

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES
MONDAY, JULY 8, 2019

The Board of Public Works meeting was called to order at 6:02 p.m. by Chair Tom Krueger.

Board members present: Trustee Tom Krueger, Trustee Sue Meinecke, Trustee David Liss, 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 Dan Fisher, and Administrative Assistant Melissa Depies.

Others present: Lance Greicar – Boy Scout Troop 840.

HEAR PERSONS REQUESTING TO BE HEARD

Lance Greicar stated that he was in attendance to earn his communications badge.

Trustee Krueger stated that he has received complaints regarding the obstructed view at the intersection of Cheyenne Avenue and Falls Road. He questioned if that intersection could be urbanized.

Director of Public Works/Village Engineer Amber Thomas agreed that the hill to the west does obstruct the view. However, when the Blue Stem Subdivision was designed, Traffic Analysis Design Inc. (TADI) verified that the intersection was safe based on the posted 25 mph speed limit.

Director Thomas noted that there is a structure on the Norman farm that would need to be removed in order to urbanize the intersection.

MINUTES

Motion by Mr. Blum, seconded by Mr. Murray, to approve the June 10, 2019 Board of Public Works meeting minutes as presented. Motion carried.

Update – Field Operations Coordinator position: Director Thomas introduced Dan Fisher, stating that Jason Donohue has resigned from employment with the Village. As a result Director Thomas promoted Mr. Fisher into the Field Operations Coordinator position. This is being done as a trial period for both parties; if all goes well Mr. Fisher will be appointed permanently to the position.

PUBLIC WORKS

Pavement Ratings - 2019

Director Thomas stated that the Village is required by the State of Wisconsin to rate all roads every other year in order to receive the annual State Highway Funding. The roads were rated on a scale of 1 to 10 according to the Wisconsin Department of Transportation Pavement Rating System.

The median road rating increased slightly to 5.53 over the 2017 rating of 5.37 which indicates that the increased crack sealing and increased mileage of road reconstruction is helping to improve overall road conditions. This is a big step to be maintaining/improving roads quicker than the roads in bad condition are deteriorating. It is not a fast process, but the Village is moving in the right direction.

All roads north and west of the downtown have been crack filled in 2018 and 2019 if they were in good enough condition to do so. In 2020 the crews will focus on the downtown and move to the area east of the river. The overall goal is to get on a three year crack filling cycle.

Director Thomas noted that she included \$50,000 in the proposed Capital Improvement Program (CIP) budget to begin a road resurfacing/sealing program. However; that amount was removed from the CIP and will need to be incorporated into the general fund.

Director Thomas explained that a road rated at a 5 or 6 is ideal for an overlay/sealing program. This could increase the rating to an 8 and preserve the road for several years before a full reconstruction would be necessary. Roads rated 1 through 4 will need total reconstruction.

Repairs to Bridge Street Dam

Director Thomas explained that in 2016 an underwater scour survey was completed by Ayres Associates and it was noted that the pier 6 buttress is overhanging the footing.

Design for repair was completed by Collins Engineers, Inc., and bids were sent to seven companies however no bids were received for the work.

Director Thomas stated that she had follow up meetings with Staab Construction who indicated that the project is eight to nine feet below the water surface therefore divers will be needed to complete the repairs. Staab recommended Underwater Construction Corp., a smaller firm who does good work and has lower prices than large national firms. Underwater Construction provided a bid of \$24,086, which is approximately \$8,000 over the budgeted amount.

Director Thomas stated that the DNR has extended another deadline extension for this project and the contractor has agreed to hold the price if we commit to the project. The board needs to determine if they want to complete the project this year and transfer the funds from another account to cover the overage or budget for the entire project in 2020.

Director Thomas stated she is confident that the department budget could absorb these costs with trends for utility costs and sanitation trending low to date for the year. However; Village Administrator Jesse Thyges will be asking for other non-budgeted projects and is concerned about the budget overall.

Trustee Meinecke questioned if this is something that Ayres should have found and took care of during the original design. Director Thomas responded that all involved parties believe that the dam was originally built this way; however, now that it is noted on an inspection report the DNR is requiring repairs as a safety precaution.

Trustee Krueger questioned if the price quoted was:

- A) Total project cost: Cost Village pays regardless of time spent on the project;
- B) Time and materials: Will costs fluctuate higher or lower based on time; or
- C) Not to exceed.

Director Thomas believed this to be a total project cost project.

