

**VILLAGE OF GRAFTON**  
**BOARD OF PUBLIC WORKS MEETING MINUTES**

**APRIL 13, 2009**

The Board of Public Works meeting was called to order at 6:45 p.m. by Chair Ron LaPean.

Members present: Ron LaPean, Scott Volkert, Pat Murray, Edwin Dietrich, and Richard Rieck (7:30 p.m.).

Staff Present: Director of Public Works/Village Engineer Dave Murphy, Utility Director Tom Krueger, Superintendent of Public Works Gary Helm, and Administrative Assistant Melissa Depies.

Others Present: None

**HEAR PERSONS REQUESTING TO BE HEARD**

None

**MINUTES**

Motion by Mr. Dietrich, seconded by Mr. Murray, approve the March 11, 2009, Board of Public Works meeting minutes. Approved unanimously.

**WATER & WASTEWATER**

Green Bay Road lift station bid award

Utility Director Krueger stated that the 2009 budget include \$325,000 for the Green Bay Road lift station. The Village benefited from a competitive bidding climate receiving four bids ranging from \$228,000 to \$324,700. Rawson Contractors, Sussex, WI provided the lowest bid of \$228,000 which is well below the engineer's estimate of \$317,000.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board award the construction contract for improvements to the Green Bay Road lift station to the low bidder, Rawson Contractors, Inc., Sussex, WI for a cost of \$228,000. Approved unanimously.

Utility 5-year capital improvement plan

Utility Director Krueger highlighted the projects and expenses of the Utility's annual 5 year capital improvement program.

Mr. Krueger made special note that in 2010 a mini-excavator will be purchased jointly between the Water and Wastewater Utility and the Department of Public Works (DPW). The Utility has budgeted \$50,000 and DPW has budgeted \$40,000 for this piece of equipment.

### 1st quarter – 2009 SDWA compliance results

Utility Director Krueger reported that the 1st Quarter – 2009 Safe Drinking Water Act compliance testing as required by the DNR is complete and included quarterly volatile organic compounds and annual nitrate analyses. There were no major changes in the trends and with treatment all water that enters the water system is fully compliant with the drinking water standards.

### Utility projects update

The Board reviewed the projects update.

Anaerobic digester improvements: The contractor is scheduled to be on site Wednesday, April 15 to resume work on digester 1.

Well #3 Building/Façade Improvements: The remaining work on this building is weather dependent, therefore work will resume when the temperatures are consistently 50 degrees or warmer. Windows, east door, gutters, power vent, lighting and exterior brick power wash remains to be completed.

Grafton Avenue water main loop: Engineering proposals are currently being evaluated.

Water and sewer rate study: The 2008 Annual PSC report was recently submitted to the PSC. This submittal now allows for the rate study to be initiated.

### Report of benchmark measurements – Water & Wastewater Utility

The benchmark report was reviewed by Board members.

Utility Director Krueger noted that they have experienced two water main breaks and three service lateral breaks which are on target with the projected goals. Field staff is scheduled to begin flushing hydrants on April 20. This is anticipated to take three or four weeks. Once that is completed they will continue with sewer jetting, rodding, and televising activities.

## **PUBLIC WORKS**

### Residential storage of garbage and recycling carts

Director of Public Works/Village Engineer Murphy stated that a few complaints have been received regarding the storage location of the new garbage/recycling carts. Due to the complaints he researched the Village code to determine if there was an ordinance designating where refuse containers should be stored. There was not and it was determined that the code does need to be updated to reflect the new cart system.

Mr. Murphy stated that he was looking for direction from this board as to if they wanted to include language restricting where the refuse containers are stored prior to making the other necessary changes. He will then fully update the ordinance as recommended.

Trustee LaPean stated that he received several complaints and he would like to see some language in the code regarding storage location for the carts.

Trustee LaPean also noted that Nancy Hundt, representative for the Chamber, has requested that the Village advertise that 64 gallon carts are available.

Trustee LaPean also questioned why the carts were not being placed in the same location after they are dumped. Mr. Murphy stated that many residents are putting their carts out incorrectly. The carts are too close to each other or to another object, the driver does collect them, however places them away from everything else to show the resident how they should be placed at the curb for collection.

After limited discussion it was the consensus of this board that the ordinance will include language restricting property owners from storing the refuse containers on the front elevation of the home or garage.

Resolution accepting Our Savior Lutheran Church water main

Director of Public Works/Village Engineer Murphy stated that adoption of this resolution is necessary to trigger the 1-year warranty for the water main extension installed at Our Savior Lutheran Church.

Motion by Trustee Volkert, seconded by Mr. Dietrich, to recommend the Village Board adopt a resolution accepting and dedicating water main for Our Savior Lutheran Church, 1332 Arrowhead Road. Approved unanimously.

Award project 09-01 / First Avenue reconstruction (Highland Drive to the Ozaukee Interurban Trail)

Director of Public Works/Village Engineer Murphy stated that the Village benefited from the current economic conditions receiving eight bids for this project ranging from 493,212 to \$611,422. The project length is about the same as the 2008 project; however the bid price is \$120,000 less than the 2008 project. One difference between the projects is that the 2008 project included fly ash stabilization and the 2009 project does not, however the 2009 project does have thicker asphalt.

Mr. Murphy explained that due to the excellent prices for this project, he evaluated additional streets in the area that are in need of repair. He determined that approximately 500 feet of West Highland Drive (First Avenue to Audubon Avenue) could be added to this project for approximately \$87,785. Even if this section of West Highland Drive is added to the project, the project will remain under the budgeted amount. Mr. Murphy noted that the low bidder - Mr. Tillmann has agreed to honor the prices for the added section of West Highland Drive. The additional footage can be added by change order next month.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board award project 09-01 / First Avenue Reconstruction to Ozaukee Excavating, Grafton, WI for a cost of \$493,212.20. Approved unanimously.

