

VILLAGE OF GRAFTON

BOARD OF PUBLIC WORKS MEETING MINUTES

MARCH 13, 2015

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

Board members present: Pat Murray, Les Blum, Trustee Lisa Harbeck and Trustee Sue Meinecke

Board members excused: Trustee Dave Antoine

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 Utility Clerk Stacie Nelson.

Others present: Thomas Krueger, Kathy Brown – Kathy's Landscaping, 1374 Arrowhead Road, and B.J. Leroy - AECOM.

HEAR PERSONS REQUESTING TO BE HEARD

Kathy Brown from Kathy's Landscaping inquired about receiving a Commercial Permit for the Residential Yard Waste Site. Kathy expressed majority of her clients are senior citizens in the Village. Currently, Kathy is dumping waste at other facilities that issue yearly permits but at a high cost.

Mr. Murphy stated that the Village looked into this issue prior to the new site being built. It was determined that the Village did not have the staff to monitor the yard site for commercial accounts. The cost to dispose of the additional material that would be brought to the site could cost the Village more money than it would gain in revenue. Therefore, it was decided to not allow commercial contractors assess to the site.

MINUTES

Motion by Les Blum, seconded by Pat Murray, to approve the March 9, 2015, Board of Public Works meeting minutes. Motion carried.

PUBLIC WORKS

Lime Kiln Landfill Groundwater Monitoring:

Presented by B.J. LeRoy of AECOM, Inc., summarizing the environmental monitoring results and trends at the Lime Kiln Landfill and West Plume areas. The progress report documents site conditions and activities from January 2000 to January 2015.

Award Project 15-02 / Sidewalk Replacement Contract:

Mr. Murphy recommended to award the project to Marvin Gleason for an amount not to exceed \$14,328.75 for the new sidewalk construction and \$40,000 for the sidewalk removal and replacement. Steve Block will remove the quantity of sidewalk necessary to bring the project into budget.

Motion by Les Blum, seconded by Pat Murray to recommend the Village Board award contract 15-02 / Sidewalk Replacement to Marvin Gleason Contractor, Inc., Franksville, WI for a project amount not to exceed \$54,328.75. Motion carried.

Meijer Water Main Easement:

In 2013, a Certified Survey Map (CSM) for the Meijer property was approved by the Village Board. The required water main and sanitary sewer main easements were shown on this CSM; however, during construction of the water main, one hydrant was placed outside of the described easement. The attached document adds the area where the hydrant was actually placed to the existing water main easement.

Dave Murphy, Director of Public Works/Village Engineer, has reviewed the document and the new legal description. The documents have been forwarded to Village Attorney Mike Herbrand for review to make sure the Village's rights have not been changed and the documents are good to act on. The Village should accept the attached easement to allow future maintenance of this hydrant.

Motion by Pat Murray, seconded by Les Blum to recommend the Village Board to approve the water main easement for Meijer property as presented. Motion carried.

Sewer and Water Acceptance - Meijer Property:

The Developer completed sewer and water installation work in 2013 and finished the as-built drawings and all required paper work within the last month (March of 2015). The Utility receives a one year warranty from the date that the Village Board accepts the improvements.

Dave Murphy, Director of Public Works/Village Engineer recommends the approval of the attached resolution accepting the sanitary sewer and water main in the Meijer development with the warranty expiring on April 20, 2016.

Motion by Pat Murray, seconded by Les Blum to recommend the Village Board approve resolution for the acceptance of the sanitary sewer and water main in the Meijer development. Motion carried.

Purchase Commercial Water Softener:

The 2014 or 2015 Capital Equipment budget did not include this project; however the 2014 Equipment fund included \$125,000 for an aerial truck. The actual cost of the truck was \$92,402, or \$32,598 under budget.

Funds needed for the water softener can be used from the remaining funds from the aerial truck. Mr. Murphy indicated that the money saved in 2014 went back into the pool of money for the 2015 capital improvements and is no longer available. Trustee Meinecke brought up using the General Fund's Contingency for this item. It was discussed in more detail by the rest of the Board. The Public Works Board agreed that the Contingency account would be suitable for this purpose.

