

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES

February 11, 2013

The Board of Public Works meeting was called to order at 6:00 p.m. by Chairman Richard Rieck.

Members present: Richard Rieck, Edwin Dietrich, Pat Murray, and Lisa Harbeck.

Members absent: Sue Meinecke

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

Others Present: Bill Hass, 1226 Water Terrace

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Trustee Harbeck, seconded by Mr. Murray, to approve the January 14, 2013 Board of Public Works meeting minutes. Approved unanimously.

Water & Wastewater

Utility garage/septage receiving bid results

Utility Director Tom Krueger explained that a second round of bids was opened on January 31 and the bids received were more favorable than the first bid opening. The low bid was \$176,650 below the original low bid submitted in November.

Mr. Krueger stated that the lowest bidder was Jos. Schmitt and Sons, with a bid price of \$2,497,350. This amount includes the base bid plus all three alternates. We have also received a letter of recommendation from the Kueny Architects to award the project to Jos. Schmitt & Sons.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board award the contract for construction of the Utility garage/septage receiving project improvements to Jos. Schmitt and Sons Construction Co., Inc, Sheboygan, WI for a total of \$2,497,350, to include the base bid plus Alternates 1, 2, & 3. Approved unanimously.

Utility security improvements – SOS proposal

Utility Director Tom Krueger stated that in conjunction with the garage project the Village/Utility received a proposal from S-O-S Electronics Corp. to provide security improvements to the site. In addition to an upgrade of security features where minimal to none currently exist, the system will provide greater accountability of the septage haulers and bulk water suppliers who use the facilities.

Mr. Krueger noted that S-O-S is the same company that the Police Department, the Village Hall, and the Municipal Services Facility have and the Police Department will have the ability to monitor all cameras from their squads and emergency dispatch center.

Trustee Rieck questioned if this amount would be added to the construction cost. Mr. Krueger responded, "Yes, this cost would be part of the project cost."

Trustee Harbeck questioned if any other bids were received other than S-O-S. Mr. Murphy responded that the Police Chief recommended S-O-S since it was the company that they used and it would be easily accessible for their department to monitor. Mr. Krueger noted that it is reasonable to have all Village buildings work with the same security company.

Motion by Mr. Murray, seconded by Mr. Dietrich, to recommend to the Village Board, acceptance of the proposal from S-O-S Electronics Corporation, Glendale, WI for security equipment at the Utility site not to exceed the cost of \$109,916. Approved unanimously.

H2Oscore Initiative

Utility Director Tom Krueger explained that he was approached by Professor McGee Young, regarding implementing his water conservation program, H2Oscore. H2Oscore is a company developed to provide water users with their on-going personal water use information.

Mr. Krueger explained that this is dashboard type software where a resident can enroll and it will allow a person to track their water usage from month to month. It will also allow a customer to compare water usage from year to year, or their usage compared to a neighbors usage, or the community at large, or even state wide.

Mr. Krueger noted that the program is also designed to operate with incentives to promote water use reduction, conservation and sustainability. Incentives may include coupons or gift certificates from local businesses for reducing water usage.

Director of Public Works/Village Engineer Dave Murphy questioned who would be responsible for soliciting local businesses for the coupons/gift certificates. Mr. Krueger responded that Professor Young has indicated that his company will do all the work. He has indicated that they realize that in order for this to work, it needs to be easy, simple, and with little or no cost to communities. The only thing required from the Utility would be to provide a monthly billing file.

Mr. Krueger stated that at some point in the future there may be an upfront one-time fee. The price Professor Young mentioned at this time is \$3,000. The company is also subsidized by advertising that it is placed on the website, plus they receive a small percentage of the incentives that companies are willing to provide.

Mr. Krueger stated that he would just like approval to further investigate an agreement and implementation of H2Oscore for the Village.

Motion by Trustee Harbeck, seconded by Mr. Murray, to recommend the Village Board authorize Water Utility staff to perform further investigations and work on a draft agreement to implement H2Oscore for Grafton. Approved unanimously.

Annual Report-Water & Wastewater Utility

Utility Director Tom Krueger stated that he had no specific comments to add regarding the annual report.

