

MEETING: **AMENDED REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE**

DATE & TIME: **Wednesday, November 5, 2025 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:**
- III. **MEETING MINUTES:**
 - A. October 1, 2025
- 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 four-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. Comments that may be injurious to village personnel or other individuals will not be allowed.*
- V. **UNFINISHED BUSINESS:**
- VI. **NEW BUSINESS:**
 - A. Update from Waste Management on garbage and recycling services in Germantown. (DISCUSSION)
 - B. Request to exceed the established budget limit by \$23,300.00 for the purchase of approximately 60 residential water meters. (ACTION)
 - C. Report on the Water Utility emergency water main repair along CTH Q and the standpipe repair to Tower 1.(DISCUSSION)
 - D. Consideration of submitting a joint application to the WisDOT ARIP program with the Town of Jackson for Pioneer Rd. reconstruction. (ACTION)
 - E. A Resolution to adopt an Official Snow and Ice Removal Map as required by the update to Municipal Code 8.02. (ACTION)
 - F. Report on changes to the Division Road reconstruction plans, next steps, and schedule. (DISCUSSION)

- G. Consideration of an update to the DPW-Engineering Division's Driveway Permit. (ACTION)
- H. Consideration of a modification to the MMSD PPI&I or withdrawal of our work plan in light of recent programmatic changes. (ACTION)
- I. *Consideration of a change order to Wolf Paving Co in the amount of \$139,752.68, exceeding the approved contingency by \$120,517.59. (ACTION)*

VII. DIRECTOR'S REPORT:

- A. November Director's Report

VIII. NEXT MEETING DATE:

IX. ANNOUNCEMENTS:

X. 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.

Notice is hereby given that a possible quorum of other boards, committees, and/or commissions may attend this meeting to gather information about an item over which they have decision-making responsibility. This may constitute a meeting of these bodies per State ex rel. Badke v Greendale Village Board, even though these bodies will not take formal action at this meeting.

MEETING:	REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Wednesday, October 1, 2025 5:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

I. CALL TO ORDER:

Administrative Assistant, Heidi Van Beek, called the Public Works and Highways Committee meeting to order at 5:30PM. A motion was made to appoint Trustee Warren as the Chair Pro Tem.

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)

II. ROLL CALL:

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

Absent: None

Excused: Trustee Kaminski

III. MEETING MINUTES:

A. September 23, 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:

Two citizens spoke:

Melanie Smythe (N140W17938 Cedar Lane) spoke about asset inventory.

Scott Hefle (W159N10514 Old Farm Rd) spoke about the budget.

V. UNFINISHED BUSINESS:

None

VI. NEW BUSINESS:

- A. An Ordinance to Amend Section 8.02 of the Germantown Municipal Code related to Sidewalk Winter Maintenance. (ACTION)

Director of Public Works, Matt Mortwedt, continued the discussion from previous meetings about amending the Municipal Code pertaining to sidewalk maintenance.

Motion 1: Approve as presented

Motioned By: Rick Miller

Seconded By: Robert Warren

Motion 2: Amend Motion 1 to clarify the maintenance pertains to snow and ice removal

Motioned By: Robert Warren

Seconded By: Rick Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

- B. A Resolution adopting the Sidewalk Winter Maintenance Map. (ACTION)

Director of Public Works, Matt Mortwedt, presented the map that has been created based on the feedback from the July and August PWHC meetings.

Motion: Amend alternative map on County Line with revisions

Motioned By: Rick Miller

Seconded By: Robert Warren

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

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

- C. An Ordinance to Amend Section 9.19 of the Germantown Municipal Code related to election campaign sign placement in the right-of-way. (ACTION)

Director of Public Works, Matt Mortwedt, explained the proposed amendment to

Municipal Code Section 9.19 related to regulations of election campaign signs disallows the placing of election campaign signs in the right-of way.

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. A Resolution joining Washington County to support the reversal of the EPA non-attainment designation for portions of Washington County. (ACTION)

Washington County Board Chair, Jeffrey Schleif, outlined the issue and asked for the Village's support for the reversal of the EPA non-attainment designation for portions of Washington County.

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)

- E. Division Road Update - Additional Survey for Easement and Plat Work (DISCUSSION)

Director of Public Works, Matt Mortwedt, gave the Division Road update and explained the additional survey for easement and plat work. This was a discussion only item.

- F. 2025 Construction Debrief and Discussion (DISCUSSION)

Director of Public Works, Matt Mortwedt, gave a debriefing on the 2025 construction projects within the Village. This was a discussion only item.

VII. DIRECTOR'S REPORT:

- A. October Director's Report

Director of Public Works, Matt Mortwedt, gave his October Director's Report to the Committee. The report included updates on the 2025 Road Program, the emergency repair on Tower #1, adjustments to the grading at the new Yard Waste Facility, storm repairs, equipment auctions, and retirement of one of our Highway Operators.

VIII. NEXT MEETING DATE:

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

IX. ANNOUNCEMENTS:

None

X. ADJOURNMENT:

Chairperson Warren adjourned the meeting at 7:35PM.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: November 5, 2025

PLACEMENT: Presentation

ITEM TITLE: Update from Waste Management on garbage and recycling services in Germantown. (DISCUSSION)

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

A Waste Management representative will provide an update on their services in Germantown and address any questions from the Committee.

ATTACHMENT:

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: November 5, 2025

PLACEMENT: Action Item

ITEM TITLE: Request to exceed the established budget limit by \$23,300.00 for the purchase of approximately 60 residential water meters.
(ACTION)

SUBMITTED BY: Paul Haugen, Water Superintendent

SUMMARY EXPLANATION:

The Water Utility is requesting authorization to exceed our 2025 budget limit of \$100,000 for meter replacements for the purchase of approximately 60 additional 3/4" residential meters. The new order of 3/4" residential meters will not exceed \$23,100.00.

The additional meters are intended to serve as inventory for needs throughout the remainder of the year. Additional inventory is needed to supply new construction.

ATTACHMENT:

STAFF RECOMMENDATION:

Staff recommends authorization to purchase 3/4" meters. Not to exceed \$23,300.00 (includes S&H)

Funds to be taken from Capital budget Acct #50000000-182310

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.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: November 5, 2025

PLACEMENT: Presentation

ITEM TITLE: Report on the Water Utility emergency water main repair along CTH Q and the standpipe repair to Tower 1.(DISCUSSION)

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

County Line Road (CTH Q) Water Main Break

The 16-inch ductile iron water main broke for a second time in July of this year. The first break occurred in August 2023. Due to the significant water loss and considering this was the second occurrence, we believed the best approach was to replace the entire main as an emergency from the leak location on the east side of Menomonee River into a connection point in the right-of-way in Hwy Q. A new 16" valve was strategically located on the east side of the river in the right-of-way along with a new fire hydrant that could be accessible to fire control on Hwy Q were also installed. The work was performed by DF Tomasini for the amount of \$153,668.61.

Tower 1 Standpipe Repair

A water leak occurred on the main fill pipe for Tower #1 and due to winter approaching, the potential for the leak to grow, and the potential loss of tower functionality, the repair needed to be completed this year. This leak was identified in March of this year.

With the assistance of Foth for some preliminary design, three quotes were solicited

- Lane Tank Co. \$143,000.00
- Central Tank coatings, Inc. 101,000.00
- Seven Brothers \$100,800.00

Seven Brothers conducted the work. An additional cost of \$4,950.00 was incurred to replace an old valve with a new style less susceptible to freezing. Jim Orr, a long-time Water Utility consultant, was used for inspection services at a cost of \$11,500.

Repair Status

Both repairs are complete at this time. This is the final report on the repairs.

ATTACHMENT:

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: November 5, 2025

PLACEMENT: Action Item

ITEM TITLE: Consideration of submitting a joint application to the WisDOT ARIP program with the Town of Jackson for Pioneer Rd. reconstruction.
(ACTION)

SUBMITTED BY: Kevin Driscoll, Village Engineer

SUMMARY EXPLANATION:

Pioneer Road is in poor condition and in a heavy agricultural area. Staff has reached out with the Town of Jackson to partner on a WisDOT ARIP grant application, and they identified an interest in reconstruction of Pioneer Road from Division Road (CTH G) to Country Aire Drive (CTH M).

This segment of Pioneer Road is two miles long, approximately 10,500 feet. At approximately \$100/ft, the estimate for road reconstruction is \$1,050,000 for this segment. If selected for the WisDOT ARIP grant, the state-municipal cost share is estimated at 90/10. Where WisDOT reimburses 90% and the municipal obligation is 10%. For WisDOT, 90% equates to \$945,000. The 10% municipal obligation equates to \$105,000, where the respective municipal jurisdictions are approximately 50/50 which equates to an estimate of \$52,500 each.

This information was presented to the Town of Jackson Clerk and Town President, and they concur with moving forward with the application and outreach for letters of support to reconstruct Pioneer Road. The Town of Jackson's next Board meeting is scheduled for November 11th. So, with the Town of Jackson concurrence, Village staff transmit an application to WisDOT prior to the 12/15/2025 deadline.

ATTACHMENT:

1. ARIP Grant Application with Exhibits

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

**BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI**

MEETING DATE: October 27, 2025

AGENDA ITEM: New Business

ITEM TITLE: Pioneer Road - Grant Application for Agricultural Road Improvement Program

SUBMITTED BY: Kevin Driscoll – Village Engineer

SUMMARY EXPLANATION:

Pioneer Road is in poor condition and in a heavy agricultural area. Staff has reached out with the Town of Jackson to partner on a WisDOT ARIP grant application, and they identified an interest in reconstruction of Pioneer Road from Division Road (CTH G) to Country Aire Drive (CTH M).

This segment of Pioneer Road is two miles long, approximately 10,500 feet. At approximately \$100/ft, the estimate for road reconstruction is \$1,050,000 for this segment. If selected for the WisDOT ARIP grant, the state-municipal cost share is estimated at 90/10. Where WisDOT reimburses 90% and the municipal obligation is 10%. For WisDOT, 90% equates to \$945,000. The 10% municipal obligation equates to \$105,000, where the respective municipal jurisdictions are approximately 50/50 for Jackson and Germantown along Pioneer Road between Division Road (CTH G) to Country Aire Drive (CTH M), or approximately 5,250-ft each. That 50/50 split of \$105,000 equates to an estimate of approximately \$52,500 each and would be contingent upon the bid item amounts and the actual work completed.

This information was presented to the Town of Jackson Clerk and Town President, and they concur with moving forward with the application and outreach for letters of support to reconstruct Pilgrim Road. The Town of Jackson next Board meeting is scheduled for November 11th. So, with the Town of Jackson concurrence, Village staff can prepare the application and provide a copy to the Town Clerk for review and to transmittal to WisDOT prior to the 12/15/2025 application deadline. More information on the WisDOT ARIP can be found at the following website: <https://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/arip.aspx>.