Change Order No. 1 – Parking Lot Construction -1231 13th Avenue design

Director of Public Works/Village Engineer Murphy explained that the original parking lot design included a portion of the Dave Downey property. This design allowed 22 parking stalls. However after the final design was complete, Mr. Downey refused to provide written permission needed to construct on his property, therefore the parking lot needed to be redesigned. This change reduced the parking lot size to 11 parking stalls. The change order reflects the costs associated with redesign work.

Motion by Trustee Volkert, seconded by Mr. Dietrich, to recommend the Village Board approve Change Order No. 1 to Bonestroo for the design changes to the parking lot construction at 1231 13th Avenue in the amount of \$1,481. Approved unanimously.

Award Project 09-05 / Parking Lot Construction – 1231 13th Avenue

Director of Public Works/Village Engineer Murphy stated that six bids for the parking lot construction were received ranging from \$32,908 to \$66,700 for asphalt and \$41,300 to \$80,100 for concrete. Poblocki Paving was the lowest qualified bidder with an asphalt bid of \$32,908.

Mr. Murphy recommended that the Village complete this project as planned and if at some point in the future additional property is acquired that will allow expansion of this parking lot, the Village should temporarily gravel and pave with asphalt these areas until all possible property is acquired. The Village could redesign and repave at that time.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board award project 09-05 / Parking Lot Construction – 1231 13th Avenue to Poblocki Paving, Wauwatosa, WI for \$32,908. Approved unanimously.

Municipal Services Facility Change Order No. 2

Director of Public Works/Village Engineer explained that this change order has two separate portions. Portion one is needed due to a navigable stream at the residential drop site. A DNR Chapter 30 permit is needed to proceed, and the cost to prepare the permit application is \$2,500. The other portion is for a required storm pond sediment survey (\$1,700) and sampling (\$930) associated with the removal and expansion of the storm water ponds on the facility site.

Mr. Murphy noted that high levels of diesel fuel and heavy metals have been found in the pond sediment. Additional samples will be taken to determine if the levels are reduced as the water snakes around the pond fingers. The first sample was taken near the inlet pipe.

Mr. Murphy noted that he hoped to use the pond debris as part of the necessary berm at the yard waste drop site.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board approve Public Works Facility Change Order No. 2 to Kueny Architects LLC, Pleasant Prairie, WI in the amount of \$5,130. Approved unanimously.

#### 5-Year Capital Improvement Program

Director of Public Works/Village Engineer Murphy highlighted the projects and expenses of the DPW annual 5 year capital improvement program. He noted that this department has three main sections: Streets and Sidewalk Construction; Storm Water Management; and Equipment Replacement.

Mr. Murphy noted that the 5-year plan for storm water has changed. In 2010 pond design was removed and a SLAMM model project was included. He is hoping that future pond construction projects can be eliminated due to the Highland Ridge ponds and the Meadowbrook Park pond expansion. The SLAMM study will reveal this information.

Motion by Mr. Dietrich, seconded by Trustee Volkert, to recommend the Finance Committee approve the 5-Year Capital Improvement Plan for both Public Works and the Water & Wastewater Utility as submitted. Approved unanimously.

#### Major Projects Update

The Board reviewed the projects update.

First Avenue Repaving: Construction is anticipated to begin in mid June after schools are out for summer with substantial completion by early September.

Sidewalk Replacement Program: Project is underway. This project should take two or three weeks to complete.

Building Demolition – 1231 13th Avenue: Asbestos has been removed, and the house ready for demolition. Contractor has moved in the necessary equipment, project should be complete by the end of next week.

Parking Lot Construction: Construction is anticipated to begin the first week in May with substantial completion by June 5.

Green Bay / Falls Road Storm Water Pond: A preconstruction meeting is being held Wednesday, April 15. The project will begin soon.

Municipal Services Facility: Bid opening scheduled for May 5. The facility and the residential drop site will be done at the same time. They are being bid as one project.

#### Report of Benchmark Measurements – Public Works Department

The benchmark report was reviewed by Board members.

Superintendent of Public Works Helm stated that crews have been completing tree trimming, tree removal, and street cleaning.

Director of Public Works/Village Engineer Murphy stated that the department has been down two crew members since the first of December due to medical issues. It is anticipated that we will not be up to a full crew until July or August.

Trustee Rieck questioned if the recycling percentage has increased with the use of the new carts. Ms. Depies responded that the percentage is pretty consistent with what Waste Management was reporting with the bin system.

#### **OLD BUSINESS**

Trustee LaPean questioned when the construction on the new facility was scheduled to begin and if the salt building location and height issues had been resolved. Mr. Murphy responded that the project is scheduled to begin in June. All issues regarding the salt shed have been resolved. The salt shed will be located behind the building where the current basket ball/tennis courts are located.

#### **NEW BUSINESS**

Utility Director Krueger stated that they advertised for a senior lawn cutting specialist. They received 8 to 10 applications and after interviews an offer will be extended. This person will cut grass throughout the season. Mr. Krueger estimates that this person will work approximately 24 hours per week.

Trustee Rieck questioned the status of the sludge removal proposal. Mr. Krueger noted that the Utility is currently working on a short-term basis with Lakeland Cartage of Port Washington; however long-term proposals will be solicited this summer.

#### **ADJOURN**

Motion by Mr. Dietrich, seconded by Mr. Murray, to adjourn the meeting at 7:44 p.m. Approved unanimously.