

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES
MONDAY, MAY 14, 2018

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

Board members present: Trustee Tom Krueger, Trustee David Liss, Trustee Dean Proefrock, Pat Murray and Les Blum.

Staff present: Director of Public Works/Village Engineer Amber Thomas, Superintendent of Public Works Jake Arndt, Utility Superintendent Tim Nennig, Facility Operations Coordinator Larry Roy, Field Operations Coordinator Jason Donohue, and Administrative Assistant Melissa Depies.

Others present: Jonathan Butt-Symbiont, Trustee Lisa Uribe Harbeck, and Bill Hass.

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Les Blum requested additional wording in bullet points 3 and 5 on page 6 of the April 9, 2018 meeting minutes. It was his opinion that the current wording did not make it clear that Wells 4 and 5 had elevated levels of the contaminants.

Trustee Krueger requested the following changes on the April 9, 2018 meeting minutes:

Page 1: Minutes: "Trustee Krueger questioned the status of the Public Fire Protection/PILOT resolution revision..."

Page 1: Paragraph beginning "The Village budget... This ~~portion~~ contract is just...."

Page 3: Paragraph beginning "Trustee Meinecke questioned... and the volume of traffic is it receives."

Page 5: Paragraph beginning "Motion ... to recommend the Village Board ~~approve~~ award the..."

Motion by Trustee Liss, seconded by Mr. Blum, to approve the April 9, 2018 and April 30, 2018 Board of Public Works meeting minutes as corrected. Motion carried.

WATER AND WASTEWATER

Phosphorus Planning Update - Symbiont

Jonathan Butt, Symbiont, gave a detailed presentation on the Phosphorus Compliance Planning project; highlighting the following areas:

- WWTP Performance and Permit Requirements
- The Village Schedule for DNR Permit Compliance
- Pilot Test Results
- Compliance Alternatives
 - Plant Improvements
 - Cloth Filtration

Sand Filtration
Membrane Filtration
Algae/Membrane Filtration

The next step in the process will be to review the preliminary plan prior to putting it in final form for approval. It is anticipated that the preliminary plan will be available for June approval.

Resolution to equalize public fire protection charges and payment in lieu of taxes (PILOT)
Facility Operations Coordinator Larry Roy explained the Public Fire Protection Charge is payable to the Utility by the Village; the Payment In Lieu of Property Taxes (PILOT) is payable to the Village by the Utility.

A resolution was passed in 1999 to equalize these payments. In 2003 another resolution was passed to cap these payments at \$210,000, which was the amount of the Public Fire Protection Charge authorized by the PSC at that time. In 2016 the Utility obtained a simplified rate increase which increased the Public Fire Protection Charge to \$216,300. Due to this increase a new resolution is needed.

In this resolution the language was changed to eliminate any reference to a dollar amount. This new language will allow the PILOT to increase when the Public Fire Protection Charge increases, which will eliminate the need for future resolutions.

Trustee Krueger stated that in the past a calculation was done annually to ensure the values were in line with the capped amount. He questioned if these calculations are still being completed. Facility Operations Coordinator Roy responded that the PSC does not require these calculations therefore they are no longer being done. Trustee Krueger requested that staff run the calculations to insure they are fair. Facility Operations Coordinator Roy will run the calculations and report back to the board in June.

Facility Operations Coordinator Roy noted that Village Attorney Herbrand has reviewed this resolution and any comments or corrections have been incorporated.

Trustee Harbeck questioned how the Village would know what the value of this program is. Facility Operations Coordinator Roy stated that the PILOT will increase at the same rate and time as any future rate increases in the Public Fire Protection. Trustee Liss noted that there is a line item in the budget that shows the amount of the PILOT program and the Public Fire Protection.

Trustee Krueger requested that the final paragraph include "as approved by the PSC".

Motion by Mr. Murray, seconded by Mr. Blum, to recommend the Village Board approve the resolution to equalize public fire protection charges and payment in lieu of taxes as corrected. Motion carried.

Well #5 Pump Pulls, Inspections and Rehabilitation Project Proposals

Field Operations Coordinator Jason Donohue stated that the DNR recommends well pumping equipment be pulled, inspected and rehabbed every 10 to 12 years. Well #5 equipment was last pulled for complete inspection and rehab work in 2005.

This project will consist of three phases: (Phase 1) well pumping equipment removal, (Phase 2) well drill hole physical and chemical rehabilitation, and (Phase 3) reinstallation of pumping equipment and return to active, online service.

Requests for proposals were sent to three major well pump contractors; with the lowest bid being received by Water Well Solutions. Field Operations Coordinator Donohue mentioned that the Village has not done any work with Water Well Solutions, however numerous neighboring communities have used them for this type of work.

