

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

April 3, 2012

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, and Kaminski. Also present were Dir. Ludwig, Engr. Bischke, and Secretary Wick.

PREVIOUS MINUTES:

MOTION made by Vanderheiden, seconded by Kaminski to approve the minutes of March 6, 2012.

Trustee Zabel noted under the topic "Pilgrim Road-Project Update", Page 2, his comment should read ".....shown a 4 lane road by using the *pan* of the curbing to get adequate roadway width;"

Motion carried unanimously.

CONSIDERATION OF INVOICE – MID CITY PLUMBING:

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to authorize payment of \$12,613.80 to Mid City Plumbing for the emergency repair of a water service at W156 N9956 Pilgrim Road. Funds to be allocated from Acct. #50-742-530-6780.

Motion carried unanimously.

SEAL COATING PROJECTS – 2012: Supt. Olszewski submitted for Committee review potential 2012 Seal Coating projects. The list included potential roads and location, type of seal coat application, and approximate cost. Discussion included:

- \$107,000 remains out of the \$125,000 budgeted;
- There was concern on the slurry seal process due to past applications;
- Slurry seal was applied to an area last year with much less delamination than years past;
- During the initial application, chip seal has a tremendous amount of loose aggregate until swept and will still encounter some delamination; It is a messy process when applied;
- It was suggested the slurry seal application be applied in rural areas vs. curbed areas as the aggregate would end up in the shoulder area vs. the curb and storm sewer;
- Supt. Olszewski noted it was important to educate constituents on the application process as they may believe their neighbors may be getting a complete new road where some are only getting a sealcoat. Different road applications are not going to look the same once completed.

MOTION made by Kaminski, seconded by Vanderheiden approving the potential 2012 Sealcoating projects as presented by staff to include chip seal on the rural area roads without curb and gutter and slurry seal in other areas.

MOTION made by Zabel, seconded by Kaminski to *amend* the Motion requesting staff include Slurry, Micro Surface, and Chip Seal for cost comparisons when bidding out the Sealcoat project.

Motion as amended carried unanimously.

Original Motion carried unanimously.

TAPCO PREVENTATIVE MAINTENANCE AGREEMENT: Supt. Olszewski presented for review the Traffic Signal Preventative Maintenance Contract between the Village and TAPCO. The Contract will cover 14 controlled intersections to include verifying proper operation of control equipment, maintaining signal plan charts, cabinet blueprints and timing plan charts, verifying proper operation of the NEMA conflict monitor units, AC power feeds, signal head alignment, and proper operation of all loop detectors, and correct "flash" operation. TAPCO will respond for maintenance and/or design modifications as requested.

MOTION made by Vanderheiden, seconded by Kaminski to forward to the Village Board with a positive recommendation to enter into a contract with TAPCO to provide maintenance of 14 controlled intersections under Village jurisdiction at a cost of \$1,710.00 Funds to be allocated from Acct. #10-542-530-3540.

Trustee Zabel questioned the signals at County Line Road at Fleet Farm as he did not believe they were the Village's responsibility. Supt. Olszewski stated after construction, signal maintenance was the responsibility of the Village's and offered to research further.

Motion carried unanimously.

RECYCLING CENTER – FLEX TIME: Supt. Zimmerman requested authorization to budget three (3) flex days for budget year 2013 to be used only if additional hours of operation were needed at the Recycling Center due to either early Spring weather or severe weather (i.e. tree damage).

MOTION made by Zabel, seconded by Kaminski authorizing three additional "flex days" in the 2013 Recycling Department Budget only to be used toward hours of operation due to early "Spring" or severe weather outside the normally scheduled Recycling Center hours of operation.

Motion carried unanimously.

DONGES BAY ROAD – SELECTION OF ENGINEER CONSULTANT: Engr. Bischke stated the WDOT required the Village to implement a Quality Based Selection (QBS) process for the procurement of Design Engineering Services. A QBS-formatted Request for Proposal was issued Jan. 13, 2012 to all consultants on WDOT's Roster of Eligible Engineering Consultants. Seventeen proposals were received. The Director of Public Works, Village Engineer and Engineering Assistant reviewed, evaluated, and scored each proposal. March 21st the three highest scoring firms were interviewed by staff, who have recommended R.A. Smith National contingent upon WDOT approval of the firm selection. Engr. Bischke received a letter stating STP Funding was approved which allowed staff to go ahead with the project.

John Elkin, P.E., Project Manager of R.A. Smith, stated the biggest challenge could be looked at a couple of different ways;

1. Public Involvement; R.A. Smith's approach would be to develop an informed consent on the project to illustrate the needs of the project, how severe those needs were, and to work with the public to ensure a trust to rely on R.A. Smith as the experts.
2. The 3 "R's" – Restoration, Resurfacing, and Rehabilitation. This is a lower standard for design which is commensurate with how much the Village wants to impact the adjacent properties.

