

# PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

January 7, 2014  
Village Hall Board Room

**CALL:** Chm. Ewert called the meeting to order at 4:00 p.m.

**ROLL CALL:** Chm. Ewert, Trustee Members Zabel, Vanderheiden (absent & excused), 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 December 3, 2013.**

**Motion carried unanimously.**

## **PUBLIC COMMENT:**

*Holly Bastings, N104 W16053 Donges Bay Road*, addressed the Committee referencing the November, 2013 Public Works and Highway Committee meeting minutes on the Donges Bay Road topic where estimated construction costs based on MMSD Standards were for 5 ft. paved shoulders for bikes & pedestrians and 11 ft. wide drive lanes. The Donges Bay Road Project was also discussed at the Park & Rec Commission meeting and at Plan Commission. Both of those committees recommended different sidewalk widths and drive lanes. Ms. Bastings questioned whether all construction projects went through the above aforementioned committees. The present path on the north side of Donges Bay Road was sufficient and could be repaired or extended cost effectively. The current pathways may need some tweeking which would be a lot better than reconstructing the whole path for the two miles. They never had a problem with run-off and suggested staff get back to Germantown Village standards and do it in the most cost effective manner.

*Bridget Poetzl, N104 W15447 Donges Bay Road*, requested permission to address the Committee after Village Engineer Bischke gave his update on the Donges Bay Road project.

**DONGES BAY ROAD PROJECT - UPDATE:** Engr. Bischke updated the Committee on responses to the Resolution objecting to the vote of the SEWRPC Advisory Committee which denied funding for the Donges Bay Road Project.

- ❖ WI-DOT: Will not intervene in Committee's decision but claims to be discussing the matter;
- ❖ Federal Highway Administration: SEWRPC's Committee complied with federal requirements; Will not intervene with Committee's decision;
- ❖ SEWRPC: No response to date;
- ❖ Rep. Knodl: No response to date;
- ❖ Sen. Darling: No response to date;
- ❖ Rep. Sensenbrenner: Believed it was inappropriate for a congressman to intervene in a federal agency decision. No appellate process.
- ❖ Germantown Now: Article printed Dec. 9, 2013
- ❖ Germantown Express: No response to date;

Further discussed were repayment terms of the STP Preliminary Engineering Contract. A conference call to the WI-DOT stated the deadline for repaying the STP monies would be ten years from the initial contract date which would be July, 2022. The repayment amount would be \$191,249.70. R.A. Smith National should be made whole for the 56.9% (\$239,062.12) earned value completed. Engr. Bischke asked if the Committee would like to establish an incremental payment plan such as: eight equal \$23,906.21 annual increments (2015-2022) or five equal \$38,249.94 annual increments (2018-2022). Also discussed was the Capital Budget needed for the 56.9% earned value completed, and Plan Commission recommendations. Engr. Bischke suggested adding the minimum of \$22,256 in the Capital Budget to pay for construction. As it had yet to be decided whether to hire R.A. Smith National to convert the plans to municipal standards or whether the conversion should be done in house, Engineer Bischke suggested the conversion could be done in addition to the local road program. In closing, a question raised at the Dec. 3, 2013 Public Works Committee meeting regarding Donges Bay Road in Mequon was investigated by Engr. Bischke. It was found that the City of Mequon followed AASHTO standards. Since Donges Bay Road in Mequon had far less traffic than in Germantown, AASHTO standards allowed less travel lane and shoulder widths.

Discussed:

- Dir. Ludwig gave a brief description of roads pertaining to the Donges Bay Road Project to include collector routes or minor collector routes; AASHTO standards were referenced on the diagram handout.
- Most road width requirements have changed over the years; You want the road to be able to handle all sorts of situations.
- The Committee and staff still need to collect data; Final determinations could be made in April.
- In reference to the Engineering book for design and roadways, Trustee Zabel referenced the third paragraph of the publication & based on the verbiage believes that 3R projects of this type should be based on a different book for design, it was not necessary to reconstruct Donges Bay Road. Obtain the R.A. Smith National Donges Bay Road report for the analysis of what was to be done with the road & you'll have just what you need to do;
- Sidewalks are critical for the future;
- Trustee Zabel stated the need to address costs. Let's look at the original design and review the design criteria. The reference book provides favorable numbers for payment; For a majority of the project all you need to do is just pulverize, re-shape and pave it. It's in the study book that was done by outside engineers.
- Engr. Bischke stated the analysis comes to 40% reconstruction, 60% pulverize & overlay. The analysis is available for review.
- Trustee Kaminski asked how did Planning Commission arrive at their decision? Invite the Planner to a future Public Works Committee meeting to share his insights;

*Bridget Poetzl, N104 W15447 Donges Bay Road*, believed the traffic volume data was invalid and suggested the Committee consider a new traffic evaluation. Based on research, the classification and speed limit are what drives the guidelines of the road and didn't feel Donges Bay Road should be considered an arterial road. Could data be obtained to determine project costs of the road as it currently exists?

