

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

December 3, 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 Zabel to approve the minutes of October 15, 2013 and November 5, 2013.

Trustee Zabel requested additional wording be added under the Donges Bay Road Project – Update topic on the November 5, 2013 Minutes. Under Committee discussion, the 8th bullet point second sentence should read “Engr. Bischke stated he would need funding directives for the road project before the Advisory Committee can reconvene.

MOTION made by Zabel, seconded by Kaminski to amend the Minutes of November 5, 2013 under the Donges Bay Road Project – Update topic under the 8th bullet point to read “Engr. Bischke stated he would need funding directives for the road project before the Advisory Committee can reconvene.”

Motion as amended carried unanimously.

Original Motion carried unanimously.

PUBLIC COMMENT:

Bridget Poetzl, N104 W15447 Donges Bay Road, made the following points; City of Mequon just resurfaced their portion of Donges Bay Road without any of the guideline requirements Germantown has to follow. The portion of that road has a 45 mile speed limit and does not have 8 foot shoulders, or sidewalks. Is staff looking at all alternatives? When the Advisory Committee was formed they were given guidelines but were not given any alternatives. Discussion needs to be held on the speed limit and what design guidelines need to be followed. A four million dollar project was too excessive for a 2 miles road.

Holly Bastings, N104 W16053 Donges Bay Road, stated in the year 2009 fifty residents came to the Village Board requesting Donges Bay Road be resurfaced. This turned into a huge project that most felt was unnecessary. She didn’t want to see any pathways put in or additional sidewalks. As the State was not funding the project, why would the Village not simply just resurface the road? People are determined to make the road into the biggest project when the residents simply want it fixed. She wanted to see the road fixed without all of the extras.

Justin Goede, N104 W16005 Donges Bay Road, agreed with all previous comments made. He hoped all could find a way to resurface the road without adding bike lanes to both sides. He believed a five foot walking path on the north side was sufficient and wanted to see the path go all the way to the Park.

DONGES BAY ROAD PROJECT - UPDATE: John Elkin, Project Manager, R.A. Smith National provided the Committee with an overview of the percentage of work completed for the design of the Donges Bay Road project. Explained was the difference between the DOT's perspective of achieving invoicing milestones vs. earned value. R.A. Smith National advanced their project design as far as they needed (56.9% complete) to prepare the 30% plan submittal milestone. During their design, they discovered that the environmental document needed for the 30% plan submittal milestone needed to be upgraded from a preliminary environmental document (as listed in the contract) to a full environmental document (which requires a change order). Before they could complete the upgrade and achieve the 30% plan submittal milestone, the Village instructed R.A. Smith National to stop work because SEWRPC advanced two projects above the Village's project thereby denying STP funding. Since R.A. Smith National wasn't able to complete the 30% plan submittal milestone, R.A. Smith National was only reimbursed for 38% of the contract instead of the 56.9% expended.

Engr. Bischke stated this was a cascading effect of SEWRPC cutting off funding. The Village did the right thing. The day the Village found out funding was not going to be awarded; R.A. Smith was notified to stop further design.

John Elkin, R.A. Smith National, stated the next threshold was called the 60% plan and at a project involvement stand point they are currently at 56.9%. A 60% plan was needed in order to go through the environment document process. In order to save time on the project R.A. Smith worked ahead which was a good investment of effort in determining impacts.

The values provided on the staff memo detailed the 38% from the DOT management consultant's viewpoint where the Village did not submit the Environmental document and therefore were only 38% complete. Part two of the staff memo showed the value R.A. Smith actually did to get to that point. By the Village calling and suspending R.A. Smith's work and submittals due to SEWRPC not funding the project, R.A. Smith still did the work. Engr. Bischke stated R.A. Smith National had provided more work and effort up front and now had no hope from the DOT's perspective of breaking even. The only way would be the Village approving payment of the balance earned to R. A. Smith. Committee discussion included;

- When was payment due to R.A. Smith? Mr. Elkin stated in would need to work in concert with the DOT and what they would be looking to get back from the Village also. More than likely, payment would be due in 2014;
- What does the DOT have as far as invoices? Mr. Elkin stated the DOT sent back the September invoice for work completed in July and August totaling a 52% milestone. In September, R.A. Smith had the plan submittal for the 30% plan and plan review meeting. This had increased the percentage earned from 52% to 56.9%;
- Trustee Zabel stated going into year 2014 if for some reason funding becomes available, R.A. Smith, WDOT, and the Village will negotiate some type of compensatory dollar amount.
- Of all of the invoices submitted by R.A. Smith to the WDOT that were considered non-contestable, the DOT had only paid to the 38% level.