ATTACHMENT: ORDINANCE____ RESOLUTION____ OTHER X
Overview Map, Outreach for Letters of Support

RECOMMENDATION:

Staff requests the Public Works and Highways Committee to recommend submitting a grant application to reconstruct of Pioneer Road from Division Road (CTH G) to Country Aire Drive (CTH M) the WisDOT Agricultural Road Improvement Program (ARIP) grant funding

COMMITTEE ACTION:

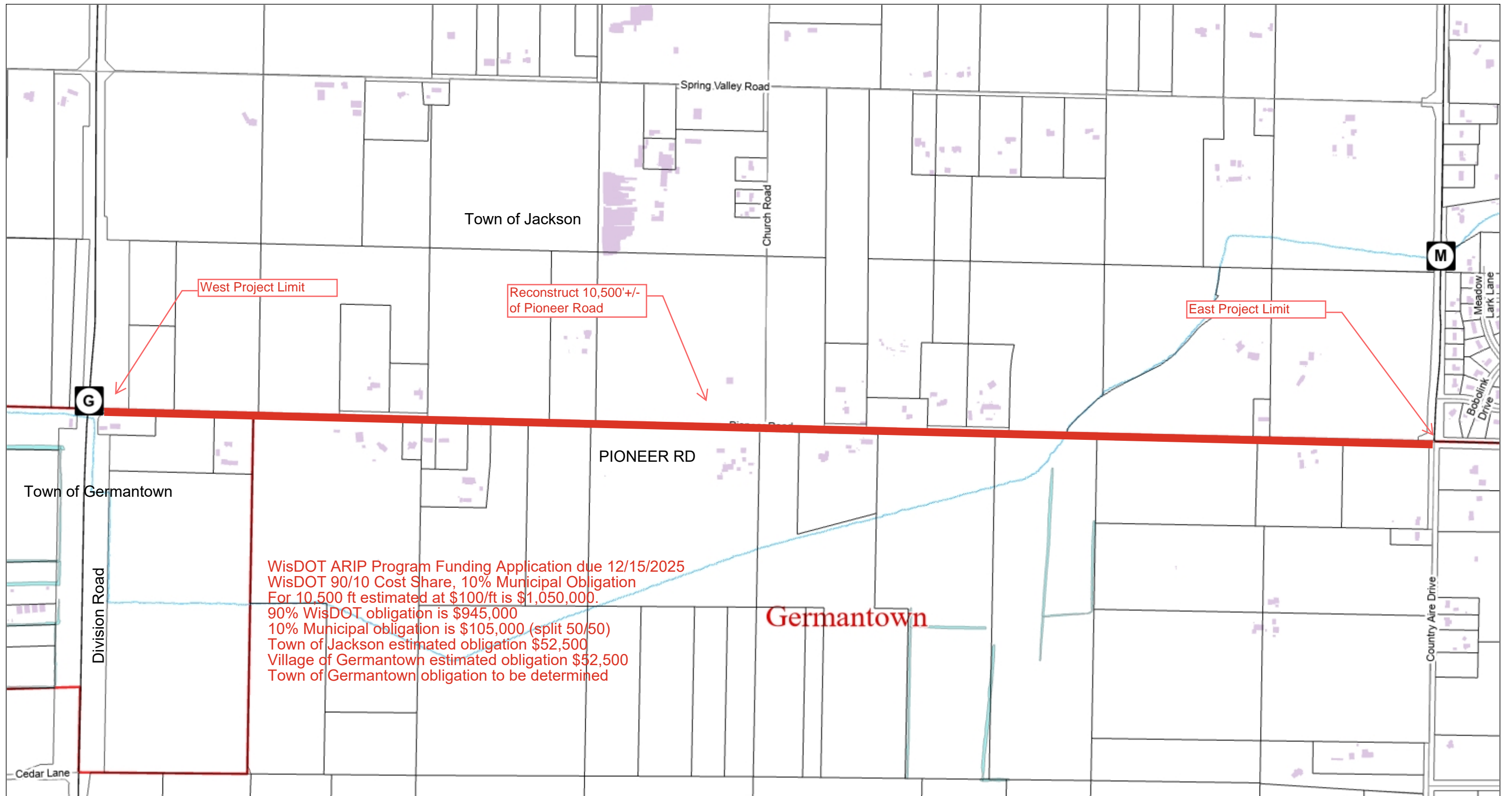
A motion to support authorize staff and a vote “Aye” is in the affirmative to support the grant.

1. Map of Proposed Project Limits

2. Outreach Letter to Agricultural Producers

3. Letter of Support

(blank, to be filled in by Agricultural Producers)



WisDOT ARIP Program Funding Application due 12/15/2025
 WisDOT 90/10 Cost Share, 10% Municipal Obligation
 For 10,500 ft estimated at \$100/ft is \$1,050,000.
 90% WisDOT obligation is \$945,000
 10% Municipal obligation is \$105,000 (split 50/50)
 Town of Jackson estimated obligation \$52,500
 Village of Germantown estimated obligation \$52,500
 Town of Germantown obligation to be determined

Village of Germantown GIS

Pioneer Road from Division Road (CTH G) to Country Aire Drive (CTH M)

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.



SCALE: 1 = 1000'



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

Print Date: 10/14/2025

1. Map of Proposed Project Limits

2. Outreach Letter to Agricultural Producers

3. Letter of Support

(blank, to be filled in by Agricultural Producers)



Department of Public Works

Matt Mortwedt, Director
Kevin Driscoll, Village Engineer
N112W17001 Mequon Rd, PO Box 337
engineering@germantownwi.gov
262-250-4721

October 14, 2025

<Name>

Address

City, WI <zip>

Subject: 2026 WisDOT – Notice of Agricultural Road Improvement Program
Parcel: <GTNV_XXX-XXX; Address >

Dear <Mr/Mrs. xxxxx>,

This letter is being sent to you requesting your support with the Pioneer Road reconstruction efforts in the Town of Jackson and the Village of Germantown from Division Road (CTH G) to Country Aire Drive (CTH M). The Town of Jackson, Town of Germantown and the Village of Germantown are cooperatively planning to apply for grant funding from the Wisconsin Department of Transportation through the Agricultural Road Improvement Program (ARIP).

However, for the Town of Jackson and the Village of Germantown to be eligible for this grant funding from WisDOT to reconstruct Pioneer Road, Agricultural Producers are required to complete the enclosed application in support of the ARIP. By completing this application and returning a completed copy to the Village at engineering@germantownwi.gov, then the reconstruction of Pioneer Road will be completed much sooner than only with municipal funding.

The deadline for this application to be completed and returned to Village Hall is Friday, November 21, 2025. If you have any questions, please contact me at the Engineering Department at (262) 250-4724 or send an email to kdriscoll@germantownwi.gov.

Sincerely,

Kevin R. Driscoll, P.E.
Village Engineer

1. Map of Proposed Project Limits

2. Outreach Letter to Agricultural Producers

3. Letter of Support

(blank, to be filled in by Agricultural Producers)

Agricultural Road Improvement Program Agricultural Producer Application Support Form

Name of Agricultural Producer: _____

Phone: _____ Email: _____

Address: _____

Primary Government Sponsor: _____

Name of Project Application Road, Street, or Highway: _____

1. How many full-time onsite employees do you have?

- 1-10
- 10-20
- 20-50
- 50-100
- 100 or more

2. Please provide your approximate annual gross sales (5-year average is preferred).

\$ _____

3. What types of products are produced at your facility?

- Animal Products
- Dairy (Milk)
- Dairy (Cheese)
- Forestry Products
- Fruits and Vegetables
- Grains

4. Estimate the volume of product you transport over this route each year. Estimate should be in pounds and should include inputs and outputs (agricultural products for market, feed, fuel, fertilizer, manure, etc.)

5. Will eliminating the posting of the proposed route reduce your costs for (check all that apply):

- Labor
- Fuel
- Mileage upon and damage to equipment
- Other costs*

*Describe the other cost reductions for your operations that would result from the project.

6. If the road posting is resulting in you having to haul partial loads due to the weight limit, how many extra trips would be eliminated per year if the road was no longer posted?

7. Are you required to drive a longer route to go around the posted section of road with equipment or fully loaded trucks?

- Yes
- No

8. Is the posted route the only feasible way for you to access your land or facilities?

- Yes
- No

9. Based on the questions above, please provide a short description of how this project would impact your business in the box below or on a separate page.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: November 5, 2025

PLACEMENT: Action Item

ITEM TITLE: A Resolution to adopt an Official Snow and Ice Removal Map as required by the update to Municipal Code 8.02. (ACTION)

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

With the modifications to section 8.02 of the Municipal Code regarding the removal of snow and ice from sidewalks at the 10/27/2025 Village Board Meeting, it is now necessary to adopt an official snow and ice removal map. The map presented for consideration is a result of previous meetings with the Public Works and Highway Committee and revisions by staff. The biggest changes are along County Line Road, and allocating previously unmaintained sections of sidewalk to adjacent properties.

ATTACHMENT:

1. Snow and Ice Map Resolution - 103025
2. Village of Germantown Snow Removal Map

STAFF RECOMMENDATION:

Staff is seeking a positive recommendation on this resolution to the Village Board.

ACTION BY COMMITTEE:

RESOLUTION NO. ____-2025

A RESOLUTION ADOPTING THE OFFICIAL SNOW AND ICE REMOVAL MAP

WHEREAS, the previous version of the code assigned the responsibility for snow and ice removal on sidewalks solely to the Department of Public Works; and

WHEREAS, that approach worked historically, but it had grown into a significant responsibility out of sync with most area municipalities; and

WHEREAS, the Village Board desired to save costs on equipment and labor and align more closely with neighboring communities; and

WHEREAS, the Village Board modified the code to assign responsibility for sidewalk snow and ice removal by adoption of a map;

NOW, THEREFORE, BE IT RESOLVED by the Germantown Village Board that the Official Snow and Ice Removal map be adopted.

