PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

February 4, 2014
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 Kaminski, seconded by Zabel to approve the January 7, 2014 minutes.

Trustee Zabel referenced a bullet point on Page 2 under the Donges Bay Road Project – Update topic stating "In reference to the Engineering book for design and roadways, Trustee Zabel referred to the third paragraph based on the verbiage believed that projects of this type, it was not necessary to reconstruct Donges Bay Road". Trustee Zabel though what he said was he believed that 3R projects of this type should be based on a different book. What he was referring to was the paragraph in here that talked about the design manual and the book that should be used to do 3R projects. So he asked that the bullet point be modified to read "In reference to the Engineering book for design and *not* roadways, Trustee Zabel referred to 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.*"

Trustee Vanderheiden questioned if this was what was said when listening to the minutes and Secretary Wick stated yes. Vanderheiden understood Trustee Zabel needing to say something different but this is what was said. Trustee Zabel reviewed a video and noted his comments were pared down. Trustee Kaminski suggested approving the minutes at the March Public Works and Highway Committee Meeting.

MOTION made by Kaminski, seconded by Zabel to *amend* the Motion to postpone approval of the January 7, 2014 minutes pending research on a comment made under the Agenda Item "Donges Bay Road Project – Update.

Motion as amended carried unanimously.
Original Motion carried unanimously.

PUBLIC COMMENT: None

JURISDICTIONAL HIGHWAY SYSTEM PLAN FOR WASHINGTON COUNTY: Tom Wondra, Washington County Highway Commissioner initiated a request to consider a jurisdictional transfer of Goldendale Road (STH 145 to Mequon Road) to a local road, and Holy Hill Road (US 41/45 to Fond du Lac Avenue) to a County Trunk Highway. Mr. Wondra referred to a report entitled "The Jurisdictional Highway Systems Plan for Washington County". The Plan looked at all of the classifications of the roadway in Washington and classified them and looked at areas that might need improvement in Washington County and areas that needed new facilities. A handout was given to the Committee which illustrated functional classifications of Highways, final recommended year 2035 Washington County Jurisdictional Highway System Plan, and road inventory. One of the recommendations in the Plan suggested Washington County have jurisdiction of Holy Hill Road and Germantown have jurisdiction

over Goldendale Road (CTH Y). It was further noted it should be a joint effort at looking at opportunities to improve the infrastructure of Washington County. Holy Hill Road is a local road maintained by the Village of Germantown. It was unusual to have an access to Hwy 41 being maintained by local jurisdiction as opposed to County. Other features on the topic of Holy Hill Road vs. Goldendale;

- Holy Hill Road is used by other communities to get into Germantown. Goldendale Road is mostly used by people living on or near that area.
- There is a higher traffic volume on Holy Hill vs. Goldendale Rd.;
- A longer trip distance on Holy Hill Road vs. Goldendale Road;
- There is a stop control on Hwy Y at Holy Hill Road where a healthy highway is stopped;
- A lot of the SEWRPC recommendations were based on the classification. The principal arterial highway is generally maintained by the DOT, then down to County maintenance, then local highways and collectors are maintained by local authorities;
- Holy Hill Road has a significant role in the infrastructure of Washington County beyond Germantown. There is a lot of pressure on Germantown to maintain the road to those standards which is not fair because it is not only Germantown using that road.
- Currently, County taxes maintain CTH Y which is mostly used by people from Germantown; Germantown is taxing to maintain Holy Hill which is used by people above and beyond just Germantown residents.
- Continue conversations about what makes sense for Holy Hill Road.

Discussion continued regarding other areas of jurisdictional transfers and the effects of development. In closing, Commissioner Wondra requested as Germantown looked at Holy Hill Road in the future, consider the greater scope of whether Germantown wanted to maintain jurisdiction or not maintain jurisdiction and what the standards were going to be. County standards differ from local standards.