- Chm. Ewert questioned why were residents protesting? Ms. Poetzl personally felt the project was over designed and the overall cost of the project. Residents are now aware of this project and have the opportunity to provide input.
- Chm. Ewert stated "Who decides who is right?" The Committee should decide or dissolve the Committee;
- Consider renting a traffic counter to determine vehicular counts;

*Bridget Poetzl, N104 W15447 Donges Bay Road*, extended an invitation to the Committee to park in her driveway and observe the traffic on Donges Bay Road.

**TOWER NO. 3 – REPORT:** Dir. Ludwig reported Dixon Engineering performed a maintenance inspection as mandated by the WI DNR. The report was comprehensive and recommended exterior painting and numerous other additions be made after the next 5-year inspection. Interior cathodic protection was recommended as soon as budgeting permitted. Supt. Driver clarified staff did not budget for cathodic protection in 2014 and recommended evaluating in 2015. Funds being held are for resurfacing and coating.

**RECOMMENDATION OF LEAK SURVEY PROPOSAL – AMERICAN LEAK DETECTION:** Dir. Ludwig reported the PSC required Class AB water utilities to achieve no more than a 15% water loss during the year. If a loss greater than 15% is reported, a water loss control plan must be submitted to the PSC. Year 2013 found approximately 22.6% of unaccounted water. In order to comply with the PSC requirements, two area firms were contacted to provide proposals to locate leaks in the water main system. One proposal was received at a cost of \$17,400.

Supt. Jim Driver stated it was a monumental task to detect leaks on a PVC system. Sound only travels a few feet, therefore you must be on every valve on every curb stop to do a complete and thorough detection. Once the required new large meters were in place, he hoped for a better metering system.

**MOTION made by Kaminski, seconded by Zabel to forward to the Village Board with a positive recommendation to contract American Leak Detection of Wisconsin at a cost not to exceed \$17,400 to investigate water loss within the Village's water system. Funds allocated from Acct. #50-712-530-6140.**

Discussion followed.

**Motion carried 2-1 (Zabel)**

**CHANGE ORDER REQUEST – VISU SEWER INTERCEPTOR SEWER LINING:**

Supt. Tim Zimmerman reported manhole SA271-001 was severely corroded due to microbial induced corrosion (MIC) from the churning of the force main discharge. The sub-contractor provided pricing for the removal & replacement of the barrel sections and rehabilitation in place.

**MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to award a change order in the amount of \$11,900 to Visu Sewer's existing lining contract with the Village in order to perform in-place rehabilitation of manhole SA274-001. Funds allocated from Acct. #60-830-530-8313.**

**Motion carried unanimously.**

**AUTHORIZATION TO PURCHASE – PATROL TRUCK – HIGHWAY DEPT.:** Supt. Olszewski provided pricing for the purchase of a new single axle patrol truck. Prices were solicited from regional dealerships selling Western Star and International brand trucks. Research found the Western Star trucks use a product and method to utilize “urea” to break down the gas emission allowing better emissions and exhaust. International Trucks use EGR (exhaust, gas, recirculation process) which has been found to create greater maintenance costs. It was also found at an operational standpoint the Western Star truck and electronic design were more beneficial to the Village's day to day operations of the vehicle. Four proposals were received ranging from \$170,380 to \$175,466.

**MOTION made by Kaminski, seconded by Zabel to forward to the Village Board with a positive recommendation to purchase a new Western Star Patrol Truck from Badger Truck (Milwaukee) at an amount not to exceed \$175,466 and dependent on Village borrowing. Funds allocated from Acct. #40-542-570-8520.**

**Motion carried unanimously.**

**AUTHORIZATION TO PURCHASE – IRON WORKER:** Supt. Olszewski provided three proposals ranging from \$31,303. to \$31,795 for the purchase of a machine which streamlines the process of stamping, cutting and bending metals as part of the fabrication process for repairs. Future consideration would be to build a complete patrol truck in house with the purchased cab and chassis and associated equipment.

**MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation authorizing the purchase of a new Scotchman Model 12012-24M Iron Worker machine from Gladwin Machine and Supply for an amount of \$30,205 and dependent on Village borrowing. Funds to be allocated from Acct. #40-542-570-8530.**

**Motion carried unanimously.**

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

**MOTION made by Zabel, seconded by Kaminski to accept the 2013 Road Improvements projects and retain \$35,854.99 (2.5%) for the one year warranty period.**

**Motion carried unanimously.**

**APPROVAL OF CHANGE ORDER – WAGO/FREISTADT STORM SEWER RELAY:**

Engr. Bischke reported the pavement replacement area and thickness quantities exceeded those estimated for the project and the dilapidated sidewalk needed to be addressed.

