

VILLAGE OF GRAFTON

BOARD OF PUBLIC WORKS MEETING MINUTES

MAY 11, 2009

The Board of Public Works meeting was called to order at 6:00 p.m. by Chair Ron LaPean.

Members present: Ron LaPean, Scott Volkert, Pat Murray, Edwin Dietrich, and Richard Rieck.

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: Jon Wallenkamp, Kueny Architects, representatives from Miron Construction Co., Jim Brunnquell (6:30 p.m.), and Darrell Hofland (6:30 p.m.)

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Mr. Dietrich, seconded by Mr. Murray, to approve the April 13, 2009 Emerald Ash Borer informational meeting minutes and the April 13, 2009 Board of Public Works meeting minutes. Approved unanimously.

PUBLIC WORKS

Municipal Services Facility Bid Results

Director of Public Works/Village Engineer Murphy stated bids for the Municipal Services Facility were very favorable. Alternates 4 and 5, the Fueling Station and the Lubrication System were taken out of the project due to costs and unknowns on the project. Staff is trying to make sure that this project comes in at or under budget

Mr. Murphy noted that, as the project proceeds, he may be requesting to put the lubrication system, possibly some salt brine tanks, a portable loading dock, and the fueling island back into the project. When the project was bid the salt brine tanks and the portable loading dock were missed, however, these are items that are needed by the Department.

Jon Wallenkamp, Kueny Architects, indicated that the bid prices received were very favorable. They are similar to prices from 5 year ago.

Mr. Murphy explained that there are two motions being recommended for approval. The second motion proposes a budget for this project at \$6 million. However, because

the original budget includes approximately \$6.3 million, he is requesting that the \$0.3 million be retained for this project so if there are any problems with the soils or pond removal there is a sufficient amount of funds to cover these costs without going over budget.

Motion by Mr. Dietrich, seconded by Mr. Murray to recommend the Village Board award a contract to Miron Construction Corporation, Neenah, WI, for the construction project to include the Municipal Services Facility and the residential drop-off area by accepting the base bid, alternates 1, 2, 3, 6, 7, 9, 10, P-1, H-1, E-2, and E-3 for a total amount of \$5,198,096.
Motion approved 4-1 (S. Volkert – nay).

Change order no. 1 project 09-01 / First Avenue reconstruction (Highland Drive to the Ozaukee Interurban Trail)

Director of Public Works/Village Engineer Murphy stated that due to great pricing received for the First Avenue reconstruction project he is requesting a change order to include Highland Drive from First Avenue to Audubon Avenue in the amount of \$87,784.70. Because this project was bid with unit prices, rebidding for this added quantity is not necessary. With this change order the project should remain approximately \$40,000 under budget.

Motion by Trustee Rieck, seconded by Mr. Dietrich, to recommend the Village Board approve Change Order No. 1 for Project 09-01 / First Avenue Reconstruction in the amount of \$87,784.70. Approved unanimously.

Project 09-04 / House razing additional costs

Director of Public Works/Village Engineer Murphy explained that the previous property owner at 1231 13th Avenue removed steel, copper, and other materials from the home prior to vacating. When bidding on the project the demolition company considers what material he can scrap out, because this material was removed he is requesting an additional \$550.

Trustee Rieck questioned if the Village could pursue recovery of the expense from the previous property owner. Mr. Murphy responded that it would be a Village Board decision.

Motion by Mr. Dietrich, seconded by Mr. Murray to recommend the Village Board approve additional fees of \$550 to Guelig Waste Removal and Demolition, Eden, WI, for Project 09-04 / House Razing at 1231 13th Avenue. Approved unanimously.

Ordinance amending Chapter 8.20 relating to garbage and refuse and Chapter 8.21 relating to recycling including restricting storage of garbage and recycling carts

Director of Public Works/Village Engineer Murphy presented amendments to the Village Code relating to refuse and recycling containers. The two main changes are an

increase the amount of refuse allowed for businesses and/or downtown properties. The amount changed from two 30 gallon containers to two 96 gallon carts regardless of how many occupied units there are. The second main change is restricting where carts can be stored. The proposal requires that cart storage be behind the front elevation of the home.

