VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: **PUBLIC WORKS & HIGHWAY COMMITTEE**

DATE AND TIME: **TUESDAY, May 6, 2014** ***5:00 P.M.***

LOCATION: **Germantown Village Hall Board Room**

I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.

II. **ROLL CALL:** Chairman Kaminski, Trustees Zabel, Vanderheiden and Warren

III. **APPROVAL OF MINUTES:** April 1, 2014

IV. **PUBLIC COMMENT:** Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received, however, NO ACTION will be taken under public comments.

V. **NEW BUSINESS:**

A. Consideration of a Utility Credit – W170 N10347 Larkspur Lane
B. Consideration of Invoice – D.F. Tomasini Invoice #1905-49 - Blackstone Circle
C. Authorization to Purchase – 135 Metron-Farnier ¾" Meters
D. Hydrant Painting Consideration
E. WDOT Salt Bid – 2014/2015
F. Award of Change Order – Mequon Rd./Eisenhower Drive Traffic Signal Engineering Contract
G. Award of Contract – Municipal Geotechnical Engineer Inspection of TID #4 Retaining Wall

VI. **ANNOUNCEMENTS:**

The Next Public Works Committee Meeting will be held **Tuesday, June 3, 2014 @ 5:00 p.m.**

VII. **ADJOURNMENT:**

***UPON REASONABLE NOTICE,** efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting.*

*** Notice is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

April 1, 2014
Village Hall Board Room

CALL: Chm. Ewert called the meeting to order at 4:06 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 10, 2014.

Motion carried unanimously.

PUBLIC COMMENT: None

CONSIDERATION OF INVOICES – D.F. TOMASINI INVOICES #1905-14, 1905-43, 1905-46 - BLACKSTONE CIRCLE: Supt. Driver explained all invoices were the result of the emergency temporary repairs of water line failures on Blackstone Circle.

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to approve three D.F. Tomasini invoices totaling $18,456.00 for the emergency repair of three water line failures on Blackstone Circle. Funds to be allocated from Acct. #50-742-530-6730.

Trustee Zabel thought the problem with the failures was the HDPE pipe and not necessarily the saddles that were used. HDPE pipe is commonly not used in normal water main construction. Looking at watermain construction in and itself, the use of this pipe should be changed. We should go with C900 PVC pipe that is used throughout. He believed the cost would be lower.

Trustee Kaminski suggested a presentation at a future Public Works meeting to discuss the types of pipe used in water main construction.

Motion carried unanimously.

CONSIDERATION OF INVOICE – D.F. TOMASINI INVOICE # 1873-88 – BROADLEAF LANE:

MOTION made by Zabel, seconded by Kaminski authorizing payment of D. F. Tomasini Invoice #1873-88 in the amount of $4,255.00 for the emergency repair of a water line on Broadleaf Lane at Burr Oak Road on December 26, 2013. Funds to be allocated from Acct. #50-742-530-6730.

Discussion followed suggesting staff continue to use all available personnel from all departments to assist in repairs prior to contracting out the work. Also suggested was contacting 2 or 3 other contractors for a price comparison.

Motion carried unanimously.

CONSIDERATION OF INVOICE – D.F. TOMASINI INVOICE #1905-42 – LEGEND AVENUE:

MOTION made by Vanderheiden, seconded by Kaminski authorizing payment of D. F. Tomasini Invoice #1873-88 in the amount of $4,951.20 for the emergency repair of a water line on Legend Avenue at Vienna Court on February 19, 2014. Funds to be allocated from Acct. #50-742-530-6730.

Motion carried unanimously.

AUTHORIZATION TO PAINT POLICE DEPARTMENT ANNEX: Supt. Olszewski requested authorization to contract a painter for the police department annex. Staff solicited three local contractors with quotes ranging from $3,300 to $9,490.

MOTION made by Vanderheiden, seconded by Kaminski authorizing staff to contract R & R Painting and Decorating to paint the Police Department Annex for a cost of $3,300.00. Funds allocated from Account #10-519-570-8221.

Motion carried unanimously.

AUTHORIZATION TO CONTRACT WASHINGTON COUNTY FOR ROAD STRIPING & CENTERLINING:

MOTION made by Kaminski, seconded by Zabel to allow staff to contract Washington County to paint edge lines and centerlines on Village streets. Funds to be allocated from Account #10-542-530-3540.

Motion carried unanimously.

AUTHORIZATION OF CHANGE ORDER – VISU SEWER LINING PROJECT: Visu Sewer identified a manhole along County Line Road that had serious decay which was discovered when entering the manhole to facilitate the work they were doing in the main line pipe. Staff authorized the repair while the pipe was clean and free from sanitary flow with a working bypass in place. Supt. Zimmerman reported the most severe portions of the manhole decay were entombed with cured in place pipe.

