

MEETING:	REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Wednesday, November 1, 2023 5:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- I. **CALL TO ORDER:** Chairperson Kaminski called the meeting to order at 5:30pm.
- II. **ROLL CALL:** Chairman Kaminski and Trustees R.Miller, Hudson and Neureuther are all present.
- III. **APPROVAL OF MINUTES:**
 - A. Special PWHC 10-2-23 Minutes for Approval
 - B. PWHC 10-4-23 Minutes for Approval
- IV. **PUBLIC COMMENT** One resident spoke with comments.
- V. **UNFINISHED BUSINESS**
 - A. Road Work on Manor Court Discussion
Administrator Krelow stated that the Village has been working with the residents of Manor Court to try to resolve this issue. We sent out letters to the 14 residents containing an offer to cover 50% of the cost to remove the asphalt on the driveway approaches and replace it with concrete. So far, we received 3 responses with only 2 of them wanting to be a part of the project. We drafted a 2nd letter that we will send out to all 14 residents stating that this will be their last chance to be a part of the project. As we get additional information, we will bring it back to committee and follow up with a possible contract in Spring. Discussion Only.
- VI. **NEW BUSINESS:**
 - A. Driveway Permit Discussion
Administrator Krelow stated that as we went thru the issue on Manor Court and the problems that were created there, we started looking at the driveway permit itself and the process therein. The driveway permit specifically states that there is an inspection required and concrete is prohibited on the driveway approach. Often the owner isn't aware of what is actually on the permit, as it may have been pulled by a builder or previous owner. We are working on finding ways to improve this process. As we go thru this process you will hear back from us about what we find and we will bring ideas forward.
 - B. Request for payment for ditch reconstruction and replacement of driveway culverts

Resident Dennis Myers brought forth a request for reimbursement for ditch work and culverts on Woodland and Merkel Drive. Administrator Kreklow provided some background on the RASmith study that was done. The area that Dennis is referring to is very flat and therefore there is no flow and they found that the eventual outfall of the drainage system is lower than it should be, so it does not allow for any drainage. Curbs and gutters were the solution they came up with for the issues which the residents didn't want. Dennis would like reimbursement for driveway culverts in the amount of \$12,060 and \$6,700 for ditches. Trustee Hudson is sympathetic but he can't support the Village paying for work done in the ROW without our knowledge and this would set a precedent going forward and that wouldn't be wise. Trustee Miller agreed that this is a precedent that we don't want to set.

Motion: Approve the payment for ditch reconstruction and replacement of driveway culverts as presented

Motioned By: Rick Miller

Seconded By: Phil Hudson

Yes: None

No: Terri Kaminski, Rick Miller, Bill Neureuther, Phil Hudson

Abstain: None

Motion Failed (Yes 0, No 4, Abstained 0)

C. Update from Interim DPW Director / Recruitment of a New DPW Director

The recruitment process closed last week with positive results. There were more than 20 applicants, 8 of those were qualified and we pared that down to 6 candidates that will be brought in next week to interview. On November 9th, we should have someone selected to be your new Director of Public Works.

D. Discussion Regarding Future Tree Planting Projects

Superintendent Anderson stated that this spring this committee asked him to come back with more information and a plan for future tree planting. The last 10 years of planting has been focused on replanting our parks and main thoroughfares, because our focus was on those areas, residential areas were left alone until now. This spring was the first time that we proposed a spring tree planting project on residential roads, which was cause for some criticism. The trees planted were an effort to begin replacing and reestablishing the urban forest lost in that subdivision over the last decade, largely due to the Emerald Ash Borer. Staff has since learned that out of all our vacant planting sites, only 158 sites were where trees existed previously. When you combine those with 139 other vacant sites on village property, we have a total of 297 sites where trees once existed. In a perfect scenario, once caught up, each year staff would recommend that any tree removed in the previous calendar year be replaced in the following years' planting project. The process of closing current sites outlined by staff should be completed in 4-5 planting seasons and will fit within our normal operating forestry budget. Discussion Followed. Superintendent Anderson will continue to bring these projects to this committee and VB to get appropriate approvals moving forward. A letter was received from resident Jennifer Kerr expressing opposition to street tree planting.

E. Street Tree Trimming Project

Three residential areas within the village have been identified to be in need of tree trimming. The focus is to accomplish roadway clearance and maintain the overall health and structure of the village street trees within those areas. An arborist with

credentials from the International Society of Arboriculture will work with the crew periodically and will be on site regularly to perform quality control. Staff has solicited area tree contractors to do the work, and the results are listed below for review:

Crawford Tree & Landscape Services: \$33,314.65

SavATree: \$33,723.75

Proview Outdoor Services: \$33,895.00

M&M Tree Care: \$35,055.00

A New Leaf Tree Service: \$35,555.00

East Outdoor Services: \$41,809.00

First Choice Tree Care, Inc: \$66,475.00

Several residents were in attendance to express their opposition to the tree trimming plan.

Superintendent Anderson stated that the village ordinance gives us the authority to maintain trees within the ROW. He understands that it's difficult as a resident to understand which trees are village property and which are private trees. The village needs to get into a routine trimming rotation, where you take those assets and figure out how many we can get done each year. Discussion Followed.

Staff recommends contracting with Crawford Tree & Landscape Services to trim all street trees as outlined in the bid documents for an amount not to exceed \$33,314.65, and to forward this request to the Village Board with a positive recommendation. If approved, the funds shall be allocated from Parks Street Tree line-item account: 10-553-530-5290.

Motion: Approve with a Dev. Agreement review before proceeding to VB as presented

Motioned By: Rick Miller

Seconded By: Terri Kaminski

Yes: Terri Kaminski, Rick Miller, Bill Neureuther, Phil Hudson

No: None

Abstain: None

Motion Passed (Yes 4, No 0, Abstained 0)

F. Stormwater Pond Inspections for MS4 Permit

Administrator Kreklow stated that in July 2023, the Wisconsin Department of Natural Resources (WDNR) issued a letter of non-compliance to the Village regarding the Municipal Separate Storm Sewer (MS4) Permit. The Village requested a proposal from Graef to complete the necessary Stormwater Pond Inspections to adhere to the WDNR MS4 permit requirements. This includes inspection of 22 ponds and completing the reports required by the WDNR.

Staff recommends awarding the contract to Graef of Milwaukee, Wisconsin in an amount not to exceed \$35,000 for Stormwater Pond Inspection and Report Submittals to WDNR for MS4 permit requirements.

Motion: Approve as presented

Motioned By: Phil Hudson

Seconded By: Bill Neureuther

Yes: Terri Kaminski, Rick Miller, Bill Neureuther, Phil Hudson

No: None

Abstain: None

Motion Passed (Yes 4, No 0, Abstained 0)

VII. **NEXT MEETING DATE:** The next meeting date was set for December 6th at 5:30pm.

VIII. **ANNOUNCEMENTS:** None.

IX. **ADJOURNMENT:** Chairman Kaminski adjourned the meeting at 7:04pm.