Administrative Assistant Depies stated that Alan Kletti requested that residents be required to use bags inside the carts to eliminate trash from blowing out.

Trustee LaPean read received e-mails. One e-mail was from a resident that was opposed to the new cart system; however, now that it is in place, they really like it, they commented that the Village is much cleaner now. The other e-mails pertained to people storing their carts in the front of their homes and how that makes the Village look "trashy".

Trustee Rieck stated that he is not in favor of regulating where people can store their carts on their property.

Motion by Trustee Volkert, seconded by Mr. Dietrich, to recommend the Village Board approve an ordinance amending Chapter 8.20 relating to garbage and refuse and Chapter 8.21 relating to recycling, as presented.

Village President Brunnuell commented that many issues are referred to committees for recommendation; however, if they are a "hot topic" they are referred to him pretty quickly. He stated that he has received no communication regarding cart storage and does not believe that Village ordinances should become subjective to a few individual complaints. If you do this where do you draw the line, ordinances are in place to protect the general welfare of all of our residents.

Mr. Brunnuell stated that people are looking to government to solve their problems rather than talking to each other and solving the problem themselves. It is his opinion that this change would be addressing a personal preference not a Village government service issue. He questioned if we really want our Police personnel spending time enforcing an ordinance regarding refuse cart storage.

Trustee LaPean responded that there are other ordinances on the books that the Police Department has to enforce; however, they only act if they are called and a complaint is received. When you receive a complaint about the appearance of Grafton, how do you respond?

Mr. Brunnuell suggested that an article be placed in the newsletter, on the Village web site, or other means of communication.

Trustee LaPean requested that this Board recommend passage of the ordinance as written and let the entire Village Board decide if cart storage restrictions should be included.

Motion to recommend the Village Board approve an ordinance amending Chapter 8.20 relating to garbage and refuse and Chapter 8.21 relating to recycling as presented. The motion was approved 4-1 (R. Rieck – nay).

2009 Groundwater Monitoring Contract

Director of Public Works/Village Engineer Murphy explained that the proposed costs from AECOM for the 2009 work for groundwater monitoring at Lime Kiln Park is \$22,967 which is the same cost as 2008. This is the same company that has been doing this work since the beginning of this project; however, their name has changed. This company is also doing the work on the West Plume.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board approve Change Order No. 11, for continued 2009 groundwater monitoring by AECOM, Sheboygan, WI, in the amount of \$22,967. Approved unanimously.

Preliminary Special Assessment Resolution – STH 60 pedestrian path

Director of Public Works/Village Engineer Murphy stated that the 2009 budget includes funds for a STH 60 sidewalk connecting the Lone Oak subdivision to First Avenue. The Village requested that Aurora Advance Healthcare complete the portion of this walk that was in front of their facility during their recent redevelopment project. Aurora Advanced Healthcare responded that they would prefer that the Village complete the project and special assess them for the associated costs as the funds would come from a different fund.

Mr. Murphy stated that the walk would be on their property; however, all necessary easements for this project have already been obtained.

Motion by Trustee Rieck, seconded by Mr. Dietrich, to recommend the Village Board adopt a Preliminary Assessment Resolution for construction of a pedestrian path on STH 60 from Lone Oak Subdivision and First Avenue. Approved unanimously.

Motion by Trustee Rieck, seconded by M. Dietrich, to recommend the Village Board enter into an agreement with Ozaukee County Highway Department for the construction of the pedestrian path along STH 60 from Lone Oak Subdivision to First Avenue. Approved unanimously.

Major projects update

The Board reviewed the projects update.

Trustee LaPean questioned why the budget for the parking lot is so high. Mr. Murphy responded that the budget includes funds for all projects pertaining to the parking lot with the exception of property purchase.

