

MEETING: REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

DATE & TIME: Wednesday, February 7, 2024 at 5:30 PM

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

Any member of the body and/or citizen may attend the meeting virtually through the WebEx platform, Meeting #: **2555 672 0428** Password: **ZNmFyjsD343** 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=mc28ed9f85300bb8f63267a15d2f40b55>

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 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

Previously recorded Village Board Meeting Videos can be viewed at https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ.

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:** *Chairperson Kaminski, Trustees R. Miller, Hudson and Warren*
- III. **APPROVAL OF MINUTES:**
 - A. PWHC 1/9/24 Minutes for Approval
- 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**
- VI. **NEW BUSINESS:**
 - A. Director's Report
 - B. Open PO to replace hydrants, valves, water service repairs and water main breaks in 2024
 - C. Contract Award - Tower 3 Rehab Construction and Grant Administration
 - D. Proposed Infrastructure Improvement Projects around GBP, Truck Country and TID's 7 & 8
 - E. Contract Award - 2024 Water Main Relay Project Design
 - F. Status of Current Tree Trimming Contract
 - G. ROW Tree Trimming Discussion
 - H. Mailbox Policy Discussion
 - I. 2024 Tar & Mastic Purchase
 - J. 2024 Center and Edge-Line Striping

K. 2024 Fire Department Interior Painting Project

VII. NEXT MEETING DATE: *Set March Meeting Date.*

VIII. ANNOUNCEMENTS:

IX. 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)250-4745 at least 2 days prior to the meeting.

MEETING:	REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Tuesday, January 9, 2024 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:** Chairperson Kaminski and Trustees R. Miller, Hudson and Warren are present.
- III. **APPROVAL OF MINUTES:**
 - A. PWHC 12/6/23 Minutes for Approval
Motion: Approve as presented
Motioned By: Rick Miller
Seconded By: Phil Hudson
Yes: Terri Kaminski, Rick Miller, Phil Hudson, Robert Warren
No: None
Abstain: None
Motion Passed (Yes 4, No 0, Abstained 0)
- IV. **PUBLIC COMMENT:** None.
- V. **NEW BUSINESS:**
 - A. Acceptance of Improvements - Willow Creek Dickman
To accommodate the construction of the Dickman/Willow Creek multi-tenant building, a relocation and relay of a segment of the existing sanitary mainline was required. The Utility has inspected this relay and found it to be true to alignment and grade. It is the Wastewater Utility's recommendation to accept the improvements as constructed by J.M. Brennan on behalf of Briohn Building and begin the one-year warranty period effective today January 9, 2024.
Motion: Approve as presented
Motioned By: Rick Miller
Seconded By: Phil Hudson
Yes: Terri Kaminski, Rick Miller, Phil Hudson, Robert Warren
No: None
Abstain: None
Motion (Yes 4, No 0, Abstained 0)
 - B. 2024 Highway Department Patrol Truck Purchase
Public Works Director Mortwedt stated that patrol truck purchases have been difficult over the last few years. The outstanding relationship that we have with Truck Country has helped the village maintain our current replacement schedule. Please also be reminded that the expenditure on a patrol truck is divided between two vendors: a

chassis distributor, and Burke Truck & Equipment for the dump body, associated winter equipment, and assembly.

Truck Country of Wisconsin / Burke Truck & Equipment Inc.: \$285,822

I State Truck Center / Burke Truck & Equipment Inc.: \$285,261

Staff recommends the purchase of a highway patrol truck from Truck Country of Wisconsin / Burke Truck & Equipment not to exceed the budgeted price of \$286,000, and to forward this request to the Village Board with a positive recommendation.

Motion: Approve as presented

Motioned By: Phil Hudson

Seconded By: Robert Warren

Yes: None

No: None

Abstain: None

Motion (Yes 0, No 0, Abstained 0)

C. 2024 Parks Department Pick-Up Truck Purchase

Director Mortwedt stated that we are looking to get pre-approval for this pick-up truck purchase. Funds were allocated as part of the 2024 Parks Department budget in the amount of \$60,000 and to ensure that the village is prepared to purchase the 2025 **model year** pick-up truck. Staff recommends the purchase of a 2025 model year pick-up truck from Ewald for an amount not to exceed \$60,000, and to forward this request to the Village Board with a positive recommendation. Discussion Followed.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Phil Hudson

Yes: Terri Kaminski, Rick Miller, Phil Hudson, Robert Warren

No: None

Abstain: None

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

D. Contract Award - Tower 3 Rehab

Director Mortwedt stated that Tower 3 is located on Mequon Road and has passed its 22-year-old coating service life and is in need of a complete sandblast and recoat along with additional rehabilitation items. There were six (6) bids ranging from \$809,050 to \$1,884,000. The project will be funded by a DNR Safe Drinking Water Loan. This loan offers a below market value interest rate that has been reviewed and compared to bonding rates by Village of Germantown staff. It was identified that the rate offered by using this funding source provides notable interest rate savings. Discussion Followed: Staff recommends awarding of the rehabilitation contract to the low bidder, Seven Brothers Painting, Inc, in the amount of \$809,050 and to forward this to the Village Board with a positive recommendation.

Motion: Approve as presented

Motioned By: Phil Hudson

Seconded By: Rick Miller

Yes: Terri Kaminski, Rick Miller, Phil Hudson, Robert Warren

No: None

Abstain: None

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

E. Contract Award - Well 5 Rehab

Director Mortwedt stated that Well 5 is located off of Western Ave and has been slated for its 10-year DNR inspection and rehab. There were three (3) bids on the project

ranging from \$111,005 - \$149,252. Foth has an existing agreement with the Village to continue with construction administration. Staff recommends awarding the bid to the low bidder, Mid-City Corporation, in the amount of \$111,005 and to forward this to the Village Board with a positive recommendation.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Robert Warren

Yes: Terri Kaminski, Rick Miller, Phil Hudson, Robert Warren

No: None

Abstain: None

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

F. Contract Award - Well 12

Director Mortwedt stated that Well 12, located at W210N13180 Gateway Crossing, was drilled in May 2021. Foth Engineering was contracted to provide the design of the Well 12 facility. That design was completed in December 2023 and released for public bid. Five (5) bids were received, ranging from \$2,557,000 - \$3,254,328. Staff recommends awarding the contract to the low bidder, JH Hassinger, in the amount of \$2,557,000 and forward this to the Village Board with a positive recommendation.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Robert Warren

Yes: Terri Kaminski, Rick Miller, Phil Hudson, Robert Warren

No: None

Abstain: None

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

G. A Resolution Petitioning the Office of the Commissioner of Railroads for the Alteration and Improvement of a Railroad Crossing