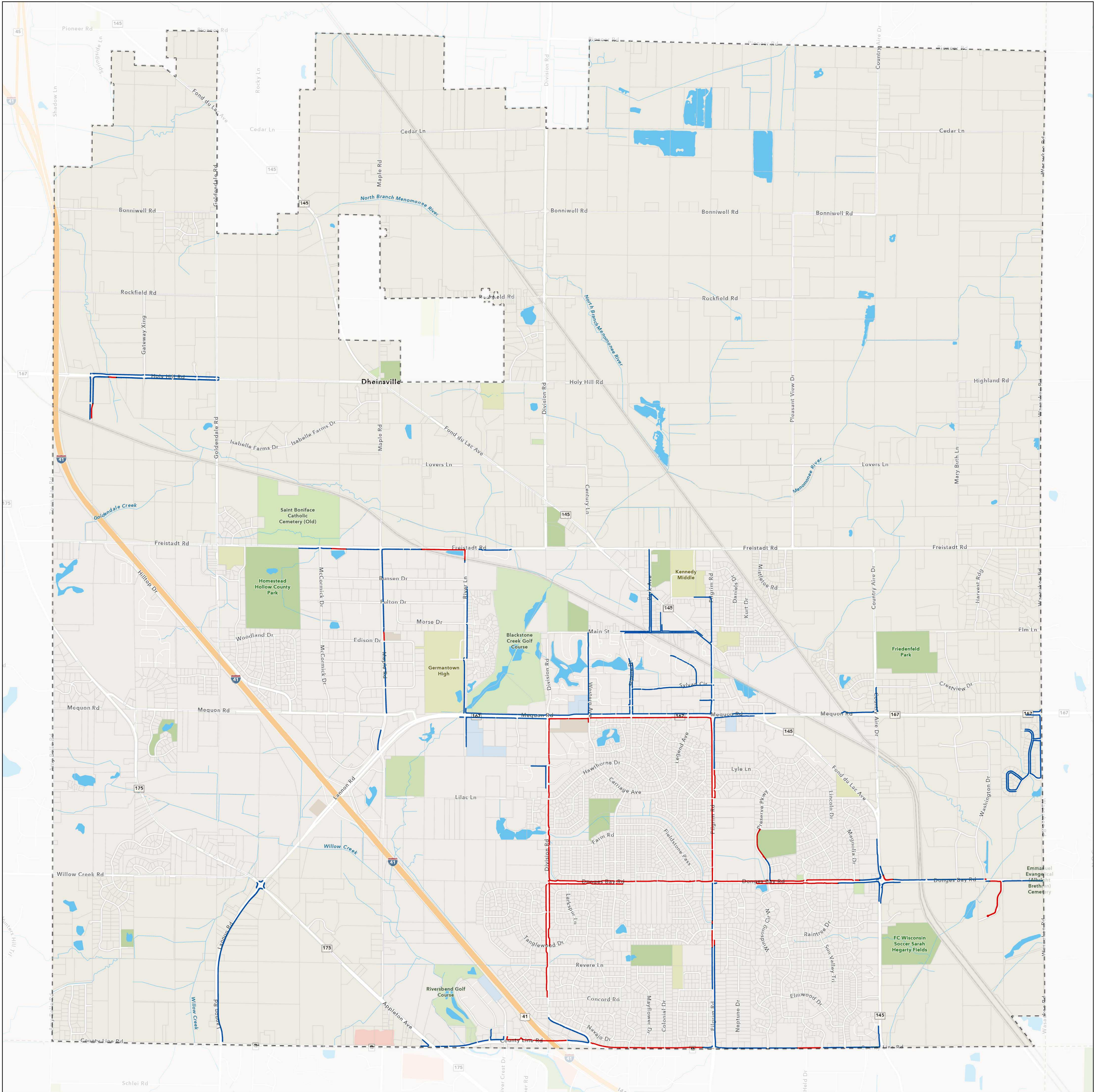
Adopted: Village Board, November 17, 2025

Robert A Soderberg, Village President

ATTEST:

Donna Ott, Village Clerk

Village of Germantown Sidewalk Snow Removal Map



Legend

 Village of Germantown Boundary

Snow Removal Responsibility

 Village Responsibility

 Adjacent Property Owner Responsibility



0 0.5 1 2 Miles



BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: November 5, 2025

PLACEMENT: Presentation

ITEM TITLE: Report on changes to the Division Road reconstruction plans, next steps, and schedule. (DISCUSSION)

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

This Division Road update includes five items: Alternative Analysis, Plat/ Appraisals, Trail Plan, Schedule, and Grant.

1. Alternative Analysis, per WDNR Guidance

The Phase I project design can be finalized now that the WDNR has concurred on a general permit. Following the 10/1 PWHC meeting, Village staff sent outreach letters to property owners for additional survey to design field inlets for a proposed storm sewer, as identified in the October PWHC meeting. However, WDNR subsequently provided guidance to Village staff to complete an alternative analysis, including a wetland delineation. Both the alternative analysis and wetland delineation were completed, and staff is proceeding with an open channel design, in lieu of an enclosed storm sewer along the west side of Division Road, south of Lilac Lane. This design will provide slopes along the west shoulder embankment that meet the Village of Germantown Development Handbook. In addition, the storm sewer extension along the east side of Division Road, south of Hawthorne Drive, remains in the design for a safety improvement to create space between the turn lane and pedestrian path near Hawthorne Drive.

2. Plat and Scheduling Appraisals

With the WDNR approval for Phase I, staff can now finalize the plat and the design plans. The preliminary draft plat maps were distributed to residents, and staff also met with owners to review the proposed plat and discuss the design impact. The next step will be the Appraiser reaching out to complete their appraisal work. The final plat is anticipated to be concurrent with the contract award.

3. Trail Plan

As part of Village Staff's design process, a review of the 2024 Trail Plan found that a section of path was omitted on the west side of Division Road between Virginia Avenue and Lilac Lane. Staff previously presented proposed work to replace the path and improve connectivity. This extension of a dead end creates trail connectivity with sidewalk ramps and crosswalks. Exhibits are attached showing the proposed update / amendment to the Trail Plan, intended to be scheduled for Parks and Recreation Commission review November 12.

4. Schedule

The anticipated construction start for Division Road Reconstruction is Spring 2026. The anticipated contract advertisement and award is Winter 2025-2026.

5. Grant Application

Staff drafted an application requesting grant funding for the Division Road project. The application is due on 10/31 and staff plans to submit that grant funding application for the full project amount, and qualify that a percentage, such as 90%, 80% or 50% would help support the Village’s road program.

ATTACHMENT:

- 1. 2 - Division Road Update (With Exhibits)

STAFF RECOMMENDATION:

No action necessary.

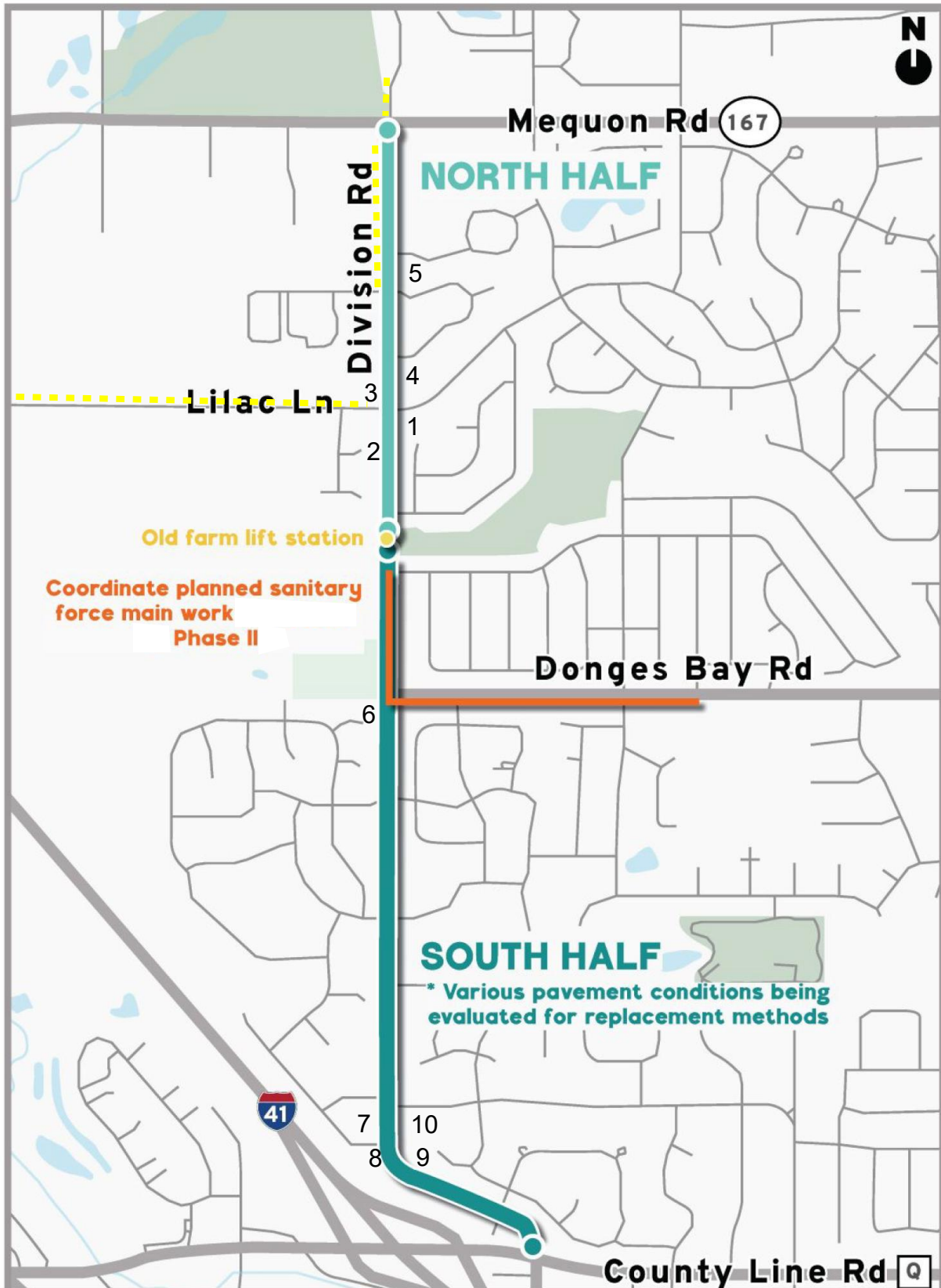
ACTION BY COMMITTEE:

List of Exhibits

Exhibit A - Overview Map

Exhibit B - Draft Plat

Exhibit C - Trail Plan Update



- 1-South of Hawthorne, Path Realignment as a safety improvement to create space between turn lane and pedestrian path
- 2-South of Lilac Lane, Shoulder Work for safety and drainage improvement south of Lilac
- 3- Between Virginia and Lilac, pedestrian path connectivity improvement, path realignment and widening
- 4-South of Ava Ct, pedestrian path improvements include path realignment to straighten and widen
- 5- At Virginia, pedestrian path connectivity improvement
- 6- Donges Bay Rd cross walk, install rapid flashing beacon
- 7- Between Wendy and Doty, pedestrian path connectivity improvement
- 8&9- near Wendy Ln, install speed notification signs at curve and improve geometry of curve
- 10 – Revere Ln to County Line, Evaluating pedestrian path on east side of Division Road

List of Exhibits

Exhibit A - Overview Map

Exhibit B - Draft Plat

Exhibit C - Trail Plan Update

TRANSPORTATION PROJECT PLAT NO: PROJECT 2501

THAT PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF SECTION 28, TOWNSHIP 9 NORTH, RANGE 20 EAST OF THE FOURTH PRINCIPLE MERIDIAN, LOCATED IN THE VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, STATE OF WISCONSIN.

RELOCATION ORDER DIVISION ROAD—LILAC LANE TO MEQUON ROAD WASHINGTON COUNTY

TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE VILLAGE OF GERMANTOWN DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 84.02 (3), 84.09, AND 84.30, WISCONSIN STATUTES, THE VILLAGE OF GERMANTOWN HEREBY ORDERS THAT:

1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE VILLAGE FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED.

