

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES
July 3, 2012
Village Hall Board Room

CALL: Secretary Wick called the meeting to order at 4:00 p.m.

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

MOTION made by Kaminski, seconded by Zabel to appoint Trustee Vanderheiden as Chairperson Pro-Tem.

Motion carried unanimously.

PREVIOUS MINUTES:

MOTION made by Kaminski, seconded by Zabel to approve the minutes of June 5, 2012.

Motion carried unanimously.

APPROVAL OF CHANGE ORDER – 2012 ROADS-ADDITION OF KINDERBERG PARK: Engr. Bischke reminded the Committee of the May 1, 2012 approval of a \$28,000 change order to the 2012 Road Improvement Projects for the driveway and drainage improvements at Kinderberg Park. During the project there was a large area of unsuitable underlying soils which required removal and replacement. The additional costs amounted to \$6,422.29.

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to approve the \$6,422.29 change order for the Kinderberg Park driveway improvement project to the 2012 Road Improvement Projects contract with Payne & Dolan. Funds to be allocated from Acct. #40-553-570-8310.

Motion carried unanimously.

REQUEST FOR REIMBURSEMENT FOR DRIVEWAY CULVERT – N97 W21756 WHITE HORSE DRIVE: Engr. Bischke received a request from resident Jodi Klemm, N97 W21756 Whitehorse Drive, to be reimbursed for her costs associated with her hiring a contractor to replace her driveway culvert in August, 2011. Ms. Klemm had inquired with the Village over a period of time as to whether any road projects were slated for Happy Hollow Subdivision. It got to the point where Ms. Klemm could not wait and needed to replace their culvert in August of 2011. The Committee decided in October, 2011 to include Happy Hollow Subdivision as part of the 2012 Road Improvement Program in which many neighborhood culverts were replaced as part of the Village project and no cost to the residents.

Jodi Klemm, N97 W21756 Whitehorse Dr., addressed the Committee, explained her situation, and provided copies of costs incurred with the replacement of her culvert. With the construction, contractors pulled out her fairly new culvert and replaced it.

MOTION made by Zabel, seconded by Kaminski to reimburse Jodi Klemm, N97 W21756 White Horse Drive, for a driveway culvert she replaced last August, 2011 and now had been replaced again as part of the 2012 Road Improvement Projects.

MOTION made by Kaminski, seconded by Vanderheiden to *amend* the Motion to refund the property owner up to the average cost of a new culvert.

Motion as Amended carried unanimously.

Original Motion carried unanimously.

WISDOT INTERSECTION IMPROVEMENTS – STH 145 – DONGES BAY ROAD:

Engr. Bischke introduced the WI DOT's engineering consultant (Bloom Companies) who had completed the intersection control evaluation for the STH 145/Donges Bay Road intersection improvements. Jeremy Hinds, P.E., Bloom Project Manager and Emmanuel Yartey P.E., WI DOT Project Manager provided an overview presentation to include background and history of the area, the design process and the preferred alternative. The following points were made;

- Signalized option is slightly longer than the roundabout option;
- The roundabout design should help with the excessive speeds along Hwy 145;
- The roundabout design as presented would be one half a million dollars less than the signalized option;
- Level of Service for a "Signal" delay was 34 seconds; Level of Service for the "Roundabout" was 14 seconds;
- Initiation of the project included TIF #4 and the 2009 Traffic Impact Analysis;
- The plan is to move forward with the roundabout and present a 60% completed design in which another public informational meeting could be held to allow the residents to share additional comments on a more refined roundabout design;

Committee comments included;

- Would the Village Board have the final say as to the design of the intersection? *Mr. Yartey of the DOT stated the design efforts would be a combined effort. It would be up to the Village to present a reason as to why, after all of the studies, that a signalized intersection would be favored over a roundabout.*
- Concern that the roundabout design would affect current and future commercial business;

Ms. Kathy Jahn, W140 N10363 Hwy 145, owner of Kulenburg's Junction, expressed concern of her patrons accessing their establishment. *Mr. Yartey stated the size of what was shown on the plan was misrepresented. If the property affected is commercial, the DOT will apply commercial access standards. The DOT will always work with a property owner on access.*

Dir. Ludwig noted Hwy 145 was a State highway in which the Village was getting a brand new intersection at no cost to the Village. Access was always difficult close to an intersection. If a common access could be determined, it would be a service to everyone as to improving the safety.

Trustee Zabel stated the State approved the original plan from year 2007. Traffic counts at Donges Bay Road going west hadn't changed in twenty years. Concern was also raised regarding a future fire station site at the northeast corner of Hwy 145 at Donges Bay Road and the belief that fire trucks may have an easier time navigating a signalized intersection vs. a roundabout with designated islands.

