

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES
SEPTEMBER 8, 2014

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

Board members present: Trustee Sue Meinecke, Trustee Dave Antoine, Pat Murray, Les Blum, 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: Matt Hahn – M Squared Engineering and Bill Hass (6:10 p.m.).

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Trustee Antoine noted that on page 3, paragraph 1 it states "...the Town has give given the Utility..." Please remove the word give.

Mr. Blum noted that on page 4, paragraph 3 under Bridge Street dam lighting – light placement he would like the following changes: "Mr. Blum stated that the light candles are about 8 to 100 ~~feet~~ foot candles and if the lights are placed on the beam they would be maxed output ~~for~~ for distance."

Motion by Mr. Murray, seconded by Mr. Blum, to approve the August 18, 2014 Board of Public Works meeting minutes as corrected. Motion carried.

PUBLIC WORKS

East Side Sanitary Sewer Study

Director of Public Works/Village Engineer Dave Murphy introduced Matt Hahn, representative of M Squared Engineering.

Mr. Hahn highlighted the study stating that in spring 2014 M Squared Engineering was retained to re-evaluate the Eastside Sanitary Sewer Study Update and Wastewater Plant Conveyance Options Report from 2002.

The goal of the study was to determine feasibility of constructing a sanitary sewer within the new undeveloped study service area and to determine if a new pump station can be installed to replace two existing pump stations.

The study area for the report is the service area for a 40-year design. The study area, if developed, will also be tributary to the existing Falls Road Pump Station.

The existing Falls Road Pump Station currently accepts flows from the entire eastside of the Village. This pump station may be at the end of its design life cycle and should be upgraded, replaced, or abandoned. Sanitary sewage flows were calculated using the "population method".

The recommended improvements were broken down into three phases, which include: 1) Construction of the River Bend Road Pump Station; 2) Construction of an interceptor sewer from the River Bend Road Pump Station to Port Washington Road; and 3) To provide sewer service to the southeastern most corner of the study area which would include the construction of pump station, gravity sewer, and force main.

M Squared Engineering recommended that the Village move forward with the construction of the River Bend Road Pump Station. This will allow for all future development on the east side of the Village and will facilitate the elimination of two existing pump stations.

Director of Public Works/Village Engineer Dave Murphy stated that the 2015 proposed budget includes funds for the design of the River Bend Road Lift Station and the 2016 budget will include funds for construction.

Mr. Blum questioned if the estimates given were using today's dollar value or if they included inflation for future years. Mr. Murphy responded that they are using today's dollar. When budgeting Village staff will use the engineer's estimate after design is complete. Mr. Nennig stated that after design is complete the Village will have a firm construction cost estimate.

Trustee Meinecke noted that the motion is not approving the dollar values within the report. The motion is to approve the study and the recommended process as to how to proceed with the necessary improvements in the future.

Utility Program Coordinator Larry Roy stated that the 2015 proposed budget includes \$135,000 for the design engineering for the River Bend Road Pump Station and \$24,000 for the design of the sanitary sewer interceptor in Blackhawk Valley.

Motion by Trustee Antoine, seconded by Mr. Blum, to recommend the Village Board accept the Eastside Sanitary Sewer Study performed by M Squared Engineering, LLC. Motion carried.

Ordinance amending Chapters 12.6.010 and 12.16.050 Private Well Restriction and Abandonment

Director of Public Works/Village Engineer Dave Murphy stated that several years ago the Village required all private wells be abandoned as part of annexation to the Village; however, the PSC determined that this was not legal and required the Village to allow

and permit these wells. The Village code was changed at that time and the language not allowing new wells to be drilled was inadvertently removed.

As part of the Kapco development, they wanted to drill a new well to replace the existing well. Their existing well has not been properly permitted since 2003. The Village turned down the request and this is when the discrepancy in code language was discovered.

The Plan Commission placed a condition on their expansion project approval that the existing well must be abandoned and a new well cannot be drilled.

Mr. Blum questioned if this is a state permit that is required. Mr. Murphy responded that this is a municipal permit required by the DNR and the system is set up that any existing private wells must be re-permitted every 3-years.

Mr. Murphy explained that there are seven private wells in the Village and there is only one that the Utility is having a hard time getting re-permitted. The Utility has contacted the property owner and has given her 12 months to either permit the well or have the well abandoned. If she does not take action, the Utility will have the work done and all associated costs will be billed to the property owner and/or placed on her tax bill. This particular property is using Village water and the well is not currently being used.