Committee and staff comments included:

- The Village is trying to keep the rural aesthetic of the road;
- At what stage does the 3 "R's" come into play? *Mr. Elkin stated this would be in the design stage or the 30% level. At the 30% level, a lot of the basic project parameters are set up. Even before that time is when the Engineers can develop alternatives for the Village to review as far as what the road will look like within the parameters offered by the DOT and the funding.*
- If traffic counts were taken on the current road surface, it was felt it wouldn't be an accurate count as travelers take different routes to avoid the rough road; *Studies have generally proved that the percentage is pretty small compared to the overall traffic level. Mr. Elkin stated his Firm would take that information in to consideration and work with the DOT who develops the traffic forecast based on the traffic counts.*
- *Mr. Elkin stated the next level of improvements would be called the "reconstruct". You would remove the entire existing base course and pavement which would affect soils below the roadway structure. Stringent guidelines would need to be followed on the design of the road.*
- An archeologist will study the records of the cemetery to determine location and confirm that they are out of the right of way and grading area. The setting of the historical house will also be studied as it has certain protections as far as changing the setting around the house. An urban roadway does not fit with the setting of when the historic home was built.

- A selection of either a signalized intersection or roundabout at Donges Bay Road and Fond du Lac Avenue has yet to be determined. *Mr. Elkin noted the intersection was a fair distance from the project but will coordinate closely how the Village project would match in.*

MOTION made by Zabel, seconded by Vanderheiden to forward to the Village Board with a positive recommendation authorizing the selection of R.A. Smith National as the Selected Proposer contingent upon WDOT approval of firm selection under the Quality Based Selection (QBS) process by the WDOT Statewide Consultant Manager.

Trustee Zabel asked if R.A. Smith would be forming the Citizen Group. Mr. Elkin stated they could start right away and work with Village staff in developing the list and committee membership. Meetings with the Citizen Group could be facilitated at each critical milestone along the process.

Trustee Kaminski suggested the Citizen Committee capture residents that are not only living along Donges Bay Road but residents around Kinderberg Park and connecting subdivisions.

Motion carried unanimously.

UTILITY EXTENSIONS – LIFE CHURCH: Engr. Bischke reported Life Church was an upcoming development in which both sanitary and potable water utilities would need to be extended in order to service the new building. A determination needed to be made in the planning stages of the project as to whether the utility extensions would be publicly owned and publicly maintained. Below were the four charted alternatives:

Alternative	Ownership	Maintenance
1	Public 1,3	Public 1
2	Public 1,3	Private 2
3	Private 4	Public 1
4	Private 4	Private 2

- 1 Public utility easement recommended.
- 2 Maintenance agreement recommended.
- 3 Sanitary extension plan review by MMSD; potable water extension plan review by Wisconsin DNR.
- 4 Sanitary and potable water extension plan review by Wisconsin DSPS.

Evan Nickodem, McClure Engineering, stated Phase I of the proposed development plan would connect to the existing north building. Phase II will be developed east of Phase I and land north of Phase I would remain vacant until Phase II was completed. Mr. Nickodem stated watermain could loop back to Squire Drive once Phase II was completed but felt if at some point the southern building was either not needed by the Church, remained a tenant building, or under different ownership and metered through

and within the Life Church property and used for fire protection, the question was how Life Church would be compensated for water drawn for fire protection.

Committee comments included;

- Keep the water public for potential extension;
- Life Church is within coverage of 400 feet on all sides of the building at the hydrants current location;
- At some time the water main needs to go all the way to Squire Drive; Whether it is during Phase I or Phase II; If there was a loop, it would need to be a public water main;
- The Developer's Agreement only covers Phase I;
- Phase I water main should remain public ownership and public maintenance; there should be a public utility easement overlay. The sanitary sewer should be private ownership and maintenance and sanitary extension should be reviewed by Wisconsin Dept. of Safety and Professional Services;

MOTION made by Vanderheiden, seconded by Zabel recommending the Life Church Phase I *water main* ownership and maintenance remain public (Alt. 1) and, the *sanitary sewer* ownership remain private (Alt 4) excluding the maintenance agreement.

Clarification was made on the water main connection to Squire Dr. Moving the hydrant to the north is needed for Phase I for all of the proper fire code coverage. When Phase II is developed connection to Squire Drive will be considered.

Motion carried unanimously.

DEVELOPER'S AGREEMENT FOR SAWGRASS COVE: Dir. Ludwig presented the Sawgrass Cove Developer's Agreement for Committee review. The development consists of two 20-unit Community Based Residential Facility (CBRF) buildings. The Agreement had been reviewed by the Village Attorney and Developer Scott Bence of JBJ Limited Partnership.

Trustee Vanderheiden vacated his seat at 5:00 p.m.

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to approve the Sawgrass Cove Developer's Agreement with The Preserve JBJ Limited Partnership for a proposed 40-unit Community Based Residential Facility (CBRF) located on Lot 101 of The Preserve II Subdivision.