Director Mortwedt stated that on September 26, 2022, the Village Board adopted the 2050 Comprehensive Plan that included a roadway corridor / frontage road east of Interstate 41 from Freistadt Road to Rockfield Road. On December 1, 2022, the Village of Germantown entered into an agreement with the Village of Richfield to extend Water and Sewer Utilities from Freistadt Road to a point north of Rockfield Road. The corridor for this utility work corresponds with the proposed 120-foot wide roadway corridor. This proposed road work includes a crossing of the existing railroad in the State of Wisconsin Department of Transportation right-of-way, operated by Wisconsin Southern Railroad under a lease agreement. The Office of the Commission of Railroads has jurisdiction over approval of railroad crossings, and a resolution from the Village Board is required to submit a petition to the OCR for the alteration and improvement of an at-grade crossing. The anticipated schedule for this process with the OCR is approximately 6 months. Staff recommends the Village Board approve a resolution petitioning the Office of the Commission of Railroads for an Alternation of the Wisconsin & Southern Railroad private crossing to become a public road crossing.

Motion: Approve as presented

Motioned By: Phil Hudson

Seconded By: Robert Warren

Yes: Terri Kaminski, Rick Miller, Phil Hudson, Robert Warren

No: None

Abstain: None

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

H. Division Road Reconstruction Strategy

Discussion Only. Director Mortwedt stated that there was a great deal of discussion about reconstructing Division Road at a Village Board meeting in December. If we proceed along that route, we will need to treat Division Road as its own project and not a part of the 5-year road plan because funding would be taken up for 3–4 years from the road construction budget for Division Road alone. We are anticipating needing to do an upgrade to the old farm lift station in the next few years, which would include a section of Division Rd, so we need to put that into our plan. There are grant opportunities available, such as LRIP, or the STP Urban grant. It is also an option to use some of the remaining ARPA funding to get something started as far as design and community/business engagement. This preliminary construction estimate of \$5.5 million looks at this as a full urbanization, with curbs, lighting, turn lanes and gutters. Chairman Kaminski stated that residents don't want Germantown to become a city. We could possibly do a traffic study to determine what we actually need on that road. This is moving to the Village Board for further discussion.

- VI. **NEXT MEETING DATE:** February meeting date was set for Wednesday, February 7th at 5:30pm.
- VII. **ANNOUNCEMENTS:** None.
- VIII. **ADJOURNMENT:** Chairperson Kaminski adjourned the meeting at 6:12pm.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Presentation

ITEM TITLE: Director's Report

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Presentation of the Director's Report.

ATTACHMENT:

1. Director's Report - February 2024

RECOMMENDATION:

ACTION BY Committee:

Director's Report - Feb 2024

Staff Top 3 Projects

Village Engineer

1	Donges Bay Road Reconstruction	The bid package is near completion and the bid will be going live in the next week or two.
2	Water Main Relay Consultant RFP	Proposals are back from the RFP and the low bidder is Kapur. This item is on the agenda for approval.
3	Division Road Study and PIM Consultant RFP	This RFP was recently issued and we hope to have results back for award in March.

Engineering Tech

1	2024 Road Program Bid Package	The bid package is near completion and the bid will be going live in February.
2	Sealcoating Program Bid Package	The bid package is being developed and will go live later in February.
3	2023 Road Program Completion	Coordination is underway for completing the 2023 Road Program including driveway adjustments in Country Belle Manor.

Water Superintendent

1	Goldendale Rd Booster Station Construction	Construction is progressing. We are anticipating the station coming online this summer.
2	Tower 3 Rehab Project	We are in the award/contracting phase. Pre-construction meetings anticipated soon. Spring/summer construction anticipated.
3	Well 12 and Tower 4 Projects	We are in the award/contracting phase for Well 12. Tower 4 is resuming this spring.

Wastewater Superintendent

1	RFP Development for Main St and Old Farm lift upgrades	RASmith Developing RFP.
2	2023 Cured In Place Sewer Lining	Pre-construction meeting scheduled for 2/8.
3	Residential Lateral Replacement	Near completion. Several laterals will wait until spring because opening the road is required.

February Director's Report

Staff Top 3 Projects, Continued

Highway, Parks , Buildings & Grounds Superintendant

1	Equipment Purchases	Highway Patrol Truck and Parks Pick-up Truck
2	Line Striping Coordination	Coordinating with Engineering and Washington County
3	ROW Tree Trimming Project	On hold

Director

1	DPW Facility Construction	Construction on schedule. Move coordination meetings to begin in March.
2	Public Safety Building Needs Assessment and Feasibility Study RFP	The RFP is under development. Feedback from Police and Fire Departments Incorporated.

Richfield IGA Update

1/23 Coordination Meeting: Discussion of minor route modifications; New schedule from Cedar Corp for bid/construction	
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Compliance Milestones

1	Submission of CPR to the PSC - 2/15
2	MS4 Annual Report - 3/31/24
3	MS4 Permit - 2025
4	Underground tank certifications - 3/30/24

Department Update

1	Filling of vacancies in the Engineering Department (2)
2	Filling of vacancies in Water (1), Wastewater (1), and Highway (1) Depts
3	Assessing needs for work order/asset management and customer service management systems
4	Development of 5 year plan for the department

January Complaint Report - As of 2/1/24

128	Mailbox Damage
13	Various snow plowing complaints
10	Various garbage/recycling service complaints
2	Lawn Damage

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Action Item

ITEM TITLE: Open PO to replace hydrants, valves, water service repairs and water main breaks in 2024

SUBMITTED BY: Paul Haugen, Water Superintendent

SUMMARY EXPLANATION:

The Water Utility is requesting an open PO on a time and material basis for hydrant replacements, water main and water lateral repairs, gate valve repairs and hardscape restoration. This is an ongoing replacement program and emergency repairs as they come and as we identify old and malfunctioning water infrastructure. This would also include resupply of underground materials.

