

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES
JANUARY 13, 2014

The Board of Public Works meeting was called to order at 6:00 p.m. by Chairperson Sue Meinecke.

Members present: Trustee Sue Meinecke, Les Blum, Trustee Dave Antoine, Pat Murray, and Trustee Lisa Harbeck.

Staff present: Director of Public Works/Village Engineer Dave Murphy, Superintendent of Public Works Gary Helm, Utility Superintendent Tim Nennig, Utility Program Coordinator Larry Roy, and Administrative Assistant Melissa Depies.

Others present: B.J. LeRoy, AECOM, Inc.

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Trustee Antoine, seconded by Mr. Murray, to approve the December 9, 2013, Board of Public Works meeting minutes. Motion carried.

Trustee Antoine reiterated that the address used for Mr. Behrens was incorrect; he requested that this be corrected in the official records.

PUBLIC WORKS

2013 groundwater monitoring – Lime Kiln Park landfill and West Plume area

Director of Public Works/Village Engineer Dave Murphy introduced B.J. LeRoy from AECOM, Inc. who is the project manager for the groundwater monitoring project at the Lime Kiln Park landfill and the West Plume area.

Mr. LeRoy gave a presentation on the history of the Lime Kiln Park landfill and West Plume area project as well and anticipated future activities.

He stated that the landfill was closed in 1972 and in 1995 the detection of hazardous chemicals was found. In 1996 and 1997 water service upgrades were provided to the effected homes and in 1998 to 2000 investigations were done to determine what exactly was out there. From 2000 to 2007 the AECOM continued to monitor the groundwater for contaminants. In 2007 a new contaminant was found in an area near the landfill plume which created what is referred to as the west plume. This plume has a separate designation because it has contaminants in it that are not in the original landfill area. Since 2007 AECOM has been monitoring both plumes.

Mr. Murphy explained that the Village did not receive nor officially approve a contract with AECOM for monitoring work done in 2013. The work completed in 2013 totaled \$28,988 and due to the cost being above \$25,000, Village Board approval is required.

Mr. Murphy stated that all future work is anticipated to be under \$25,000 annually, therefore Village Board approval will no longer be necessary. However, the Village Board will have an opportunity to review the costs during the budget process.

Mr. Blum suggested appealing to the DNR to reduce testing requirement to annually rather than quarterly to save funds. Mr. LeRoy responded that this is something the DNR may allow at some point in the future.

Mr. Blum questioned if there was something that can be locally, such as oxidation, to bring the contaminant levels down quicker. Mr. LeRoy explained that approximately 10 wells would need to be installed to do localized oxidation and that would be cost prohibitive. The current strategy is to continue with monitoring with no remediation action.

Trustee Antoine questioned when the Village can request to reduce the required monitoring. Mr. LeRoy stated that in 2014 they will be requesting to combine the wells and will change the monitoring timetable. Mr. LeRoy noted that some of the wells are already tested annually, some are tested semi-annually, and some are tested quarterly. Testing is reduced based on the contaminate levels. A report to the DNR is done every two years; therefore the report distributed to the Board is for 2011 - 2012.

Utility Superintendent Tim Nennig questioned if it was possible to pull contaminants up gradient. He noted that when the Utility increases the run time of Well 6, the contaminant levels will often test higher. Mr. LeRoy stated that it was his opinion that Well 6 may have actually made the plume larger from pumping. The plume is more egg shaped than normal, and the plume is not following the flow as anticipated.

Mr. LeRoy stated that future plans for these areas are to complete an investigation report for the West Plume, combine the sites, continue with natural attenuation monitoring, and avoid any remediation activity. Mr. LeRoy is not recommending closure as the Village will need to continue to monitor, just as the Village is, and the cost to apply for closure is approximately \$15,000.

Motion by Trustee Harbeck, seconded by Mr. Blum, to recommend the Village Board approve AECOM proposal for 2013 cost of \$28,988 for groundwater monitoring at Lime Kiln Park landfill and the West Plume area. Motion carried.

Bridge Street dam change order 2

Director of Public Works/Village Engineer Dave Murphy highlighted change order 2 for the Bridge Street dam.

Mr. Murphy stated that the DNR requires change order approval for any quantities that are above the original bid. He noted that items 1 thru 7 of the change order were items where the

construction quantities were above the bid quantities. Ayres inadvertently included the wrong quantity in the bid document.