Green Bay / Falls Road Storm Water Pond: Director of Public Works/Village Engineer Murphy explained that the digging contractor has hit bedrock; therefore, there may be a forthcoming change order for additional work. Project is moving along nicely.

Report of benchmark measurements – Public Works Department

The benchmark report was reviewed by Board members.

Superintendent of Public Works Helm stated that the crews just completed spring tree planting and crack sealing.

Administrative Assistant Depies noted that recycling for April was up to 36 percent. This compares to 29 percent in January and 32 percent in March. Hopefully the Village will continue to see recycling participation increases.

Mr. Helm noted that the Public Works Department is still hauling brush to West Bend until the drop-off site at River Bend Road is complete. The savings from creating this yard storage will be personnel and fuel related to hauling materials to West Bend. Mr. Murphy noted that once the Emerald Ash Borer is found in Grafton, the brush drop off and curbside chipping policies may need to be addressed.

WATER & WASTEWATER

Resolution: Compliance Maintenance Annual Report

Utility Director Krueger presented the Compliance Maintenance Annual Report which covers wastewater operations for the year 2008. There are ten different criteria that are evaluated. The Village received a grade of 3.59 which is slightly lower than previous years. This was the first time in several years that the Village is in the “action required” category.

Mr. Krueger stated that the influent flow and loading category received a grade of B or 3.0. He explained that the monthly average influent flow exceeded design criteria during three wet weather months and the influent BOD concentration had one design criteria exceedance.

The collection system operations category received a grade of F or 0.0. This category is a review of the Capacity Assurance, Management, Operations, and Maintenance (CMOM). An equipment failure in March, extreme wet weather in June, and a pipe failure in July resulted in reportable sewer overflows and 40 negative points producing the F grade.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board adopt a resolution to accept the 2008 Compliance Maintenance Annual Report and submit the report electronically to the DNR as required. Approved unanimously.

Utility Billing Revenue Loss Update

Trustee LaPean stated this was discussed at the Finance Committee meeting and Finance Director Styduhar had indicated that this matter was being addressed and handled by current office staff.

Utility Director Krueger noted that he should have been more assertive with previous staff to make sure this issue was resolved in a timelier manner. The new Utility Clerk has taken over the project and, so far, was able to identify twice the amount of lost revenue compared to the auditor's estimate. She has found many customer billing errors that she is in the process of correcting. The Utility's current office staff has demonstrated a very high level of responsibility and diligence to accuracy of work performed.

Mr. Krueger stated that new checks and balances have been created to ensure billing accuracy and eliminate any potential for loss of revenue in the future. This will include a new revenue report that will be completed prior to printing the billing statements. This report will be reviewed and signed-off by the Utility Director. A copy of the report, along with a trend analysis showing current monthly billing and prior year billings, will be forwarded to the Finance Director and the Village Administrator by the 20th of each month.

Utility Projects Update

The Board reviewed the projects update.

Anaerobic Digester Improvements / Equipment Replacement: Project work on digester 1 has resumed. The cover has been pulled, is being rehabilitated and should be completed in early June.

Green Bay Road Lift Station Improvements: Project was awarded by the Village Board on April 20, 2009. Execution of contract documents is in process.

Grafton Avenue Water Main Loop: Survey work was scheduled to begin this week.

Report of Benchmark Measurements – Water & Wastewater Utility

The benchmark report was reviewed by Board members.

Trustee LaPean questioned how many of the 680 hydrants flushed needed repairs and how much water was lost during a flushing project. Utility Superintendent Nennig stated four hydrants were completely spun around and the bottom flange was broke. He explained that there are three methods used to calculate the volume of water flushed. The total volume usually amounts to over 3,000,000 gallons per full flushing event.

OLD BUSINESS

None

NEW BUSINESS

None

ADJOURN

Motion by Trustee Volkert, seconded by Trustee Rieck, to adjourn at 7:14 p.m. Approved unanimously.