Trustee Harbeck questioned what process needs to be taken to have a well abandoned and how costly is the process. Mr. Murphy explained that the well is simply filled with bentonite which is a concrete type material that would fill the well hole and seal it off; the cost of this process is minimal, he estimated maybe \$1,000.

Utility Superintendent Tim Nennig stated that the property owner in question believes that this well was properly abandoned prior to her husband passing away; however, she cannot provide any documentation to prove that. The well is not in use and is covered by the deck off the back of the home.

Motion by Mr. Blum, seconded by Mr. Murray, to recommend the Village Board adopt Ordinance number xxx, Series 2014 to amend Village code Section 12.16.01 - Private Well Restriction and Abandonment and to amend Village code Section 12.16.050 – Well Operation Permit. Motion carried.

Stormwater and wastewater permits

Director of Public Works/Village Engineer Dave Murphy explained that the Department of Natural Resources and the Milwaukee Metropolitan Sewage District (MMSD) have been working to determine the Total Maximum Daily Allowable Load for the Milwaukee River. Once this is determined the DNR will revise the storm water and wastewater permits for the Village.

Based on these values, the DNR will allocate the reduction to each storm water and wastewater permitted in the Milwaukee River basin. The Village will then have the option to upgrade the WWTP and/or provide storm water quality projects within the

Village, or help fund projects outside the Village that may allow a higher reduction in pollution at a lower cost.

Graef and Ruckert-Mielke have joined forces to determine what outside projects would be most beneficial. MMSD has also formed a group called the Greater Milwaukee Regional Conservation Partnership Program (GMRCPP). This group has applied for funding through the USDA Regional Conservation Partnership Program.

Mr. Murphy asked for authorization to send a letter in support of the grant application. This will allow Grafton to participate in any water quality projects that are funded by this grant in the future; however, it does not require the Village to participate in the project. He also recommended that the Village join the group created by Graef and Ruckert-Mielke so the Village can work with surrounding communities in identifying projects in the Milwaukee River watershed. The cost associated with joining the group is \$1,250 in 2014 and \$2,500 in 2015.

Trustee Antoine questioned if this would be an annual ongoing cost. Mr. Murphy responded that it was not, it was a cost for the first year so the projects could be identified.

Mr. Blum questioned if the rates being charged were realistic and/or comparable, he does not want to be tied to these firms if the rates are not realistic. Mr. Murphy stated that the Village would only be committed to this for the next year and a half. The group is being organized to identify the best project to reduce the most amount of pollution at the best possible cost.

Motion by Trustee Harbeck, seconded by Mr. Murray, to recommend the Village Board authorize the Director of Public Works to sign and send the letter of support to the Great Lake Commission on behalf of GMRCPP.
Motion carried.

Motion by Trustee Harbeck, seconded by Mr. Murray, to recommend the Village Board enter into a contract for Milwaukee River Watershed Total Maximum Daily Load and NR217 (phosphorus rule) review with Graef and Ruckert-Mielke for a cost not to exceed \$1,250 in 2014 and \$2,500 in 2015. Motion carried.

2014 Street Improvements (Rose Street/Fourth Avenue/Third Avenue) Change Order 1

Director of Public Works/Village Engineer Dave Murphy explained that during construction of the underground utilities the contractor encountered some sump pump connections that were not included in the original bid. There was also a pipe that needed connection to a larger manhole than what was bid. The bid included a 48 inch manhole; however, a 60 inch manhole was needed.

Mr. Blum questioned if the connection fees would be assessed back to the property owners. Mr. Murphy responded that the only assessments on this project would be to the property located in the town on the north side of Rose Street.

Motion by Trustee Antoine, seconded by Mr. Blum, to recommend the Village Board approve 2014 Street Improvement Contract - Change Order 1 for PTS Contractors adding various pay items in the amount of \$4,955.
Motion carried.

Bridge Street Dam Emergency Action Plan

Director of Public Works/Village Engineer Dave Murphy explained that the Emergency Action Plan outlines what will happen if the dam should fail. The existing plan was reviewed and updated to include operation of the gate.

Trustee Antoine stated that Administrator Hofland is listed as the first contact person; however, there is no phone number included. Mr. Murphy stated that either he or Superintendent of Public Works Gary Helm would be the first point of contact, or possibly the Police Department.