Motion by Trustee Lisa Harbeck, seconded by Les Blum to recommend the Village Board authorize purchase of a commercial grade water softener from Steve Last Plumbing, Saukville, WI for an installed cost of \$4,698.84. Motion carried.

Five Year Capital Improvement Program – Equipment:

There were no significant changes from the plan that was approved for 2015–2019.

Costs related to the Capital Improvement Program have been adjusted to reflect the changes in construction and/or equipment costs.

Motion by Pat Murray, seconded by Les Blum to recommend the Finance Committee approve the Public Works' 5-Year Capital Improvement Program – Equipment as presented. Motion carried.

Five Year Capital Improvement Program – Streets:

The revised five year program includes 5 miles of road or an average of 1 mile per year. With 52.97 miles of roads, the Village will replace all of its roads within 53 years. Roads are designed for a 30 year life cycle.

Mr. Murphy stated that he has revised this program to bring it close to one mile per year as directed. Mr. Murphy stated that he had talked to numerous Public Works Directors in the Milwaukee area and found that quite a few borrow some or all the funds used to reconstruct their roads. The City of Port Washington uses close to 100 percent borrowed funds for their street program.

The Public Work Board discussed the option of borrowing funds, similar to that of other local municipalities. It was determined that the Village Board would need to determine the funding of these projects, whether it continues from the General Fund or a use of some borrowed funds.

Motion by Les Blum, seconded by Trustee Lisa Harbeck to recommend to the Finance Committee that the Five Year Capital Improvement Program – Streets be approved as presented. Motion carried.

Major Projects Update:

Bridge Street Dam Lighting: Project is completed. A lighting event was unveiled on April 9, 2015.

Falls Road/ 16th Avenue: Project to replace water/sewer lines, pavement, etc. Kopplin & Kinas Co. was the lowest bidder on February 26, 2015 for an overall cost of \$1,270,294. Project will begin the first week of May.

Report of Benchmark Measurements – Public Works Department:

The benchmark report was reviewed.

WATER & WASTEWATER

Wastewater Treatment Plant Roof 1, 2, 3 and 5 Replacement:

Eight roofs were scheduled for replacement in 2015 with a total budgeted amount of \$100,245. The Utility would like to replace the four roofs that are in the worst shape this year, and defer the other four roofs until 2016. This will help defray the cost of important projects that were budgeted in 2014, but were not completed until 2015. Those projects include cleaning of the anaerobic digesters, replacement of the I-43 lift station PLC and controls, I-43 lift station valve vault modification, and replacement of the WWTP SCADA computer.

Roofs 1, 2, and 3 cover the headwork buildings, and roof 5 covers the gravity belt thickener room. These four roofs are known to be leaking. Roofs 6, 7, 8, and 9 are of the same age, have no known leaks, and are in much better condition according to the roofing contractors that have been on site. It will be the Utility's goal to replace these remaining four roofs in 2016 before they do start to leak.

The low bidder, Great Lakes Roofing did not follow the Scope of Work that was provided. Great Lakes did not perform core sampling on the existing roofs to determine the thickness of insulation needed, so 1/2" insulation was incorrectly quoted. Securock decking was not included in the Great Lakes Roofing quote as requested, and page 4 was missing from the quote they submitted. After a phone conversation and a couple of emails in regard to the deficiencies in the quote, the Great Lakes representative stopped communicating, and did not offer to fix the quote. Staff is recommending that the project be awarded to Noffke Roofing of Mequon.

Motion by Pat Murray, seconded by Trustee Lisa Harbeck to recommend the Village Board award the WWTP Roof 1, 2, 3, and 5 replacement project to Noffke Roofing, Mequon, WI in the amount of \$46,933. Motion carried.

Mobile Emergency Generator:

The Utility currently has one site with a well and water tower, one with an Inter Zone Transfer Station and water tower, one stand-alone water tower, and seven sewage lift stations that have no permanent emergency generator, but have receptacles for portable emergency generators. Although the Utility has two mobile generators, logistically the service reliability could be considered 'weak' in the event of a serious or prolonged power outage over a wide area of the Village. To improve the reliability of service during a 'worst case' scenario, the Utility has budgeted for the purchase of a third mobile generator. The unit would be sized and capable of providing alternate emergency power service to all of the Utility's remote sites including Well #6 which does not currently have an emergency generator receptacle.

