

MEETING:	AMENDED REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Wednesday, July 2, 2025 5:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

I. CALL TO ORDER:

Trustee Robert Warren called the Public Works and Highways Committee meeting to order at 5:30PM.

II. ROLL CALL:

Present: Trustee Rick Miller, Trustee Robert Warren, Trustee Jan Miller

Absent: None

Excused: Trustee Terri Kaminski

Chairperson Kaminski excused and a motion was made to appoint Trustee Warren as Chairperson for the July 2nd Public Works and Highways Committee meeting.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Jan Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

III. APPROVAL OF MINUTES:

A. June 4, 2025 (ACTION)

Motion: Approve as presented

Motioned By: Jan Miller

Seconded By: Rick Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

IV. PUBLIC COMMENT:

None

V. UNFINISHED BUSINESS:

VI. NEW BUSINESS:

- A. Potential modifications to Germantown Municipal Code Sec. 8.02 pertaining to Sidewalk/Pathway Construction, Repair and Snow Removal. (ACTION)

Director of Public Works, Matt Mortwedt, discussed concerns about the cost and labor to clean snow from sidewalks and presented multiple options for possible changes to the Village's current procedure.

Motion: Postpone until August 6th meeting for additional details of options to be presented

Motioned By: Rick Miller

Seconded By: Jan Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

- B. Consideration of the Well 4 Upgrade Design professional services agreement to Baxter & Woodman for an amount not to exceed \$113,540. (ACTION)

Director of Public Works, Matt Mortwedt, explained the Water Utility's priority project of design services for upgrades at Well 4. This rehabilitation project will ensure that the pump, motor, valves and meters are adequately sized to continue efficient operation. The rehabilitation work includes well inspection, replacement of deteriorated equipment and disinfection.

Motion: Approve as presented

Motioned By: Jan Miller

Seconded By: Rick Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

- C. Consideration of NR854 Water Supply Service Area Plan development to Foth for an amount not to exceed \$29,500. (ACTION)

Director of Public Works, Matt Mortwedt, explained the Wisconsin Statutes Chapter NR 854 introduced a new mandate for water utilities. It requires that utilities have a water supply service area plan in place by December 31, 2025. Staff recommends award of NR854 Water Supply Service Area Plan development to Foth for an amount not to exceed \$29,500.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Jan Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

D. Village Properties and Right-of-Way Beautification Ideas (DISCUSSION) *and change order authorization to the seal coating contract (ACTION)*

Director of Public Works, Matt Mortwedt, asked the Board members for beautification ideas for 2026. Discussion included ideas for hanging flowers, flower pots, and LED lights to beautify Mequon Rd. Also presented was an action item for a change order to authorize seal coating on the parking lot at Village Hall and Library. The estimated cost for the seal coating is \$10,000 - \$15,000.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Jan Miller

Yes: Rick Miller, Jan Miller

No: Robert Warren

Abstain: None

Motion Passed (Yes 2, No 1, Abstained 0)

VII. DIRECTOR'S REPORT:

A. July Director's Report

Director of Public Works, Matt Mortwedt, gave his July Director's Report which included updates on the road work and sidewalk work in the Village, continuation of curbside locates and updates to GIS, emergency repair work to Tower 1, brush pickup wrapping up, award of a grant for signal and street light improvements at Appleton and County Line, ANR Pipeline project still going, and list of future construction projects in upcoming years by the State.

VIII. NEXT MEETING DATE:

The next Public Works and Highways Committee Meeting will be held on August 6, 2025 at 5:30PM.

IX. ANNOUNCEMENTS:

None

X. ADJOURNMENT:

Trustee Warren adjourned the meeting at 7:03PM.