Bridge Street Dam Inspection, Operation, and Maintenance Plan

Director of Public Works/Village Engineer Dave Murphy stated that this is put in place to ensure that the dam is properly maintained and operated. The plan outlines what needs to be inspected and how often.

Mr. Murphy explained that the gate is to be operated once per month to insure that everything is working properly. During winter months, the gate will be opened approximately 10 inches below the crest of the dam to prevent any ice loads against the gate. In spring as the reservoir rises, the gate will be fully opened until the reservoir recedes. The reservoir will also be drawn down to allow for inspections of the structure or to remove anything off the dam.

Mr. Blum questioned if there was any concern about opening the gate to reduce the water, could that actually cause ice buildup in locations that have not had any ice in the past. Mr. Murphy responded that he believes the dam structure would be able to handle the weight of any ice load better than the gate.

Trustee Harbeck questioned when the gate would be opened. Mr. Murphy responded not until the ice melts or there are high water levels. The gate cannot be moved until all ice has melted around the gate.

Mr. Hass questioned if there was language that required the Village to notify the residents when the gate would be opened for drawing down the water. Mr. Murphy stated that this notification would be done via the Village web site. The Village will not be sending out letters or knocking on doors to notify residents.

Motion by Mr. Blum, seconded by Trustee Harbeck, to recommend the Village Board approve the Inspection, Operation, and Maintenance Plan.
Motion carried.

Award Project 14-06 Bridge Street Dam Lighting

Director of Public Works/Village Engineer Dave Murphy stated that two bids were received for this project. Steiner Electric of West Bend was the lowest responsive bidder at a price of \$29,987 and \$1,400 for each additional light if needed.

There are 14 lights on the specification. As part of the specifications, Steiner will do a mockup sample of how the lights will look for approval prior to installation. It will be determined at that time if additional lights will be needed.

Mr. Blum suggested that the capabilities of the controller be confirmed to ensure that it can handle additional lights if necessary. He also noted that Steiner should be required to provide the mock up with all the light colors.

Mr. Murphy stated that they would like to have this project completed in 2014; however, it will be depend on the delivery date for the equipment. Trustee Antoine is hoping it can be done by the Holiday Tree Lighting event on November 23.

Trustee Harbeck questioned if a plaque would be installed honoring the MSOE students that assisted in the design of this project. Trustee Antoine responded that he believes that is something that the Public Arts Board would handle.

Motion by Trustee Harbeck, seconded by Mr. Murray, to recommend the Village Board award contract 14-06 / Bridge Street Dam Lighting to Steiner Electric, West Bend, WI for a cost of \$29,987. Motion carried.

Award Project 14-07 House Razing (1005 Beech Street/905.907 Beech Street/1421 Wisconsin Avenue)

Director of Public Works/Village Engineer Dave Murphy explained that the Community Development Authority has purchased five homes, three of which are ready for demolition to provide space for future development.

Mr. Murphy stated that he is currently working with the Utility companies to have all services disconnected. He has also issued a purchase order to Advanced Asbestos Removal Inc. to remove the asbestos from the homes.

Guelig Waste Removal & Demolition was the lowest responsive bidder at \$57,000. Guelig is the same contractor the Village used to demolish the house for the parking lot next to BMO Harris Bank as well as the house on 13th Avenue for the parking lot next to the Bridge Inn.

Motion by Mr. Blum, seconded by Mr. Murray, to recommend the Village Board award project 14-07 / House Razing – 1005 Beech Street / 905.907 Beech Street / 1421 Wisconsin Avenue, to Guelig Waste Removal & Demolition, Eden, WI for cost of \$57,000. Motion carried.

Review 2015 proposed Public Works budget

Director of Public Works/Village Engineer Dave Murphy highlighted the 2015 proposed budget.

He stated that the road improvement project for 2015 is Falls Road Improvements from Port Washington Road to Blackhawk Valley. The equipment fund includes a chipper truck, chipper, a 2 wheel drive pickup truck, and a 3 yard dump truck. The equipment fund also includes transferring a SUV from the Police Department to the Public Works Department. However it has been noted that the Fire Department would also like the SUV from the Police Department.

Mr. Murphy explained that the projected year end budget for 2014 is currently expected to go over the budgeted amount by approximately \$23,000. However, there were some very large dollar issues that happened in 2014 that were not anticipated. They include: lightening strike on the traffic signals that required the signal cameras to be replaced - \$7,096; traffic signal knockdown at WIS 60 and Dakota Drive - \$8,004; Storm sewer repair project on Sunset Court - \$13,117; and road salt was over by approximately \$15,000.

