

PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

July 1, 2014
Village Hall Board Room

CALL: Chm. Kaminski called the meeting to order at 5:00 p.m.

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

PREVIOUS MINUTES:

MOTION made by Zabel, seconded by Warren to approve the Minutes of June 3, 2014.

Motion carried unanimously.

PUBLIC COMMENT: None

ACCEPTANCE OF IMPROVEMENTS – CIPP LINING: Supt. Zimmerman reported Visu Sewer completed 3354 feet of 48” liner installed in the interceptor over the winter. Area restorations will be completed by Wendland Nursery next week. Post video has been reviewed and accepted by staff.

MOTION made by Vanderheiden, seconded by Warren to accept the CIPP lining improvements and begin the one year warranty period.

Motion carried unanimously.

CONSIDERATION OF INVOICE – D.F. TOMASINI – P.D. WATER LATERAL REPAIR: Supt. Olszewski requested authorization to pay an invoice to D.F. Tomasini for the emergency repair of the water lateral at the Police Department.

MOTION made by Zabel, seconded by Warren to forward to the Village Board with a positive recommendation to approve the D.F. Tomasini invoice in the amount of \$9,611.50 for the emergency repair of the water lateral at the Police Department. Funds to be allocated from Acct. #40-521-570-8210.

Motion carried unanimously.

ADOPTION OF DONGES BAY ROAD INTO YEARS 2015 AND 2016 LOCAL ROAD IMPROVEMENT PROJECTS: Engr. Bischke asked for consideration to adopt Donges Bay Road into years 2015 and 2016 Local Road Improvement Projects. Year 2015 would be the segment between Division Road and Pilgrim Road and Year 2016 would be the segment between Pilgrim Road and Magnolia Drive. At this time, it was too early to determine the construction sequence. Coordination would take place at the time of a pre-construction meeting.

MOTION made by Vanderheiden, seconded by Warren to forward to the Village Board with a positive recommendation to adopt Donges Bay Road into the Years 2015 and 2016 Local Road Improvement Projects.

Motion carried unanimously.

DONGES BAY ROAD VS. WILLOW CREEK ROAD COMPARISONS AND

CONTRASTS: Engr. Bischke explained roads possess unique characteristics that distinguish them from each other. A comparison chart was created for the Committee to show cost differences and the reason why. Discussion followed on traffic characteristics.

Characteristic	Donges Bay Road	Willow Creek Road
Unit Cost	\$5.470 / s.f. ^{1,2}	\$4.821 / s.f. ²
Land Use	Low Density Residential	Rural Residential and Agricultural/Conservation Residential
Traffic Signals	1	0
Stream Crossing	1	0
Pavement Width	24	22
Side Road Legs (2-lane)	10	4
Side Road Legs (Boulevard)	4	0
Driveways	32	25
Acceleration/Deceleration Lanes	15	0
Bypass Lanes	7	0
Date of Latest Reconstruction	½ 1976; ½ 1993	1985

¹ Existing Pavement Footprint, 2' Shoulders, Driveways & Side Roads, Ditches & Culverts

² Payne & Dolan's completed Bid Form for the Village's 2014 Road Improvement Projects was used as a source of costs.

Trustee Zabel requested a traffic comparison for both roads.

SELECTION OF DONGES BAY ROAD PAVEMENT AND DRAINAGE TEMPLATE

ELEMENTS: Engr. Bischke noted the Village Board hired R.A. Smith National as the contracted professional engineering consultant. Staff had reviewed and agreed with the Engineering consultant's recommendations for the road pavement and drainage template elements. Discussed were:

Pavement Thickness:

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to adopt the mainline and EBS pavement thicknesses recommended in R.A. Smith National's PTSR for Donges Bay Road.

Motion carried unanimously.

Drive Lanes: The standards provided were currently in place and as WI Professional Engineers we're obligated to advocate. Engr. Bischke provided WISLR, AASHTO and TRB information on drive lanes and shoulder widths and their list of benefits. Discussion followed.