Mr. Hinds, P.E., Bloom Project Manager, did not disagree and noted intersection projections from today and 20 years out call for the roundabout design to be the size presented or the signalized intersection to have the turn lanes lengths as presented to the Village and public. A majority of the intersection was designed for the counts running north and south along Hwy 145 and east or west of the intersection.

Chm. Pro Tem Vanderheiden questioned whether the Village Board would have input or was the WDOT making the final call with or without the Boards' approval. Dir. Ludwig stated if the Village was against the roundabout design, the Village would have to provide reasons to the DOT.

Emmanuel Yartey P.E., WI DOT Project Manager, stated the DOT will not design a roundabout for a 30 year traffic count. What the Village needed to understand was the intersection was part of a corridor. Hwy 145 is a State trunk highway. Mr. Yartey added safety was very important.

In closing, Trustee Zabel requested another Public Informational Meeting for surrounding residents and public officials to come up with a mutual agreement on a final design. Chm. Pro-Tem Vanderheiden suggested if the DOT continues to perpetuate the roundabout design, the DOT needed to educate the general public on the vehicular use of a roundabout.

CHAPTER 27 & 29 REVISIONS: Engr. Bischke recommended reorganizing and recreating Chapters 27 (Post-Construction Storm water Management) & 29 (Illicit Discharge & Detection). The revisions would;

- Render them independent from present and future State of Wisconsin reorganization and revision of Statutes, administrative code and departments;
- Simplify the Code's readability and usability;

- Eliminate outdated and unusable requirements;
- Realign application and responsibilities in a manner more suitable to staff department expertise;
- Facilitate compliance.

It was the consensus of the Committee to allow the Village Engineer to move forward on revising Chapter 27 & 29 of the Municipal Code.

TRAFFIC STUDY PROPOSAL – MEQUON ROAD/EISENHOWER DRIVE: The DOT has requested an updated traffic study to determine the scope of improvements needed and accommodate the Village's 2016 time frame for improvements at the Mequon Rd/Eisenhower Drive intersections. Staff requested R.A. Smith who had worked with the Village in providing the traffic analysis for the Memorandum of Understanding for this intersection.

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to contract RA Smith for a fee not to exceed \$4,800, to determine the scope of improvements needed at the intersection of Mequon Road and Eisenhower Drive.

Motion carried unanimously.

RELEASE OF RETAINER – CHRIS GREENE SIDEWALK: A concrete sidewalk was installed by the developer along the frontage of the Chris Greene properties on the south side of Mequon Road. The sidewalk was completed to staff's satisfaction and improvements were accepted by the Committee on July 5, 2011 for the one year warranty period.

MOTION made by Zabel, seconded by Kaminski authorizing the release of the \$2,937.00 Letter of Credit retainer for the Chris Greene Sidewalk project.

Motion carried unanimously.

RELEASE OF RETAINER – TIF #4 STORM SEWER & GRADING: Storm sewer and grading were completed to staff's satisfaction and improvements were accepted by the Committee on July 5, 2011 for the one year warranty period.

MOTION made by Kaminski, seconded by Zabel to release the retainer in the amount of \$3,426.32 to Wondra Construction for the TIF #4 Storm Sewer and Grading Project #0614.

Motion carried unanimously.

ACCEPTANCE OF EASEMENT – MAPLE ROAD: A permanent Limited Easement was needed to accommodate drainage improvements associated with the Maple Road reconstruction project.

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to accept a Permanent Limited Easement from Robert Madalinski, N124 W18588 Lovers Lane, associated with the Maple Road reconstruction project.

Motion carried unanimously.

LETTER OF CREDIT TERMINATION – RAFRAD/WISCONSIN STAMPING:

MOTION made by Zabel, seconded by Kaminski authorizing the termination of the \$4,115.00 Letter of Credit with RafRad LLC a.k.a. Wisconsin Stamping.

Motion carried unanimously.

AUTHORIZATION TO PROCEED – FILL VACANCY IN HIGHWAY DEPARTMENT: Supt. Olszewski reported the termination of an employee who was complying with the one year probation period during his first year of employment. Staff had requested refilling the position with another qualified individual who had applied in January, 2012.

MOTION made by Zabel, seconded by Kaminski authorizing staff to fill a vacancy for a Highway Department position.

Motion carried unanimously.

ANNOUNCEMENTS:

The next regular Public Works Committee Meeting will be held Tuesday, August 7, 2012, at 4:00 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:05 p.m.

A handwritten signature in cursive script, reading "Janice Wick". The signature is fluid and extends to the right with a long, sweeping tail.

Janice Wick
Recording Secretary