**MOTION made by Zabel, seconded by Kaminski authorizing a change order to Willkomm Grading and Excavating, Inc. for pavement replacement area and thickness quantities, and the replacement of dilapidated sidewalk for the Wago/Freistadt Storm Sewer Relay at a cost not to exceed \$4,728.00. Funds to be allocated from Acct. #10-542-530-3565 (\$857.29) and Acct. #40-541-570-8902 (\$3,870.71).**

**Motion carried unanimously.**

**ACCEPTANCE OF IMPROVEMENTS – WAGO/FREISTADT STORM SEWER RELAY:** Improvements were inspected by staff in November, 2013 and found everything in acceptable condition.

**MOTION made by Zabel, seconded by Kaminski to accept the Wago/Freistadt Storm Sewer Relay project improvements and retain \$1,360.83 for the one year warranty period.**

**Motion carried unanimously.**

**RELEASE OF RETAINER – 2012 ROADS:** Engr. Bischke reported punch list items for the 2012 Road Projects had been remedied and the work now conformed to both the contract and design criteria.

**MOTION made by Zabel, seconded by Kaminski authorizing staff to release the 2012 Roads project retainer in the amount of \$85,449.07 to Payne & Dolan. Funds to be allocated from Accts. #40-542-470-8810 (\$35,500.00), and #40-200-210-1100 (\$49,949.07).**

Discussion included if any additional minor restoration (re-seeding) was to be done, it would be done by staff. No contractors would be hired for such work.

**Motion carried unanimously.**

**ORDINANCE REVISIONS – CHAPTER 08 “PUBLIC WORKS”:** Engr. Bischke explained as part of Menomonee River Group WPDES permit, a non-government organization received a grant to review Village Ordinances to research how friendly they were to green infrastructure. Village Ordinances were reviewed by the WDNR, Birchline Planning, and Village Engineer who identified updates needed to correlate the ordinances with Wisconsin Administrative Code updates. Updates included the need to render green infrastructure as a permissible alternative for storm water management and the need to delineate ownership and maintenance of private vs. public storm sewers, ditches and swales along with design criteria. The revisions were approved by MMSD. Village Attorney review was still ongoing. Discussion was held on the 100 year ditch design and event.

**MOTION made by Kaminski, seconded by Ewert to forward to the Village Board with a positive recommendation to adopt the Chapter 08-“Public Works” Ordinance revisions upon Village Attorney review and approval.**

**Motion carried unanimously.**

**ORDINANCE REVISIONS – CHAPTER 27 “POST-CONSTRUCTION STORMWATER MANAGEMENT”**: Engr. Bischke stated Village Ordinances reviewed by the WDNR, Birchline Planning, and Village Engineer identified updates needed to correlate the ordinances with Wisconsin Administrative Code updates. Updates included adding definitions for Best Management Practices for green infrastructure, substantial changes to “infiltration” as per the WDNR Code, WDNR Wetland boundary delineations as per the WDNR, and private drainage easement requirements for swales/ditches that traverse over multiple properties. The most substantial change with the philosophy of allowing green infrastructure being permissible, the Village will require that the Engineer take a look at green infrastructure. The revisions were approved by MMSD. Village Attorney review was still ongoing.

**MOTION made by Kaminski, seconded by Zabel to forward to the Village Board with a positive recommendation to adopt the Chapter 27-“Post Construction Storm Water Management” Ordinance revisions upon Village Attorney review and approval.**

**Motion carried unanimously.**

**ORDINANCE REVISIONS – CHAPTER 29 “CONSTRUCTION SITE EROSION CONTROL”**: Engr. Bischke stated Village Ordinances reviewed by the WDNR, Birchline Planning, and Village Engineer identified updates needed to correlate the ordinances with Wisconsin Administrative Code updates. Updates included the need to render green infrastructure as a permissible alternative for storm water management and the need to delineate ownership and maintenance of private vs. public storm sewers, ditches and swales. The revisions were approved by MMSD. Village Attorney review was still ongoing.

**MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to adopt the Chapter 29-“Construction Site Erosion Control” Ordinance revisions upon Village Attorney review and approval.**

**Motion carried unanimously.**

**STANDARDS & SPECIFICATIONS REVISIONS – CHAPTER 7 “STORM WATER MANAGEMENT REQUIREMENTS”**: Engr. Bischke stated with ordinance revisions, the Village’s design standards and specifications need to be updated to reflect those changes. This information is provided on the Village’s website. The revisions were approved by MMSD. Village Attorney review was still ongoing.

For clarification, Trustee Zabel suggested staff add the word “Village” to the Design Standards and Specifications title as there were so many different standards to follow.

