PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES
June 25, 2013
Village Hall Board Room

CALL: Chm. Ewert called the meeting to order at 5:00 p.m.

ROLL CALL: Chm. Ewert, Trustee Members Zabel, Vanderheiden, and Kaminski. Also present were Dir. Ludwig, Engr. Bischke, and Secretary Wick.

PREVIOUS MINUTES:

MOTION made by Kaminski, seconded by Vanderheiden to approve the minutes of June 4, 2013.

Motion carried unanimously.

PUBLIC COMMENT: None

RIVERSBEND LANE RIGHT OF WAY & FUTURE ROAD IMPROVEMENTS – UPDATE: Engr. Bischke informed the Committee of the following;

- Washington County Highway Commission notified the Village that the Washington County Transportation Committee incorporated reconstruction of County Line Road (Appleton Ave. to Division Rd.) in its 6-year Highway Improvement Plan;
- Confirm the drawing produced by the Engineering Dept. complies with the Committee's June 4th motion's design intent;
- To comply with Engineering Ethics Canon #1.b: "Engineers whose professional judgment is overruled under circumstances where the safety, health and welfare of the public are endangered, or the principles of sustainable development ignored, shall inform their clients or employers of the possible consequences." As the June 4th Motion overruled the professional judgment of the Village's consulting WI P.E./WI Prof. Transportation Operations Engineer, the motion perpetuated Level of Service "F" in the intersection's northbound to westbound and southbound to eastbound movements creating longer waiting lines with impatient drivers taking greater risks. Engr. Bischke clarified he only needed to notify the Committee of what the consequences of their decision to override the Engineer's design alternatives only to comply with Engineering ethics.

Trustee Zabel stated the intersection that is owned by the Village was the part the Committee was dealing with. When the County does a study on County Line Road, the County should look at all of the intersections and make their improvements with the County changes. The plan shown reflected what he was interested in.

MOTION made by Zabel, seconded by Kaminski to direct staff to forward the latest Riversbend Lane Right of Way plan to Washington County to see if they agree and upon County approval, Village staff is directed to start the preliminary design.

Trustee Vanderheiden stated the plan the Village was working on really wasn't a plan to improve the intersection but a plan to improve the road. There were a number of alternatives. Safety was always paramount but there were only 3 accidents at this intersection. This would state it's not a safety issue. The issue was traffic flow and drivers traveling north into the Riversbend subdivision. This plan will address most of the issues. Engr. Bischke noted that by improving the intersection would have also improved the north leg also. The alternatives were not independent or exclusive one from the other. Chm. Ewert stated he always thought that they were considering the entire intersection, not just the north leg. In closing, Trustee Vanderheiden noted if it was the goal to improve the intersection, funding should be budgeted for the improvement.

Dir. Ludwig noted the selected design did not address the safety issues. As professional engineers it was their obligation to remind the Committee that there were some improvements that could be made to improve the safety of the intersection and they were not being followed.

Motion carried unanimously.

Ed Weimer, W178 N9736 Riversbend Circle West, questioned what the Committee was recommending? Trustee Zabel stated the driveway entrance at the gas station would be changed and the turn lanes marked clearer. Mr. Weimer reported issues with Emmer Road which currently fed out to Rivercrest Drive and approximately 30 feet from County Line Road; we're not solving a lot of problems. The Committee stated they were only looking at the Riversbend Lane intersection. The other intersections were under County jurisdiction. When the County reviews those intersections as part of their 6 year plan, improvements should be part of the design.

John Lauderdale, N165 W20958 Parkland Circle, questioned how the public would be notified of the County meetings regarding the County Line Road Six Year Improvements Plan. It was important the surrounding residents be a part of the process and wanted to be able to voice concerns at the County level. It was suggested the residents go to the County website for current agendas.

MOTION made by Vanderheiden, seconded by Kaminski to move to Item E under New Business of the Public Works and Highway Committee Meeting Agenda.

Motion carried unanimously.

