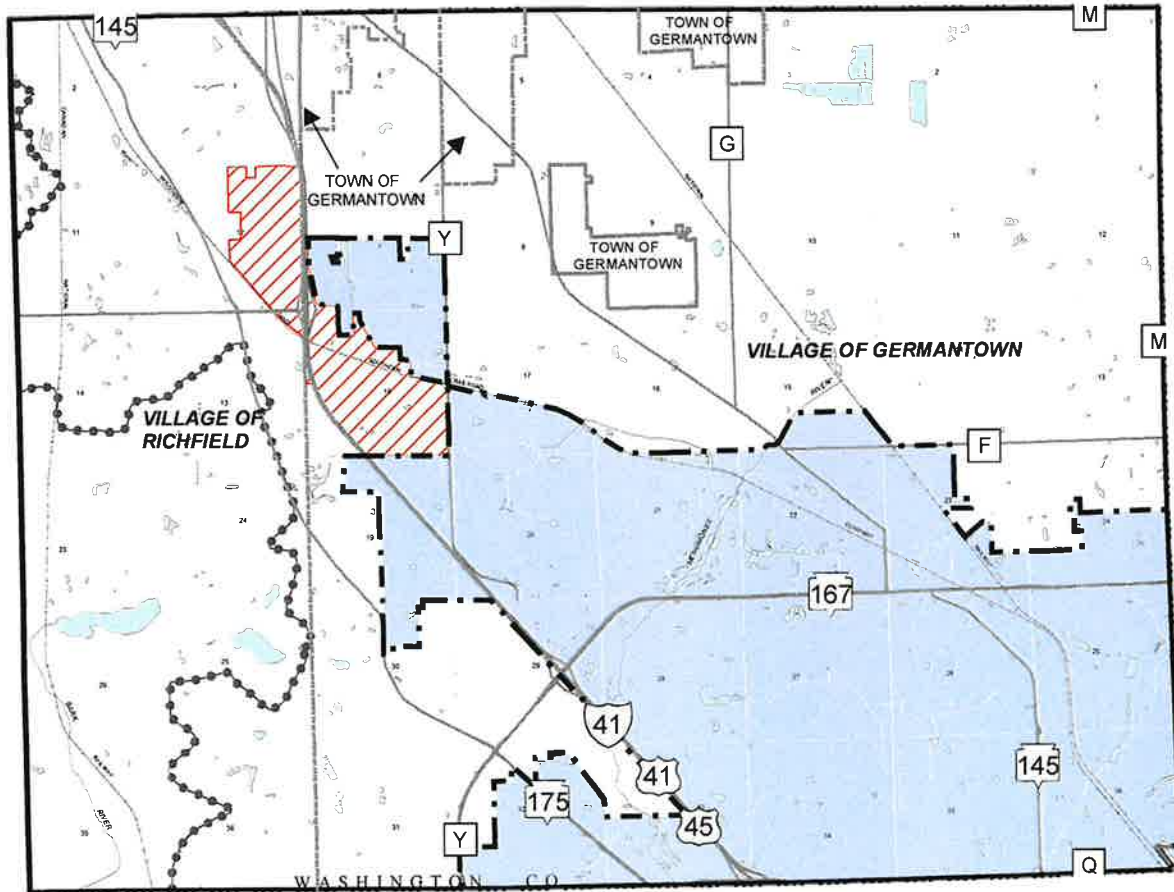
Adopted: _____, 2023 Vote: Ayes: Nays: Absent:

Dean Wolter, Village President

ATTEST:

Angel Rettler, Interim Village Clerk

Map 1
Proposed Amendment to the Village of Germantown Sanitary Sewer Service Area



-  VILLAGE OF GERMANTOWN PLANNED SANITARY SEWER SERVICE AREA
-  PLANNED SANITARY SEWER SERVICE AREA BOUNDARY
-  AREA TO BE ADDED TO THE VILLAGE OF GERMANTOWN SEWER SERVICE AREA
-  EXISTING MUNICIPAL BOUNDARIES: 2023
-  SUBCONTINENTAL DIVIDE