MOTION made by Kaminski, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to approve a change order in the amount not to exceed $25,100.00 for the re-lining of the 31 foot deep manhole on County Line Road as part of the Visu Sewer Lining Project. Funds allocated from Account #60-183-183-3140.

Motion carried unanimously.

ANNOUNCEMENTS: The regular Public Works Committee Meeting will be held Tuesday, May 6, 2014 at 5:00 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 4:30 p.m.

Janice Wick, Recording Secretary

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI

MEETING DATE: May 6, 2014

AGENDA ITEM: New Business

ITEM TITLE: Consideration to Adjust 1st Quarter Sewer & Water Invoice for Jim & Marie Haldeman

SUBMITTED BY: Dan Ludwig, P.E., Director of Public Works

SUMMARY EXPLANATION:

Jim & Marie Haldeman reside at W170 N10347 Larkspur Lane. Excess water usage was noticed during the first quarter of 2014. Mr. Haldeman replaced the water softener which was faulty and running all the time.

Normal water usage for the first quarter at the Haldeman residence is 28,500 gallons. The first quarter water usage in 2014 was 108,000 gallons. The over average water use was 79,500 gallons. The cost for the over average water use is $2.16/1000 gallons times 79,500 or $171.72. The cost for the sewer use is $6.285/1000 gallons times 79,500 or $499.66.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER _X__

Utility Billing Activity report for W170 N10347 Larkspur Lane.

RECOMMENDATION:

Staff is looking to the Public Works Committee for direction with regard to allow a reduction in the first quarter sewer and water invoice for Jim and Marie Haldeman W170 N10357 Larkspur Lane.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

DATE RUN: 03/26/14
TIME RUN: 15:35:15
ID: UB340000.WOW

VILLAGE OF GERMANTOWN
UTILITY BILLING ACTIVITY

FROM DATE: 12/01/2011
TO DATE: 03/26/2014

0034222600-00 MARIA HALDEMAN — W170 N10347 LARKSPUR LN

DATE	ACTIVITY DESCRIPTION	READ TYPE	QUANTITY	AMOUNT
12/29/11	WATER	ACT	26	70.56
12/29/11	SEWER	ACT	26	173.72
01/18/12	PAYMENT: CK CHECK			244.28-
03/30/12	WATER	ACT	29	77.04
03/30/12	SEWER	ACT	29	218.64
04/18/12	PAYMENT: CK CHECK			295.68-
06/29/12	WATER	ACT	33	85.68
06/29/12	SEWER	ACT	33	237.49
07/18/12	PAYMENT: CK CHECK			323.17-
09/28/12	WATER	ACT	35	90.00
09/28/12	SEWER	ACT	35	237.49
10/18/12	PAYMENT: CK CHECK			327.49-
12/28/12	WATER	ACT	27	72.72
12/28/12	SEWER	ACT	27	206.07
01/18/13	PAYMENT: CK CHECK			278.79-
03/28/13	WATER	ACT	28	74.88
03/28/13	SEWER	ACT	28	212.35
04/19/13	PAYMENT: CK CHECK			287.23-
06/28/13	WATER	ACT	31	81.36
06/28/13	SEWER	ACT	31	231.21
07/19/13	PAYMENT: CK CHECK			312.57-
09/30/13	WATER	ACT	26	70.56
09/30/13	SEWER	ACT	26	199.78
10/17/13	PAYMENT: CK CHECK			270.34-
12/30/13	WATER 12/12/13	ACT	22	61.92
12/30/13	SEWER 1555	ACT	22	174.64
01/15/14	PAYMENT: CK CHECK			236.56-
		BALANCE:		.00 *
3/20/14	1663		108	

1065575 → 2000/7 days
3/27/14

285.71/day × 92 = 26

Ave = 28.5

108
− 28.5
79.5 over average

H_2O 79.5 × \$2.16 = \$171.72

Sanitary 79.5 × \$6.285 = \$499.66

3254040
2/27/09

4/1/14 2:55 pm – Jim Haldeman called – high bill – explained readings above – cust. did indicate he had a problem w/water softener + replaced it. Advised sending note to DPW...

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI

MEETING DATE:	May 6, 2014
AGENDA ITEM:	New Business
ITEM TITLE:	Consideration to pay invoice – Services to repair water main failure at Black Stone Circle
SUBMITTED BY:	Jim Driver, Water Utility Superintendent

SUMMARY EXPLANATION:
The Water Utility is requesting authorization to pay the invoice from D F Tomasini Inc. for the repair of the water line failure on Black Stone Circle. This work was authorized under emergency situation because a stainless steel tapping band had failed. The invoice is for labor and materials. This is a continuation of the work on the five lateral connections that have failed.