Mr. Murphy noted that any funds received by insurance carriers for the lightening strike and/or the signal knockdown is not put back into our department budget. It is instead assigned to the general revenue account.

Major projects update

Water Storage Building and Septage Receiving Station: Project complete, deflector plate working well.

Bridge Street Dam Repair: Project is completed with the exception of the railing which should be completed by the end of the month.

Street Reconstruction: All underground Utility work is complete. Road excavation is scheduled for the week of September 8, which includes removing the existing road base and providing new base for the road. When excavation is completed the concrete crew will arrive and install new curb/gutters and driveway approaches. Mole Drive will be paved at the same time as these roads. It is anticipated that this project will take an additional six weeks.

Report of benchmark measurements - Department of Public Works

Superintendent of Public Works Gary Helm stated that crews recently filled the cracks in the concrete on the west bound lane of WIS 60. A new product was used that is just hitting the market for Public Works use, the material is typically used at airports. The project turned out very well; however, the big test will be how the material holds up to the winter weather and abuse of the snowplows.

Director of Public Works/Village Engineer Dave Murphy noted that approximately 0.50 miles of road was reconstructed this year and the Village has 54 miles of road. At this rate it will take 104 years for the road replacement cycle. He stated that the Village Board needs to consider raising the budgeted amount for Street Improvements. He noted that any increase in the Capital Projects would also impact the Utility Budget as many projects coincide.

Mr. Helm stated that Street Cleaning was recorded at 52 percent. He noted that the same equipment used for street cleaning is also used for catch basin cleaning. Catch basin cleaning is complete; therefore, crews will begin street sweeping again.

Trustee Harbeck questioned the material recovery rate for recycling. This brought about a discussion on ways to reach out to residents about cost effectiveness of recycling. It was also noted that some residents may be disposing of their grass clippings in the garbage rather than hauling them out to the remote site which is driving the tonnage of garbage up.

Mr. Hass suggested having recycling collected every week as a way to increase recycling volume.

WATER & WASTEWATER

I-43 lift station valve vault reconstruction

Utility Superintendent Tim Nennig stated that this is the lift station that can be seen from I-43 alongside the west side of Interstate 43, just south of Home Depot.

This station receives wastewater flows from all Village properties on Port Washington Road and east of Port Washington Road; both north and south of Washington Street, including the Aurora Cancer Care, the Falls Crossing subdivision and The Gateway (BP gas station, Water Street Brewery and the Hampton Inn & Suites). The new Meijer property will also be served by sewer discharging into this lift station.

Mr. Nennig noted that additional development in this lift station's service area is a serious concern for the Utility; more development means additional flows into the station which is already at maximum capacity.

Both of the original lift pumps have now been replaced with higher-efficiency models and a third lift pump has been added to the wet well. Engineers from Applied Technologies Inc., of Brookfield, WI completed a no-cost engineering review of the existing lift station design and available pumping equipment and found that flow restrictions within the 4-inch piping, valves and elbows were the root cause for the ongoing conveyance capacity issues. Essentially, the 4-inch piping and valve sizing is choking off the conveyed sewage flows prior to entering the larger diameter force main.

Mr. Nennig stated that the Utility is proposing to modify the existing station's valve vault piping assembly to replace a poorly designed and undersized piping configuration with all new up-sized piping and valves.

Mr. Nennig stated that three bids were received with Sabel Mechanical LLC, being the low bidder at \$28,589. However, the bid received from PTS Contractors (\$28,800) was more complete and included excavation, backfilling, and any required dewatering of the site and turf restoration.

Mr. Nennig commented that the \$211.00 to be saved by going with the low bidder, Sabel Mechanical, would be nowhere near enough to offset Utility expenses for mobilization of equipment, providing all excavation and backfill work, provide equipment for dewatering the site, materials for turf restoration and all associated labor costs.

This was not a budgeted item in the 2014 budget; however, the Village Board approved the funding for the I-43 Lift Station improvements on April 21, 2014. The project was presented and included in a lengthy list of items brought before the Board which were to be completed in lieu of extensive roof replacement projects.

Trustee Harbeck questioned if there were still issues with the imaging equipment at Aurora Cancer Care. Mr. Nennig stated that there has not been an excessive clearwater discharged from them this year. It seems to have been corrected.