IN THE NAME OF THE VILLAGE OF GERMANTOWN, PURSUANT TO THE PROVISIONS OF SECTION 84.09 (1) OR (2), WISCONSIN STATUTES.

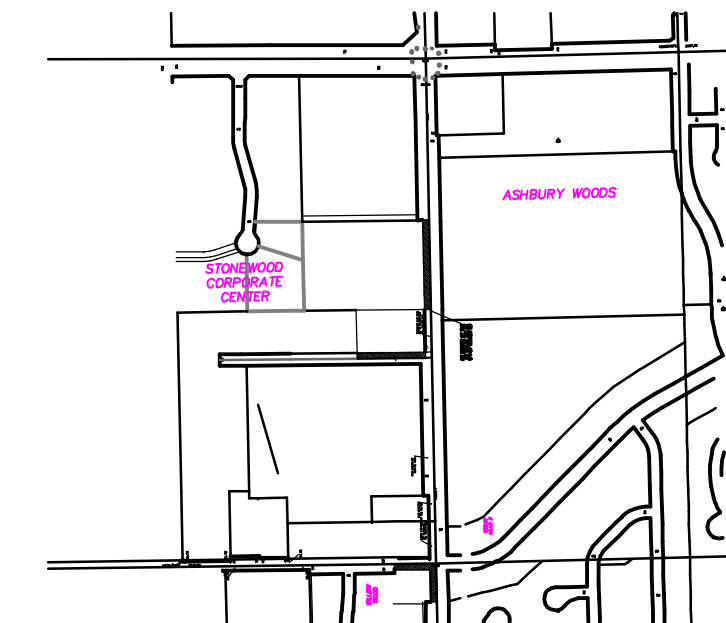
SCHEDULE OF LANDS & INTERESTS REQUIRED OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY, AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTEREST TO THE VILLAGE.

PARCEL NO.	OWNER(S)	INTEREST REQUIRED	R/W REQUIRED ACRES			TLE TEMP ACRES	PLE TEMP ACRES
			NEW	EXISTING	TOTAL		
1	NATHAN REIGLE	FEE	0.2915	0.00	0.2915	X	X
2	THOMAS AND PAMELA TRUSE	FEE	0.1250	0.00	0.1250	X	X
3	JOHN AND AMANDA THOMPSON	FEE	0.2447	0.00	0.2447	X	X
4	PAUL MARTIN	FEE	0.3526	0.00	0.3526	X	X

THIS TRANSPORTATION PROJECT PLAT WAS PREPARED BY:

POINT LAND SURVEYING & MAPPING
1174 N9467 JOPEL ROAD
MEMONONEE FALLS, WISCONSIN

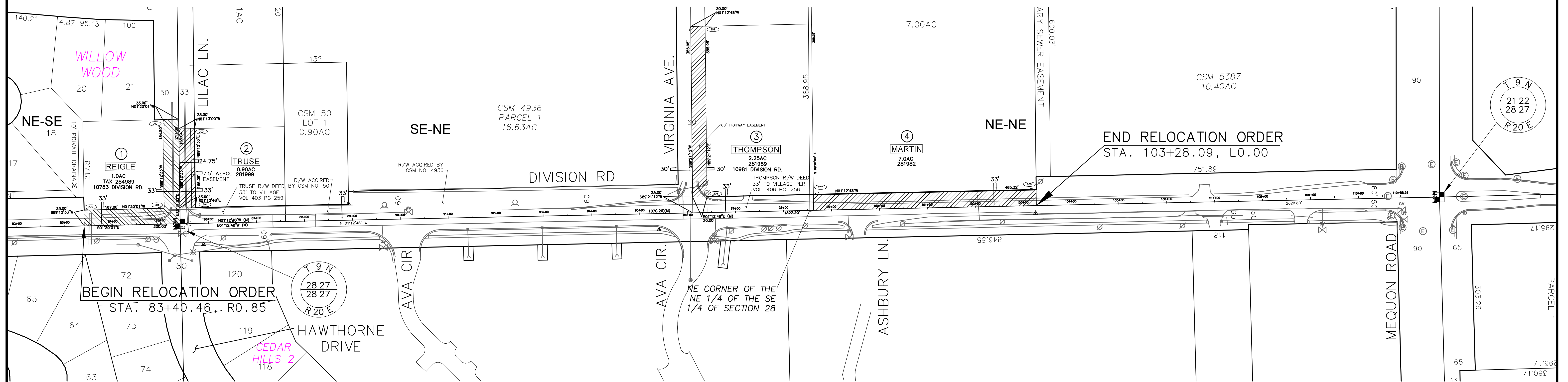
DRAFT-80%



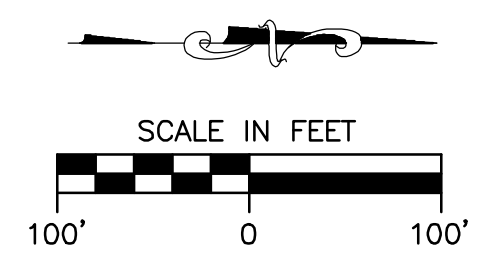
LOCATION MAP

NORTHEAST AND SOUTHEAST 1/4 OF SECTION 28 T9N, R20E VILLAGE OF GERMANTOWN WASHINGTON COUNTY STATE OF WISCONSIN SCALE 1=1000'

RESERVED FOR REGISTER OF DEEDS PROJECT NO. 2501 AMENDMENT NO.



ROADWAY	BASIS OF EXISTING R/W	WIDTH	YEAR
DIVISION ROAD	DEDICATION BY CSM	40-60'	VARIES
LILAC LANE	ROAD REGISTRY	24.75'	1884
VIRGINIA AVENUE	ROAD REGISTRY	60.00'	1884



LEGEND

- BOUNDARY LINE
- SECTION LINE
- EASEMENT LINE
- FORCE MAIN
- STORM SEWER
- ELECTRIC
- TELEPHONE
- GAS
- OVERHEAD LINES
- PROPOSED R/W
- PROPOSED TLE
- PROPOSED PLE
- 1" IRON PIPE(FND)
- R/W MARKER (SET)
- USPLSS MONUMENT
- LIGHT
- SIGN
- TRAFFIC LIGHT
- NON COMPENSABLE
 - TELEPHONE PEDESTAL
 - ELECTRIC PEDESTAL
 - TRANSFORMER (ELECTRIC)
 - POWER POLE
 - TELEPHONE POLE
- COMPENSABLE
 - TELEPHONE PEDESTAL
 - ELECTRIC PEDESTAL
 - TRANSFORMER (ELECTRIC)
 - POWER POLE
 - TELEPHONE POLE
- PULL BOX(SIGNALS)
- SHRUB
- CONCRETE POST
- GAS VALVE
- GUY WIRE
- DECIDUOUS TREE
- CONIFEROUS TREE
- USPLSS MONUMENT
- PARCEL NUMBER
- TEMPORARY LIMITED EASEMENT AREA (TLE)
- NEW R/W - FEE HATCHING VARIES BY OWNER

NOTES

- COORDINATES AND BEARINGS ON THIS PLAT ARE ORIENTED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM SOUTH ZONE GRID, NAD 27. ALL PLAT DISTANCES ARE GROUND LENGTH.
- RIGHT OF WAY MONUMENTS ARE TYPE 2 AND ARE PLACED PRIOR TO OR AT THE TIME OF LAND TITLE TRANSFER, BY POINT LAND SURVEYING & MAPPING.
- RIGHT OF WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY OR OTHER SURVEYS OF PUBLIC RECORD.

VILLAGE OF GERMANTOWN

I, ROBERT C. BEILFUSS, P.L.S., PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE VILLAGE BOARD OF THE VILLAGE OF GERMANTOWN, I HAVE MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED.

SIGNATURE: _____ DATE: X/XX/2020
PRINT NAME: ROBERT C. BEILFUSS, P.L.S.
REGISTRATION NUMBER: S-2072

THIS PLAT AND RELOCATION ORDER ARE APPROVED BY THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF GERMANTOWN.

SIGNATURE: _____ DATE: X/XX/2020
PRINT NAME: _____

REVISION DATE:	DATE:	1"=100' US SURVEY FEET	STREET: DIVISION ROAD	FROM: LILAC LANE TO MEQUON ROAD	PRELIMINARY—REVIEW ONLY
			COUNTY: WASHINGTON	PROJECT No. 2501	SHEET NO: 4.1

List of Exhibits

Exhibit A - Overview Map

Exhibit B - Draft Plat

Exhibit C - Trail Plan Update



Path Dead Ends

Village of Germantown GIS
Division at Ava (south)

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.



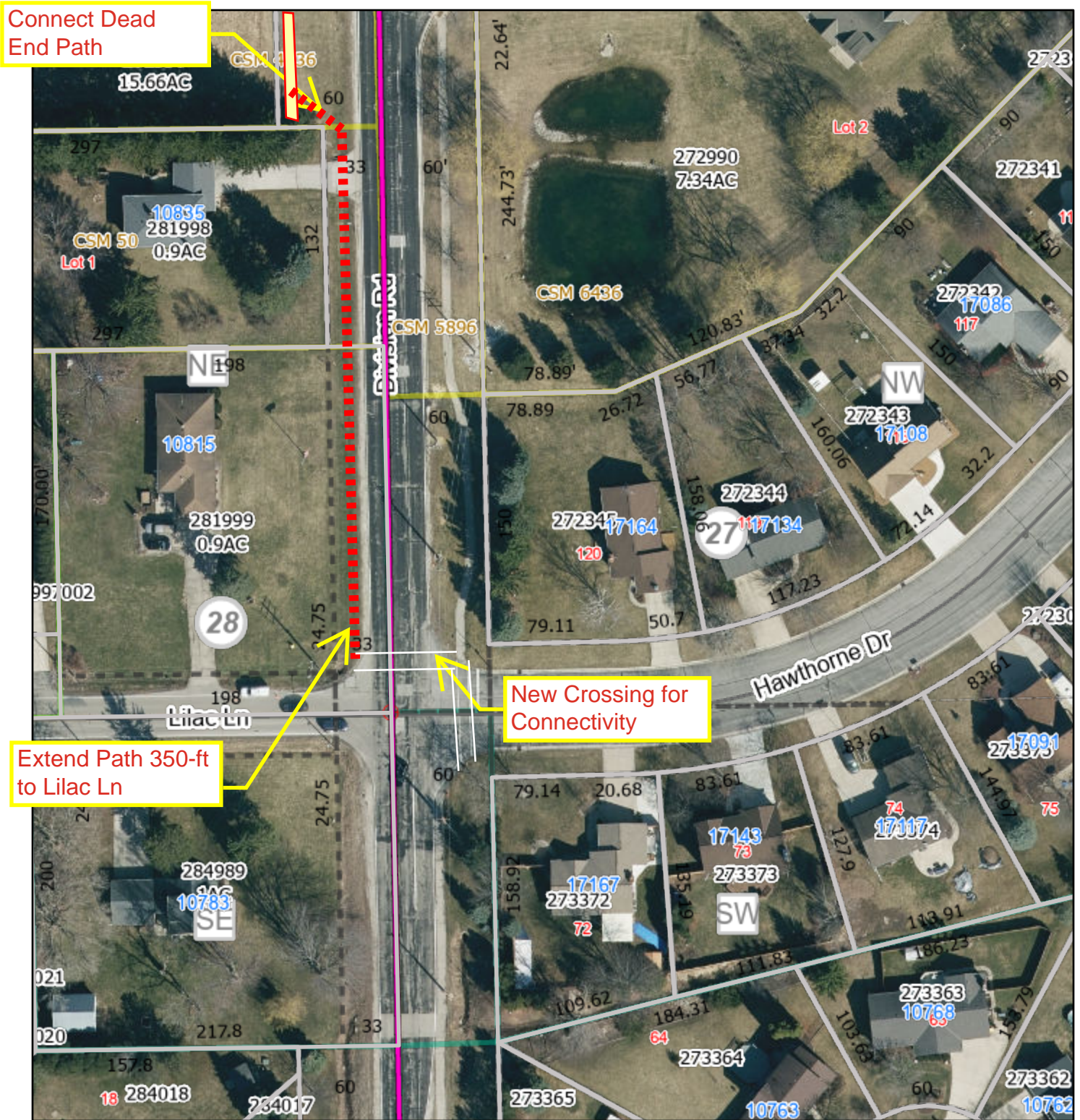
Village Of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022
262-250-4700