Mr. Krueger noted that 2012 was a transitional year of reorganization, having the office staff move to Village Hall. A lot of planning and extra effort was put into this transition by Mr. Nennig to make sure nothing fell through the cracks and that things would get done correctly and timely. Mr. Nennig reported that the transition went surprisingly well.

Utility Projects update

Ultraviolet Light Disinfection Project: Rawson Contractors is unresponsive regarding project closeout issues, therefore the Village will be working with the bonding company to expedite project closeout.

Second Avenue/Third Avenue Sewer Relining: Preliminary investigations have been completed. The project is underway; this is good work for this time of year and the weather conditions.

Mr. Krueger noted that there are many projects scheduled for 2013. Staff is in process of soliciting bid proposals for many of them.

Report of benchmark measurements-Utility

The board reviewed the benchmark report with no comments or questions.

Utility Superintendent Tim Nennig stated that there is not a whole lot to report at this time; however, he is happy to answer questions. Mr. Nennig did not want to jinx his department by reporting on main breaks, but he did note that the City of Cedarburg has had 12 main breaks so far this winter.

Utility Director Tom Krueger noted that the PSC is very interested in unaccounted for water. He noted that the 2011 annual report identified 11 to 12 percent of unaccounted for water while the 2012 annual report indicates that the Utility is currently at 8 to 9 percent unaccounted for water. This reduction is due to billing corrections, aggressive meter

testing, aggressive leak detection surveys and repairs. Mr. Nennig noted that most of the well house master meters have also been replaced with more accurate readers.

Mr. Krueger stated that the Utility continues to work with the Department of Public Works at replacing older mains in conjunction with the street improvement program.

Budget dashboard measurements-Utility

The board reviewed the dashboard measurements for year-end, 2012 without any questions or comments.

Public Works

Annual Report-Department of Public Works

Director of Public Works/Village Engineer Dave Murphy stated that the Annual Report highlights what the department accomplished in 2012.

Mr. Murphy noted the increased amount of hours spent in the Park and Recreation Department. He noted that the original agreement was to transfer one crewperson to the Park and Recreation Department and one person during the summer for the pool and they would maintain the parks and the Family Aquatic Center.

Major projects update

Street Reconstruction/Sidewalk Replacement: Both projects are currently out for bid and will be on the March agenda for approval and award.

Port Washington Road – South: Finally have a signed developers agreement for Meijer, therefore, Gremmer and Associates has been given the authorization to proceed with the design services.

Bridge Street Dam Repair: Village Board has approved a crest gate with hydraulic controls rather than pneumatic controls. Plans should be submitted to the DNR for approval by the end of this month.

Report of benchmark measurements-Department of Public Works

The board reviewed the benchmark report without any questions or comments.

Superintendent of Public Works Gary Helm commented that this winter has been very hard on the streets and asphalt patching quantities may double next year.

OLD BUSINESS

None

NEW BUSINESS

Trustee Rieck questioned if Village plows were plowing out Tecumseh. Mr. Murphy responded that the Village and Tecumseh have an agreement that the Village will plow a fire lane for them and they allow the Village to dump snow there when snow removal from the downtown is necessary.

Trustee Harbeck noticed that the pedestrian walk signals at Washington Street and 12th Avenue were blocked by snow on Saturday. It appears that they have some type of protective lattice over the lens and the snow builds up in there. She questioned if there was anything that could be done to prevent this from happening. Mr. Helm responded that the signals do have a small awning over them, however it is not enough to prevent all snow from building up and the LED lights do not get warm enough to melt the snow.

Director of Public Works/Village Engineer Dave Murphy questioned if the Board would be supportive of providing a dumpster for residential use on a regular basis rather than one day per year. He noted that the loads would be checked by office staff and a database would be kept on who uses the dumpster. Residents would be limited to one time per year as they are now, however the dumpster would be available when the resident actually needs it. The way this type of service would work will need to be discussed by staff along with a proposed plan and indication of support by the Village Board.

Trustee Harbeck questioned the costs. Mr. Murphy responded that the dumpsters are budgeted for because of dumpster day. Cost savings or additional dumpsters may be funded with savings from overtime costs.

It was the consensus of the Board of Public Works to allow staff to discuss how this would work and develop a policy for Village Board approval.

ADJOURN

Motion by Trustee Harbeck, seconded by Mr. Murray, to adjourn the meeting at 6:50 p.m. Approved unanimously.