ATTACHMENT:

RECOMMENDATION:

Staff recommends authorizing water utility staff to:

- Hire as needed contract services for the replacement of hydrants, lead, valve assembly and hardscape restoration not to exceed \$215,000.00 from account #50642000-531730 and account #50000000-182330
- Hire as needed contract services for water lateral repair and hardscape restoration not to exceed \$50,000.00 from account #50642000-531770.
- 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 #50642000-553000 and #50000000-182480

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 there was a majority vote.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Action Item

ITEM TITLE: Contract Award - Tower 3 Rehab Construction and Grant Administration

SUBMITTED BY: Paul Haugen, Water Superintendent

SUMMARY EXPLANATION:

The scope of services for the Tower #3 Rehab Construction Administration & Closeout include:

- b. Issue Notice to Proceed 3–5 hours
- c. Coordinate & Attend pre-construction meeting 8–12 hours
- d. Review of shop drawings/submittals 16–20 hours
- e. Issuing change orders and work change directives 12–16 hours
- f. Review pay applications 10–14 hours
- g. DNR correspondence, follow-up, and updates 5–7 hours
- h. Site inspection & office documentation (Foth, 8 half-day trips) 55–65 hours
- i. RFI's, issue resolution, allowance dollars coordination 12-16
- j. Process final pay request and closeout documentation 10–14 hours
- k. Organize/coordinate O&M manuals on any new equipment 8–10 hours
- l. Attend start-up 8–12 hours
- m. Coordination owner training 3–5 hours
- n. Assist in coordinating follow-up inspections per contract documents 6–10 hours
- o. DNR SDWLP Draft application:
 - 1. Loan application preparation and submittal 50–60 hours
 - 2. DNR questions and correspondence 8–12 hours
 - 3. DNR requested follow-up items 6–8 hours
 - 4. Preparation and submittal of loan closing documents 70–80 hours
 - 5. Agency coordination 12–16 hours
- p. DNR SDWLP administration:
 - 1. Review of pay application adherence to loan requirements 8–12 hours
 - 2. Review of weekly payrolls and Davis-Bacon compliance 32–48 hours
 - 3. Coordination with DNR on change orders 16–24 hours
 - 4. Loan closeout at completion 36–40 hours
- q. Jim Orr Inspections (subcontractor to Foth, Paul's preferred inspector) – pre-construction meeting, site visits and inspections (43 total), and 1-year warranty inspection total \$63,000

ATTACHMENT:

1. Addendum 2_Water Tower No 3 Rehab_remain CONST and
LOAN_Foth_Germantown_Eng_Jan 2024

RECOMMENDATION:

Staff recommends approval of the Foth contract services agreement in the amount not to exceed \$147,000.

Funds will be used from account #50000000-182170 until reimbursement from the DNR Safe drinking water loan program.

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.

Project Title:	Water Tower No. 3 – Painting & Improvements	FOTH Project Number:	22G100.00
		CLIENT Project Number: (If applicable)	n/a

This Addendum (in addition to and subject to the conditions contained in the Agreement for Services dated **June 22, 2023**), (hereinafter "Addendum"), is made and entered into **29th** day of **January, 2024** by and between **FOTH INFRASTRUCTURE & ENVIRONMENT, LLC**, (hereinafter "Consultant") and **Village of Germantown**, (hereinafter "Client"), for the services described under the Scope of Services (the "Services").

CLIENT:	Village of Germantown – Water Utility		
Address:	PO Box 337, N122W17177 Fond du Lac Ave., Germantown, WI 53022		
Phone No:	262-253-8254	Email Address:	phaugen@germantownwi.gov

Scope of Services: Client hereby agrees to retain Consultant to perform the following Services:

Construction Administration & Closeout

- ~~Preparation of Contract Documents and distribution to Contractor (included in Addendum 1)~~
- Issue Notice to Proceed
- Coordinate & Attend pre-construction meeting
- Review of shop drawings/submittals
- DNR correspondence, follow-up, and updates
- Issuing change orders and work change directives (if needed)
- Review pay applications
- Site Inspection includes:
 - Coordination with Jim Orr inspections
 - On-site weld inspections (1 Jim Orr site trip estimated for completed welding only)
 - On-site coatings inspections (42 Jim Orr site trips estimated)
 - ROV/Drone Warranty inspection
 - On-site project meetings and non-weld/coatings inspections of auxiliary improvements (8 Foth site trips estimated, 4 hours on-site each trip)
- RFI's, issue resolution, allowance dollars coordination
- Process final pay request and closeout documentation
- Organize/coordinate O&M manuals on any new equipment:
 - 1 hard copy
 - 1 .pdf copy
- Attend start-up
- Coordinate Owner training (if needed)
- Assist in coordinating follow-up inspection(s) per contract documents

DNR SDWLP Safe Drinking Water Loan Program

- Application
 - Loan application preparation and submittal (pre-review with Village)
 - DNR questions and correspondence
 - DNR requested follow-up items
 - Preparation and submittal of loan close documents
 - Agency coordination
- Administration
 - Review of pay application adherence to loan requirements
 - Review of weekly payrolls and Davis-Bacon compliance
 - Coordination with DNR on change orders
 - Loan closeout at completion

Schedule: Services shall be performed according to the following schedule:

Construction Administration & Closeout: to occur throughout 2024, per project schedule in Bid Documents.

DNR Loan: Application to be submitted by June 2024 deadline. Administration to occur per DNR's timeframe.

Compensation: In consideration of these Services, the Client agrees to pay Consultant compensation as follows:

☐ Lump-Sum in the amount of \$.00

☐ Unit Cost/Time Charges (Standard Rates) with a total amount not-to-exceed \$.00

☐ Unit Cost/Time Charges (Standard Rates) for an estimated cost of \$.00

☒ Other as stated here: Billed hourly per standard year rates, see Exhibit A. Additional estimated Level of Effort for the above scope:

Construction Administration & Closeout: \$96,400 - \$100,100

DNR Loan: \$45,000 - \$47,000

Total Estimate: \$141,400 – \$147,100

Notes:

1. If additional scope is requested and approved by the Owner, these efforts will be billed per standard T&M rates.

Special Conditions (if any):

Entire Agreement: This Addendum, along with other approved Addendums, together with and subject to the Agreement for Services referenced above, constitutes the entire understanding between the parties with respect to the subject matter hereof. This Addendum may be modified by subsequent written addenda mutually agreeable by both parties.

IN WITNESS WHEREOF, this Agreement is accepted on the date last written below, subject to the terms and conditions above stated and the provisions set forth herein.

CLIENT

FOTH INFRASTRUCTURE & ENVIRONMENT, LLC

Signed: _____

Name (printed): _____

Title: _____

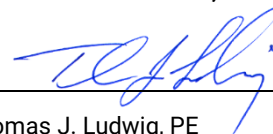
Date: _____

Signed: _____

Name (printed): _____

Title: _____

Date: _____



Thomas J. Ludwig, PE

State Operations Director

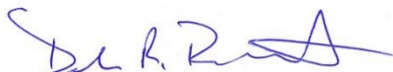
January 29, 2024

Signed: _____

Name (printed): _____

Title: _____

Date: _____



Dale R Broeckert, PE

Senior Project Manager

January 29, 2024

Exhibit A

FOTH INFRASTRUCTURE AND ENVIRONMENT, LLC 2024 HOURLY RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>HOURLY RATE</u>
Principal	\$248 - \$259
Project Manager	\$190 - \$248
Project Engineer	\$159 - \$248
Staff Engineer	\$131 - \$162
Planner	\$131 - \$214
Project Scientist	\$131 - \$173
Technician	\$88 - \$181
Construction Manager	\$137 - \$188
Land Surveyor	\$150 - \$212
Project Administrator	\$85 - \$106
Administrative Assistant	\$64

REIMBURSABLE EXPENSES

1. All equipment, field service vehicles, materials and supplies used in the performance of work on this project will be billed at cost.
2. Auto mileage will be reimbursed per the Internal Revenue Service standard mileage reimbursement rate.
3. Charges for outside services such as soils and materials testing, fiscal, legal and all other direct expenses will be invoiced at cost plus 10%.

