

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES

MONDAY, MAY 13, 2019

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 (6:26 p.m.), Trustee Sue Meinecke, 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, Field Operations Coordinator Jason Donohue, and Administrative Assistant Melissa Depies.

Others present: Trustee Lisa Uribe Harbeck, Bill Harbeck and Melanie Boyung with the News Graphic.

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Mr. Blum, seconded by Mr. Murray, to approve the April 8, 2019 Public Information Meeting – 2019 Street Improvement Project, and the April 8, 2019 and May 6, 2019 Board of Public Works meeting minutes as presented. Motion carried.

WATER & WASTEWATER

Final WPDES Permit Compliance Plan

Based on discussions from the May 6, 2019, Special Board of Public Works meeting:

Motion by Trustee Meinecke, seconded by Mr. Blum, to recommend the Village Board approve Adaptive Management for the WPDES Permit Compliance Plan. Motion carried.

Well #7 Pump Pulls, Inspections and Rehabilitation Project Proposals

Field Operations Coordinator Jason Donohue stated that well 7 is running good and there are no issues. This project consists of well pumping equipment being pulled for inspection and necessary rehabilitation as recommended by the DNR.

The inspection and rehabilitation work will consist of three distinct 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. The entire project will take approximately 30 days to complete.

The proposed contractor (Water Well Solutions) has also noted that they are four to six weeks out on their schedule to start the project.

Water Well Solutions completed similar work on well 5 in 2018. The Utility had no issues with their work.

Trustee Krueger noted that there were some extras as part of the approval. With the extras added in Water Well Solution is no longer the low bidder. He questioned if Municipal Well & Pump also bid on the extras and how the bids compared. Field Operations Coordinator Jason Donohue stated that yes, both contractors bid on the basic project and the options for extras and Water Well Solutions was the low bidder for all aspects.

Utility Superintendent Tim Nennig stated that 2018 was the first time the Utility worked with Water Well Solutions. He noted that they did excellent work.

Motion by Mr. Blum, seconded by Mr. Murray, to recommend the Village Board to accept the proposal from Water Well Solutions Oconomowoc, WI for well pumping equipment and drill hole rehabilitation at Well #7; project pricing, not to exceed the cost of \$45,132.00. Motion carried.

Contracting out Utility Locating Services

Field Operations Coordinator Donohue stated that the Village Of Grafton has always done its own utility locating. Historically Utility wastewater staff would mark sanitary sewer and water locates and DPW staff marked the storm sewer locating. In an effort to improve efficiency, utility staff began locating all three underground utilities last year rather than having two departments make separate trips to the same locations.

Locate requests have increased from 1179 locates in 2010 to 1892 locates this past year, and they continue to rise. As the village grows with new development these numbers may escalate even faster than they have in the past.

Utility staff currently reviews locates daily; however, they only mark the areas where they feel it is a priority. Marking the utilities can be a full time job; therefore, there is just not enough time to complete each locate received. Unfortunately in the last couple of months there have been two hits to Village utilities that have repair costs of approximately \$20,000.

Field Operations Coordinator Donohue also noted that directional boring has caused locating issues. One locate call run from Hickory Street all the way to Saukville. Utilities would need to be marked daily to stay ahead of the boring crews.

Field Operations Coordinator Donohue recommended contracting with USIC to complete all locates for water, sewer and storm sewer. USIC is already in the Village locating We Energies and other private Utilities.

Mr. Blum questioned the level of liability. Field Operations Coordinator Donohue responded that this is non-negotiable. This is their contract and they will not make alterations.

Trustee Krueger noted that USIC will also make errors and the Village will still have some hits where they need to do repairs. Historically the issue with contracting this was that our mapping was not as accurate as we might like. Field Operations Coordinator Donohue agreed that the mapping is not at a level we would like; however, the newer Utility staff is using the same information as USIC would be provided.

Trustee Krueger questioned how USIC would determine responsibility for the Village versus the Town of Grafton. Field Operations Coordinator Donohue stated that Diggers Hotline has the boundaries and Village / Town is designated on the ticket.

Mr. Blum questioned if all new utilities had tracers on them. Field Operations Coordinator Donohue indicated that they did; however, hooking up to them can be time consuming for Village staff.

Trustee Meinecke questioned if the Village Attorney had review the contract. Field Operations Coordinator Donohue stated that it has not been reviewed yet; however, it will be before signed.

Trustee Krueger was not in favor of the three percent escalator. Field Operations Coordinator Donohue stated that the initial contract is for the remainder of this year; we can renegotiate prices for 2020.

Motion by Trustee Meinecke, seconded by Mr. Murray, to recommend the Village Board approve a contract with USIC Locating Services, LLC beginning June 1, 2019, subject to attorney review. Motion carried.