<u>WATER AVAILABILITY & NEED FOR A WATER RATE INCREASE TO FUND A NEW WELL:</u> Dir. Ludwig reported the Village entered into a contract with Ruekert & Mielke to do a Water Supply Assessment in September, 2012 with updating in 2013. Backup provided to the Committee exhibited a graph showing 4.94 mgd of water utility capacity. Ruekert & Mielke had identified the Village had a pumping volume already meeting 4 million gallons per day. Within the study and subsequent addition to the study, the Village had a new, higher user than what had been in the past. Recently, Gehl's had upgraded their lateral and put in a 6 inch meter. From that usage, they have the ability to use up to one million gallons per day. This would then push the supply capacity beyond the 4.94 mgd capacity. Currently Well #11 was down and other wells were pumping 18 hours per day. Due to the future need for a shallow well, a study was being conducted to find a high capacity shallow well site at a minimal cost. Using the Ruekert & Mielke study and seeing the need for a well sooner than later, staff had anticipated additional funding needed in the water utility. The last rate increase was in 2010. There are subsequent 4 to 5 simplified rate increases at 3% per year. None of those increases had been introduced since the conventional rate study. Staff recommended introducing a 3% rate increase on September 15, 2013 and a 3% increase on September 15, 2014 which would then expire the conventional rate study. Information obtained from the Finance Director showed a 3% increase for a typical resident would be $6.91 annually. Revenue totals with a 3% increase would be $45,500 for the utility for one full year. Committee comments included:

T. Vanderheiden – With the fact that Gehl's was an industrial user, would it be feasible to raise the industrial rate to help offset some of the costs rather than raising the rates on the residential users? Dir. Ludwig stated the Village would have to do an entire new rate study in order to make adjustments to any of the rates. If the Board wanted to alter the rates to those who use more than one million gallons per quarter, a larger study would need to be completed and the PSC would have to approve such a study. Reliability of income from the Gehl's plant was uncertain as Gehl's would only use the water as needed.

T. Vanderheiden - stated Gehl's was becoming such a big user that the Village has no ability to drive the impact back to the utility as we do for other customers coming in. The Village would be charging impact fees for entering the system. We're in a situation now where we can't charge impact fees so Gehl's is impacting the utility dramatically but yet the rest of the utility has to bare their costs.

Tim Preuinger, CFO of Gehl's Foods, stated Gehl's had been occasional users of Village water in the past but there was a situation causing intense water usage the last four weeks. In 2012, Gehl's was required to implement a new DNR program for well water testing and well water remediation in their process. Because of that, Gehl's converted to Village water to allow the remediation process. As of this date, Gehl's had been approved to convert back to well water. The ability to predict using Village water was impossible.

T. Zabel – The Village needed to decide if another well was necessary. He would like to see a complete study again and would like to go back and go on a conservation rate and include multi-family rates so we can get the number of high users. We should change the upper level to a more cost per thousand per meter instead of just a 3% increase.

Dir. Ludwig informed the Committee that the Water Utility lost money last year and was currently operating at a loss. A rate increase of 3% was $45,000 which would cover the loss of 2012. If the Committee choose to do a conventional full rate study it may take approximately 9 months before it comes in to affect.

T. Kaminski - It was unfortunate that the Village would have to go to the residents to supply water essentially to be used by Gehl's foods at this time. The right approach is to do a rate study and see the results to be able to raise the rates accordingly for the big users.

Chm. Ewert - It will take the Village a couple of years to get a new well up and running. Not knowing how much water Gehl's will need or when they'll need it will put the burden on the Village.

Tim Preuninger, CFO of Gehl's Foods, stated the amount of usage used in the last four weeks would be reflective of approximately over the next year of what a usage figure would look like to the point that none of us could predict. They may not be aware of a problem for one, two, five or ten years.

MOTION made by Zabel, seconded by Vanderheiden directing staff to obtain costs on having a consultant or the PSC do a Water Rate Study.

Motion carried unanimously.

<u>AUTHORIZATION TO PAY INVOICE – STARNET TECHNOLOGIES – WELL #3:</u>

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation authorizing payment of the Starnet Technologies invoice in the amount of $9,870.58 for the replacement of the Variable Frequency Drive at Well #3.

Motion carried unanimously.

<u>SELECTION OF TEMPLATE – DONGES BAY ROAD:</u> Engr. Bischke introduced Jon Elkin, Project Engineer with R.A. Smith National who was hired by the Village Board as a consultant for the Donges Bay Road Rehabilitation Project.

