

MEETING:	REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Wednesday, September 3, 2025 5:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

I. CALL TO ORDER:

Chairperson Kaminski called the Public Works and Highways Committee meeting to order at 5:30PM.

II. ROLL CALL:

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

Absent: None

Excused: None

III. MEETING MINUTES:

A. August 6, 2025 (ACTION)

Motion: Approve as presented

Motioned By: Robert Warren

Seconded By: Rick Miller

Yes: Terri Kaminski, Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

IV. PUBLIC COMMENT:

None

V. UNFINISHED BUSINESS:

VI. NEW BUSINESS:

A. Consideration of a budget amendment increasing the 2025 Well 7 Rehabilitation capital project by \$38,000. (ACTION)

Director of Public Works, Matt Mortwedt, explained the 2025 Adopted Budget for the Water Utility included an allocation of \$212,000 for the Well 7 Rehabilitation Project. The base bids received encompass the replacement of the existing motor and pump. In addition to the work identified in the base scope, it has been determined that the installation of a liner at Well 7 may be necessary. This additional work would increase the project cost by \$68,180. Accordingly, staff recommends approval of a budget amendment to increase the total project allocation to \$250,000. The additional cost will be funded through existing Water Utility revenues.

Motion: Approve as presented
Motioned By: Rick Miller
Seconded By: Robert Warren

Yes: Terri Kaminski, Rick Miller, Robert Warren, Jan Miller
No: None
Abstain: None

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

- B. Consideration of award of the Well #7 rehab project to CTW for \$114,060.00 and authorization to spend the full project budget. (ACTION)

Director of Public Works, Matt Mortwedt, explained Well #7 is due for its DNR 810.13(1)(a) 10 year recommended well pump inspection and cleaning. The project was budgeted in 2025 for \$212,000. Foth was hired as the design, bid, and construction management. CTW came in with the lowest bid at \$114,060.00, however it may be determined later that a liner will be needed at an additional cost.

Motion: Approve as presented
Motioned By: Rick Miller
Seconded By: Robert Warren

Yes: Terri Kaminski, Rick Miller, Robert Warren, Jan Miller
No: None
Abstain: None

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

- C. Report on Tower #1 emergency repair of the riser pipe. (DISCUSSION)

Director of Public Works, Matt Mortwedt, discussed the emergency repair plans for the leaking riser pipe for Tower #1.

An emergency quote for repairs took place over the summer of 2025, using supporting documentation and engineering from Foth. One option was to make repairs to the pipe and reuse as much of it as possible. The other option was to replace the pipe. Ultimately, the quotes proved that fully replacing the pipe and the support system were only slightly more expensive. The pipe replacement is also a long-term fix, so additional work will not be needed when the Tower is rehabbed in the next 5 years.

Staff has awarded the emergency repairs to Seven Brothers, for an amount of 100,800. In addition, engineering support from Foth amounts to approximately \$13,000. We will communicate further with the committee during the repair process and upon work being completed.

This was a discussion only item.

- D. Consideration of street and park tree pruning project to Crawford Tree & Landscape Services in an amount not to exceed \$39,707.45. (ACTION)

Director of Public Works, Matt Mortwedt, explained the tree pruning project developed by Wachtel Tree Science which offers necessary clearances along roadways and reduces potential liability by removing unhealthy limbs and deadwood. Should the project be approved, staff will communicate the necessary information to residents in the formats outlined within the comprehensive tree plan. Staff received pricing from two area tree contractors to perform the work and Crawford Tree & Landscape Services came in lowest at \$39,707.45.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Robert Warren

Yes: Terri Kaminski, Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

- E. Consideration of a service contract with Great Lakes for stormwater system cleaning and CCTV for \$29,975. (ACTION)

Director of Public Works, Matt Mortwedt, advised approximately \$41,000 was budgeted in 2025 for stormwater infrastructure cleaning and CCTV. The Village requested quotes from several vendors for this work to occur in Section 27, which is roughly bounded by Mequon Rd on the north, Division Rd on the west, Donges Bay Rd on the south, and Pilgrim Rd on the east. Great Lakes came in with the lowest quote at \$29,975.00.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Robert Warren

Yes: Terri Kaminski, Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

- F. Review of the recommended Department of Public Works Budget (draft). (ACTION)

Director of Public Works, Matt Mortwedt, explained the preliminary version of the recommended budget for the Department of Public Works. Should the Public Works and Highways Committee wish to make changes, they can pass a motion recommending a change or changes. Those motions will be considered by the Committee of the Whole later in the budget process. A more complete version of the recommended budget will also be presented at the October meeting of the Public

Works and Highways Committee.

The utility budgets will be considered at a future Utility Advisory Committee or Public Works and Highways Committee.

Motion: Add \$1500 back in the Highway Privatized Service Account and identify \$1500 in reductions from another account or accounts

Motioned By: Terri Kaminski

Seconded By: Jan Miller

Yes: Terri Kaminski, Rick Miller, Jan Miller

No: Robert Warren

Abstain: None

Motion Passed (Yes 3, No 1, Abstained 0)

Motion: Prioritize lines in budget and come back for a special meeting in September to discuss cuts

Motioned By: Rick Miller

Seconded By: Jan Miller

Yes: Terri Kaminski, Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

G. Consideration of the MMSD Workplan for a PPI&I and sanitary sewer relay project in Kuhn's Pleasant View subdivision. (ACTION)

Director of Public Works, Matt Mortwedt, discussed the consideration of a project, partially funded by MMSD, to relay the sanitary sewer, replace private laterals, and repave the road in approximately 2028 in the Kuhn's Pleasant View subdivision.

In order to proceed with the project and secure MMSD funding for private lateral replacement an approved work plan must be submitted to MMSD in October.

The Utility Advisory committee unanimously recommended the use of MMSD dollars, and a sanitary sewer relay. We are now requesting approval of the work plan to secure the MMSD dollars available. A future agenda item will address water service extension to this subdivision.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Robert Warren

Yes: Terri Kaminski, Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

- H. Consideration of the State/Municipal Financial Agreement for the Signals and ITS Standalone Program (SISP) for traffic signal and street light improvements to the Country Line Road and Appleton Ave intersection. (ACTION)

Director of Public Works, Matt Mortwedt, explained staff submitted an application to WisDOT's SISP program for the improvement of traffic control and streetlights at the County Line and Appleton intersection. The proposed project includes an estimated \$693,876.00 worth of work, of which the Village would be responsible for 10%. The application was successful and the attached SMFA needs Village approval for the project to proceed. The Village share of this project will be budgeted in 2026. We anticipate construction in 2026 or 2027.

Motion: Approve as presented

Motioned By: Jan Miller

Seconded By: Rick Miller

Yes: Terri Kaminski, Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

- I. Presentation on the DPW 10-year equipment plan. (PRESENTATION and DISCUSSION)

Director of Public Works, Matt Mortwedt, gave a presentation of a comprehensive list of Village vehicles/equipment with plans to maintain and replace. The discussion also highlighted auctioning equipment that is no longer necessary to put money back into the budget. This was a presentation/discussion item only.

VII. DIRECTOR'S REPORT:

None

VIII. NEXT MEETING DATE:

The next Public Works and Highways Committee Meeting will be held on September 23, 2025 at 5:30PM.

IX. ANNOUNCEMENTS:

X. ADJOURNMENT:

Chairperson Kaminski adjourned the meeting at 7:42PM.