D F Tomasini Inc.	**Sussex, WI**	**$6,049.0 0**

ORDINANCE____ RESOLUTION_____ OTHER __________ ATTACHMENT:

RECOMMENDATION:
Staff recommends paying the invoice from D F Tomasini for emergency water distribution repair.

Staff recommends allocating $6,049.00 from the 2014 operating budget (50-742-530-6730)

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

DF TOMASINI, INC.
CONTRACTORS
262/820-8300

N70 W25176 INDIAN GRASS LANE, SUSSEX, WI 53089
FAX 262/820-8400
dft@dftomasini.com

COPY

March 18, 2014

Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022

Attn: Jim Driver

Re: Repair Water Main
N116 W17865 Blackstone Cir.
DFT # 1905-49

The following is our billing to repair the water main, per your direction, at the above referenced location.

LABOR & EQUIPMENT:

34.5 Hrs	Labor (2/28/14)	$79.00	$2,725.50
10.5 Hrs	Premium	27.00	283.50
12.0 Hrs	Tractor Backhoe W/Breaker	115.00	1,380.00
12.0 Hrs	OSHA Repair Shield	25.00	300.00
12.0 Hrs	2" Electric Pump & Generator	15.00	180.00
12.0 Hrs	Pick Up W/Misc. Tools	30.00	360.00
2 EA	Equipment Moves	350.00	700.00
	Total Labor & Equipment		$5,929.00

MATERIALS

1 LS	Fuel	$100.00	$100.00
	Subtotal		$100.00
	Markup		20.00
	Total		$120.00
	TOTAL AMOUNT DUE		**$6,049.00**

Let me know if you have any questions regarding the information provided above.

Sincerely,
D.F. TOMASINI CONTRACTORS, INC.

Larry Schluter,
Project Engineer

LS/bw

VENDOR #
ACCT. #50.742.530.6730
FISC. #
APPROVAL

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI

MEETING DATE:	May 6, 2013
AGENDA ITEM:	New Business
ITEM TITLE:	Purchase 135, 3/4" Single Jet Water meters from Metron – Farnier for $24,097.50.
SUBMITTED BY:	Jim Driver, Water Utility Superintendent

SUMMARY EXPLANATION:
The Utility is currently updating the meter reading system, and complying with the new No Lead Rule that went in effect in 2014. The ¾" meters are primarily for residential use. Meters are required to be tested, and once removed for testing I cannot reinstall the current meters due to the No Lead rule. These meters comply with the No Lead Rule

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ATTACHMENT: ORDINANCE_____ RESOLUTION____ OTHER _____

RECOMMENDATION: Purchasing 135, 3/4" single jet meters from Metron – Farnier for $178.50 each for a total of $24,097.00 using Capital line item 50-180-183-3460

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

MetronFarnier

Quotation

Date: 31-Mar-14

To: Village of Germantown

Attn: Jim Driver

Phone: (262) 253-8254
Fax: (262) 250-4702

ITEM	QUANTITY	DESCRIPTION	UNIT	TOTAL
1	135	Spectrum 30, 3/4" Innov8 Register 1000 gallon output	$178.50	$24,097.50
			Total	$24,097.50

Quoted by: Ryan Hylbak

QUOTATION	QUOTATION	QUOTATION	QUOTATION	QUOTATION

Terms & Conditions
1. Prices are F.O.B. Boulder, CO
2. State & Local Sales Tax Not Included
3. Payment Terms: Net 30 Days

Address Purchase Order to:
Metron-Farnier
5665 Airport Blvd. Suite B
Boulder, CO 80301

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI

MEETING DATE:	May 6, 2014
AGENDA ITEM:	New Business
ITEM TITLE:	Consideration of Purchase – Services to sandblast and epoxy paint 235 fire hydrants
SUBMITTED BY:	Jim Driver, Water Utility Superintendent

SUMMARY EXPLANATION:
The Water Utility is requesting authorization to purchase the services of a firm to sandblast to bare metal, apply primer coat, and epoxy coat fire hydrants. Two bids were solicited, and the results as follows.

Ferguson Water. Appleton, WI	**$85.00 each**	**$20,000.00**
Gaint Maintenance, Mundelein,IL	**$89.65 each**	**$21,068.00**

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER _____

RECOMMENDATION:
Staff recommends purchasing the services of Ferguson Water to sandblast and epoxy coat 235 village fire hydrants. Ferguson has provided this service in the past to the utility and it has always been of high quality, with good service.

