

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

November 6, 2012

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 Vanderheiden, seconded by Kaminski to approve the minutes of October 2, 2012.

Motion carried unanimously.

RECONSIDER AWARD OF CONTRACT-LAKE PARK HOMES WATERMAIN PROJECT – TURF RESTORATION:

MOTION made by Vanderheiden, seconded by Kaminski to reconsider the award of contract for the Lake Park Homes Watermain Project turf restoration.

Motion carried unanimously.

Trustee Vanderheiden requested reconsideration on the award of contract with regards to the turf restoration from the 2009 Lake Park Homes watermain project. Lake Park Homes Board members Ron Wright and Pete Sorce stated the turf restoration remained defective.

Engr. Bischke acknowledged Lake Park Homes Board President Ron Wright had communicated with staff on the poor condition of the turf restoration from the completion of the project. Staff viewed the alignment of the watermain and it was evident that the turf restoration did not fully take even though the contractor's landscaper had fulfilled their contract and one year warranty. Soil conditions may have been a contributing factor. President Ron Wright provided staff with a quote from the Lake Park Homes landscaper in the amount of \$3,828.00 which staff felt was a reasonable cost for the necessary repairs. Discussion followed.

MOTION made by Vanderheiden, seconded by Kaminski authorizing staff to contract Wirth Landscaping at a cost of \$3,828.00 for the turf restoration at Lake Park Homes in connection with the 2009 Lake Park Homes watermain project.

Motion carried 3-1 (Zabel)

CONSIDERATION OF WATER UTILITY CREDIT – RIVERSBEND CIRCLE WEST – RON BATES: Dir. Ludwig reported Ron Bates of Batemor Productions Inc., requested consideration for an adjustment to the sanitary sewer portion of his utility bill. As the new commercial business owner of the Riversbend Circle Office complex, Mr. Bates wanted to keep bushes and trees green during the drought and was unaware that the

sanitary sewer charges would increase by \$645 from the previous quarter. The water did not enter the sanitary sewer system. Mr. Bates acquired the commercial building June 1, 2012 and received and paid the first water bill. The second bill is where he found out that the usage of water also increased the usage of sewer. Mr. Bates was considering installing a separate water meter for outside watering. Discussion followed.

MOTION made by Zabel, seconded by Kaminski requesting staff review the water usage history for the Riversbend Circle office complex at N96 W17695 Riversbend Circle West and rebate the difference based on the average water use over the last two years and credit the sanitary sewer portion of the third quarter 2012 utility billing.

Motion carried unanimously.

5:20 p.m. - The Utility Advisory Committee convened.

WATER AVAILABILTY STUDY – RUEKERT & MIELKE: Ruekert and Mielke had completed the water availability analysis for lands west of USH 41/45 along the County Line Road corridor. Dan Butler gave a detailed synopsis and overview presentation of the study and answered questions. A deficiency was more apparent when considering additional expansions along the County Line Road corridor. A draft copy of the study is available for review at the Department of Public Works. Committee discussion included:

- The study evolved due to the Grace Church project wanting the Village of Germantown to provide more water for their continued development in Menomonee Falls and, other businesses wanting to locate in Germantown along Hwy Q-County Line Road to the west; Staff wanted to be assured the Village has enough water to enable more growth for Germantown and, in the event the Village was asked to provide water for an isolated area in Menomonee Falls, staff would know the capacity needs;
- Results on current demands are based on Modeling. A system model was used to determine the Fire Flows available throughout the system.
- In conclusion of the report, the Village distribution system was capable of providing adequate domestic and fire flows to current customers. Mr. Butler recommended an extra connection down Lannon Road or Appleton Avenue for simple reliability. Water supply could also be achieved by installing additional municipal wells or by requesting Milwaukee water.
- You can blend water sources but it would be tricky in that you want customers to have consistant water quality. Lake water is different than well water. It would take a blending station where all village well water and Milwaukee water would come to one spot. This would give control of the blending ratio. Most communities if they're going to make the switch, switch completely.
- Are there additional wells to be abandoned in the future? Is there a possibility to increase capacity to any of the wells to make up part of the difference? *Dan Butler stated there was no plan for abandonment at this point. There may be a possibility to increase capacity but was certain you would not get double out of some of the wells.*

- The loop down Lannon Rd. and Appleton Avenue would make the most sense as those areas have the most potential for land development;
- Could costs be recouped through assessments or impacts? *It was unknown at this time.*
- Are costs based on stand-alone projects or is there any assumption of cost sharing with road reconstruction? *Costs are based on stand-alone projects.*
- It was recommended a connection be made whether you had development or not. It would be beneficial to have a second connection from a reliability standpoint.
- The Study does show that the Village does have enough water to supply the west side of Hwy 41/45.

6:10 p.m. Trustee Zabel vacated his seat with the Utility Advisory Committee to the Trustee Board Room.

Dir. Ludwig noted a cost estimate could be divided allowing three years to build the project. Engineering could be done in house. The next step would be to move in the direction of at least crossing beneath Hwy 41/45 in year 2013.