- Will the Village receive all of the designs up to the 56% level to use in-house? Once R.A. Smith is paid for the plans, they become Village property.
- Trustee Kaminski would like to see the road done in two phases as the project may be borne by the Village; No decisions would be made at the Public Works meeting as the Village was still waiting for input from other Village committees.

Mr. Elkin viewed the Village Resolution and questioned whether there was a sunset date on the effectiveness of the Resolution and when to move forward? Trustee Zabel stated if the Village didn't hear anything by the first third or half of the year, a decision had to be made and the Village had to repair the road.

- Trustee Kaminski stated she would like our representatives to respond within the first quarter on 2014 and offered to help in any way.
- Engr. Bischke sent letters via email and had already received some acknowledgements.
- Trustee Zabel made it very clear a response from representatives may not come as quick as expected. SEWRPC made a decision to fund our project. It was the Committee made up of City and County of Milwaukee members that overturned the decision by SEWRPC with a motion to amend approval of funding.

Engr. Bischke addressed the proposed sidewalk. The present sidewalk plan adopted in March, 2000 showed sidewalk or a trail on both sides of Donges Bay Road between Division Road and Fond du Lac Avenue. It was the opinion of the Village Planner that sidewalk was an appropriate planning design for an arterial that bisected the urbanized area. The topic would be further discussed at the Dec. 9th Plan Commission meeting. Further discussed were the American Association of State Highway Transportation Officials (AASHTO) design requirements and the Park & Recreation Commission November 20, 2013 recommendations.

In closing, Engr. Bischke stated the next steps would be to obtain input from the Advisory Committee, and then establish the design criteria should this become a municipal project. This information will be needed by the middle of next year.

SYLVAN CIRCLE STORMWATER RELIEF – UPDATE: Dir. Ludwig reported Highway Dept. crews had uncovered the buried outlet structure adjacent to the parking area of the multifamily building. A 30 ft. trench was dug to the concrete inlet area close to the corrugated pipe draining from under the parking lot. Power cables were exposed and WE Energies encased them in conduit and buried them beneath the flow line. It is staffs' intention to smooth out the flow line so pressure flow can get to the concrete system, which will then deliver the water to the large retention pond. In Spring, the system will be checked with a camera to see how the interconnect system works. Dir. Ludwig did not believe the current repair was a long term fix. He felt the installation of a new pipe along the grassy area adjacent to the parking area and out to the pond would allow for better flow. The performance of the current pipe will again be inspected in Spring, 2014. Further research found the subdivision redefined as multi-family and was originally named Beacons Hill. The Developers Agreement identified that the sewer, water, and storm sewer were Village utilities.

CONSIDERATION OF INVOICES – WASHINGTON COUNTY HIGHWAY DEPARTMENT:

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to pay the Washington County Highway Department invoices in the amounts of \$26,342.97 and \$5,281.32 for centerlining and edge line painting various locations within the Village. Funds to be allocated from Acct. #10-542-530-3540.

Motion carried unanimously.

AWARD OF CHANGE ORDER – 2013 STREET MAINTENANCE PROJECTS: The Village Board awarded a \$94,064.90 contract to Scott Construction for seal-coating, flex patching and surface patching roads during the year 2013. The Public Works Committee agreed additional services could be performed utilizing the full value remaining in Acct. #10-542-530-3505. The additional costs which exceeded the awarded contract amount needed approval in the form of a change order.

MOTION made by Zabel, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to approve a change order in the amount of \$28,613.84 for the additional seal-coating, flex patching and surface patching services by Scott Construction. Funds to be allocated from Acct. #10-542-530-3505.

Motion carried unanimously.

RELEASE OF RETAINER – MEADOW CREEK CROSSING STORM SEWER: Improvements were accepted December 4, 2012. Engr. staff inspected the project in early November, 2013 and found everything in acceptable condition.

MOTION made by Zabel, seconded by Kaminski authorizing staff to release the Meadow Creek Storm Sewer project retainer in the amount of \$1,977.98 to UPI. Funds to be allocated from Acct. #40-200-210-1100.

