PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES
December 3, 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 (absent & excused). Also present were Dir. Ludwig, Engr. Bischke, and Secretary Wick.

PREVIOUS MINUTES:

MOTION made by Vanderheiden, seconded by Zabel to approve the minutes of November 6, 2012.

Motion carried unanimously.

VILLAGE VEHICLE FOR STREETS FOREMAN: At the November, 2012 meeting, the Committee requested additional information on the use of a Village vehicle outside normal working hours for the Streets Foreman. Dir. Ludwig gave a brief summary and provided formulas for fuel consumption vs. mileage.
Trustee Vanderheiden stated the supervisory positions were provided a Village vehicle as part of their agreement when hired. Eventually, upon new hire in the supervisory positions, Trustee Vanderheiden would like to eliminate the vehicle provision.
Trustee Zabel stated; "If reports are such that we think there is going to be major snow coming in over the weekend or on a week night, the Street Foreman be allowed to take the Village vehicle home under the direction of the Public Works Director or Supervisor." Trustee Zabel would prefer to pay the Streets Foreman mileage for emergency calls when using his personal vehicle.

MOTION made by Zabel, seconded by Vanderheiden authorizing the Streets Forman mileage compensation for emergency call-ins after normal business hours and to allow the Supt. Of Highways, Parks, Buildings & Grounds or Emergency Management Team the authority to allow the Street Foreman to take a Village vehicle home during potential snow emergencies.

Motion carried unanimously.

2013 CAPITAL EXPENDITURES – HIGHWAY, BLDG/GROUNDS DEPT.: Supt. Olszewski stated preparing specifications, soliciting bids, meeting with vendors, and research was a timely effort and requested verification from the Committee on the Highway, Buildings and Grounds capital expenditures for 2013 before he started the process. Trustee Vanderheiden stated even though the 2013 Budget was approved and the capital borrowing was associated with budget, all capital borrowing and purchases were going to be reviewed by the Committees first and then on to the Committee of the Whole or Village Board.
Supt. Olszewski stated if the Committee found there were items that were not going to go forward, he would like that information as soon as possible in order to focus on the approved purchases and operate as efficiently as possible. This would also allow vendors the time to provide quotes.

Trustee Zabel stated when the Village goes forward, borrowing will be dependent on the interest rates. Staff should consult the Finance Director to determine if remaining balances from the 2012 Capital Budget could be carried over to cover a smaller item presented in the 2013 Capital Budget and request placement on the General Government Agenda for December 18th for approval.

RELEASE OF RETAINER – 2011 ROAD IMPROVEMENT PROJECTS: Engr. Bischke reported all projects were presently in satisfactory condition.

MOTION made by Vanderheiden, seconded by Zabel authorizing the release of the retainer in the amount of $30,172.31 to Payne and Dolan for work associated with the 2011 Road Improvement Projects. Funds allocated from Acct. #40-452-570-8810.

Motion carried unanimously.

RELEASE OF RETAINER – LAKE PARK WEST WATERMAIN RELAY: Engr. Bischke reported this project was presently in satisfactory condition.

MOTION made by Zabel, seconded by Vanderheiden authorizing the release of the retainer in the amount of $11,603.99 to UPI for work associated with the Lake Park West Water Main Relay. Funds allocated from Acct. #50-180-183-3430.

Motion carried unanimously.

AWARD OF CONTRACT – MEQUON RD./EISENHOWER DR. INTERSECTION SIGNAL DESIGN: Engr. Bischke reported as part of the TIF #4 development and the Memorandum of Understanding with the Department of Transportation, one of the requirements was to improve the intersection as the Business Park developed. Staff solicited proposals from five pre-qualified engineering consultants to design installation of signal control on Mequon Road at Eisenhower Drive while maintaining existing intersection geometrics. Two consultants submitted proposals.
Trustee Vanderheiden questioned whether a roundabout design would be a better option. Engr. Bischke stated a roundabout was a viable option and far more expensive to design. The minimal requirement at this time is a signalized intersection with no additional turn lanes, etc. A roundabout design would have to be coordinated with the planning study currently underway along the Mequon Road corridor. If the Committee would like to consider a roundabout design, the Village Engineer would need to contact R.A. Smith to obtain costs for the design. Engr. Bischke also noted a roundabout or extended intersection could be considered sooner than the year 2030 planning study indicated due to a full build-out of the TIF, or a burst of economic growth in the corridor.

MOTION made by Zabel, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to award a contract to R.A. Smith National to design installation of signal control on Mequon Road at Eisenhower Drive at a cost of $12,750.00.

Motion carried unanimously.

AWARD OF CHANGE ORDER – MEADOW CREEK CROSSING STORM SEWER: Engr. Bischke reported at the property owners' request, the proposed swale side-slopes associated with the project were widened to accomplish a more gradual slope. This resulted in additional topsoil and turf restoration.

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 $5,340.00 for the widening of the swale side-slopes as part of the Meadow Creek Crossing Strom Sewer. Funds to be allocated from Account #40-541-570-892.

Motion carried unanimously.

ACCEPTANCE OF IMPROVEMENTS – MEADOW CREEK CROSSING STORM SEWER:

MOTION made by Zabel, seconded by Vanderheiden to accept the Meadow Creek Crossing storm sewer improvements and retain $1,977.98 for landscaping during the one year warranty.

Motion carried unanimously.