Trustee Meinecke commented that if they bid a certain number for the work should the contractor have to honor that number. Mr. Murphy responded that this was a per unit contract therefore the contractor get paid for the actual amount of material used.

Mr. Murphy stated that the original bid for this project was \$1,093,415, change order 1 was approved for an additional \$15,019, and now the Village staff is recommending change order 2 in the amount of \$76,587.40 for a total project cost to date of \$1,185,021.40. Change order 1 and 2 have included some credits as well and extras.

Mr. Murphy noted that the gate inspection is scheduled for January 14, 2014. After the inspection is complete it will be grouted. After it is fully cured, which could take up to 2 weeks; water will be pumped behind the gate to test it before pulling the coffer dams. The project is on schedule for substantial completion the end of May.

Mr. Murphy stated that the dam lighting project is currently out for bid, bids to be opened January 30. Installation can be done in April or May.

Trustee Antoine questioned if this will be the last change order. Mr. Murphy responded that he is expecting at least one more change order before the project is finalized.

Motion by Trustee Antoine, seconded by Mr. Murray to recommend the Village Board approve Bridge Street dam change order 2; increasing the additional quantities and adding the following pay items to the construction contract for Staab Construction Company for a total amount of \$76,587.40, and to change the substantial completion date to May 23, 2014.

ITEM	TOTAL COST
Additional Quantities	\$61,938.40
Extra Heavy Riprap	\$2,828.00
Reinforced concrete between gate and weir	\$6,555.00
Additional walls north and south side of flood wall	\$10,294.00
Credit for providing traffic control barriers	-\$1,200.00
Installation over rodent guard	\$172.00
Remove right retaining wall behind pool wall	<u>-\$4,000.00</u>
TOTAL CHANGE ORDER 2	<u>\$76,587.40</u>

Motion approved 4 - 1(Trustee Meinecke–nay).

Mr. Blum would like Ayres to know how disappointed the Village is with their work on this project. Mr. Murphy indicated that Ayres will be coming forward with a change order to their contract for approximately \$15,000 for project management and inspections.

Mr. Murray commented that the Village should make sure the rodent guard for \$172 is stainless steel and not the mild steel that has zinc dichromate plated.

2014 Equivalent Charges – water, sewer and road projects

Director of Public Works/Village Engineer Dave Murphy stated that this is the annual update of fees that are used to determine how much a developer will be charged when the Village installs utilities in excess of the size needed to serve their individual development for assessment purposes. The fee increase for 2013 is 2.7 percent and is based on the Engineering News-Record 20 cities cost index. I-43 Lift Station is increased 8 percent annually as set by ordinance.

Mr. Blum questioned how close these figures are to the rates that were charged for the Port Washington Road project. He wants to make sure that adjusting them annually by the ENR cost index is adequate and that the rates do not need to be recalculated. Mr. Murphy responded that it was his opinion that that these numbers are fair based on the bids the Village has been receiving.

Motion by Mr. Blum, seconded by Trustee Antoine, to recommend the Village Board set the following 2014 fees: Interceptor Connection Fee Cap (per acre) - \$3,207.73, 8 inch Equivalent Sanitary Sewer Fee (per foot) - \$82.08, 8 inch Equivalent Water Main Charge (per foot) - \$66.50, Road Construction (per foot/per side) - \$199.61, I-43 Lift Station (per acre) - \$2,398.90, I-43 Sewer and Water Crossing-Water main (per acre) - \$404.78, I-43 Sewer and Water Crossing-Sanitary sewer (per acre) - \$507.56, and Equivalent Residential Connection Fee - \$873.00. Motion carried.

Report of benchmark measurements –Public Works Department

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

Superintendent of Public Works Gary Helm noted that December was filled with snow and ice control activities. Mr. Murphy noted that crews used all the road salt that was in the shed plus purchased approximately \$10,000 worth of salt from Ozaukee County.

Mr. Helm reported that on Friday, January 10, 2014, the crews applied approximately 260 tons of salt. This is typically enough salt for three salting events. He noted that there were five crewmen out continuously salting hills and intersections trying to keep the Village safe. The Police Department closed Falls Road for a short time due to many cars going in the ditch. Mr. Helm noted that the crews were also having trouble going up and/or down the hills and sliding on the ice.