- 11 ft. road widths are fine;

- 12 ft. lanes are standard in the industry;
- Road extremely narrow. Shoulders should be wider in the event of an emergency;
- Donges Bay Road is a re-surfacing project. Why build it any bigger than what it is?;
- There must be a maintenance plan in order for the road to last 30-40 years;
- The road will be under-cut, pulverized, shoulder work, ditch work, intersection improvements and by-pass lanes. If this isn't reconstruction what is;
- Mequon's section of Donges Bay Road is 12 ft. lanes with a two foot paved shoulder and two foot gravel shoulder;
- Subdivision standards (Municipal Code 18.07 (1)(c) for minor roads calls for a twenty four foot wide pavement which is designed to discourage through traffic; The Village is not even meeting the minor road standards;

Comments/input were received from:

Holly Bastings, N104 W16053 Donges Bay Road, Bridget Poetzel, N104 W15447 Donges Bay Road, Lynn Langmann, N99 W21950 Indian Parkway, John Penkal, N104 W16075 Hedgeway, Larry Prodoehl, W140 N10111 Fond du Lac Avenue noting the following: keep the original road footprint, ditch performance, speed limit reduction, shoulders unnecessary, consider a 6 foot path.

Trustee Warren noted that just because you do not see standing water or ponding in any of the ditches did not mean there wasn't a problem. Depending upon the elevation of the water, it may still be too high where water is getting into the subgrade and road. This could lead to the early failure of the roadway. Parking on the side of the road can become a problem as the road narrows for those driving. Roads are not designed to force drivers to reduce their speed. It comes down to an enforcement issue not the design of the road that is going to make the difference.

MOTION made by Zabel, to forward to the Village Board with a positive recommendation to adopt 2 – 11' drive lane widths along the mainline of Donges Bay Road.

Motion fails for lack of a second.

MOTION made by Warren, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to adopt 2 – 12' drive lane widths along the mainline of Donges Bay Road.

Motion carried 3-1 (Zabel)

Shoulder Widths: Engr. Bischke again referred to the WISLR, AASHTO and TRB information provided in the backup. Staff had recommended four feet of paved shoulder and 2 feet of gravel. Discussion continued on road widths and shoulder widths with Trustee Zabel stating financially it would be so much easier to put in gravel shoulders at a minimum space and not have to put in curb and gutter. Trustee Warren felt if the Village was spending money to reconstruct, it would be foolish not to look at the shoulders as far as the width of pavement and, look at the ditches in detail otherwise the Village was setting themselves up for failure of the road. Trustee Vanderheiden felt if you built the substructure underneath the shoulder properly,

you would not get the fall off and break down at the edge. He wanted to stay within the footprint of the road agreeing with a wider lane but not extend the shoulders. Chm. Kaminski wanted to see the road built to last 30-40 years. After listening to all of the input, she wouldn't mind the shoulders being reduced in width.

Engr. Bischke clarified State standards called for a six foot wide shoulder in which staff recommended four feet be paved. WI Professional Engineers follow the guidelines because of the decades of studies done and should follow those guidelines.

Comments were heard from Bridget Poetzl, N104 W15447 Donges Bay Road noting six foot shoulders were excessive. An extra foot would help with the integrity of the road and minimize costs.

MOTION made by Kaminski, to forward to the Village Board with a positive recommendation to adopt a four foot shoulder, two feet paved and two feet graveled along Donges Bay Road.

Motion fails for lack of a second.

MOTION made by Zabel, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to adopt gravel shoulders to match the existing footprint of Donges Bay Road with a two foot minimum.

Discussion followed.

Motion fails 2-2 (Kaminski, Warren) To Village Board with no recommendation.

Roadside Ditches: Engr. Bischke looked at the Standards which call for a minimum of 18" in depth. The goal is to get the flow line of the ditch below the bottom of the base material. AASHTO Standards are 4 feet horizontal for one foot vertical. The back slope would be 3 feet horizontal to 1 foot vertical. As an alternative, ditches could be enclosed. There will be some cases where ditches will need to be enclosed due to various reasons (slopes and constraints) and the Village would fund those enclosures. Engr. Bischke provided approximate linear foot costs to enclose ditches and gave the benefits of road side ditches as noted in the State of WI Facilities Development Manual. Discussion followed on the depth of the ditches. Chm. Kaminski questioned whether there was any compromise to make the ditches less invasive and what amount of service life would be diminished from the road if ditch ratios were not met. Engr. Bischke stated initial service life of a road without major maintenance is 20 years which is how Donges Bay Road is being designed. Proper road maintenance can extend road life by an additional 20 years. Basically you can make it 75% which initial service life is 15 years and an additional 15 years if maintained for a total of 30 years.