SCALE: 1 = 50'

Print Date: 12/3/2024

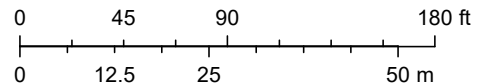
Washington County, Wisconsin



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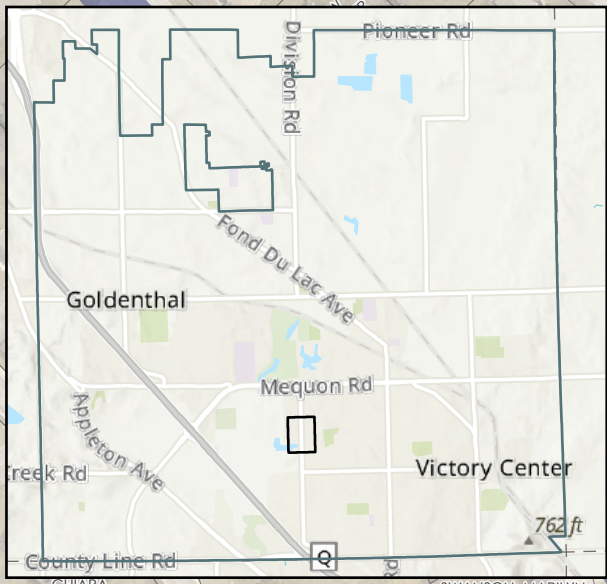
1:1,000

- Current Parcel
- Leader Lines
- Condominium
- Parcel Taxkey & Acreage
- Assessor Plat; Cemetery Plat; Subdivision
- Address Point
- PLSS Boundary
- Right-of-Way
- Existing on Street Path
- Sidepath
- PLSS Section
- Municipality
- Lot Number
- Lot
- Certified Survey Number
- Plat
- Condominium Name
- Subdivision Name
- Certified Survey Map
- Local Road Labels
- Local Road
- PLSS Monument



Division Road Trail Plan

Germantown Trail Master Plan



Legend

- | | | | |
|------------------------|---------------------------------|---|--------------------------|
| Proposed Trails | | Existing Pedestrian/Bicycle Facilities | |
| | 10ft Proposed Asphalt Sidepath | | 4.5ft |
| | 8ft Proposed Asphalt Sidepath | | 5ft |
| | 5ft Proposed On-street Facility | | 6ft |
| | | | 8ft |
| | | | 10ft or Greater |
| | | | Variable Width Bike Lane |
| | | | Material |
| | Asphalt | | Stream and River |
| | Concrete | | Lake and Pond |
| | Gravel | | Parcel |
| | | | Municipalities |

100 Year Floodplain

WWI Wetlands

Isolated Natural Resource Area

Environmental Corridor

Stream and River

Lake and Pond

Parcel

Municipalities

GRÄEF

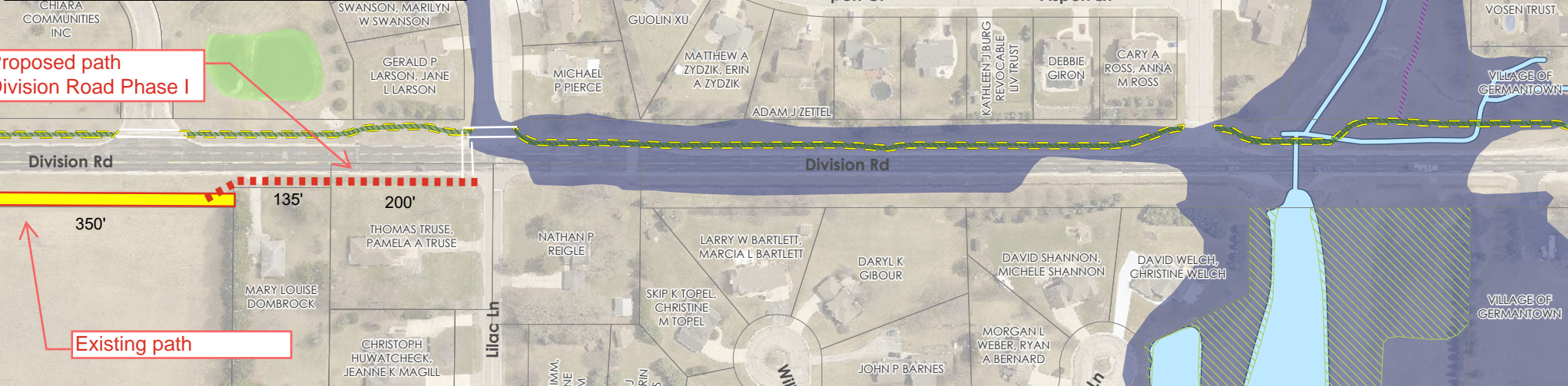
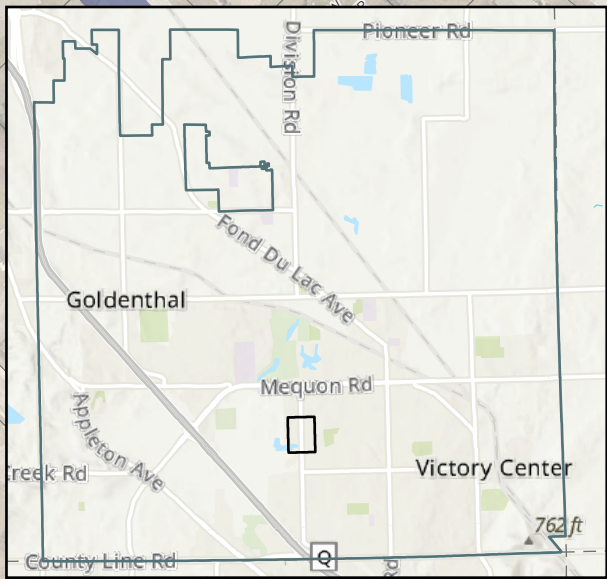
Data Source:
 Environmental Corridors - SEWRPC
 Wetlands - WDNR
 Floodplain - FEMA
 Basemap Data - Washington County

200 Feet

1 in = 200 ft

Division Road Trail Plan

Germantown Trail Master Plan

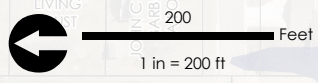


Legend

- | | | | |
|------------------------|---------------------------------|---|--------------------------|
| Proposed Trails | | Existing Pedestrian/Bicycle Facilities | |
| | 10ft Proposed Asphalt Sidewalk | | 4.5ft Width |
| | 8ft Proposed Asphalt Sidewalk | | 5ft Width |
| | 5ft Proposed On-street Facility | | 6ft Width |
| | | | 8ft Width |
| | | | 10ft or Greater Width |
| | | | Variable Width Bike Lane |
| | | | Asphalt Material |
| | | | Concrete Material |
| | | | Gravel Material |
| | 100 Year Floodplain | | Wetlands |
| | Isolated Natural Resource Area | | Stream and River |
| | Environmental Corridor | | Lake and Pond |
| | Parcel | | Municipalities |

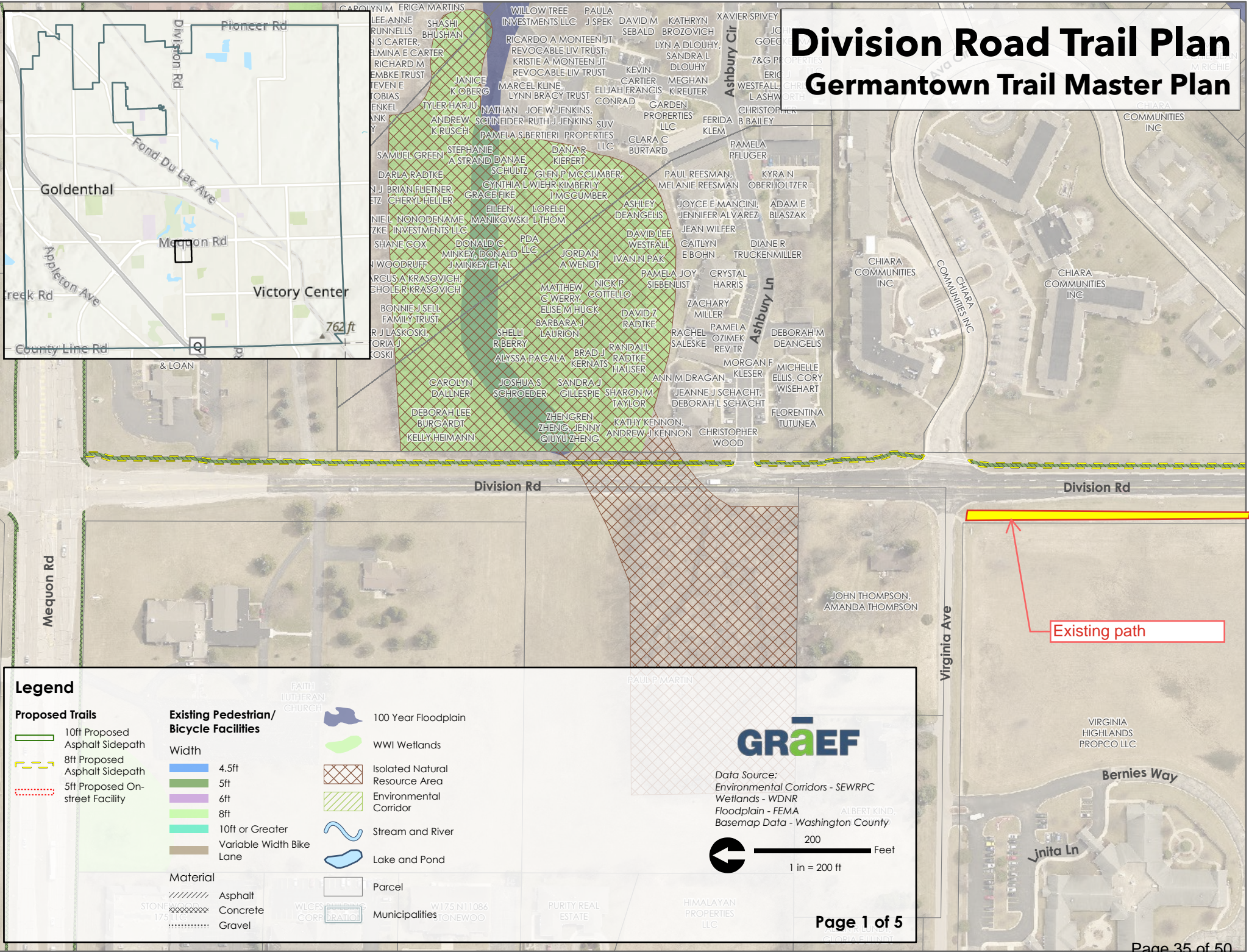


Data Source:
 Environmental Corridors - SEWRPC
 Wetlands - WDNR
 Floodplain - FEMA
 Basemap Data - Washington County