ADJUSTMENTS TO FEE SCHEDULE

1. Fee schedule effective January 1, 2024. Rates subject to change annually on January 1.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Presentation

ITEM TITLE: Proposed Infrastructure Improvement Projects around GBP, Truck Country and TID's 7 & 8

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Presentation of additional utility and road improvements the Village is considering around Holy Hill Road and the Freistadt District funded from TID 8 and TID 7.

ATTACHMENT:

1. TID#8 2022 Annual Update including future & Richfield Improvements_1
2. TID #7_Cash flow update_2022.12.9 including Future Water & Richfield_1
3. HOLY HILL FRIESTADT AREA FUNDING SOURCE MAP (1)

RECOMMENDATION:

Village staff recommends proceeding with all proposed improvements.

ACTION BY Committee:

Adoption of motion directing staff to proceed with specific improvement projects desired from the options presented.

Village of Germantown																												
Tax Increment District #8																												
Cash Flow Projection																												
TID 8 Portion of Water & TID 8 Portion of Holy Hill Freistadt Infrastructure																												
Year	Projected Revenues				Expenditures																	Balances		Year				
	Tax Increments	Interest Earnings/ (Cost)	Misc. Revenue	Total Revenues	Tax Exempt Bonds, Series 2019A 6,725,000			Taxable Bonds, Series 2019B 1,755,000			GO Corp Purpose Bonds, Series 2019D 7,850,000			Municipal Rev. Obligation (MRO) 1,000,000		G.O. Corp Purpose Bonds, Series 2024A 2,091,000			G.O. Corp Purpose Bonds, Series 2024B 7,850,000			Professional Services Costs Admin. + 3%			Total Expenditures	Annual Cumulative		
					Dated Date: Prin (3/1)	02/05/19 Rate	Interest	Dated Date: Prin (3/1)	02/05/19 Rate	Interest	Dated Date: Prin (3/1)	12/11/19 Rate	Interest	Dated Date: Principal	11/01/18 Interest	Dated Date: Principal	05/01/24 Est. Rate	Interest	Dated Date: Principal	10/01/24 Est. Rate	Interest							
2022		3.00%																									(686,615)	2022
2023	3,283,779	0		3,283,779	100,000	5.00%	225,500	165,000	3.00%	47,188	205,000	4.00%	285,956	44,487	35,059							25,000	80,000	1,213,189	2,070,590	1,383,975		2023
2024	3,283,779	41,519		3,325,299	100,000	5.00%	220,500	180,000	3.00%	42,013	235,000	4.00%	272,456	46,187	33,359						25,000	82,400	1,236,914	2,088,384	3,472,359		2024	
2025	3,429,175	104,171		3,533,346	125,000	5.00%	214,875	200,000	3.05%	36,263	265,000	4.00%	257,556	47,952	31,594	24,000	5.00%	156,225	0	5.00%	317,500	25,000	84,872	1,785,836	1,747,509	5,219,869		2025
2026	3,429,175	156,596		3,585,771	125,000	5.00%	208,625	225,000	3.15%	29,669	395,000	4.00%	239,256	49,784	29,761	73,500	5.00%	101,513	100,000	5.00%	317,500	25,000	87,418	2,007,026	1,578,745	6,798,613		2026
2027	3,429,175	203,958		3,633,133	150,000	5.00%	201,750	250,000	3.20%	22,125	425,000	4.00%	217,556	51,687	27,859	76,500	5.00%	97,763	150,000	5.00%	312,500	25,000	90,041	2,097,780	1,535,353	8,333,966		2027
2028	3,429,175	250,019		3,679,194	175,000	5.00%	193,625	265,000	3.30%	13,753	455,000	3.00%	197,431	53,662	25,883	79,500	5.00%	93,863	200,000	5.00%	305,000	25,000	92,742	2,175,459	1,503,735	9,837,702		2028
2029	3,429,175	295,131		3,724,306	250,000	4.00%	184,250	280,000	3.35%	4,690	510,000	3.00%	178,681	55,713	23,833	82,500	5.00%	89,813	250,000	5.00%	295,000	25,000	95,524	2,325,004	1,399,302	11,237,004		2029
2030	3,429,175	337,110		3,766,285	550,000	4.00%	168,250				515,000	2.25%	161,375	57,842	21,703	85,500	5.00%	85,613	275,000	5.00%	282,500	25,000	98,390	2,326,173	1,440,112	12,677,116		2030
2031	3,429,175	380,313		3,809,488	600,000	3.00%	148,250				515,000	2.25%	146,356	60,053	19,493	88,500	5.00%	81,263	300,000	5.00%	268,750	25,000	101,342	2,354,006	1,455,482	14,132,598	2031	
2032	3,429,175	423,978		3,853,153	600,000	3.00%	130,250				515,000	2.38%	130,863	62,348	17,198	93,000	5.00%	76,725	325,000	5.00%	253,750	25,000	104,382	2,333,515	1,519,638	15,652,236		2032
2033	3,429,175	469,567		3,898,742	600,000	3.00%	112,250				515,000	2.38%	114,891	64,731	14,815	96,000	5.00%	72,000	350,000	5.00%	237,500	25,000	107,513	2,309,700	1,589,042	17,241,279		2033
2034	3,429,175	517,238		3,946,413	600,000	3.13%	93,875				515,000	2.50%	98,375	67,204	12,341	100,500	5.00%	67,088	350,000	5.00%	220,000	25,000	110,739	2,260,122	1,686,291	18,927,570		2034
2035	3,429,175	567,827		3,997,002	625,000	3.25%	74,344				510,000	2.50%	81,375	69,773	9,773	103,500	5.00%	61,988	375,000	5.00%	202,500	25,000	114,061	2,252,313	1,744,689	20,672,259		2035
2036	3,429,175	620,168		4,049,343	625,000	3.25%	54,031				510,000	2.50%	64,313	72,439	7,107	108,000	5.00%	56,700	375,000	5.00%	183,750	25,000	117,483	2,198,822	1,850,521	22,522,780		2036
2037	3,429,175	675,683		4,104,858	650,000	3.38%	32,906				510,000	2.63%	46,694	75,207	4,338	114,000	5.00%	51,150	375,000	5.00%	165,000	25,000	121,007	2,170,303	1,934,555	24,457,335		2037
2038	3,429,175	733,720		4,162,895	650,000	3.38%	10,969				510,000	2.63%	28,581	78,082	1,464	118,500	5.00%	45,338	375,000	5.00%	146,250	25,000	124,637	2,113,821	2,049,074	26,506,410		2038
2039	3,429,175	795,192		4,224,367							525,000	2.75%	9,763			124,500	5.00%	39,263	400,000	5.00%	127,500	25,000	128,377	1,379,402	2,844,966	29,351,376		2039
2040	3,429,175	880,541		4,309,716												130,500	5.00%	32,888	400,000	5.00%	107,500	25,000	132,228	828,115	3,481,601	32,832,976		2040
2041	3,429,175	984,989		4,414,164												136,500	5.00%	26,213	425,000	5.00%	87,500		136,195	811,407	3,602,757	36,435,734		2041
2042	3,429,175	1,093,072		4,522,247												144,000	5.00%	19,200	425,000	5.00%	66,250		140,280	794,730	3,727,516	40,163,250		2042
2043	3,429,175	1,204,898		4,634,072												151,500	5.00%	11,813	450,000	5.00%	45,000		144,489	802,801	3,831,271	43,994,521		2043
2044	1,534,537	1,319,836		2,854,373												160,500	5.00%	4,013	450,000	5.00%	22,500		148,824	313,336	2,541,037	46,535,558		2044
Total	73,256,420	12,055,528		85,311,948	6,525,000		2,274,250	1,565,000		195,699	7,630,000		2,531,478	957,151	315,580	2,091,000		1,270,425	7,850,000		3,963,750	450,000	2,442,942	36,876,586			Total	
Notes: The 2024 issue is the TID 8 portion of the future well project.																								Projected TID Closure				