The base bid of \$44,159 is well below the budgeted amount of \$70,980; therefore staff is recommending to upgrade the carbon steel line shaft and shaft coupling in the base bid to the optional 416 stainless steel. The life expectancy of the stainless steel components is four times that of the carbon steel.

Mr. Blum questioned if the Utility should be pulling more water to Well 5 where there are stripping capabilities to relieve some of the issues at Well 6. Superintendent Nennig stated in theory yes; however, the air stripping tower equipment and well motors, drives, etc. at Well 5 would need to be upsized. Well 5 was designed to handle 600 gallons per minute. Upsizing the components should be considered when the well is reconstructed, this project is preventive maintenance.

Superintendent Nennig explained that there is land reserved at Well 6 to add a large stripping tower at some point in the future if contaminant levels are exceeded.

Motion by Mr. Blum, seconded by Trustee Proefrock, to recommend the Village Board accept the proposal from Water Well Solutions, Oconomowoc, WI for well pumping equipment and drill hole rehabilitation at Well #5; per revised project pricing to include stainless steel components, not to exceed \$47,397.00. Motion carried.

2017 Consumer Confidence Report

Utility Superintendent Tim Nennig stated that the Utility is required to prepare a Consumer Confidence Report, which is an annual statement describing the Village's drinking water supply and the quality of the water being provided. The report indicates that the Village has no water quality violations and the drinking water continues to meet or exceed all Federal and State requirements.

The report will be distributed as has been done over the past several years: copies will be available for public review and pick-up at most Village buildings, on the web site home page as well as the Utility page. Notices will also be sent through the utility billing, the News Graphic, and the Ozaukee Press notifying residents where they can obtain the information.

The report does contain a section that addresses a Notice of Noncompliance issued to the Utility in November, 2017. The Utility failed to submit a monthly fluoride sample to the State

for split-sample analyses for the month of October, 2017. Although daily samples were taken and tested in-house, failure to submit a sample to the State was considered a monitoring violation.

Mr. Blum suggested that the last paragraph of the report be moved to the first paragraph so customers know right away that the Utility is in compliance.

Trustee Krueger suggested changing the name of the link from Consumer Confidence Report to Water Quality Report as that more accurately states what the document is.

Trustee Krueger noted that fluoride requirement levels have changed. In the past the DNR mandated fluoride levels to be at 1.2 mg/L then it was changed to 1.0 mg/L and most recently it was reduced to 0.70 mg/L.

Utility Projects Update

Utility Superintendent Tim Nennig highlighted the Utility projects:

17th Avenue Lift Station Design Engineering: The Request for Proposals have been drafted and are ready to send to proposed firms.

Annual Water System Leak Survey: This project is not happening this year.

Master SCADA PC Systems Replacement: SCADA engineers have recommended a new master SCADA computer and software programming and configurations. The software currently in use will be evaluated for a more operator friendly software package.

Report of Benchmark measurements-Water and Wastewater Utility

The benchmark report was reviewed.

It was noted that there have been no sewer mainline back-ups. There have been some back-up issues that have occurred; however they were caught before any property damage was done. Bill Hass questioned how a back-up is caught before property damage issues. Superintendent Nennig noted that in the one area where both back-ups have occurred the developer put a float in a drop manhole that sends an audible alarm back to an adjacent apartment building if a backup starts to occur. Tenants are instructed to contact the GPD if the alarm goes off. This alarm has saved this building several times.

PUBLIC WORKS

Award Bridge Street Dam Pier 6 Buttress Repair Design Contract

Director of Public Works/Village Engineer Amber Thomas explained that the 2016 underwater scour survey noted that the pier 6 buttress was overhanging the footing; it was noted that the over-hanging buttress was problematic due to the compressive loads. The DNR directed that the scour hole under pier 6 be evaluated, and be either fully supported or proven safe through calculations.

After discussing the situation with many engineering firms, none were willing to take the liability in providing calculations to prove the dam is safe. Requests for Proposals to provide

plans, specifications, and bid document for construction to support pier 6 were sent to three highly qualified engineering firms.

The lowest bid was received from Collins Engineers. They not only provided the lowest price bid they had the shortest delivery time frame. Collins Engineers have extensive dam experience and Director Thomas had no concerns recommending them for this project.

Trustee Krueger questioned if handling the bidding process would be done in house and if Collins would be providing a construction cost estimate. He also questioned if construction inspection/observation will be done by Collins. Director Thomas responded that the bidding process will be done in-house, and she would be comfortable with inspecting/observing the project. An Engineers construction cost estimate will be requested.

Trustee Harbeck stated that we are well into the construction season, with this getting out so late in the year will getting a bid and/or contractor be an issue. Director Thomas did not think this would be a problem. This work should be done later in the year anyway as the water flows should be lower in early fall.