Division Road Trail Plan

Germantown Trail Master Plan

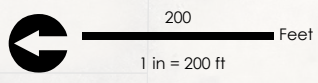


Legend

- | | | |
|---------------------------------|---|--------------------------------|
| Proposed Trails | Existing Pedestrian/Bicycle Facilities | Environmental Features |
| 10ft Proposed Asphalt Sidepath | Width | 100 Year Floodplain |
| 8ft Proposed Asphalt Sidepath | 4.5ft | WWI Wetlands |
| 5ft Proposed On-street Facility | 5ft | Isolated Natural Resource Area |
| | 6ft | Environmental Corridor |
| | 8ft | Stream and River |
| | 10ft or Greater | Lake and Pond |
| | Variable Width Bike Lane | Parcel |
| Material | Municipalities | |
| Asphalt | | |
| Concrete | | |
| Gravel | | |

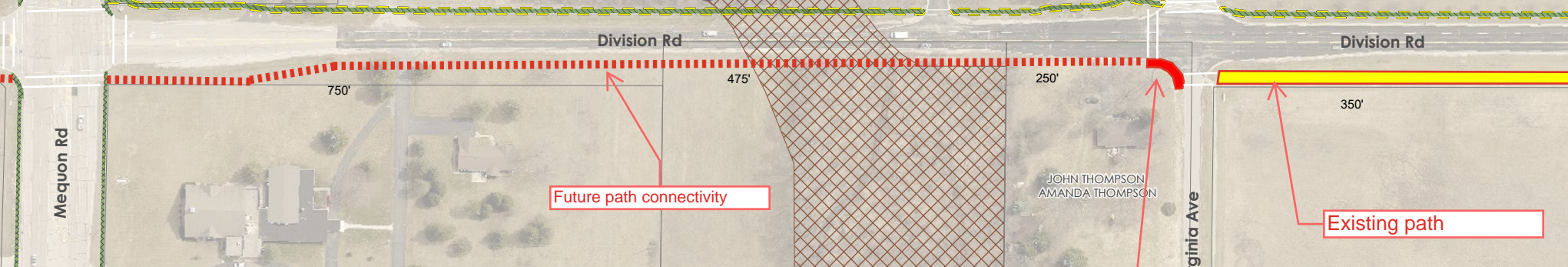
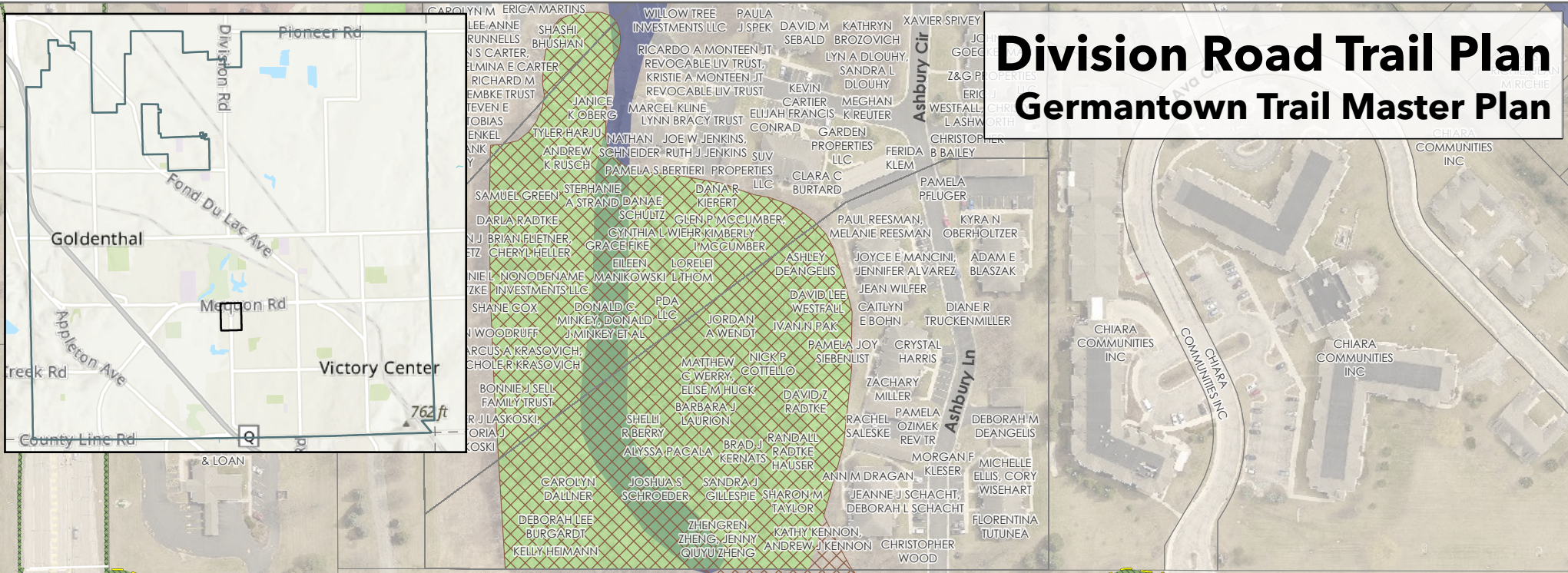


Data Source:
 Environmental Corridors - SEWRPC
 Wetlands - WDNR
 Floodplain - FEMA
 Basemap Data - Washington County



Division Road Trail Plan

Germantown Trail Master Plan

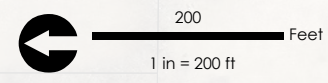


Legend

Proposed Trails		Existing Pedestrian/Bicycle Facilities	
	10ft Proposed Asphalt Sidepath		4.5ft Width
	8ft Proposed Asphalt Sidepath		5ft Width
	5ft Proposed On-street Facility		6ft Width
			8ft Width
			10ft or Greater Width
			Variable Width Bike Lane
			Material
	Asphalt		Stream and River
	Concrete		Lake and Pond
	Gravel		Parcel
	100 Year Floodplain		Wetlands
	WVI Wetlands		Isolated Natural Resource Area
	Environmental Corridor		Environmental Corridor
	Stream and River		Lake and Pond
	Parcel		Parcel
	Municipalities		Municipalities

Proposed Division Rd Phase I Work

Data Source:
 Environmental Corridors - SEWRPC
 Wetlands - WDNR
 Floodplain - FEMA
 Basemap Data - Washington County



BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: November 5, 2025

PLACEMENT: Action Item

ITEM TITLE: Consideration of an update to the DPW-Engineering Division's Driveway Permit. (ACTION)

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Village staff expends time and resources to visit each individual site applicant's location after reviewing the permit application. Here is a summary of the driveway permits reviewed by staff from 2019 to 2025.

2025	2024	2023	2022	2021	2020	2019
42	51	80	45	96	77	18

It appears in 2004 the Driveway Permit form was changed to waive fees for existing driveway replacements. Staff are requesting a modification to the permit for that aligns with the Municipal Code which does not make the exception for existing driveways.

ATTACHMENT:

1. 2025 Driveway Culvert Permit (Revised)

STAFF RECOMMENDATION:

Staff are seeking approval of the revised driveway permit form.

ACTION BY COMMITTEE:

N112 W17001 Mequon Rd.
P.O. Box 337
Germantown, WI 53022
Phone: (262) 250-4721
Fax: (262) 253-8255

Driveway / Culvert Permit

Department of Public Works
Engineering Department
Update: October 2025

Date: _____

Permit No. _____ - _____

Fee Schedule: (For Office Use Only)

Zoning Districts Type 1: Rd-2, Rm-1, Rm-2, Rm-3,
EH, MHP, I, PD, B-1, B-2, B-3, B-4, B-5, M-1, M-2, M-3, and M-4 \$100.00 ___ Paid

Zoning Districts Type 2: A-1, A-2, Rs-1, Rs-2,
R s-3, Rs-4, Rs-5, Rs-6, and Rs-7 \$ 50.00 ___ Paid

➔ **Zoning Districts Type 1 Requirements:**

- 45 feet maximum width at roadway including flared end sections.
- 40 feet maximum width at the right-of-way.
- 5 feet minimum distance from side property line.
- Attach plat of survey showing location of proposed driveway, culvert (if applicable), property lines, and business.

➔ **Zoning Districts Type 2 Requirements:**

- 25 feet maximum width at roadway including flared end sections.
- 12 feet minimum width
- 5 feet minimum distance from side property line.
- Attach plat of survey showing location of proposed driveway, culvert (if applicable), property lines, and house.

** See back for driveway detail.*

Check All Applicable Items

- Driveway Approach
- Curb Removal & Replacement
- New Driveway Installation
- Existing Driveway Reconstruction
- Driveway Culvert w/ Required Apron End Sections

Note: Driveway culverts are owned by the property owner who is responsible for the care and maintenance of the pipe/flared end walls and maintaining flow thru the culvert.

