

MEETING:	REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Wednesday, May 1, 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 and Warren were present. Trustee Hudson will be about 10 minutes late.
- III. **APPROVAL OF MINUTES:**
 - A. PWHC 4/10/24 Minutes for Approval
Motion: Approve as presented
Motioned By: Robert Warren
Seconded By: Rick Miller
Yes: Terri Kaminski, Rick Miller, Robert Warren
No: None
Abstain: None
Motion Passed (Yes 3, No 0, Abstained 0)
- IV. **PUBLIC COMMENT:** No Public Comments.
- V. **NEW BUSINESS:**
 - A. Tower #4 Containment Change Order - Maguire Iron, Inc.
Public Works Director Mortwedt stated that the Water Utility is requesting this change order authorization to install full containment around Tower #4 for abrasive blasting and painting. The construction was halted for two years and in that time the tower's height was increased by 30' and buildings were constructed adjacent to the tower requiring full containment. Staff recommends authorizing a change order to Maguire Iron, Inc. for an amount not to exceed \$40,000 from account #45408460-542800 (TID 8) and forward it to the Village Board with a positive recommendation.
Motion: Approve as presented
Motioned By: Robert Warren
Seconded By: Rick Miller
Yes: Terri Kaminski, Rick Miller, Robert Warren
No: None
Abstain: None
Motion Passed (Yes 3, No 0, Abstained 0)
 - B. Village Building Alarm Monitoring
The 2024 Buildings and Grounds non-borrowed capital budget includes \$25,000 to make improvements to alarm monitoring equipment in many buildings. Currently, the Germantown Police dispatch center monitors these building alarms via 2-way radio

signal. Because of the pending changes within our dispatch center, staff solicited prices for the necessary improvements and future building alarm monitoring. After the original proposals were received, the project was expanded to include monitoring of the fire alarm system at the Fire Station. The additional cost is reflected under the heading “expanded project”, which can be seen next to the recommended contractor. Discussion Followed. Staff is recommending O & W Communications even though they are not the lowest bidder. O & W Communication is the provider of equipment for the new DPW facility. In full transparency, there will be a reoccurring cost of \$4612 annually for the monitoring service after year 1. This will be reflected in future operating budgets moving forward. Three bids came in and staff recommends contracting with O & W Communications for an amount not to exceed \$19,000 and forwarding this request 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, Robert Warren

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

C. Authorization to Purchase Mainline Sewer Television Truck

The Village's CCTV truck was purchased in 2001 from Aries Industries. In 2013, it went through a midlife upgrade of the camera and software programs because the original equipment had reached the end of its service life. The upgrades from 2013 are now facing that same fate. Therefore, we are presenting the obtained prices to replace the truck in its entirety with the latest technology available. The truck will include a new IBAK pan, tilt, and zoom camera in 1080P, 1,640 ft of fiber optic cable, Transporter to 24" pipe with wheel sets to 60", IKAS Evolution software for data logging PACP certified, Mounted in an E450 Ford box van. Bids came in as listed:

Sourcewell National Bid – contract number 120721- RVL \$351,249.00

Envirotech Equipment, Lannon,

WI (New) \$339,425.00

Envirotech Equipment, Lannon, WI (Demo Truck >5000 miles) \$327,964.00

Discussion Followed. Staff recommends purchasing the demo unit above from Envirotech Equipment for an amount not to exceed \$327,964 and to forward it to the Village Board with a positive recommendation. Price includes a \$10,000.00 equipment trade-in credit. Vehicle to be delivered 8 weeks from time of Board approval, with full factory warranty for the chassis and mounted equipment. Monies were budgeted in the 2024 Wastewater Capital Budget – Transportation Equipment account 6000000-185000.

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)

D. ID of Village Residents at Yard Waste Facility & Move Date Discussion

As of 2024, no community that touches our corporate boundaries is operating a free drop-off center for yard waste and brush. Furthermore, none are operating without an easily identifiable sticker or mirror hanger for proof of residency. With an average daily traffic flow in excess of 350 cars, it has become impossible to check IDs for every vehicle. Staff wants to have a process in place prior to the January 2025, opening of the new facility at the Department of Public Works campus. It is staff's recommendation to create an I.D. System with a windshield cling, or a mirror hanger and implementation would coincide with the opening of the new facility. Residents would have to go to Village Hall to show proof of residency and pick up the numbered identifier which would correlate to their proof of residency. This would allow for a quick visual ID for the gate attendant and improve traffic flow through the site. Staff recommends no fee for the identifier and would want it to be valid for no longer than 2 years. Superintendent Zimmerman would get pricing and samples if the committee concurs and bring them to a future meeting for approval. We need the leaves this fall to get the right mix at our current site, so we want to wait to begin collecting at the new facility until 2025. With all neighboring communities charging fees and, since we are so close and free, residents from those communities will be using our sight. Trustee Warren wants to use an existing system which is a driver's license. The City of Franklin scans drivers' licenses, and it goes very smoothly. Chairperson Kaminski said that we would then need to purchase a scanning system. She thinks that the window cling is a good idea and possibly streamline the process by making it available at the Library as well as Village Hall. The goal tonight is to try to narrow down what we want to do and come next month with a process and costs. Superintendent Zimmerman will reach out to Franklin about their scanning system and make inquiries. Information only.