Mr. Blum questioned where the funds for this project would be coming from as the budget only has \$5,000 and engineering alone is at \$7,000. Discussion concluded that staff should check the availability of TID funds.

Motion by Mr. Murray, seconded by Mr. Blum, to recommend the Village Board award the Bridge Street Dam Pier 6 Buttress Repair Design contract to Collins Engineers, Inc., for a not to exceed lump sum cost of \$7,000. Motion carried.

Approve Ordinance X-2018 Amending Section 18.20.070 / Streets-Width

Director of Public Works/Village Engineer Amber Thomas explained that this is an ordinance to narrow minor street and cul-de-sac right-of-way from 66 feet wide to 60 feet wide and narrowing the road from 36 feet to 32 feet. Benefits of narrowing the street are lower construction and maintenance costs, less area for plowing and salting operations, and is safer for vehicular traffic. Narrowing of the street also allows for a wider terrace area which provides more space for street trees.

Mr. Blum question why the sidewalk was required to be 5 inches thick. Director Thomas stated that sidewalk is to be 4 inches thick unless in the driveway area which is 5 inches.

Trustee Harbeck questioned why narrowing the street will make it safer. Director Thomas explained that a narrow street encourages motorist to drive slower. Parking will not change as the streets will still be wide enough for two traffic lanes and parking on both sides.

Motion by Mr. Blum, seconded by Trustee Proefrock, to recommend the Village Board adopt Ordinance X-2018 amending Section 18.20.070 / Streets—Widths. Motion carried.

Major Projects Update

Director of Public Works/Village Engineer Amber Thomas highlighted the projects:

Improved Traffic Signals at Wisconsin Avenue and Cedar Street: Project is moving forward, preliminary design is anticipated to be complete by the end of the week.

Repainting Wisconsin Avenue Railing: Porta-Painting has agreed to the 2 year warranty on workmanship. Project is anticipated for June/July and is expected to take approximately 4 weeks to complete.

Sidewalk Replacement Program: Contractor is currently completing the sidewalk job in Cedarburg and is anticipating mobilizing to Grafton middle to end of the week.

Street Reconstruction: Contractor is approximately 75 percent complete with the Utility work. Fourth Avenue Utility work is complete and the first layer of asphalt is anticipated by the end of the week. The final layer of asphalt will be done with all other streets on the project.

Trustee Krueger questioned if there was a plan to replace the current street signs with the larger, easier to read street signs. Director Thomas stated that signs are replaced only on an as needed basis; there is no formal plan to replace street signs at this time.

Report of Benchmark measurements-Public Works

Utility Superintendent Jake Arndt highlighted the benchmark report.

Superintendent Arndt stated the month started out with the crews plowing and salting.

Forestry: Crews are removing and trimming trees, and getting the flower beds and flower pots ready for planting. Tree bids were recently received, orders will be placed and trees will be planted.

Street Repair & Maintenance: The Village shares the cracksealer with Cedarburg and Port Washington. Once the equipment is returned by Cedarburg, crews will begin cracksealing the roads in the area bounded by Keup Road, Hickory Street, and Wisconsin Avenue. Staff is trying to section the Village so cracksealing can be done in a systematic manner.

DIRECTOR'S UPDATE

Update – Fire Department Program Changes: Director Thomas stated that Village Administrator Thyges, Fire Chief Rice and herself have been meeting to develop a policy that allows all Village employees to participate in the Fire Department if they so choose. Participation will be voluntary and will no longer be mandatory for Water and Wastewater or Public Works employees. Department supervisors will have final say if an employee can participate or respond based on daily duties.

As an incentive to participate the new policy is proposed to offer 2 additional days of compensatory time and regular Fire Department pay for calls on top of their normal wages. All costs associated with this plan will be funded out of the Fire Department rather than the department budgets.

Fund for Lake Michigan Grant – Phosphorus Compliance: Director of Public Works/Village Engineer Amber Thomas explained that in 2016 the Village pledged \$80,000 over a 4 year

period to the Milwaukee River Watershed Conservation Partnership. To-date that money has not been used or needed; therefore these funds may be requested to be re-allocated if this grant is awarded to the Village.

In April the Village applied for a Fund for Lake Michigan grant, with grant notification anticipated in June. If awarded the grant, the Village will work in partnership with Sand County Foundation, Ozaukee County Land & Water Management, the Natural Wildlife Federation, MMSD, and USADA-Natural Resources Conservation Services to work with farmers to obtain trade credits. These credits would benefit both the MS4 Permit and the Water and Wastewater Utility.

ADJOURN

Motion by Mr. Murray, seconded by Trustee Proefrock, to adjourn the meeting at 8:10 p.m. Motion carried.