Village of Germantown

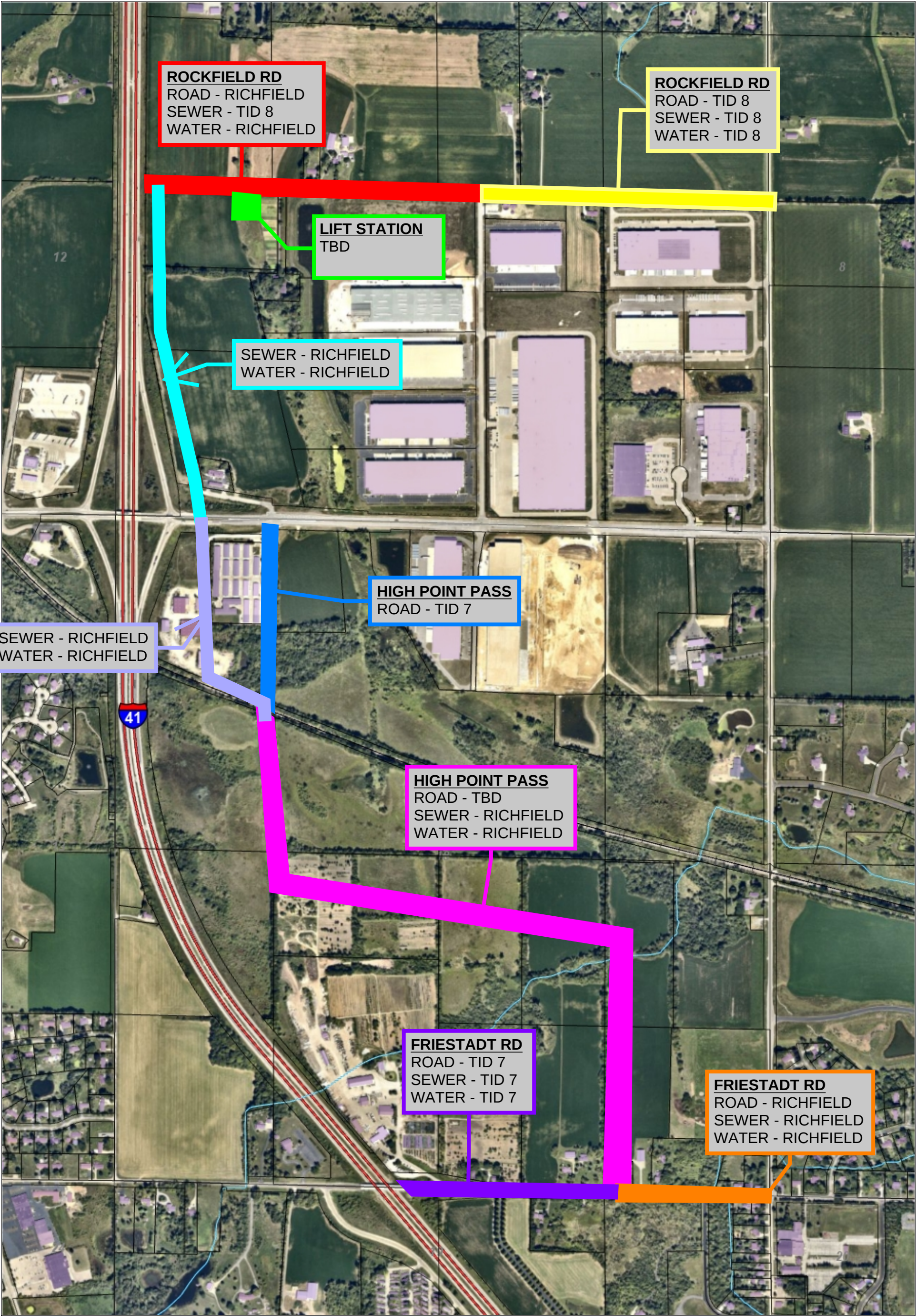
Tax Increment District #7

Financing Plan

TID 7 Portion of Water & TID 7 Portion of Holy Hill Freistadt Infrastructure

Year	Projected Revenues					Expenditures															Balances		Year								
	Tax Increments	Interest on Fund Balance	JW Speaker Shortfall Pmt	Bid Premium	Total Revenues	GO Bonds, Series 2018A 2,480,000		GO Notes, Series 2022A 710,000		Taxable GO Notes, Series 2022B 2,550,000		Water Revenue Bonds, 2022C 685,000		Water Revenue Bond, Series 2024A 697,000		GO Bonds, Series 2024B 3,050,000		Professional Services	Admin. + 3%	Total Expenditures	Annual	Cumulative									
						Dated Date: Principal	06/06/18 Rate	Dated Date: Principal	05/25/22 Interest	Dated Date: Principal	05/25/22 Interest	Dated Date: Principal	05/25/22 Interest	Dated Date: Principal	05/01/24 Est. Rate	Dated Date: Principal	10/01/24 Est. Rate							Dated Date: Principal	10/01/24 Est. Rate						
		3.00%																													
2022																															
2023	106,364	13,879		18,488	138,731	120,000	3.00%	74,430		32,860		107,400		34,967					5,000	40,000		414,657	(275,925)	186,720							2022
2024	364,785	5,602	112,204		482,591	120,000	3.00%	70,830		25,550		83,508		23,469				5,000	41,200		370,156	112,434	299,154								2023
2025	620,466	8,975	118,454		747,895	130,000	3.00%	67,080	75,000	24,050		83,508	30,000	23,469		8,000	4.00%	52,075		4.00%	122,000	5,000	42,436	662,617	85,278	384,432					2025
2026	961,610	11,533	129,329		1,102,472	145,000	3.00%	62,955	85,000	20,850	300,000	78,633	55,000	21,769		24,500	4.00%	33,838		4.00%	122,000	5,000	43,709	998,253	104,219	488,651					2026
2027	951,994	14,660	129,904		1,096,558	150,000	3.00%	58,530	85,000	17,450	310,000	68,720	60,000	19,469		25,500	4.00%	32,588		4.00%	122,000	5,000	45,020	999,277	97,281	585,932					2027
2028	942,474	17,578	125,404		1,085,456	150,000	3.00%	54,030	90,000	13,950	325,000	58,401	60,000	17,069		26,500	4.00%	31,288		4.00%	122,000	5,000	46,371	999,608	85,848	671,780					2028
2029	933,049	20,153			953,203	225,000	3.00%	48,405	90,000	10,350	375,000	47,026	60,000	14,669		27,500	4.00%	29,938		4.00%	122,000	5,000	47,762	1,102,650	(149,447)	522,333					2029
2030	923,719	15,670			939,389	300,000	3.00%	40,530	95,000	7,125	400,000	34,433	60,000	12,269		28,500	4.00%	28,538		4.00%	122,000	5,000	49,195	1,182,589	(243,200)	279,133					2030
2031	914,482	8,374			922,856	300,000	3.10%	31,380	95,000	4,275	415,000	21,085	65,000	10,094		29,500	4.00%	27,088		4.00%	122,000	5,000	50,671	1,176,092	(253,236)	25,896					2031
2032	905,337	777			906,114	300,000	3.15%	22,005	95,000	1,425	425,000	7,119	65,000	8,103		31,000	4.00%	25,575		4.00%	122,000	5,000	52,191	1,159,418	(253,304)	(227,408)					2032
2033	896,283	0			896,283	540,000	3.20%	8,640					70,000	5,950		32,000	4.00%	24,000		4.00%	122,000	5,000	53,757	861,347	34,937	(192,471)					2033
2034	887,321	0			887,321								70,000	3,631		33,500	4.00%	22,363	350,000	4.00%	122,000	5,000	55,369	661,863	225,458	32,987					2034
2035	878,447	990			879,437								70,000	1,225		34,500	4.00%	20,663	500,000	4.00%	108,000	5,000	57,030	796,418	83,019	116,006					2035