Motion carried 3-0

Trustee Vanderheiden returned at 5:02 p.m.

RECOMMENDATION ON PROPOSAL FOR A FACILITY STUDY OF WATER SUPPLY TO LANDS WEST OF USH 41/45: Proposals were requested for a facility assessment of the water supply to lands west of USH 41/45 along the County Line Road corridor. In the event of a catastrophic failure of the 16 inch water main under USH 41/45, emergency water is provided through Menomonee Falls but not service water. There is a 12" line and a hard 8" line in Bancroft Drive that currently makes the emergency water connections. Four consultants were solicited with two responses. The proposals consisted of gathered data of our current system, identifying current and future needs, existing fire flow available, build-out of the area and the impact on demands, and where the Village could find water for our future distribution system. Staff looked to move ahead with the study in order to identify any potential problems and the needs of future development.

MOTION made by Kaminski, seconded by Vanderheiden to forward to the Village Board to enter into a contract with Ruekert & Mielke for a Facility Study of the water supply for lands west of USH 41/45 along the County Line Road corridor for a fee of \$9,750. Funds to be allocated from Acct. #50-712-530-6140.

Trustee Zabel suggested the study may want to look at a possible area wide assessment for all affected areas. The study does not address who or how the watermain is going to be paid for. The Village should have a couple of scenarios for repayment of the watermain.

Motion carried 3-1 (Zabel)

RECOMMENDATION ON RIGHT OF WAY & DESIGN – MEQUON ROAD/EISENHOWER DRIVE INTERSECTION: Dir. Ludwig noted the Village approved an addendum to the Memorandum of Understanding with WDOT for improvements around the Germantown Business Park indicating an upgrade to the intersection at Mequon Road/Eisenhower be completed by year 2018. To receive TIF funding, projects need to be completed before or during year 2016. The Village is required to upgrade Mequon Road when traffic demands require, by year 2023-2024. Discussion was held regarding the right-of-way along the south side of Mequon Road. As there are residential properties along the north side of the road, land acquisition would be expensive therefore there was an opportunity to look at lands on the south side of the road which were undeveloped and, most of the land within the WDOT highway setback line or within the Village's building and parking setback line. A handout was given to the Committee showing a modification of the road. Staff suggested the setback land be set aside as Village right of way and allow developers to build with the knowledge that the road would not be built that much closer to their building.

Staff was looking to complete the 2018 Mequon Road/Eisenhower Drive intersection project in year 2016 in order to use available TIF funding. By having the right of way

established will provide the space needed for the reconstruction. Intersection design should start by the end of year 2012. Dir. Ludwig noted 17 design consultants acquired engineer proposals for the Donges Bay Road project in which the top three were interviewed. Staff suggested using the same process for selecting engineer consultants for the Mequon Road intersection project to obtain a cost for putting the intersection design plans together. The second consultant alternative selected to interview for the Donges Bay Road project was a close contender who currently is engineering the Pilgrim Road project from Mequon to FDL Avenue. It would seem logical to have the second alternative engineer to work on the next major intersection.

Committee discussion included:

- It would be logical to move ahead with the intersection project in order to use TIF monies;
- Will the WDOT require a roundabout? *Dir. Ludwig stated an Intersection Control Evaluation (ICE) would need to be done.*
- If cost is going to be less for a signalized intersection vs. a roundabout, the DOT will not force one design over the other. The DOT will review the project as it develops and have to develop both alternatives up to a 30% review; The Village can then instruct the consultant to come up with the rationale in what direction the Village should go in. A permit from the DOT will be needed to build within their right of way.
- The Committee felt confident that the second consultant interviewed for the Donges Bay Road design could do the same for Mequon Road but it was unknown what the costs to do the design were; *Dir. Ludwig noted the Fond du Lac/Donges Bay Road intersection was similar and would ask the DOT for the numbers they negotiated. Staff could then ask Strand what their numbers would be and cross check the specifics.*
- *T. Kaminski* did not agree giving the second place consultant on one project to first place on the Mequon Road intersection project. The opportunity should be put out for others to apply. She wanted to see more than two proposals for design;
- Staff should find out how much detail the Village would need to provide to get costs on design. If the detail was simple maybe the Village could do the design in-house; *Dir. Ludwig stated he would contact the WDOT to verify the standards required for the intersection.*

MOTION made by Zabel, seconded by Kaminski to direct staff to revise the right of way width along Mequon Road adjacent to TIF #4 to accommodate the Eisenhower intersection improvement in 2016 and the roadway improvement to a four lane facility by year 2023 and, postpone the selection process of a consultant for the design of the intersection until staff can verify with the WDOT a detail of plan needed in order to prepare a RFP (Request for Proposal).

Motion carried unanimously.

ANNOUNCEMENTS:

The next regular Public Works Committee Meeting will be held Tuesday, May 1, 2012, at **5:00 p.m.**

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:45 p.m.



Janice Wick
Recording Secretary