Staff recommends allocating $20,000.00 from the 2014 operating budget (50-742-530-6770)

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
GERMANTOWN, WI

MEETING DATE: Tuesday May 6, 2014

AGENDA ITEM: New Business

ITEM TITLE: WDOT Salt Bid 2014-2015

SUBMITTED BY: Jay Olszewski, Highway Superintendent

SUMMARY EXPLANATION:

Staff is bringing to Committee's attention that it has entered into the WisDOT Bid Process of 2014 and 2015. Staff has committed the Village to purchase 2,100 ton of salt for the upcoming season. The per ton cost is not available at this time. The DOT required the Village submit the quantity of salt requested prior to the regularly scheduled PW meeting; therefore, it was impossible for staff to obtain Committee approval prior to the DOT deadline. Currently the Village has over 2,000 tons of salt on hand. Staff purchased as much salt as we could store assuming the cost of salt will only increase for the 2014-2015 season.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER __x___

RECOMMENDATION:

Staff recommends remaining part of the WisDOT bid process. Staff also recommends committing to at least 2,100 tons of salt for 2014-2015.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

BUSINESS OF THE PUBLIC WORKS & HIGHWAY COMMITTEE
GERMANTOWN, WI

MEETING DATE:	May 6, 2014
AGENDA ITEM:	New Business
ITEM TITLE:	Award of Change Order – Mequon Rd/Eisenhower Dr Traffic Signal Engineering Contract
SUBMITTED BY:	Brionne R. Bischke, P.E., Village Engineer

SUMMARY EXPLANATION:

Wisconsin DOT introduced extraordinary requirements to the signalization engineering design, forcing R.A. Smith National to expend efforts beyond normal scope of work. R.A. Smith National requests compensation for that extraordinary work expended.

ATTACHMENTS:

- John Bruggeman, R.A. Smith National, e-mail (April 11, 2104)

RECOMMENDATION:

Recommend to award a change order not-to-exceed $4,000.00 to R.A. Smith National for additional non-standard tasks required by the Wisconsin DOT.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

Brionne Bischke

From: Bruggeman, John [John.Bruggeman@rasmithnational.com]
Sent: Friday, April 11, 2014 11:26 AM
To: Brionne Bischke
Cc: Hoffmann, Stephan
Subject: Mequon & Eisenhower - Contract Amendment

Brionne,

As discussed on the phone, the DOT's comments in November regarding the signal plans not being designed to WisDOT standards is on us and we are taking on those additional costs. However, there have also been additional requirements made by WisDOT to obtain permit plan approval that haven't been requested on past permit projects. The non-standard tasks requested by DOT include the following items:

- Separation of plan sheets into pavement marking, signing, and intersection detail sheets
- Additional updates to special provisions, signing/marking plans, and intersection detail sheets that were not included in DOT's initial or 2nd set of comments
- Additional traffic control coordination with WisDOT work zone engineer

For our efforts, we are requesting a $4,000 amendment to recover some of the costs involved with these tasks. Please let us know how you would like to proceed.

Thank you,

John P. Bruggeman, P.E., PTOE
Transportation Engineer
262-317-3353
262 786-0826 fax

R.A. Smith National, Inc.
16745 West Bluemound Road, Suite 200, Brookfield, WI 53005-5938

Design with vision | Deliver excellence | Provide the most responsive service to our clients

BUSINESS OF THE PUBLIC WORKS & HIGHWAY COMMITTEE
GERMANTOWN, WI

MEETING DATE: May 6, 2014

AGENDA ITEM: New Business

ITEM TITLE: Award of Contract – Municipal Geotechnical Engineer Inspection of TID #4 Retaining Wall

SUBMITTED BY: Brionne R. Bischke, P.E., Village Engineer BRB

SUMMARY EXPLANATION:

The proposed new retaining wall in TID #4 will be of significant height (16± ft max.), and runs between the future Airgas building expansion and the Village's sanitary interceptor sewer.

Since the retaining wall will become a Village-owned asset and since Village-owned sanitary sewer assets are situated behind the wall, municipal inspection of the wall would be prudent.

The Engineering Dept. doesn't have anyone with a geotechnical or structural expertise to perform the inspection. Therefore, quotes for work scope and cost estimates are being requested of some engineering consultants.

If quotes are received by the Committee meeting, they will be presented to the Committee during the meeting. Otherwise, a request may be made to postpone this agenda item.

ATTACHMENTS: None

RECOMMENDATION:

Recommend to award a contract not-to-exceed [amount] to [consultant] for municipal inspection of the TID #4 retaining wall.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.