Water & Wastewater

Utility projects update

Ninth Avenue Lift Station Replacement: The preliminary station design was received on December 23, 2013, along with future lift station flow projections. The construction cost estimate is \$882,000, which is significantly higher than the budgeted amount of \$557,000. However this construction estimate includes a 20 percent contingency or \$127,000 and 8 percent or \$61,000 in bonds, insurance, etc. Mr. Nennig is hoping there is something that can be worked out in this area to bring the cost down. Applied Technology will be submitting the

proposed site plan and elevations to Planning and Development Director Jessica Wolff to begin the review process.

Mr. Murphy explained that one reason the construction cost is higher than anticipated is because the Utility anticipated re-using the wet well however it was determined that the existing wet well is not large enough to handle future projected flows to the station; therefore, a new wet well will need to be built.

Ultraviolet Light Disinfection Project: The Village is holding \$50,407.07 of final payment for this project, \$15,000 of this is retainer. Rawson Contractors has assigned their rights to any remaining unpaid contract funds via waiver documentation to the bonding company, Zurich American Insurance Company. Therefore, the Village will be releasing these funds and closing out this project.

Utility Garage Project: The Utility is waiting for the phone line to be installed to the garage so they can be given occupancy. The phone line is necessary for fire alarm notification and fire suppression. SOS Electronics will be running the phone lines; however they cannot pull fiber optic lines when the temperatures are so cold. They will be doing this work as soon as the weather permits. The contractor and staff recently did a walk through of the building and completed a lengthy punch list for final completion. It was noted that the project is approximately 4 to 6 weeks behind due to the delay in receiving the metal building. Final completion is expected in early spring.

Report of benchmark measurements-Water and Wastewater

Utility Superintendent Tim Nennig stated that Utility staff failed to meet the benchmark goal for automated meter installs, upgrades and testing primarily due to the inability to make contact with and schedule necessary appointments with the customers. With the increased use of cellular phones and decreased use of hard lines it is difficult to obtain contact numbers to arrange the necessary appointments. He noted that Utility customers typically do not respond to door hanger flyers and notes that are included on the bottom of the quarterly billing statement. Trustee Meinecke suggested that the Utility offer Saturday or evening hours. Mr. Nennig responded that the Utility does offer this, however it is not highly advertised.

Mr. Nennig reported that in 2013 it was necessary to repair five water main breaks. Four of the breaks were found during the leak detection survey performed by M.E. Simpson. The fifth break occurred during the fall fire hydrant flushing.

Mr. Nennig stated that the Utility has already experienced one main break in 2014. It occurred this last Saturday on Ninth Avenue just north of Hickory Street. The break was repaired by Utility staff with assistance by the Public Works crew.

Mr. Nennig was very proud to report that there were no sanitary sewer mainline back-ups in 2013. He attributes this to the hard work of the Utility staff with sewer cleaning, manhole inspections, and general maintenance.

OLD BUSINESS

Trustee Harbeck questioned that status of the new railing at the Library. Mr. Helm responded that the railing has been ordered and is currently being treated with a protective coating to help prevent rusting. The railing will be installed when the weather permit.

NEW BUSINESS

Mr. Roy noted that the Utility began the process requesting a water rate increase from the Public Service Commission (PSC) in 2013. On January 30, 2014, a teleconference will be held with the PSC. This increase will go into effect with the second quarter residential billing.

Utility Superintendent Tim Nennig reported that the Utility has hired Eric Croatt for an entry level Field Operator position. Mr. Croatt has worked for the Utility over the past 4 summers and is currently attending Concordia University Wisconsin earning a degree in Environmental Science.

Mr. Nennig explained that as a condition of his employment Mr. Croatt is required to obtain his Fire Fighter 1 (FF1) Certification and will be expected to respond to fire calls during the work day. With coordination with Chief Rice, Mr. Croatt is enrolled in a FF1 class that will be held on Fridays, during the regular working hours. Mr. Croatt is also working toward obtaining a motor-pump operator certification.

Director of Public Works/Village Engineer Dave Murphy noted that Utility work will be priority and if leaving for fire call is too disruptive, he will not be allowed to leave.

ADJOURN

Motion by Mr. Murray, seconded by Trustee Harbeck, to adjourn the meeting at 7:32 p.m. Motion carried.