This generator will be sized to power Well #6 which does not currently have a receptacle for an emergency generator hook-up. Having a hook-up at this site will allow for the Village to have two wells in each pressure zone to supply water under emergency power in a worst case scenario. With the budgeted savings from the low-bid generator quote, the Utility would be able to have the receptacle installed. Having this installed prior to generator delivery would allow for the proper on-site testing when it is delivered.

Cummins NPower was the supplier for the Utility's existing 80kW portable generator. This unit has performed well, and has proven to be reliable. Cummins NPower also provides good service for all of our existing emergency power equipment.

Steiner Electric has been supplying the Utility with competitive bids for several years, and has performed good quality work for the bids they have been awarded.

Motion by Les Blum, seconded by Pat Murray to recommend the Village Board approve the purchase of a 125kW portable generator from Cummins NPower LLC, Oak Creek, WI in the amount of \$48,285.00. Motion carried.

Motion by Les Blum, seconded by Pat Murray to recommend the Village Board approve the installation of the emergency generator receptacle at Well #6 to Steiner Electric, West Bend, WI in the amount of \$4,813.00. Motion carried.

1st Quarter – 2015 SDWA compliance results:

Compliance results reviewed by Tim Nennig, Utility Superintendent

Utility 5 Year Capital Improvement Program:

As eastside development continues producing increased hydraulic loadings to the Falls Road lift station, sewer service planning has identified that when the capacity of the Falls Road lift station has been exceeded, it would be abandoned and replaced with a new station located further to the south on River Bend Road. The need for this new lift station has been projected for 2016. Design and engineering has already started and will be completed for this project in 2015 with construction starting in 2016. This lift station project will include a building, standby emergency power, new interceptor sewer,

and a new force main. Design and engineering will also be completed in 2016 for the replacement of the 17th Avenue lift station with construction beginning in 2017.

The Utility works closely with the Department of Public Works to identify water and sewer replacement work in conjunction with their road replacement program. Many of these projects are scheduled throughout the next five years.

Wastewater treatment plant improvements are always needed to maintain the facility. The Utility started rehabilitating its clarifiers in 2013. Two of the Utility's four clarifiers have been completed. Primary Clarifier #2 will be completed in 2016, and Final Clarifier #2 will be completed in 2017.

Tower #1 is a 200,000 gallon elevated water storage tank that was built in 1960, and is the Village's oldest tower. It is in need of some updates that are reflective of its age. This tower currently has a stone floor that has a good accumulation of blasting sand that has accumulated over many recoating projects. This tower also has a very high door threshold, with no steps, making it difficult to ingress and egress causing safety concerns. The base cone of the tower also suffers from very poor lighting. The only light source for the base cone is up at the first climbing platform located approximately 100 feet from the ground level. Additionally, the existing light fixtures are in various states of disrepair. The utility proposes to pour a concrete floor in the base of the tower and construct steps on both sides of the door. The Utility also proposes to install new light fixtures in the base cone, riser, upper platform, and also replace the aircraft warning light fixture.

Motion by Les Blum, seconded by Pat Murray to recommend to the Finance Committee support for the Utility 5 Year Capital Improvement Program. Motion carried.

Utility projects update:

The projects were individually reviewed.

Report of benchmark measurements – Water and Wastewater Utility

The benchmark report was reviewed.

OLD BUSINESS

None

NEW BUSINESS

Discussed the tree removal and trimming along Falls Road, Bobolink Avenue and First Avenue. Public Works is going to be filling in the south side slope to create a safe slope coming off of the bike trail. This work will be completed this fall.

Further discussion in regards to Commercial accounts utilizing the yard waste site. Monitoring safe disposal of Village yard waste by Commercial accounts would be hard to manage and costly due to personnel hours to track.

Gary Helm, Superintendent of Public Works, provided the Trustees with an update of the mechanic position that was recently filled by new hire, Mark Didier. The Public Works Department will be looking to up-grade the technology currently being used for Fleet maintenance. Additional computers will be required along with the needed software.

ADJOURN

Motion by Pat Murray, seconded by Trustee Lisa Harbeck, to adjourn the meeting at 8:13 p.m. Motion carried.