Motion carried unanimously.

RELEASE OF RETAINER – FIRE STATION NO. 1 – DRIVEWAY APPROACH: Improvements were accepted December 4, 2012. Engr. Staff inspected the project in early November, 2013 and found everything in acceptable condition.

MOTION made by Vanderheiden, seconded by Kaminski authorizing staff to release the Fire Station No. 1 driveway approach project retainer in the amount of \$2,119.61 to Zignego Co.. Funds to be allocated from Acct. #40-200-210-1100.

Motion carried unanimously.

RELEASE OF RETAINER – JEFFERSON DITCH DREDGING: Improvements were accepted December 4, 2012. Engr. Staff inspected the project in early November, 2013 and found everything in acceptable condition.

MOTION made by Zabel, seconded by Kaminski authorizing staff to release the Jefferson Ditch Dredging project retainer in the amount of \$2,964.53 to C.W. Purpero. Funds to be allocated from Acct. #40-200-210-1100 (\$2,738.71) and Acct. #40-541-270-894 (\$225.81)

Motion carried unanimously.

AWARD OF CHANGE ORDER – SPASSLAND PARK UTILITIES: Engr. Bischke reported the Spassland Park Utility contract did not account for the private sanitary lateral connection to the municipal sanitary manhole. Also, additional pavement needed to be removed and replaced due to deterioration by construction traffic.

MOTION made by Zabel, seconded by Kaminski authorizing a Change Order not to exceed \$4,254.75 to BCF Construction for additional private sanitary lateral installation and additional pavement replacement at Spassland Park. Funds to be allocated from Acct.'s #40-552-530-8210 (\$2,340.00) and #40-542-570-8810 (\$1,914.75).

ACCEPTANCE OF IMPROVEMENTS – SPASSLAND PARK UTILITIES: Improvements were inspected by staff in November, 2013 and found everything in acceptable condition.

MOTION made by Zabel, seconded by Kaminski to accept the public utilities for the Spassland Park Shelter project and retain \$995.64 for the one year warranty period.

Motion carried unanimously.

AWARD OF CHANGE ORDER – FOREST DRIVE GEOTECHNICAL BORINGS: Engr. Bischke identified a possibility of reducing the overall cost associated with the 2014 Forest Drive road reconstruction project. Additional geotechnical borings would be needed and if the results were favorable, the reconstruction could change from a full-depth reconstruction methodology to a less expensive pulverize & overlay methodology. Cost reduction could range from 25-45%. PSI performed the original Geotechnical Engineering Services Report and the additional borings would require a change order to the contract associated with that report.

MOTION made by Vanderheiden, seconded by Kaminski authorizing a change order to PSI for additional geotechnical exploration of Forest Drive at a cost not to exceed \$2,847.00. Funds to be allocated from Acct. #40-542-570-8810.

Motion carried unanimously.

RECOMMENDATION OF ARC GIS SERVER CONVERSION PROPOSAL – RUEKERT & MIELKE: Dir. Ludwig explained there had been an increasing number of difficulties when using MapGuide in the Village's GIS. MapGuide was not compatible with the new tools or routines developed to track Village assets. A proposal from Ruekert & Mielke would allow the Village's GIS system platform to be converted from MapGuide to ArcGIS which would be faster and more efficient. As the Village's GIS system is the center of information for the Engineering Department, DPW and Utilities, the update would save time and reduce errors. The conversion of the GIS platform was needed promptly due to additional programming costs necessary to input utility changes and modifications. Implementation of this program would cost \$50,900 plus the 2014 Maintenance and Hosting (\$16,500). The total of \$67,400 could be split with three different departments.

Committee discussion included;

- Postpone conversion proposal until 2014 borrowing is determined;
- Ask Ruekert & Mielke for a Maintenance and Hosting Agreement extension (3 months) until a decision is made on the overall amount of the conversion proposal;

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation authorizing staff to extend the Ruekert and Mielke GIS Maintenance and Web Hosting Agreement for one year at a cost of \$16,500 until Village borrowing is determined and funding confirmed and available for the ArcGIS Server Conversion Proposal.

Motion carried unanimously.

ANNOUNCEMENTS:

The next regular Public Works Committee Meeting will be held Tuesday, January 7, 2014 at 5:00 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:25p.m.

Janice Wick, Recording Secretary

