

MEETING:	REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Wednesday, October 4, 2023 5:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- I. **CALL TO ORDER:** Chairman R. Miller called the meeting to order at 5:31pm.
- II. **ROLL CALL:** Chairperson R. Miller, Trustees Hudson and Neureuther. Trustee Kaminski is absent excused.
- III. **APPROVAL OF MINUTES:** **Motion:** Approve as presented
Motioned By: Phil Hudson
Seconded By: Bill Neureuther
Yes: None
No: None
Abstain: None
Motion Passed (Yes 0, No 0, Abstained 0)
A. PWHC 9-6-23 Minutes for Approval
- IV. **PUBLIC COMMENT**
- V. **UNFINISHED BUSINESS**
A. Road Work on Manor Court Discussion
Administrator Krelow stated that the Interim Public Works Director and Superintendent of Public Works had a meeting with several residents that reside in Manor Court and there were a few things that need to be discussed further and some research needs to be done. The residents asked that this item get moved to next month's agenda.
Motion: Postpone this item until next month's meeting as presented
Motioned By: Phil Hudson
Seconded By: Bill Neureuther
Yes: None
No: None
Abstain: None
Motion Passed (Yes 0, No 0, Abstained 0)
- VI. **NEW BUSINESS:**
A. Update on Interim DPW Director and Recruitment of a New DPW Director
Interim Director of Public Works Stelzer stated that they reposted the job listing, removing the PA requirement and adjusting the salary range. And he has since

received 10 applications in a week and we are looking good on the recruitment this time.

B. Library HVAC Maintenance Agreement

In 2020, Germantown entered a preventative maintenance agreement with Johnson Controls to maintain the Library's HVAC system. Since the agreement, there have been noticeable improvements in the semi-annual maintenance being performed, and an increase in the timeliness of problem resolution when issues arise. PremiStar, who recently completed the air conditioning project, has proven their mechanical abilities and has also submitted a proposal.

Johnson Controls: \$24,752.00 (over the life of the 3-year agreement)

PremiStar: \$24,660.00 (over the life of the 3-year agreement)

Staff recommends continuing a 3-year maintenance agreement with Johnson Controls to perform all necessary preventive HVAC maintenance at the library and to forward this request to the Village Board with a positive recommendation. If approved, the funds shall be allocated annually from 10-519-530-5251.

Motion: Approve as presented

Motioned By: Phil Hudson

Seconded By: Rick Miller

Yes: None

No: None

Abstain: None

Motion (Yes 0, No 0, Abstained 0)

C. Wachtel Arboricultural Agreement

Staff is seeking continued arboricultural consulting services with Wachtel Tree Science & Services. Wachtel has provided the village with excellent service over the life of our previous agreements. The cost of this service will be billed on a time and material basis in an amount not to exceed \$15,000.00.

Staff recommends continuing the Wachtel arboricultural consulting service agreement for the 2024 calendar year, and to forward this request to the Village Board with a positive recommendation. If approved, the funds shall be allocated from Parks line-item account: 10-553-530-5290.

Motion: Approve as presented

Motioned By: Phil Hudson

Seconded By: Bill Neureuther

Yes: None

No: None

Abstain: None

Motion Passed (Yes 0, No 0, Abstained 0)

D. Pilgrim Road Emergency Water Main Relay

A water main break occurred on Friday, August 4th near an electrical transformer, a 500KW substation electrical transmission line, an electrical utility pole anchor and two communication pedestals. The water main has been installed and was put back into service on August 29th. Attached are the material and labor costs totaling \$150,650.02.

Discussion Followed. Trustee Neureuther stated that the labor portion is about half of the total project. In the past, did we do this work ourselves? If so, why do we now farm most of the work out? Superintendent Haugen stated that when he started, a

portion of the labor was done in-house. Currently his focus is on providing clean water for the village as well as other services. If he took 3 or 4 men off his crew to repair breaks, there wouldn't be staff for anything else.

Staff recommends the approval of payment of 4 invoices totaling \$150,650.02 and to forward this request to the Village Board with a positive recommendation. If approved, the amount shall be funded from asset account #50-180-183-3430.

Motion: Approve as presented

Motioned By: Bill Neureuther

Seconded By: Phil Hudson

Yes: None

No: None

Abstain: None

Motion Passed (Yes 0, No 0, Abstained 0)

E. Water Tower #3 Painting & Logo Update and Recommendation

As we build the Water Tower #3 specifications for rehab, we are seeking to verify the 'look' and 'general color scheme' that we'll use for the bid documents.

An entire separate submittal package will be provided by the Tower 3 coatings contractor a month or two after the contract has been awarded that will identify the actual letter/stripe heights (based on Tower 3's actual dimensions) for review and final approval. Staff is seeking your verification of the color and logo design as it is presented to match Tower #4.

Motion: Approve as presented

Motioned By: Phil Hudson

Seconded By: Bill Neureuther

Yes: None

No: None

Abstain: None

Motion Passed (Yes 0, No 0, Abstained 0)

F. Maintenance Considerations for Future Trail Plan

Superintendent Anderson stated that he was asked to have a quick discussion with this committee tonight regarding maintenance, including snow removal on sidewalks etc. As we continue to move in the direction of adding trails and pathways. There are all sorts of definitions for the trails in the Master Trail Plan, including pathways, sidewalks, etc. From a maintenance standpoint, he would like to spark the thought process to include maintenance and we need to be careful not to go against our current ordinances. If we are specifying what something is called and how it is maintained by the village, there needs to be a clear understanding as we move forward. Trustee R.Miller asked whether our current pathways are cleared of snow now. Superintendent Anderson replied that they are not, there are portions that we clear for safely but not all of them. R.Miller, it sounds like you want to update the ordinance. And if we want to maintain the pathways all winter, it would cost a lot more. Trustee Neureuther stated that he didn't know that it was our responsibility to clear all our sidewalks. Why do we do that? In other communities, homeowners have 24 hours to clear their sidewalks. This begs the question, with budgets getting tighter, does it make sense for the Village to continue to clear the sidewalks within the Village? R.Miller stated that the Village has always maintained the sidewalks because a lot of them are located on the back of properties. Superintendent Anderson would like to share a map of what we maintain within the Village but he doesn't have it tonight. Trustee Hudson stated that sidewalks switch from the front of properties to

the back of properties in some locations. Scott stated that we are unique in that we maintain sidewalks within the Village. We have had a couple of not bad winters but reality is bound to set in and it's important to understand that the people that are clearing the walkways are also clearing the streets. As this continues to expand and the expectations remain the same, with 2 or 3 storms in a week, we would not be able to get thru the entire Village. R.Miller, so if we add pathways within the ROW, the Village is required to clear them per ordinance.

- VII. **NEXT MEETING DATE:** The November meeting is set for Wednesday, November 1st, 2023.
- VIII. **ANNOUNCEMENTS:** None.
- IX. **ADJOURNMENT:** Chairman R.Miller adjourned the meeting 6:15pm.