2018 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.

Utility Superintendent Nennig stated that the DNR has required that the report include a statement regarding lead. The Village does NOT have a lead problem; however, there

are some older homes that may have internal lead pipes. Trustee Krueger requested that the language regarding lead be softened. Utility Superintendent Nennig stated that the language came directly from the DNR district engineer.

Utility Projects Update

Superintendent Nennig updated the board on the various Utility projects:

17th Avenue Lift Station Construction: A pre-bid meeting is scheduled for May 14 with bid submittals due May 28. We Energies will be temporarily relocating the existing gas and electric for the length of the project. Once the lift station is complete We Energies will return.

WWTP Headworks Design Engineering: Design engineering is approximately 30 percent complete. A formal agreement between the Village and MSA has not been signed. The Village Attorney is still reviewing the contract.

Collection System Infiltration/Inflow Investigation: Flow monitoring in the South Green Bay Road area was initiated on April 26. Three portable flow meters were installed in strategic locations.

Re-Lining of 17th Avenue Sanitary Sewer Main: This project will not begin until the road work is completed. Anticipating late summer or early fall.

Report of Benchmark Measurements-Water & Wastewater

Superintendent Nennig highlighted the activities of the Utility staff stating that priorities have transitioned to outdoor work with approximately 750 hydrants being inspected, flushed, and maintained.

Superintendent Nennig stated that diggers hotline requests are 30 percent higher over this time last year.

Staff has installed 527 AMI meters, had four water main breaks, zero mainline backups, and completed approximately 14,000 feet of sewer mainline cleaning. (DNR requirement is 150,000 feet.)

PUBLIC WORKS

Major Project Updates

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

Sidewalk Replacement Program: Not moving forward at this time. Have not confirmed a start date with the saw cut contractor.

Street Reconstruction: Project moving along. Utility work on 17th Avenue is almost complete. Sewer crews started on Cedar Street today, anticipating starting on Dellwood Court later in the week.

Bridge Street Dam Repairs: Staab construction was going to look at our project when they were working in Cedarburg, have not heard from them at this point.

Blue Stem Subdivision: Sanitary work is complete, water main installation should be completed May 14.

River Bend Road Utility Extensions: Project awarded. Anticipate a late July or early August start.

Mr. Blum questioned if there were any significant change orders on the street project. Director Thomas replied that there were none at this time.

Trustee Krueger questioned the bike lane on the pavement of 17th Avenue. Director Thomas replied that there is not enough room to have a lane on both sides; however it is possible to have a designated lane in the north bound lane only. Sharrows could be an option on the southbound side.

Trustee Krueger noted that funds are being borrowed for the Utility extension; however, existing customers do not pay to extend services for new developments, the development is supposed to pay for the infrastructure. Director Thomas stated that she is working on the proposed assessment; however, many properties are in the Town therefore the Village may never re-coup full costs.

Report of benchmark measurements – Public Works Department

Superintendent of Public Works Jake Arndt updated the Board on the crew activities. Crews are busy crack sealing and have recently planted 100 trees. Street sweeping has not occurred due to the rain, this will increase as weather improves.

One salting event last month and two catch basin repairs were completed.

DIRECTOR'S UPDATE

Update – South Green Bay Road storm water investigations: Letters were sent to residents informing them of activities being done. Have finished the work with FEMA; waiting to hear if the Village will receive any funding.

Update – Utility Operator position: Applications are being accepted through today. Not many applications have been received to date.

Update – Utility Clerk position: Over 100 applications were received for this position. Have it narrowed down to three possible candidates; currently checking references.

Update – DPW Crewperson position: Interviewed five candidates, offered to one who turn the position down, offered to a second one unfortunately he did not pass the pre-employment screening. On May 14 will be interviewing another five possible candidates.

Trustee Meinecke question if Blue Jay Communication was complete. Director Thomas stated that they have indicated that they are complete with their work in Grafton; however, restoration remains an issue.

Trustee Krueger questioned the status of the language change to the policy regarding backfill material. Field Operation Coordinator Donohue stated that unmonitored quarries create problems as the quality of material changes with any weather change. Also the top of the piles can be different that the middle of the pile so quality could change with each load.

Director Thomas noted that she will be adding language to the current specifications to note that other backfill materials may be proposed for Village Engineer approval.

Trustee Krueger questioned if the issue discussed last month regarding our code and PSC requirements on ownership of water laterals was followed up on. Director Thomas believes she reached out to Facilities Operations Coordinator Larry Roy to confirm PSC rules and that the Village is in compliance. She will confirm and report back to the Board.

ADJOURN

Motion by Mr. Blum, seconded by Trustee Liss, to adjourn the meeting at 7:00 p.m. Motion carried.