Jon Elkin, R.A. Smith, gave an overview on the conceptual rural & suburban alternatives, draft intersection control evaluation at Pilgrim Road, and public information meetings. Goals included replacing pavement, improve safety, and provide pedestrian/bicycle accommodations according to State and Federal guidelines on projects associated with funding. The WI Pedestrian & Bike Accommodation Law requires that the Village provide bike lanes in each direction as well as sidewalks on each side of the roadway. In review of the conceptual alternatives many of the items needed to be balanced to include reducing impacts to properties while following federal requirements for the design of the roadway. The Donges Bay/Pilgrim Road intersection control evaluation was a procedure required by the WDOT. The intent was to study any intersection that currently had signals on the project and compare it to a roundabout design and determine the most viable, safest, and most appropriate intersection choice. A draft had been submitted to the WDOT for their review. Construction costs for either design were within 2% of each other. Mr. Elkin reported a good turnout for the June 10, 2013 Public Informational Meeting with 79 residents signing in. The design team felt balancing impacts with cost and some of the public input, it was agreed that the rural conceptual alternative was preferred and the proposed full bike and pedestrian combinations would comply with state and federal law. SEWRPC will evaluate the construction funding for the project around September. Public information meeting #3 will be in Fall with hopes of presenting a preliminary design of the preferred alternative for public review and input. Potential construction to start in 2015.

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to propose the conceptual rural alternative for the Donges Bay Road project.

Trustee Zabel - If sidewalks were eliminated in certain areas, would the cost analysis be based on the total project or sections of the project? Mr. Elkin understood the cost analysis was for the project in total. The DOT expected you to spend up to 20% of the project cost on providing bike and pedestrian facilities. Mr. Elkin stated he could calculate those costs.

Trustee Zabel – Was there a possibility of eliminating some of the sidewalks and still be acceptable to the State? No.

Trustee Zabel suggested a paved surface vs. concrete as it may look better with a rural selection vs. a suburban selection. He would like those answers before the final design criteria.

Dir. Ludwig suggested leaving the option of asphalt open but when doing the calculation consider concrete. You want to meet the 20% of the project cost. If you put in asphalt you have a cheaper material which does not have the same service life as concrete.

Motion carried unanimously.

MOTION made by Vanderheiden, seconded by Kaminski to move to Item D under New Business of the Public Works and Highway Committee Meeting Agenda.

Motion carried unanimously.

AWARD OF CONTRACT – 2013 SEAL COATING: Supt. Olszewski presented the 2013 Seal Coat bids. Scott Construction was the low bidder for the Chip Seal, Flex Patching, and Asphalt Patching. The total contract was $94,064.90. Supt. Olszewski reported a budget of $150,000 which $17,000 had been spent for crack filling materials. As there was a need for additional patching and bid yardages' were approximate, staff requested permission to use the balance of funds for additional patching.

MOTION made by Kaminski, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to contract Scott Construction for the 2013 Seal Coating projects at a cost of $94,064.90. Funds allocated from Acct. #10-542-530-3505. Staff has been given approval to use the balance of funds in the account for additional patching.

Motion carried unanimously.

2012 ROAD PROJECTS PUNCH LIST: Engr. Bischke reported the updated punch list from the 2012 road projects. Inspection of the project areas under various conditions identified issues that were not in conformance with the contract. Staff will meet with the contractor once the Committee was able to provide their comments. A slide presentation was given noting the various issues. Items to be addressed were:

- Slope issues to include weed maintenance;
- Failed infiltration of water on S. Martin Drive to be remedied by enclosing the ditches;
- Once Forest Drive was resurfaced, drainage problems on lots close by will be alleviated;

Trustee Vanderheiden - Noted as long as water was not pooling and actually moving from point A to point B as it's intended to do, there were no drainage problems to address.

Trustee Kaminski - Received a lot of complaints. Suggested the Engineering Dept. educate the residents with a detailed explanation prior to doing any work. Once a time frame is established, let residents know dates of repair.

ANNOUNCEMENTS:

The next regular Public Works Committee Meeting will be held Tuesday, August 6, 2013 at 5:00 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:40 p.m.

Janice Wick

Janice Wick, Recording Secretary