AWARD OF CHANGE ORDER – FIRE STATION NO. 1 – DRIVEWAY APPROACH: Engr. Bischke reported one modification was required after the original design and contract. It was found the concrete pad north of the building required additional reinforcement due to a fire truck needing to park on the pad during drills.

MOTION made by Vanderheiden, seconded by Zabel to forward to the Village Board with a positive recommendation to approve a change order in the amount of $5,709.38 for the reinforced pad as part of the Fire Station No. 1 driveway approach improvements. Funds to be allocated from Acct #40-519-570-8222.

Motion carried unanimously.

ACCEPTANCE OF IMPROVEMENTS – FIRE STATION NO. 1 – DRIVEWAY APPROACH:

MOTION made by Vanderheiden, seconded by Zabel to accept the Fire Station No. 1 driveway approach improvements and retain $2,117.61 (2.5% of the contract value) during the one year warranty period.

Motion carried unanimously.

REIMBURSE THE DEPARTMENT OF ADMINISTRATION: Dir. Ludwig reported the Village overextended its request for reimbursement from the Department of Administration in the 2010 Energy Upgrade Project. All plumbing items in the contract were not grant eligible. Total costs of the plumbing in the project totaled $20,800. Since the Village already contributed 36% of all items installed, the Village still owed 64% or $13,312. October, 2012 the Village Board approved a reimbursement of $9,364. A balance of $3,948 also needed to be reimbursed. Focus on Energy incentive payments in the amount of $11,242 would be used to offset the reimbursement.

MOTION made by Vanderheiden, seconded by Zabel to approve the reimbursement of $3,948.00 to the Wisconsin Department of Administration for plumbing items not eligible in the Energy Upgrade Program.

Motion carried unanimously.

PAVEMENT TYPE LIFE SPANS – 2013 ROAD IMPROVEMENT PROJECTS: Engr. Bischke provided an analysis to the Committee to better select pavement options for the 2013 road improvements. Research gave staff a better understanding of a newer technology called "hot in place recycling". The three methods of pavement options were compared by developing Candidate Pavement Options, Life Cycle Time Comparison, Life Cycle Cost Comparison and Index, Relative Cost Per Year Service Life. The total relative cost is divided by the total service life, which gives you the relative cost per year of service life. When projected out over a 55 year period you find that the relative cost of asphalt, concrete, and hot in place recycling were close in cost. Discussion followed on this type of surface in other communities. The Committee suggested continuing with the traditional asphalt pavement reconstruction option for future roads primarily due to under road utility repairs.

AWARD OF CHANGE ORDER – JEFFERSON DITCH DREDGING: Engr. Bischke reported five modifications to the project which were required after the original design and contract. An explanation was given on the additional sediment, additional silt fence, level spreader, pothole a WE Energies line, and rip-rap removal & replacement associated with the project.

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 $11,572.22 for five modifications as part of the Jefferson Ditch dredging project. Funds to be allocated from Acct #40-541-570-8894.

Motion carried unanimously.

ACCEPTANCE OF IMPROVEMENTS – JEFFERSON DITCH DREDGING:

MOTION made by Zabel, seconded by Vanderheiden to accept the Jefferson Ditch dredging improvements and retain $2,738.71 for Spring, 2013 landscape restoration during the one year warranty period. Funds to be allocated from Acct. #40-541-570-8894.

Motion carried unanimously.

AWARD OF CONTRACT: CTH Q – RIVERSBEND LANE TRAFFIC STUDY:
Engr. Bischke stated as part of the Continental 246 Fund project, Continental contracted Traffic Analysis & Design to perform a traffic signal warrant analysis for their proposed shared driveway at Riversbend Golf Club and Holiday Inn/KFC. Continental did traffic counts on County Line Road at the Riversbend Lane intersection also. Those counts were provided to R.A. Smith to scope and estimate costs for a study of improvements that may be needed for the intersection. Discussion included;

- People traveling south on Riversbend Lane want to go to a signalized intersection and travel to Rivercrest Drive to head east. This traffic pattern may cause issues on the frontage road area in front of Speed Way and KFC if signals are installed at the driveway intersection to the Golf Course at County Line Road.
- Any future meetings regarding the intersection improvements should include the property owners of the Riversbend Condominiums and surrounding businesses.
- Engr. Bischke noted the diversion from Riversbend Lane to the access was discussed with staff. The Developer will further discuss before the Plan Commission in January, 2013.

MOTION made by Zabel, seconded by Vanderheiden, to forward to the Village Board with a positive recommendation to award a contract to R.A. Smith National at a cost of $6,150 for the CTH Q – Riversbend Lane Traffic Study. Funds to be allocated from Acct. #40-542-570-8810. Future meeting shall include surrounding businesses and the Public Works Committee.

Motion carried unanimously.

RESOLUTION ADOPTING MENOMONEE RIVER WATERSHED-BASED WPDES PERMIT: The preliminary Menomonee River Watershed-based WPDES permit was approved by the WDNR and US EPA. Engr. Bischke stated there were tremendous incentives to enter the permit which had been issued effective November 31, 2012. The Village Attorney was still researching whether the WDNR needed the Permit adopted by Resolution and suggested moving forward to the Village Board with recommendation to adopt in the event it was a WDNR requirement.

MOTION made by Zabel, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to adopt the final version of the Menomonee River Watershed-based WPDES Permit by Resolution.

Motion carried unanimously.

ANNOUNCEMENTS: The next regular Public Works Committee Meeting will be held Tuesday, January 8th, 2013, at **5:00 p.m.**

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:13 p.m.

Janice Wick

Janice Wick
Recording Secretary