2036	869,663	3,480			873,143											36,000	4.00%	18,900	550,000	4.00%	88,000		58,741	751,641	121,502	237,508					2036
2037	860,966	7,125			868,092											38,000	4.00%	17,050	550,000	4.00%	66,000		60,504	731,554	136,538	374,046					2037
2038	852,357	11,221			863,578											39,500	4.00%	15,113	650,000	4.00%	44,000		62,319	810,931	52,647	426,692					2038
2039	843,833	12,801			856,634											282,500	4.00%	13,088		4.00%	18,000		64,188	827,776	28,858	455,551					2039
Total	13,713,151	152,817	615,295	18,488	14,499,751	2,480,000		538,815	710,000	157,885	2,550,000	589,831	665,000	196,751	697,000		392,100	3,050,000		1,544,000	65,000	870,464	14,506,846								Total

Notes: The 2024 issue is the TID 7 portion of the future well project.



Village of Germantown GIS

DISCLAIMER:

This map is not a survey of the actual boundary of any property this map depicts.

The Village of Germantown Does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



Village Of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022
262-250-4700



SCALE: 1 = 1000'

Print Date: 1/31/2024

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Action Item

ITEM TITLE: Contract Award - 2024 Water Main Relay Project Design

SUBMITTED BY: Kevin Driscoll, Village Engineer

SUMMARY EXPLANATION:

As part of the 2024 budget, the Village Water Utility has identified three priority projects. These projects include water main relays in Glenwood Park north of Concord Drive, at Hilbert adjacent to the intersection with Sylvan, and the Menomonee River Crossing at County Line Road. These projects are prioritized to address fire flow capacity and/or critical infrastructure that is aging and experienced maintenance such as main brakes or valve failures. The work for two projects includes replacement of the existing 6-inch diameter and relaying with new 8-inch dia. and 12-inch dia. mains. The third project includes a design study report to evaluate and identify the preferred method for a relay of existing 16-inch dia. water main in County Line Road under the Menomonee River with respect to future infrastructure projects on County Line Road, including at Lift Station No. 6.

Staff requested proposals from consultants and the fees and hours are summarized in the table.

Firm	Hours	Amount
Kapur	674	\$89,441
Ruekert-Mielke	910	\$130,585
raSmith	1246	\$157,065

**Staff requested a proposal from Foth, but they declined due to existing workload.*

Schedule:

The schedule for the projects is to complete survey and design in the spring of 2024, complete design in summer with construction in fall 2024.

ATTACHMENT:

1. 2024 Design Watermain Relays Letter Proposal - Kapur

RECOMMENDATION:

Approve the lowest qualified consultant proposal to enter into a contract with the Village of Germantown for survey and design of the 2024 Water Utility Relay Projects and forward it to the Village Board with a positive recommendation.

ACTION BY Committee:

A motion to support authorize staff and a vote "Aye" is in the affirmative to support the acquisition process and forward to the Village Board with a positive recommendation.