Location: _____
(Address or Tax Key Number)

Owner : _____ Contractor: _____

Address: _____ Address: _____

Phone No: _____ Phone No: _____

Email: _____ Email: _____

Driveway Approach Width at Property Line: ___ feet

Is Culvert Required: Yes No

Driveway / Culvert Permit

Terms of Agreement

1. The application shall contain a description of the proposed work in the right-of-way, culvert requirements including size and length, intersection clearances, distances to nearest driveways, and details of the proposed installation. Attach a plat of survey with sketches of buildings on property, driveway, and dimensions to applicable features (property line, driveway width, etc).
2. The Village Engineer may require scale drawings or other information prior to granting a permit.
3. EXPIRATION. Permits for existing driveway reconstruction shall remain valid for 60 days from the date of issuance and permits for new driveway installation shall remain valid for one (1) year from the date of issuance, after which the permit shall expire.
4. Owner/Agent shall call (262)250-4721 to schedule an appointment for inspection two (2) business days before commencing any work.
5. PENALTIES. Persons who violate the terms of the permit or who neglect to receive an approved permit before beginning street excavation in the right-of-way shall be penalized as provided in Section 25.04 of the Municipal Code.
6. The Applicant is responsible for all cost of materials including culverts related to the construction. The entire cost of installing and maintaining the access is the responsibility of the Owner.
7. The Applicant agrees to hold harmless and indemnify the Village of Germantown, its officers, agents, and employees against any loss or damage for any personal injury or property damage sustained by reason of the exercise of this permit.
8. The Applicant shall call the Diggers Hot Line prior to the commencement of excavation.
9. It shall be the sole responsibility of the Contractor to install and maintain sufficient warning signs and/or barricades to protect the work, workers, and to warn the public. All warning devices shall conform to the Manual on Uniform Traffic Control Devices (latest edition).
10. Culvert size will be determined by the Village Engineer or representative so as to allow for proper drainage.
11. All driveways and culverts will be a minimum of 5 feet from parallel property lines.
12. Slopes forming the sides of the access shall not be steeper than 4 to 1 (25%) or that of the slopes forming the sides of the roadway, whichever is less.
13. Retaining walls are prohibited in the public right-of-way.
14. Pavement of accesses shall consist of blacktop or compacted gravel. Concrete shall not be allowed within the right-of-way except where there is an existing curb and gutter.
15. Should the property owner choose to extend their concrete driveway into the right of way to the edge of the existing road, they do so at their own risk. The Village will not be responsible for any damage to the concrete pavement for any reason (snowplow operations, etc.)

N112 W17001 Mequon Rd.
P.O. Box 337
Germantown, WI 53022
Phone: (262) 250-4721
Fax: (262) 253-8255

Driveway / Culvert Permit

Department of Public Works
Engineering Department
Update: October 2025

Also, should the concrete approach need to be removed for any village project in the future, such as drainage, road improvements or utility installations, the approach will be replaced with asphalt.
The Village **will not** replace the approach with concrete pavement.

16. Vertical face curb and gutter (where existing) shall be removed for the new access and replaced with new curb and gutter. At the discretion of the Village Engineer, an approved contractor may be allowed to remove only the curb head on mountable curb by using a machine mounted concrete saw in lieu of removing and replacing the curb and gutter.
17. Existing Village Property including road surfaces, curbs, shoulders, slopes, ditches, and vegetation shall be restored to its original condition by the applicant. The agent/owner shall restore the right-of-way to the satisfaction of the Village Engineer within the permit period.
18. On new construction for parcels with water service, curb stops shall not be located within 5-feet of the driveway.
19. For Driveway Elevation Certification contact the Engineering Department at Village Hall.

OWNER'S AGREEMENT:

The undersigned hereby agrees to perform the work according to the appropriate specifications and standards on file in the Engineering Department. The applicant also agrees to repair or replace any work that does not conform to said specifications and standards. All work performed under this permit is subject to the provisions in Section 8.03 and Section 17.45 of the Municipal Code of Germantown, Wisconsin.

Owner or Agent: _____ Date: _____
(Signature)

Office Use Only (To Be Completed by the Village of Germantown)

Culvert Specifications

Diameter: _____ inches Type: Round Elliptical Arch

Length: _____ feet

Allowed Pipe Material: Corrugated Metal or Reinforced Concrete Pipe

No plastic or HDPE pipe is allowed for driveways.

All culverts will have metal flared end sections, of the same diameter attached at both ends of the culvert.

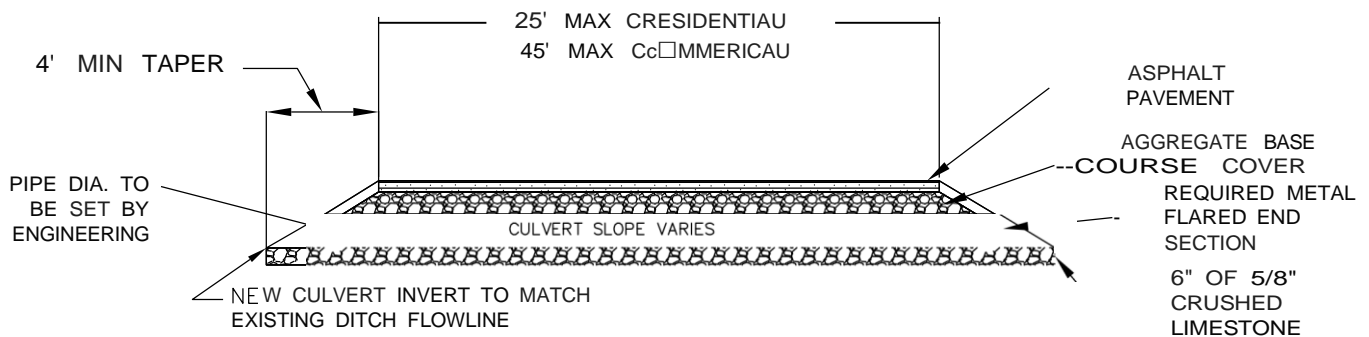
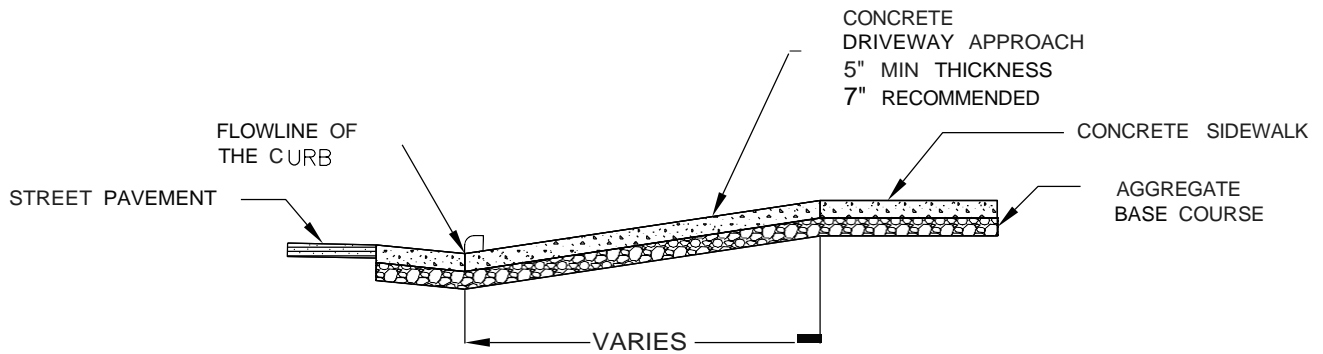
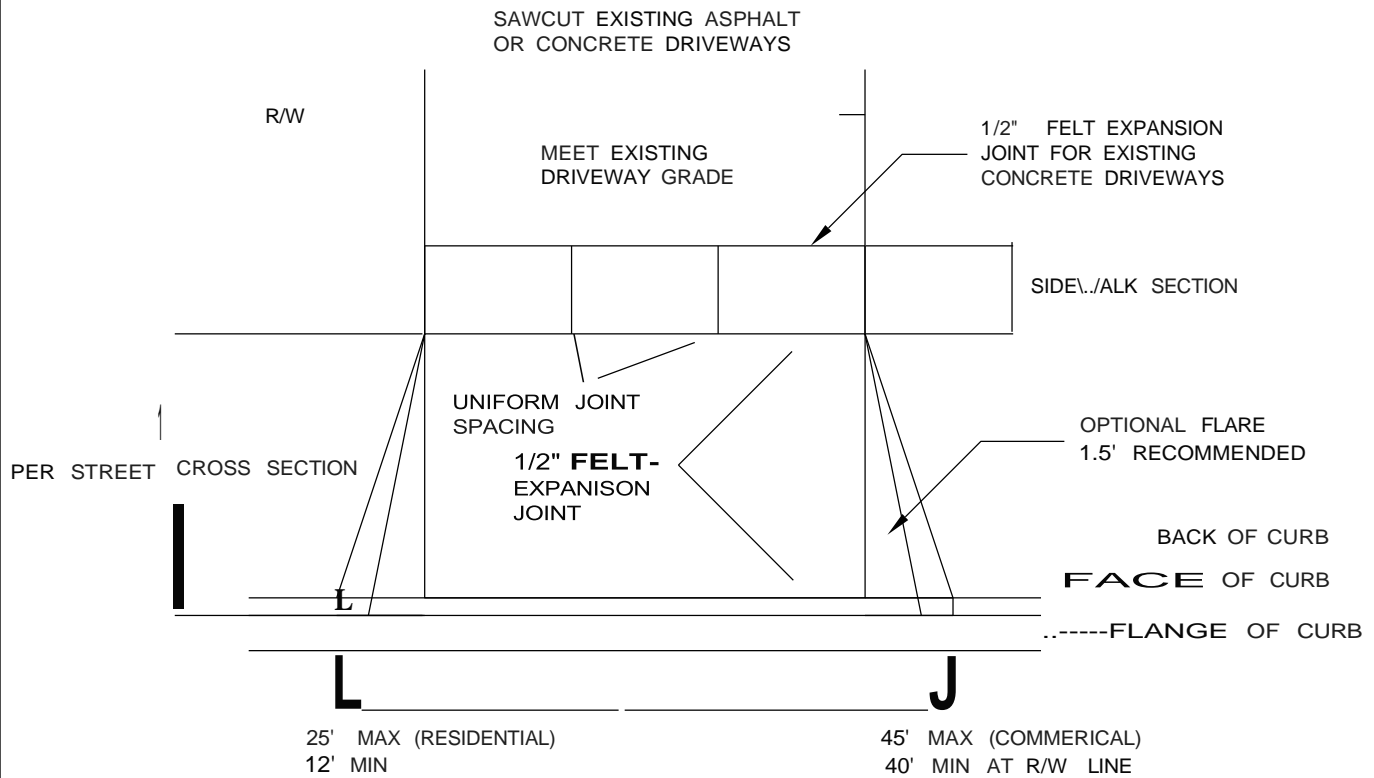
Village Approval

Permission is hereby granted for the above applicant to perform said work in accordance with Germantown specifications and standards. Modification of the curb for the driveway approach must be approved by the Village of Germantown.

Engineering / D.P.W.

Authorization: _____ Date: _____





CROSS SECTION OF AN OPEN DITCH DRIVEWAY WITH CULVERT

RE SED 9/25/2020

RCB

VILLAGE OF GERMANTOWN
DPW / ENGINEERING

STANDARD DETAIL DRIVEWAY APPROACH DRIVEWAY CULVERT

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: November 5, 2025

PLACEMENT: Action Item

ITEM TITLE: Consideration of a modification to the MMSD PPI&I or withdrawal of our work plan in light of recent programmatic changes.
(ACTION)

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

On October 16, MMSD announced that beginning in 2026 funds would no longer be allocated to municipalities annually for the program to reduce Private Property Infiltration and Inflow (PPII) into sanitary building sewer laterals, and that each municipality will have to apply individually for competitive grant funding for PPII work.