Comments were heard from Lynn Langmann, N99 W21950 Indian Parkway, and Bridget Poetzl, N104 W15447 Donges Bay Road, Holly Bastings, N104 W16053 Donges Bay Road noting: Ditch depth and standing water, cost to enclose ditches, keep the same footprint as everything works fine.

MOTION made by Warren, seconded by Kaminski to forward to the Village Board with a positive recommendation to adopt an 18" minimum depth, 4H:1V maximum foreslope, and 3H:1V maximum back slope of the roadside ditches on Donges Bay Road and allow an alternative for ditch enclosures fronting resident parcels at resident expense.

Motion fails 2-2 (Vanderheiden, Zabel) To Village Board with no recommendation.

SELECTION OF DONGES BAY ROAD/PILGRIM ROAD INTERSECTION

ELEMENTS: Engr. Bischke reminded the Committee that the Village Board contracted R.A. Smith National to do a Traffic Analysis Report and make recommendations of needed improvements at the intersection. The Committee was given the purpose, reasons, and recommendations of the intersection elements. Improvements to the intersection should take place in two years. Initially improvements were to take place in 5-6 years but with the addition of the Federal Express building at the SE corner of Pilgrim Road and County Line Road, traffic distribution will overload the Pilgrim Road @ Donges Bay Road sooner than the 5-6 years.

MOTION made by Zabel, seconded by Kaminski to forward to the Village Board with a positive recommendation to eliminate the intersection design as part of the Donges Bay Road improvements at this time and apply for Intersection Grants.

Engr. Bischke applied for a Safety Grant at the same time he applied for LRIP Funds. The Donges Bay Road intersection did not qualify for the safety criteria upgrades.

Comments were heard from Holly Bastings, N104 W16053 Donges Bay Road and Bridget Poetzl, N104 W15447 Donges Bay Road suggesting signage and pavement markings at intersection.

Motion carried unanimously.

DONGES BAY ROAD DESIGN SCHEDULE: Engr. Bischke provided a Gantt chart to the Committee detailing the schedule of design elements for Donges Bay Road. After the Village Board has adopted design criteria, the design can proceed and thereafter identify any real estate acquisitions needed.

AWARD OF CONTRACT – R.A. SMITH NATIONAL TO CONVERT DONGES BAY ROAD DRAWINGS FROM FACILITIES DEVELOPMENT MANUAL TO LOCAL STANDARDS:

Dir. Ludwig stated the Village Board hired R.A. Smith National to start the design on Donges Bay Road a couple of years ago. A quality based selection process was completed with the WDOT partnering with the Village. A three party contract was signed to complete the design according to the WDOT standards. A contract modification is now needed to break the current three party contract and go to a two party contract between the Village and R.A. Smith National and, to change the design standards to what the Village Board decides on July 21, 2014.

Engr. Bischke added R.A. Smith National was the current custodian of the data. They had performed all historical studies and had been involved in public informational meetings and advisory meetings.

Comments were heard from Bridget Poetzl, N104 W15447 Donges Bay Road and Holly Bastings, N104 W16053 Donges Bay Road suggesting Village staff design all road components in order to save money.

Discussion followed on:

- Staff's time management of all Village projects;
- Description of Services and potential scope additions;
- Section V -- Assumptions/Conditions Item "B" & "E" to be modified;

MOTION made by Kaminski, seconded by Vanderheiden to forward to the Village Board with a positive recommendation to award a contract to R.A. Smith National to convert Donges Bay Road drawings from Facilities Development Manual to local standards, with value to be determined by the Village Board.

Motion carried 3-1 (Zabel)

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

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:32 p.m.

A handwritten signature in cursive script, appearing to read "Janice Wick".

Janice Wick, Recording Secretary