**MOTION made by Kaminski, seconded by Zabel to forward to the Village Board with a positive recommendation to adopt the Chapter 29-“Storm Water Management Requirements Ordinance revisions upon Village Attorney review and approval.**

**Motion carried unanimously.**

**PASER 2013 RESULTS:** The Village is required to perform Pavement Surface Evaluations and Ratings (PASER) on Village owned roads every odd-numbered year and enter those ratings into the WI DOT Local Roads Inventory (WISLR). The PASER rating is a useful tool for selecting projects for the Village’s annual Road Improvement Program. The Committee received a copy of the report. Engr. Bischke commented on the graph analysis presented which showed the Village was not improving the condition of the roads or worsening the condition of the roads by the investment of monies for improvements. Discussion followed regarding the current rating of Highland Road. Trustee Kaminski suggested staff ride the road and take another look for future repairs.

**VILLAGE LABOR AND EQUIPMENT RATES – 2014:** Dir. Ludwig presented the 2014 rates. Rates are calculated yearly based on wage increases.

**MOTION made by Kaminski, seconded by Zabel to forward to the Village Board with a positive recommendation to approve the proposed 2014 Village Labor and Equipment Rates as presented by staff.**

**Motion carried unanimously.**

**SPECIAL ASSESSMENT – COUNTRY BELLE MANOR – FINAL ASPHALT LIFT:**

Dir. Ludwig reported the Country Belle Manor Letter of Credit expired prior to the installation of the final lift of asphalt on the subdivision roads. Numerous calls to the developer and staff were left unanswered. Staff suggested proceeding with the necessary repairs to the binder, base course, and curbing and install the final lift of asphalt in 2014 with a special assessment to the property owners for all costs associated with the project. Estimated costs amount to \$100,000 which would average \$5,500 per parcel. Committee discussion included;

- This is a Village problem therefore the Village should pay for;
- Include the costs in the 2014 Road Improvement Program as an alternate bid;
- Consider a Public Hearing for a preliminary special assessment to inform the property owners;
- Request Village Attorney provide a legal opinion;

**MOTION made by Zabel, seconded by Kaminski directing staff to obtain a legal opinion from the Village Attorney as to the options available for funding the final lift of asphalt in the Country Bell Manor subdivision as specified in the Developers Agreement and return to the Public Works Committee with an update.**

**Motion carried unanimously.**

**RECOMMENDATION ON 20 YEAR CAPITAL OUTLAY PLAN (2011-2030) & PRIORITIZE 2014 CAPITAL PROJECTS:**

Dir. Ludwig provided an updated Capital Outlay Plan (2011-2030) for Committee review. Included was the DPW Administration and Engineering Capital Outlay prioritization for 2014. Upon Committee review, it was suggested the Donges Bay Road project Capital Budget line item for 2014 be reduced to reflect the remainder of the 20% of the Village responsibility. Engr. Bischke recommended \$92,256.14 as the capital budget needed for the Donges Bay Road project for year 2014 if the Committee chose R.A. Smith to convert plans. Otherwise the sum would be \$22,256.14. Discussion followed on the remainder of the 2014 capital budget items.

Review of the 20 year capital outlay plan addressed any changes to the first five years of the plan. Supt. Olszewski noted new roofs at the Village Hall and Library as expenditures within the next five years. Dir. Ludwig noted a possible sewer extension within the next five years on Appleton Avenue for potential development and requested adding an additional \$200,000 to the Capital Outlay for watermain along the Appleton Avenue corridor also.

**AWARD OF CONTRACT – FREISTADT/MAPLE TRAFFIC STUDY:** Engr. Bischke noted Police Chief Hoell expressed concern about the high incident of crashes at the intersection. When improvements like this are suggested, a traffic engineer would be the most qualified to provide an analysis for possible improvements and recommendations. Requests for proposals were received from three firms ranging from \$7,500 to \$13,450 to perform a traffic study and recommended improvements intended to reduce crash rates. Discussion suggested in the interim to add solar powered lights around the stop sign to see if it would help prior to studying the intersection. Supt. Olszewski found it was not the fact that the drivers did not see the stop sign, but the vehicular traffic trying to traverse 4 lanes of traffic with limited sight especially looking to the east due to the elevation of the road. The Committee concurred with staffs' suggestion to post "Dangerous Intersection" signage at Freistadt and Maple to alert drivers.

**MOTION made by Kaminski, seconded by Zabel to forward to the Village Board with a positive recommendation to award the Freistadt/Maple Roads Traffic Study contract to Graef at a cost not to exceed \$7,500.00.**

**Motion carried unanimously.**

**ANNOUNCEMENTS:**

The next regular Public Works Committee Meeting will be held Tuesday, February 4, 2014 at 5:00 p.m.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:40 p.m.



Janice Wick, Recording Secretary