Mr. Blum suggested that staff research who completed the design of the current lift station and make note not to do business with them again.

Motion by Mr. Blum, seconded by Trustee Antoine, to recommend the Village Board award the construction contract for improvements at the I-43 Lift Station to PTS Contractors, Inc., Green Bay, WI for the bid price of \$28,800. Motion carried.

Review 2015 proposed Utility budget

Utility Program Coordinator Larry Roy explained due to the cool summer with a lot of rain, the year-end revenue projection is approximately \$400,000 less than anticipated.

Expenses for the Utility are also higher than projected due in part to the many water main breaks the Utility experienced this winter. There were multiple breaks and many of them occurred at the same time requiring outside contractors to be called in to assist. Another big unanticipated expense was the issue with the Water Tower Maintenance contract.

Mr. Roy noted that eight roofing projects at the WWTP were pushed to 2015 so the Utility could purchase furnishings to complete the new garage setup.

Major infrastructure improvements planned for 2015 include new water and sewer main that will be constructed in conjunction with the Department of Public Works urbanization of Falls Road. These projects will include water main construction in Falls Road from Well #7 to Shasta Avenue, and also in Cheyenne Avenue from Fox Lane to Falls Road. Sewer main will be constructed in Falls Road from the Falls Road lift station to the intersection at Cheyenne Avenue. Due to numerous water main breaks, water and sewer main replacement from 16th Avenue and South Pine Street to 16th Avenue and South Pine Street is also planned.

Engineering for the new River Bend Road lift station and the associated Blackhawk Valley interceptor sewer are planned to take place in 2015, for construction in 2016.

This lift station, when complete, will eliminate the need for the Falls Road and Blackhawk Valley lift stations.

Major wastewater treatment plant capital projects include the replacement of eight roofs, and re-coatings work of Compact Plant #2.

New equipment purchases planned for 2015 include a new trailer-mounted emergency generator, hitch-mounted valve turner, zero-turn riding lawn mower, and a replacement utility line tracer.

Utility projects update

Ninth Avenue Lift Station Replacement: Excavation for the new building's footings and foundation wall occurred on September 2 followed by forming and pouring on September 3. Masonry wall construction is set for the week of September 8 followed by roof installation. Mr. Nennig presented a picture of construction progress.

Annual Water System Leak Survey: In 2014 the Utility completed 30 miles of distribution system piping or approximately 45 percent of the total distribution system. A total of six leaks were identified totaling an estimated 18,720 gallons per day in water loss. Three of the six leaks have been repaired. The final three are hydrant leaks.

Trustee Harbeck questioned when the hydrants would be repaired as this water loss is significant. Mr. Nennig explained that the 18,720 gallons of water was a result of all six leaks and the three leaks that were previously repaired accounted for the majority of that total. The hydrant leaks are very minor.

WWTP Compact Plant #1 Re-coating: Work remaining includes re-installing all previously removed hand railings and installation of replacement bridge and deck grating. Anticipated service date is October 1, 2014.

WWTP Primary Clarifier #1 Rehabilitation: The project began on July 14 and was substantially completed on August 29. The anticipated service date is September 19, 2014.

WWTP Roof #4 Replacement: The project work began on August 19 and was substantially completed on August 28. The contractor has a limited number of spot repairs to complete before final project close-out.

Water Tower #3 Re-Coating: Tower #3 was constructed and placed into service in 1999. The interior and exterior tower coatings remained on the tower until September 2, 2014. This project began with removing the tower from service, draining the tower and beginning re-coating activities. The project is estimated to take three to six weeks to complete.

Report of benchmark measurements – Water and Wastewater Utility

Trustee Harbeck questioned what a curb box adjustment was. Mr. Nennig noted that it is the water shut off valve at each property. It is the 3 inch diameter cover at each

property. Sometimes this raises from the frost and the Utility staff needs to tap it down level again. It is important to have Utility staff complete this as if the pipe breaks then it is the Utility that is responsible.

OLD BUSINESS

Trustee Meinecke questioned if the Village was still paying to belong to H2OScore. Mr. Nennig responded no.

NEW BUSINESS

Trustee Antoine noted that the Mid Moraine Legislatures Council will discuss phosphorus levels at their meeting this week. The October Mid Moraine League dinner meeting will be in Grafton.

ADJOURN

Motion by Mr. Murray, seconded by Mr. Blum, to adjourn the meeting at 8:06 p.m. Motion carried.