Design of Water Main Relays in Various Locations
Projects 2401, 2402, 2403
Village of Germantown, Wisconsin

	TASK	Project Manager	Project Engineer II	Staff Engineer I	Project Surveyor	Survey Crew	Tech III	Tech I	Total Task Hours	Total Task Cost	
		\$185.00	\$135.00	\$110.00	\$160.00	\$150.00	\$125.00	\$90.00			
Project 1	Tasks for Glenwood Park Water Main										
1.1	Data Collection / Survey / Meetings / Administration										
1.1a	Meetings (Kickoff, 60% Design, 90% Design)	6	6						12	\$1,920	
1.1b	Topographic Survey & Base Mapping				8	26		16	50	\$6,620	
1.1c	PIM Preparation (Not required to attend per RFP)						1		1	\$125	
1.2	Preliminary Design		1	4			12		17	\$2,075	
1.3	Final Design		2	8			8		18	\$2,150	
1.4	Specifications	1	6						7	\$995	
1.5	Cost Estimate (60% Design, 90% Design)		1	8					9	\$1,015	
1.6	Contract Administration / Pre-Bid Meeting / Bid Opening / Quest										
1.6a	WDNR Permitting		1	8					9	\$1,015	
1.6b	Pre-Bid Meeting	1	1						2	\$320	
1.6c	Quest Administration		1						1	\$135	
1.6d	Bid Opening	1	1						2	\$320	
	Subtotal:	9	20	28	8	26	21	16	128	\$16,690	
1.7	If Authorized, Construction Management										
1.7a	Pre-Construction Meeting	2	2						4	\$640	
1.7b	Construction Inspection (80 hours)							80	80	\$7,200	
1.7c	Construction Staking - Centerline and offset staking every 50'				2	8		4	14	\$1,880	
1.7d	Construction Administration (Mtgs, Pay Apps, IDRs)	2	2					8	12	\$1,360	
1.8	If Authorized, As-Built Record Drawings (Prelim and Final submittals)			2	1	4	4	2	13	\$1,660	
	Subtotal Project 1:	13	24	30	11	38	25	110	251	\$29,430	
	15% Contingency										\$4,415
	Total Project 1:										\$33,845
Project 2	Tasks for Hilbert Lane from Sylvan to Saxony Water Main Relay										
2.1	Data Collection / Survey / Meetings / Administration										
2.1a	Meetings (Kickoff, 60% Design, 90% Design)	6	6						12	\$1,920	
2.1b	Topographic Survey & Base Mapping				3	9		5	17	\$2,280	
2.1c	PIM Preparation (Not required to attend per RFP)						1		1	\$125	
2.2	Preliminary Design		1	4			12		17	\$2,075	
2.3	Final Design		2	8			8		18	\$2,150	
2.4	Specifications	1	6						7	\$995	
2.5	Cost Estimate (60% Design, 90% Design)		1	8					9	\$1,015	
2.6	Contract Administration / Pre-Bid Meeting / Bid Opening / Quest										
2.6a	WDNR Permitting		1	8					9	\$1,015	
2.6b	Pre-Bid Meeting	1	1						2	\$320	
2.6c	Quest Administration		1						1	\$135	
2.6d	Bid Opening	1	1						2	\$320	
	Subtotal:	9	20	28	3	9	21	5	95	\$12,350	
2.7	If Authorized, Construction Management										
2.7a	Pre-Construction Meeting	2	2						4	\$640	
2.7b	Construction Inspection (80 hours)							80	80	\$7,200	
2.7c	Construction Staking - Centerline and offset staking every 50'				1	3			4	\$610	
2.7d	Construction Administration (Mtgs, Pay Apps, IDRs)	2	2					8	12	\$1,360	
2.8	If Authorized, As-Built Record Drawings (Prelim and Final submittals)			1	1	2	2	2	8	\$1,000	
	Subtotal Project 2:	13	24	29	5	14	23	95	203	\$23,160	
	15% Contingency										\$3,474
	Total Project 2:										\$26,634
Project 3	Tasks for County Line Road Menomonee River Crossing										
3.1	Data Collection / Survey / Meetings / Administration										
3.1a	Meetings (Kickoff, 60% Design, 90% Design)	6	6						12	\$1,920	
3.1b	Topographic Survey & Base Mapping				3	9		5	17	\$2,280	
3.1c	PIM Preparation (Not required to attend per RFP)						1		1	\$125	
3.2	Preliminary Design		1	4			12		17	\$2,075	
3.2A	Design Study Report		4	2			2		8	\$1,010	
3.3	Final Design		2	8			8		18	\$2,150	
3.4	Specifications	1	6						7	\$995	
3.5	Cost Estimate (60% Design, 90% Design)		1	8					9	\$1,015	
3.6	Contract Administration / Pre-Bid Meeting / Bid Opening / Quest								0	\$0	
3.6a	WDNR/ACOE/WASHINGTON COUNTY PERMITS		2	16					18	\$2,030	
3.6b	Pre-Bid Meeting	1	1						2	\$320	
3.6c	Quest Administration		1						1	\$135	
3.6d	Bid Opening	1	1						2	\$320	
	Subtotal:	9	25	38	3	9	23	5	112	\$14,375	
3.7	If Authorized, Construction Management										
3.7a	Pre-Construction Meeting	2	2						4	\$640	
3.7b	Construction Inspection (80 hours)							80	80	\$7,200	
3.7c	Construction Staking - Centerline and offset staking every 50'				1	3			4	\$610	
3.7d	Construction Administration (Mtgs, Pay Apps, IDRs)	2	2					8	12	\$1,360	
3.8	If Authorized, As-Built Record Drawings (Prelim and Final submittals)			1	1	2	2	2	8	\$1,000	
	Subtotal Project 3:	13	29	39	5	14	25	95	220	\$25,185	
	15% Contingency										\$3,778
	Total Project 3:										\$28,963
Project	Summary Table										
1	Glenwood Park Water Main	13	24	30	11	38	25	110	251	\$33,845	
2	Hilbert Lane from Sylvan to Saxony Water Main Relay	13	24	29	5	14	23	95	203	\$26,634	
3	County Line Road Menomonee River Crossing	13	29	39	5	14	25	95	220	\$28,963	
	Total Projects 1-3 w/15% Contingency:	39	77	98	21	66	73	300	674	\$89,441	

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Action Item

ITEM TITLE: Status of Current Tree Trimming Contract

SUBMITTED BY: Scott Anderson, Superintendent

SUMMARY EXPLANATION:

In November 2023, a tree pruning project was approved by the Public Works Committee and the Village Board. The project started in mid-November and is nearly 90% complete. The remaining 10% of the project was delayed due to trees that were decorated for the Christmas season. Staff sent out a mailing to residents who had decorations asking that they be removed by January 15th, so that the project could be completed. Shortly after the New Year, staff were asked by several elected officials to pause the project for further discussion.

Tonight, there is another topic about tree pruning. The objective of that discussion is gaining a consensus on how to handle tree pruning moving forward. Regarding the previously approved project, staff would like to complete this work as outlined in the specification, to finalize the project, and get final payment to the awarded contractor.

