

**VILLAGE OF GRAFTON**  
**BOARD OF PUBLIC WORKS MEETING MINUTES**  
**MONDAY, MAY 16, 2016**

The Board of Public Works meeting was called to order at 5:30 p.m. by Chair Sue Meinecke.

Board members present: Trustee Sue Meinecke, Trustee Tom Krueger, Trustee Dave Liss, Pat Murray and Les Blum

Staff present: Superintendent of Public Works Gary Helm, Utility Superintendent Tim Nennig, Village Attorney Mike Herbrand and Deputy Clerk Nicole Kline.

**HEAR PERSONS REQUESTING TO BE HEARD**

None

**MINUTES**

Motion by Mr. Blum, seconded by Mr. Murray to approve the April 11, 2016 Board of Public Works meeting minutes, as presented. Motion carried.

**WATER & WASTEWATER**

Sludge hauling contract amendment

Superintendent Nennig presented the proposed amendment to the contract with Badger State Waste, LLC. Badger offered to extend the contract for five years with no cost adjustment in exchange for Badger receiving assignment of the Biese family bio solids storage tank for the Village.

Attorney Herbrand provided the following suggestions:

1. Badger State will carry liability and workers comp insurance for the full duration of the contract. Attorney Herbrand recommended that this language be changed to show that Badger will carry a minimum of \$1 million in liability coverage, \$2 million in the aggregate, and that certificates of coverage be provided to the Village upon request.
2. The contract states that Badger assumes an annual sludge volume of 1.3 million gallons. Attorney Herbrand recommended adding contract language stating that differing annual sludge volumes would not void the contract in the event that the sludge volume would exceed or fall below the 1.3 million gallons.
3. Attorney Herbrand further suggested that language be added to the amended contract whereby Badger may not terminate the contract unless the Village has committed a material breach of the terms herein. Neither Badger nor the Village may amend the terms of the contract without the prior written approval of the other party. The Village may, in its sole discretion, terminate this contract, prior to May 31, 2021, without penalty upon 90-days advance written notice to Badger State.

The language as recommended by Attorney Herbrand was added to the contract.

Trustee Krueger commented that there is a tabulation of cost per hauling which includes direct land application. Last year the Village saved \$10,000, believed to be due to direct land application. However, direct land application can only be done during a short seasonal period of time. Holding prices for five years in this climate is tremendous.

Motion by Trustee Krueger, seconded by Trustee Liss to recommend the Village Board approve the amended sludge hauling and management contract agreement with Badger State Waste, LLC of West Bend, WI as presented.  
Motion carried.

Resolution allowing WE Energies to install and maintain electrical utilities to serve the new River Bend Road Lift Station

Superintendent Nennig stated that the River Bend Road Lift Station is well underway. The Lift Station will house electrical utilities and an emergency generator. The utilities will extend across River Bend Road and require a permanent WE Energies easement. Drawing for the easement were provided to Village staff for review, former Director of Public Works, Dave Murphy, did approve and sign off on the sketches. All information has been relayed to Interim Director of Public Works, Bob Dreblow and Attorney Herbrand.

Mr. Blum questioned where the exact easement lies as the easement is not described clearly in the exhibit.

Attorney Herbrand suggested the Village request a surveyed drawing of the easement. He then asked if Mr. Dreblow is comfortable with this exhibit. Superintendent Nennig stated the Mr. Dreblow is comfortable with the exhibit. The Village Board will not have an accurate map for the Village Board meeting tonight, however, Superintendent Helm commented that Engineering Technician Steve Block can map the easement correctly. Trustee Meinecke will follow up with Mr. Block and Administrative Assistant Melissa Depies to ensure this does not fall through the cracks. Superintendent Helm stated that they have a meeting tomorrow and will discuss this.

Mr. Blum noted that WE Energies is also asking for access to adjacent land. Attorney Herbrand stated that this is a typical request.

Motion by Mr. Murry, seconded by Trustee Krueger to recommend the Village Board adopt a resolution approving a Utility Easement Agreement with Wisconsin Electric Power Company; doing business as WE Energies as presented allowing WE Energies to install and maintain electrical utilities to serve the new River Bend Road Lift Station. Motion carried.

**PUBLIC WORKS**

Security System Software Upgrades

Superintendent Helm stated that the Department of Public Works was notified on May 2, 2016, that the current software for the security system would no longer be supported effective June 1, 2016. This is an unexpected cost and was not budgeted for. The quote received from SOS Electronics for the upgrade is \$3,637. The security system software

runs all of the gates, security and cameras at the Public Works Department, residential yard waste facility and the Water and Wastewater Utility.

Trustee Meinecke inquired whether or not the security system has uninterrupted power. She stated that the Public Works Department needs to make sure that there is no down time during the system updates.

Motion by Trustee Liss, seconded by Trustee Krueger to recommend the Village Board authorize hardware and software upgrades to the security system at the Public Works facility in the amount of \$3,637. Motion carried.

#### Purchase Zero Turn Mower

Superintendent Helm received three bids for an Exmark Lazer Z DS-Series (LZS902DKU725A1):

	Mower	Optional	Total
Bares Enterprises, Belgium, WI	\$13,919	\$2,950	\$16,869
St. Lawrence Equipment, Inc., Hartford, WI	\$13,800	\$3,190	\$16,990
L & R Lawn Equipment & Repair, Lannon, WI	No Bid	No Bid	No Bid

The optional attachments include: Ultra Vac quick discharge dump from the seat (collection system model UD6672) and a weight kit.

The 2016 Capital Projects Budget includes \$15,000 for the purchase of a Zero Turn Diesel Mower. The base price for the mower is under the budgeted amount, however with the requested attachments the overall cost is \$1,869 over the budgeted amount. Mr. Helm recommended approving the attachments with this mower as it will increase safety and save labor costs each year.

The 2016 budget includes \$5,000 for the diagnostic scanner, however this piece of equipment was purchased in 2015 due to a year end sale. The scanner was purchased for a total price of \$4,050; costs being split \$1,000 to Water and Wastewater Utility, \$1,000 to Fire Department and \$2,050 to Public Works. This would leave a credit balance \$2,950 in the Capital Project Budget to cover the overage of \$1,869.

Motion by Mr. Blum, seconded by Mr. Murray to recommend the Village Board approve the purchase of an Exmark Lazer Z DS-Series (LZS902DKU725A1) with collection system model UD6672 and weight kit from Bares Enterprises, Belgium, WI in the amount of \$16,869. Motion carried.

#### **OLD BUSINESS**

Trustee Krueger inquired as to how the search for a Director of Public Works is coming. President Brunnuell responded that they have a candidate that they will be interviewing.

Trustee Krueger noted he has received complaints regarding garbage in the parks. Messages have been left for the Director of Parks and Recreation; however no response. He requested that garbage cans be placed at Heritage Settlement Park. Superintendent Helm will remind the employees to put out the garbage cans.

**NEW BUSINESS**

None

**ADJOURN**

Motion by Mr. Blum, seconded by Mr. Murray to adjourn the meeting at 5:55 p.m.  
Motion carried.