

MEETING:	REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Wednesday, March 4, 2026 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 5:31PM.

II. ROLL CALL:

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

Absent: None

Excused: None

Also Present: None

III. MEETING MINUTES:

A. February 4, 2026 (ACTION)

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)

IV. PUBLIC COMMENT:

Three citizens spoke:

Norman Berger of W141N9978 Seven Pines Way spoke about garbage pick up and fees.

Gary Konop of N117W17815 Augusta Ct spoke about the proposed sidewalk map.

Melanie Smythe of N140W17938 Cedar Lane spoke about the procedure for hiring new Director of Public Works.

Unidentified person on Webex from Lake Park West spoke about the proposed sidewalk map.

V. UNFINISHED BUSINESS:

None

VI. NEW BUSINESS:

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

Village Administrator, Steven Kreklow, explained the history of the proposed Official Snow and Ice Removal Map which was previously presented by the former Director of Public Works, Matt Mortwedt. HPBG Superintendent, Scott Anderson, explained the reasoning for the proposed map.

Motion: Approve as presented

Motioned By: Robert Warren

Seconded By: Rick Miller

Yes: Terri Kaminski, Rick Miller, Robert Warren

No: Jan Miller

Abstain: None

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

B. Contract with Dan Larsen Landscaping for spring tree planting for an amount not to exceed \$27,866.00. (ACTION)

HPBG Superintendent, Scott Anderson, requested approval of a contract with Dan Larsen Landscaping for spring tree planting not to exceed \$27,866.00.

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)

C. Purchasing street lighting fixtures from Graybar for an amount not to exceed \$112,226.58. (ACTION)

HPBG Superintendent, Scott Anderson, explained the project will greatly reduce staff time spent responding to outages due to recent lamp failures. Increased visibility would also be a safety improvement, especially at major intersections in the project areas. County Line Road, Appleton Avenue, Lannon Road, Pilgrim Road, River Lane and the Maple Road Industrial Park are some of the areas where the project will have the greatest impact.

Motion: Approve as presented

Motioned By: Jan 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)

D. Development Handbook (DISCUSSION)

Village Engineer, Kevin Driscoll, discussed possible changes to language in the Development Handbook. This was a discussion only item.

E. Telecom Consultant RFP Award. (ACTION)

1st Motion: Move order of Items: Item F before Item E

Motioned By: Rick Miller

Seconded By: Jan Miller

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

No: None

Abstain: None

1st Motion Passed (Yes 4, No 0, Abstained 0)

Village Engineer, Kevin Driscoll, discussed Consultant RFPs submitted to the Village and the multiple options.

2nd Motion: Entry into Consultant Agreement with Clark Dietz to provide permit reviews, site inspection, and costs to be reimbursed by fiberoptic companies.

Motioned By: Robert Warren

Seconded By: Jan Miller

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

No: None

Abstain: None

2nd Motion Passed (Yes 4, No 0, Abstained 0)

F. Consideration of approval to enter into agreements with respective utility companies to allow the Village to pass through costs of Consultant Permit Reviews and Inspection Services. (ACTION)

Village Engineer, Kevin Driscoll, explained in coordination with the Village Attorney, Village staff are looking to establish agreements with the respective fiberoptic utility applicants. These agreements are intended to recover 100% of the costs associated with permit review and inspection of the fiberoptic work. The Village is looking to contract consultant services for permit reviews and inspections. Village staff have been in communication with the prospective applicants of the respective utility companies regarding these agreements based on 8.065.

Motion: Recommend approval to the Village Board to enter into an agreement with the respective Utility companies that allows the Village to pass through costs of consultant permit reviews and inspection services contingent upon final review of the Village Attorney.

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)

- G. Consideration of award of contract to Ruckert & Mielke for consultant services to improve Main Street Lift Station and Old Farm Lift Station not to exceed \$532,659.00. (ACTION)

Wastewater Superintendent, Tim Zimmerman, requests the Public Works and Highways Committee recommend to the Village Board the award of a contract for Consultant Design Services to Improve Main Street Lift Station and Old Farm Lift Station and Force Mains to Ruckert Mielke on a time and materials basis in an amount not to exceed \$532,659.00.

Motion: Approve as presented

Motioned By: Jan 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. Stormwater Ordinance Updates resulting from DNR MS4 Audit. (ACTION)
Village Engineer, Kevin Driscoll, discussed Stormwater Ordinance updates regarding pond maintenance amendment.

Motion: Postpone and come back with additional language for an amendment to the ordinance following consultation with the Village Attorney regarding long-term maintenance agreements retroactively.

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)

VII. DIRECTOR'S REPORT:

There was no March Director's Report due to the vacancy of the position. Village Administrator, Steven Kreklow, gave an update on the hiring process for the new Director of Public Works. The Village Board decided to hire internally, and four applications were received by the deadline. Interviews are to be scheduled for next week.

VIII. NEXT MEETING DATE:

The next Public Works and Highways Committee Meeting will be held on April 1, 2026 at 5:30PM.

IX. ANNOUNCEMENTS:

None

X. ADJOURNMENT:

Chairperson Kaminski adjourned the meeting at 7:29PM.