ATTACHMENT:

RECOMMENDATION:

Because this project has already been previously approved, no action should be necessary.

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 there was a majority vote.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Presentation

ITEM TITLE: ROW Tree Trimming Discussion

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Discuss the potential policy changes available to the Village Board regarding management and maintenance of right-of-way trees.

1. Maintain the current tree ordinance with no changes.
 - In this scenario, the Village continues to develop a program for tree care and regularly performs maintenance on right-of-way trees.
 - Operational and planning enhancements continue with the program.
 - This is the most common approach taken by communities.
2. Modify the tree ordinance to shift primary responsibility for right-of-way tree maintenance to the adjacent property owner.
 - Owners of adjacent right-of-way trees would be responsible for maintenance of their trees according to street tree standards.
 - This does not limit the village's liability.
 - An inspection and enforcement mechanism would have to exist.
 - Failure to perform maintenance could result in the village assessing the cost of tree care for a property owner.
 - The Village would remain fully responsible for right-of-way trees where adjacent property owners didn't exist.
3. Adopt a HOA-by-HOA or Subdivision-by-Subdivision approach
 - The Village Attorney advised that this is not a legal or recommended approach.
4. Adopt a hybrid approach
5. Reduce planting of right-of-way trees

Future developments could shift responsibility for planting trees to private property owners.

The Village would still maintain authority to address issues with private trees that impact the right-of-way.

ATTACHMENT:

RECOMMENDATION:

Recommend no change to the ordinance and look to make communication, planning and operational modifications to the program.

ACTION BY Committee:

If the Village Board desires a policy change, adopt a motion that outlines the changes and directs staff to draft ordinance revisions for consideration at a future meeting.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Presentation

ITEM TITLE: Mailbox Policy Discussion

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Discuss the potential changes available to the Village Board regarding the existing Mailbox Replacement Policy which is part of the Winter Operations Manual.

Options to consider:

1. Make no changes.
 - Inspect complaints.
 - Determine the cause of the damage.
 - Direct plow blade strikes qualify the property owner for reimbursement.
 - Keep reimbursement at \$75.
2. Offer no reimbursement.
 - There are nearby jurisdictions that take this approach.
3. Offer reimbursement to every complainant.
 - The Village would need to allocate a budget to fund this annually.
4. Adjust the reimbursement amount.
5. Some combination of the changes above.

ATTACHMENT:

1. Mailbox Replacement Policy 2023

RECOMMENDATION:

Staff does not recommend any particular approach. There are advantages and disadvantages to each approach.

ACTION BY Committee:

If a change in policy is desired, make a motion to direct staff to modify the policy according to the specific changes requested.

Mailbox Replacement Policy

1. The Village Department of Public Works will not be responsible for damage to mailboxes that are determined to have been improperly installed, have deteriorated posts and mounting material, or were not physically hit by Village equipment.
2. Upon notification by the property owner, the Village will conduct an investigation of the alleged damage, with investigation conducted by the Superintendent of Highways, Parks, Buildings and Grounds . Should the Superintendent of Highways, Parks, Buildings and Grounds (or designee) determine the damage was due to improper installation or other defects as described in section 1 above, the Department of Public Works will not be responsible for damage and replacement will be at the property owner's expense. Should the Superintendent determine that Village equipment actually hit and damaged the subject mailbox, the Department will replace the mailbox with a standard post and box unit. The post shall consist of either treated or cedar posts, dependent on what was found in the investigation.
3. The Village shall not replace any decorative mailboxes in kind. Should the investigation determine that a decorative mailbox was damaged by Village equipment, the property owner shall receive a check to apply towards replacement, with the check not to exceed \$70.00.
4. As a service to our residents, the Department of Public Works will install a temporary mailbox for all mailboxes damaged, regardless of fault. The temporary may remain until the permanent mailbox has been installed for a duration not to exceed six (6) months.
5. Should the property owner dispute the findings of the Department of Public Works, they may request the matter be placed on the agenda of the next available meeting of the Public Works Committee for discussion and action.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Presentation

ITEM TITLE: 2024 Tar & Mastic Purchase

SUBMITTED BY: Scott Anderson, Superintendent

SUMMARY EXPLANATION:

Each year, staff self performs crack sealing on village roadways as needed to improve longevity by minimizing water intrusion in cracks. A large portion of this work is completed in conjunction with and ahead of the seal-coating project. As part of the 2024 Highway Department operating 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:	\$14,167.73
Crafco Mastic One:	\$18,018.00
Total cost:	\$32,185.73

ATTACHMENT:

RECOMMENDATION:

Staff recommends the purchase of Crafco Asphalt Rubber Plus and Crafco Mastic One for the amount of \$32,185.73 and to forward this request to the Village Board with a positive recommendation. If approved, the funds shall be allocated from the Highway Department general ledger account: 10562000-531330.

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 there was a majority vote.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Action Item

ITEM TITLE: 2024 Center and Edge-Line Striping

SUBMITTED BY: Scott Anderson, Superintendent

SUMMARY EXPLANATION:

Annually, the village performs center and edge-line striping on main throughfares throughout the village. Historically, the village completes this work by contracting with Washington County, as the village does not own the equipment necessary to complete the task. This season the cost from Washington County is estimated to be around \$1300.00 per mile of painting. This year we intend to paint approximately 46.75 miles of roadway.

ATTACHMENT:

RECOMMENDATION:

Staff recommends contracting with Washington County to paint the center and edge-line as needed on village throughfares and to forward this request to the Village Board with a positive recommendation. If approved, the approximate amount of \$60,775.00 shall be allocated from the Highway Department general ledger account: 10562000-531370.

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 there was a majority vote.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: February 7, 2024

PLACEMENT: Action Item

ITEM TITLE: 2024 Fire Department Interior Painting Project

SUBMITTED BY: Scott Anderson, Superintendent

SUMMARY EXPLANATION:

As reflected in the 2024 Buildings & Grounds non-borrowed capital budget, funds were allocated to paint the interior offices, corridors, and parking bay of the Fire Station. This is one of the final projects necessary to complete a number of improvements made over the last few budget cycles. The project should nearly finalize significant mechanical and aesthetic improvements to this building. Staff has solicited pricing from area contractors and the results are listed below:

MACORP LLC:	\$30,863.00
Service Painting Corporation:	\$52,600.00
Hess Sweitzer Painting LLC:	Responded but did not submit proposal.

ATTACHMENT:

RECOMMENDATION:

Staff recommends contracting with MACORP LLC to complete the painting project for an amount not to exceed \$30,863.00, and to forward this request to the Village Board with a positive recommendation. If approved, funds shall be allocated from the Buildings & Grounds non-borrowed capital account: 10563000-591400.

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 there was a majority vote.