E. Discussion of Proposed Update to the Sanitary Sewer Service Area
SEWRPC is conducting an update to Germantown's Sanitary Sewer Service Area (SSSA). The DNR and SEWRPC are requesting an update because of the age of Germantown's plan. In addition, due to limited staff at SEWRPC, the process for smaller development-by-development amendments to the SSSA's is now very lengthy and can hinder progress. They are recommending that the Village adopt a more comprehensive approach and look at creating a SSSA that incorporates growth that is likely to happen in a 10-20 year window. Staff developed the exhibit with the following criteria: 1. Adherence to anticipated land use in the 2050 Comprehensive Plan, 2. Current ownership: 3. Feasibility of serving the area (or not) with sewer, 4. Existing non-public sanitary systems. Staff is asking for feedback on the proposed area and whether we should submit it to DNR for preliminary review. Discussion Followed. Staff is recommending proceeding with getting a preliminary review from the DNR. SEWRPC requires a Public Hearing to adopt the Sanitary Sewer Service area, so this goes to the municipality first, DNR next and then back to the municipality for public hearing and final approval.

Motion: Approve the Sanitary Sewer Area as presented and submit to the DNR, reviewing agency on our behalf as presented.

Motioned By: Robert Warren

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)

F. 2024 Labor and Equipment Rates

This is an annual update to Department of Public Works equipment and labor rates. Staff are recommending approval of the 2024 rates. Discussion Followed.

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. Report on WISDOT project at Maple and Lannon

The first agreement with WISDOT was dated 11/23/21 with a 90/10 split and the project estimate at that time was for \$808,980 with a Village share of \$81,798. That agreement was revised on 5/24/23 and under the new agreement, the project estimate was \$1,133,264 with a Village share of \$291,409. I don't have records, but it appears some scope was added that did not qualify for the 90/10 split, in addition to inflation adjustments. The federal participation was capped at \$744,032 in that agreement. That cap essentially puts us on the hook for everything over the estimate. The bid for the project this spring was \$1,313,605, which is a \$180,341 difference from the 5/24/23 estimate. The actual bid amount, without inspection, was near the construction estimate from the 5/24/23 agreement and did not trigger WISDOT's threshold for checking with the municipality. Most of the increase was due to increased WISDOT inspection fees. The amount budgeted out of ARPA dollars was \$80,000 - just short of the original Village share of \$81,798. The amount we now need to cover is the bid amount, \$1,313,605.75 minus the Federal share of \$744,032 and minus the \$80,000 budgeted, which equals \$489,573.75. That is how the \$500,000 number discussed in committee was determined. It has since been identified that the 5/4/23 agreement was approved by the Village Board in June 2023. At that meeting, the Public Works Director indicated that the difference in cost could be made up with ARPA dollars, but he retired, and that money has since been committed elsewhere. Director Mortwedt also had follow-up conversations with the DOT to answer some of the questions you identified: They do not offer payment plans, Lannon is a STH jurisdiction, so we cannot do the work ourselves. The Village is on the hook for costs incurred if we decide to back out. Since the contract is awarded there could be additional costs to cancel it. Discussion Followed. Trustee Miller stated that he investigated and that over \$200,000 was approved last year by the Village Board and that was supposed to be covered by ARPA dollars and that money has since been used and is no longer available. We are an additional \$200,000 over what was approved and there could be increases to the project costs as well. Trustee Warren stated that the DNR trivializes issues like these unfortunately. Director Mortwedt talked to the DNR's financial representative about the thresholds etc. and he passed along committee comments, while they seemed sympathetic they didn't volunteer more participation with costs either. When it was brought to the Village in May 2023 we knew those costs were going up substantially and we did not modify our budget at that point. This is a report item only.

VI. DIRECTOR'S REPORT:

A. May Director's Report

Public Works Director Matt Mortwedt reviewed his Director's Report for May.

VII. NEXT MEETING DATE: The next meeting date was set for Wednesday, June 5th, at 5:30pm.

VIII. ANNOUNCEMENTS: None.

IX. ADJOURNMENT: Chairperson Kaminski adjourned the meeting at 7pm.