6:15 p.m. Trustee Zabel returned to his seat at the Public Works Committee meeting.

Trustee Vanderheiden wanted further information on the assessment possibilities of the project and its effect on the area businesses and future development.

6:16 p.m. Pres. Wolter present in the audience.

LINE ITEM OVER-RUN – POLICE DEPARTMENT: Supt. Olszewski reported a line item overrun for Acct. #10-159-530-5221. A review of the expenditures included furnace and air conditioning issues, garage door repair, electrical issues, painting, etc. Staff will continue to make necessary repairs. If possible, every attempt will be made to defer additional repairs until 2013.

WASHINGTON COUNTY HIGHWAY DEPARTMENT – CONSIDERATION OF INVOICES:

MOTION made by Vanderheiden, 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 \$17,029.96 and \$4,520.31 for centerlining and edge line painting various locations within the Village. Funds to be allocated from Acct. #10-542-530-3540.

Motion carried unanimously.

WINTER OPERATION POLICY/PROCEDURE MANUAL REVISIONS – DISCUSSION AND ACTION: Supt. Olszewski requested the Committee review the Winter Operations Policy and Procedure Manual which was adopted in November, 2001. Changes made by staff were highlighted in a draft format to reflect changes in technology, equipment, and practices related to snow removal. Discussion followed.

MOTION made by Kaminski, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to adopt the *revised* Winter Operations Policy and Procedure Manual as presented.

Motion carried unanimously.

VILLAGE VEHICLE FOR STREETS FOREMAN: Dir. Ludwig requested consideration of allowing the Foreman of Highways, Parks, Buildings and Grounds to utilize a Village vehicle to and from his home. As a first responder to accidents, signals, lighting, building issues, etc., this would allow for a quicker response time. The Parks, Buildings and Grounds Superintendent position by definition has a vehicle assigned. The Foreman of Highways, Parks, Buildings and Grounds follows most job related duties of the Superintendent position. Discussion followed. Suggestions were to allow travel compensation from home to the Public Works Dept. The Committee suggested staff revise the compensation policy and bring the policy back to the Public Works Committee for review.

MOTION made by Kaminski, seconded by Zabel to postpone action on the Village Vehicle for the Streets Foreman until the December, 2012 Public Works Meeting in order for staff to obtain and present additional information.

Motion carried unanimously.

ACCEPTANCE OF UTILITIES – SAWGRASS COVE: The public watermain and sanitary sewer extension for the 40 unit community based residential and adult daycare facility had been inspected and tested. Staff, therefore recommended acceptance, initiating the one year warranty period.

MOTION made by Zabel, seconded by Vanderheiden to accept the public utilities for the Sawgrass Cove Community Based Residential Facility and initiate the one year warranty period.

Motion carried unanimously.

ACCEPTANCE OF IMPROVEMENTS – PRAIRIE GLEN SUBDIVISION PAVING:

MOTION made by Zabel, seconded by Kaminski to accept the paving improvements in the Prairie Glen Subdivision.

Motion carried unanimously.

CHAPTER 29 – ORDINANCE REVISIONS: Engr. Bischke examined the current Ordinance and created ways to streamline the Erosion Control Ordinance. The reorganization and recreation of Chapter 29 would;

- Render the code more 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 and;
- Facilitate compliance;

Engr. Bischke briefly reviewed the draft Ordinance with the Committee.

MOTION made by Zabel, seconded by Vanderheiden to forward to the Village Board and Plan Commission with a positive recommendation to adopt the Chapter 29 Ordinance revisions.

Motion carried unanimously.

STH 167 – CORRIDOR STUDY: Engr. Bischke reported the WDOT was performing a planning study along the Mequon Road corridor from Pilgrim Road to Wauwatosa Road for horizon year 2030. The Study Team had requested the Village answer several questions pertaining to the project portion situated within Village jurisdiction. The questions and comments were to be addressed with the Committee, Plan Commission, and possibly Village Board. Committee comments and suggestions included;

- Two lanes in each direction to Wasaukee Road;
- Curb & gutter to Wasaukee Road with a 5 foot sidewalk on both sides of the road;
- Similar decorative lighting to continue along the whole corridor;
- Prefer signalized intersections;

Staff noted the Memorandum of Understanding stated if the Germantown's Business Park is dictating the road improvements, it is then the Village's financial responsibility for improvements. Clarification has yet to be obtained by the DOT whether the corridor coming from Mequon would be State's road improvement responsibility for expansion.

Pres. Wolter stated as officials start looking at the Year 2030 Plan, the Village should have some idea and intent of what kind of development is wanted in those areas. This then determines if sidewalks and/or curb and gutter make sense in those areas. The Village will need to set a policy that when sidewalks are installed, requirements will need to be implemented for present and future maintenance.

ANNOUNCEMENTS: The next regular Public Works Committee Meeting will be held Tuesday, December 4th, 2012, at **5:00 p.m.**

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:03 p.m.