In 2010-2020, MMSD allocated funding each year to Germantown and that program funding was accumulated and used for the lateral work in the Glenwood Park Subdivision infrastructure improvement project that was completed in 2024. Based on that approach, the Village of Germantown staff identified Kuhn’s Pleasant View subdivision as the next priority to reduce infiltration and inflow into the sanitary sewer system due to age and condition, where that lateral work would be in conjunction with sewer relay and re-paving.

Given the MMSD funding change, where only competitive funding will be available beginning in 2026, Village Staff is seeking direction from the PWHC regarding potential modifications to the draft workplan previously presented to PWHC and the Village Board. That draft workplan showed a future obligation estimated in the amount of approximately \$847,000 to complete sewer lateral work on private property, and that future funding source is not guaranteed at this time.

ATTACHMENT:

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: November 5, 2025

PLACEMENT: Action Item

ITEM TITLE: *Consideration of a change order to Wolf Paving Co in the amount of \$139,752.68, exceeding the approved contingency by \$120,517.59. (ACTION)*

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

The 2025 Road Program has an approved budget of \$1,560,000. The contract with Wolf Paving was bid at \$1,176,115.41 and was approved by the Public Works and Highway Committee and the Village Board with a 10% contingency for a total authorized amount of \$1,293,726.50. With all change orders, the current contract amount is \$1,414,244.09, which exceeds the contingency by \$120,517.59.

Unforeseen conditions in the road program that led to exceeding the contingency include:

- Drainage improvements - Additional inlets and storm sewer
- High groundwater - Leading to an EBS quantity significantly over the bid quantity.
- High groundwater - Base aggregate and geogrid for stabilization.

Despite this, the 2025 Road Program Budget is still tracking slightly under budget:

\$1,560,000.00	2025 Road Program Budget
(\$1,414,244.09)	Wolf Paving Contract
(\$134,788.81)	10% Share of ARIP Contracts
(\$16,800.00)	DF Tomasini
\$75,000.00	Sidewalk Budget
\$69,167.10	Balance

A more lengthy summary of the Road Program budget is included in the packet.

ATTACHMENT:

1. Ex A - Change Order 7 (#2502)
2. Ex B - Financial Summary with Change Order

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

CHANGE ORDER NO. 7

Owner:	Village of Germantown	Owner's Project No.:	2502
Contractor:	Wolf	Contractor's Project No.:	
Project:	2025 Road Program		
Contract Name:	253102		
Date Issued:	11/4/2025	Effective Date of Change Order:	11/4/2025

The Contract is modified as follows upon execution of this Change Order:

Description:

This is an administrative change order to balance the work completed with the current contract amount. Due to the unforeseen conditions including the amount of groundwater in Sylvan Circle, Francese Drive and Wagon Trail, the quantity of excavation below subgrade (EBS) exceeded the bid quantity. Wolf Paving completed the necessary EBS work and those quantities were measured during and agreed upon after the work was completed. That EBS also resulted in corresponding amounts of base aggregate for the road base along with geogrid for stabilization. These unforeseen conditions resulted in subbase work that amounted to \$180,224 over bid quantities (items 4, 5, 6). In addition, field changes resulted in additional pavement and concrete driveway and curb/gutter replacement (items 8, 9, 12, 13) that amounted to \$62,991. These quantity exceedance items (4, 5, 6 plus 8, 9, 12, 13) amount to \$243,215. However, some items were under the bid quantities. As a result of the change orders and increased quantities, the resulted in work completed in the amount of \$1,414,244.09. The total change order amount, above the authorized contingency, to cover the unforeseen ground conditions and to improve drainage in Wagon Trail totals \$120,517.59.

Attachments:

none

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>1,176,115.41</u>	Original Contract Times: Substantial Completion: <u>October 31, 2025</u> Ready for final payment: <u>November 15, 2025</u>
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 6: \$ <u>98,376.00</u>	[Increase] [Decrease] from previously approved Change Orders No.1 to No. [Number of previous Change Order] : Substantial Completion: _____ Ready for final payment: _____
Contract Price prior to this Change Order: \$ <u>1,274,491.41</u>	Contract Times prior to this Change Order: Substantial Completion: <u>October 31, 2025</u> Ready for final payment: <u>November 15, 2025</u>
[Increase] [Decrease] this Change Order: \$ <u>139,752.68</u>	[Increase] [Decrease] this Change Order: Substantial Completion: _____ Ready for final payment: _____
Contract Price incorporating this Change Order: \$ <u>1,414,244.09</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>October 31, 2025</u> Ready for final payment: <u>November 15, 2025</u>

Authorized by Owner

Accepted by Contractor

By: _____
Title: _____
Date: _____

1	2	3	4	5	6	7	8	9	10
Project ID	Description	Approved Contract Amount	Approved Budgets w/ Contingency & COs	Amount to be Spent	10% Obligation (ARIP*)	2025 Amount Against Budget	Balance Approved Amount	Road Program Budget Amount	2025 Budget Balance (Col 9 - Col 7)
								\$1,560,000.00	Nov 18, 2024 VB Packet
2502	Road Program	\$1,176,115.00	\$1,293,726.50	\$1,414,244.09	n/a	\$1,414,244.09	-\$120,517.59		\$145,755.91
2510	Rockfield* (ARIP - Ph I)	\$931,369.55	\$1,024,506.51	\$796,647.83	\$79,664.78	\$79,664.78	\$227,858.68		\$66,091.13
2602	Pleasant View* (ARIP - Ph II)	\$615,670.00	\$677,237.00	\$543,028.80	\$54,302.88	\$54,302.88	\$134,208.20		\$11,788.25
2608	Pleasant View* (ARIP - Ph III)	\$19,200.00	\$33,700.00	\$8,211.50	\$821.15	\$821.15	\$25,488.50		\$10,967.10
	Totals	\$2,742,354.55	\$3,029,170.01	\$2,762,132.22	\$134,788.81	\$1,549,032.90	\$267,037.79		\$10,967.10
2504	High Point Pass	\$2,178,582.60	\$2,396,440.86	\$2,257,681.33	n/a	n/a	\$138,759.53	n/a	

Director's Report - November 2025

Staff Top Projects

Village Engineer

1	Driveway permits and other violations.	High volume of permits and violation reports.
2	High Point Pass	Traffic signals and street lighting work.
3	Division Road Design	Alternative analysis, wetland delineation.

Civil Engineer

1	Division Road Design	Alternative analysis, wetland delineation.
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Engineering Techs

1	Curbstop and Street Light Locates	Work in coordination with Asset Manager and Interns.
2	Survey Works	Survey work for 2026 Road Program
3	Permits and Field Investigations	Responding to resident concerns

Asset Manager

1	Sidwalk Maps, Property maps	Assisting with sidewalk map development.
2	New GIS Layers	Creating traffic control, street lighting and road layers.
3	GIS system assessment	Migration to ArcGIS Online anticipated in 2026.

Water Superintendent

1	Well 7 and 2 generator replacement.	Well 2 Generator Installed. Well 7 underway.
2	Well 4 Upgrades	Design Underway. Construction on hold.
3	Hydrant and valve repairs	Sendiks hydrants, Revere hydrant, Santa Fe valve.

Wastewater Superintendent

1	Staffing	Low staffing levels in November.
2	Manhole inspections	Looking to make progress on inspections.
3	System cleaning	Wrapping up summer work. Nearing 20% target.

Highway, Parks , Buildings & Grounds Superintendent

1	Fall work	Stump grinding, tree work, Mequon & Pilgrim project, winter prep and calibration, drivng routes.
2	Christmas Prep	Fall pruning, Christmas decorations
3	Building HVAC Maintenance	Moving indoors for building HVAC maintenance.

Director's Report - November 2025, cont.

Director

1	Sidewalk ordinance	Work on sidewalk map with staff.
2	FEMA follow-up	Follow-up on alternative funding options.
3	Boundary Road Agreement	Staff met with Richfield regarding Amy Belle Rd and Town Line Rd.

Richfield IGA Update

No updates.

Work By Other Agencies

ATC Transmission Line - 2025
TC Energy / ANR Pipeline - 2025 - In progress
WISDOT - WIS 167/Mequon Rd - Wasaukee east (in Mequon) Resurfacing - 2025 - In Progress
WISDOT - WIS 145/Fond du Lac - Division Rd Roundabout - 2026 - 90% Review
WISDOT - WIS 145/Fond du Lac - Mequon Rd to Brown Deer Rd Resurfacing - 2027
WISDOT - WIS 145/Fond du Lac - Division Road to Pilgrim Rd Resurfacing - 2028
WISDOT - WIS 167/Mequon Rd - I-41 to WIS 145 Resurfacing - 2028
WISDOT - WIS 167/Mequon Rd - Fond du Lac to Wasaukee - 2029

Compliance Milestones

1	PSC CPR - Finance researching recrods. Establishing expectations with PSC.
2	DNR Storm Water Polution Prevention Plan (SWPPP) for new DPW - draft in progress.
3	MS4 Draft Permit Application submitted, working on pond modeling.
4	NR854 Water Supply Service Area Planning - work ongoing
5	LCRR Federal service line inventory violation - Accepted inventory, letters sent.

Letters of Credit on File

	Development	Bank	Amount
1	Kinderberg Estates	Lexon Insurance	\$40,000
2	Wrenwood North / Wrenwood LLC	Midland States Bank	\$396,500
3	Murphy/Golden Pet	Cash	\$10,000
4	Heritage Park North	United Casualty and Surety	\$174,375.25
5	Brion Builders/Green Bay Packaging	Cash	\$35,000.00

Director's Report - November 2025, cont.

Department Update

1	Second Meeting of the DPW Safety Committee
2	Working in the ROW Policy under development.
3	Fall auctions complete.
4	Highway Operator position filled with an internal candidate.
5	Wastewater Operator position opening. The position has been advertised.
6	DPW Project of the Year presentation at WI APWA on 10/31
7	Free Tree Day - November 11th at Johnson's Nursery - Info available on our website.
8	Preparation for a building equipment inventory working group starting in January.
9	Demos for Asset Management Systems.

Complaint Log - 10/1 - 10/30

Engineering - Misc.	2
Engineering - Permit Follow up	2
Garbage - Damaged Cart	7
Garbage - Missed Garbage	1
Garbage - Missed Recycling	1
Garbage - Request New Cart	3
Street - Pothole	1
Other - Other Agency	4
Other - Miscellaneous	1
Sewer - Back-up	1
Tree - Miscellaneous	6
Street - Pothole	2
Street - ROW Trimming	1
Street - Sign Down/Damaged	1
Street - Street Light Out	1
Tree - Branch Down Blocking	2
Tree - Damaged Village Tree	1
YW Facility - Miscellaneous	1

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