Dir. Ludwig spoke with the Village President regarding the jurisdictional transfer and stated the Village President was not in favor of the transfers based upon the mileage the Village would be taking over and the tax implications associated with it. On one side, you have to consider it will cost the Village more money even if the County builds the road to their standards, there is a date at which it will wear out, and the Village will have to rebuild the road. The Village has many highway miles that are in dire need of repair. On the other side, if a developer does develop on Holy Hill Road, the County has a higher standard and will make the developer build to that higher standard. Commissioner Wondra suggested additional discussion be held on the transfers once there were requests for development in the area.

Trustee Vanderheiden noted there may be a higher monetary impact if the Village kept Holy Hill Road which is heavily traveled vs. Goldendale Road which had more miles but less traveled. Commissioner Wondra recognized there was a worthwhile plan and felt it should be looked at.

RECOMMENDATION OF ArcGIS SERVER CONVERSION PROPOSAL – RUEKERT & MIELKE: Dir. Ludwig presented a proposal from Ruekert and Mielke which would allow the Village's GIS system platform to be converted from MapGuide to ArcGIS. ArcGIS was created to facilitate data development and retrieval from a GIS at a faster and more efficient manner. Discussion followed.

MOTION made by Kaminski, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to approve the proposal from Ruekert & Mielke to convert the current GIS system platform from MapGuide to the ArcGIS Server at a cost of $50,900 pending final borrowing.

Motion carried 3-1 (Zabel)

MAINTENANCE AGREEMENT – GENERAL COMMUNICATIONS:

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to contract General Communications at a cost of $1,215.00 for the maintenance of the Village's radio system three times per year. Funds to be allocated from Account #10-519-530-4400.

Motion carried unanimously.

CONSIDERATION OF 2014 SEALCOAT PROJECTS: Supt. Olszewski looked to the Committee for direction on the 2014 seal coat projects. It was noted the black boiler seal application used in 2012 was monitored over two winters and found the seal coat holding up very well under the climate conditions. Supt. Olszewski felt strongly that something needed to be done in the residential areas as it was the bulk of roads in the southern half of the Village. A draft Road Maintenance Plan was given to the Committee for review.

MOTION made by Kaminski, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to Slag Seal, Patch, and Fog Seal road areas as presented by staff.

Trustee Zabel personally felt in the areas with curb and gutter, the surface should be milled one and a half inches and overlayed. He felt it would be a better effect and limit loose aggregate in the storm sewers and drainage ditches. Discussion continued with costs of slag seal vs. overlay, lane mile coverage of both options and the long term durability. Supt. Olszewski explained the Fog Seal option as a rejuvenator which you would treat roads earlier. This application would be used on roads recently resurfaced and preserves those areas before they become oxidized and lose their flexibility. This would extend the life of the road at the front end of their age but also investing earlier into the roads life cycle.

Motion carried 3-1 (Zabel)

BUDGET AMENDMENT TO TRANSFER FUNDS FROM ACCT. #10-541-530-4300 TO #10-541-530-7200 TO FUND DATA PLAN FOR ENGINEERING DEPT. SMART PHONE: Engr. Bischke looked to make improvements in communication efforts with staff internally and out in the field. With the upgrade from MapGuide to ArcGIS, the ArcGIS will allow staff to work with GIS out in the field using a Smart Phone. Other functions included access to voice mails, emails, photography, videography, and access to documents. Further research with US Cellular stated the Village could use the existing accounts, upgrade to the smart phones and a $25 fee per phone for the data plan. Upon approval, Engr. Bischke requested a transfer of $1,500.00 from the Contract and Engineering Services Acct. to the Engineering Dept. Telephone Acct. Discussion followed.

MOTION made by Kaminski, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to transfer $1,500.00 from Account #10-541-530-4300 to Account #10-541-530-7200 to fund the Data Plan for the Engineering Department Smart Phones.

Motion carried 3-1 (Zabel)

ANNOUNCEMENTS: Trustee Kaminski stated she would not be available for the March 4, 2014 Public Works and Highway Committee meeting. It was the consensus of the Committee to hold the March Public Works Committee Meeting Monday, March 10, 2014 at 4:30 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:15 p.m.

Janice Wick

Janice Wick, Recording Secretary