Trustee Liss stated that if the Village can find funds, he would like to see the project completed this year.

Motion by Trustee Liss, seconded by Mr. Blum, to recommend the Village Board approved a 2019 contract with Underwater Construction Corporation for a total project cost not to exceed \$24,086. Motion carried 4-1 (Nay-Meinecke).

Acceptance of grant for One Water Summit 2019

Director Thomas stated that MMSD has nominated her to attend One Water Summit in Austin, TX, as part of the Smaller Cities Delegation. The nomination includes complimentary registration, airfare, and up to three nights of hotel accommodations.

Trustee Krueger questioned if the topics covered would be relevant to Grafton. Director Thomas stated that she was asked to provide a list of issues that Grafton is experiencing. She believed that she would be grouped with other municipalities with similar issues. This summit would provide information on wastewater, water, and stormwater and will also provide continuing education credits.

Motion by Mr. Blum, seconded by Trustee Meinecke, to recommend the Village Board approve the acceptance of a nomination to attend the One Water Summit as a delegate of the smaller cities delegation, with registration, airfare, and up to three nights of hotel accommodations provided. Motion carried.

Major Projects Update

Director Thomas highlighted the projects in the Village.

Sidewalk Replacement Program: Saw cutting portion has not been started, should only take a couple of days to complete. The remove/replace project will be re-evaluated in August for possible fall construction.

Street Reconstruction:

Bridge Street & 16th Avenue: Contractors are completing the utility work.

Cedar Street: Concrete work is almost complete.

Dellwood Court: Utility work complete, concrete removals being done.

17th Avenue: First layer of asphalt is complete.

Surface course of asphalt on all streets will be completed at the end of the project, anticipating late August.

Blue Stem Subdivision: Utility work is complete. Currently grading and prepping for concrete.

Grafton East Side Utility Extension (River Bend Road): Project is anticipated to begin late August with a require completion date of November 27.

Report of benchmark measurements-Public Works

Superintendent of Public Works Jake Arndt updated the Board on the crew activities stating that the crew has been asphaltting, repairing concrete, removing and stumping trees.

Crews have also completed a big project at Lions Park. Every time it rains the parking lot floods, the crews installed a drain tile from the inlet near the pond to allow it to drain to the NE into green space.

WATER & WASTEWATER

DNR Settlement Agreement: Grafton WPDES

The Village of Grafton's WWTP was issued its current WPDES permit back on 7/1/15; the existing permit expires 6/30/20.

Due to technical and legal objections to certain written language contained within that permit, the Village filed a Petition for Review and Request for Contested Case Hearing with the DNR in August 2015.

This filing contested specific language within the permit particularly that of which related to future effluent total phosphorus limits. In addition, filing of the Petition reserved the Village's right to legally challenge various provisions of the permit it found objectionable.

An unknown at the time was an ongoing TMDL study that would result in mass allocation limits of total phosphorus for each permitted discharger to the Milwaukee River. Those allocations would further impact decisions made relative to achieving total phosphorus compliance. The USEPA approved the final TMDL mass allocations in early 2018 and the Village found those allocations to be cost-effectively achievable.

Thus, the Village's technical and legal team began their DNR settlement negotiations shortly thereafter and have continued discussions with the DNR working out the details of a proposed settlement agreement presented to the Board for review and recommendation.

Director Thomas and Administrator Thyges have reviewed the proposed settlement agreement with the Village's technical and legal team and are in agreement with the draft agreement as written.

Motion by Trustee Meinecke, seconded by Trustee Liss, to recommend the Village Board approve the proposed DNR settlement agreement. Motion carried.

Utility Project Updates

Utility Superintendent Tim Nennig updated the board on the various Utility projects:

Well #7 Rehabilitation: Contractor has pulled all the underground equipment and taken it back to their facility for cleaning and rehab work. Well #7 is down until the project is complete.

WWTP Headworks Design Engineering: Design is approximately 60 percent complete. A design review meeting is scheduled for July 16.

Collection System Infiltration/Inflow Investigation: Flow monitoring was initiated in April with installation of three portable flow meters. Multiple rain events have occurred and have been recorded. There have been some good downpours; however, there have not been any all day or several day rain events.

Re-Lining of 17th Avenue Sanitary Sewer Main: Work has yet to be scheduled. Will be done with road work is complete; looking toward early October.

Report of benchmark measurements–Water & Wastewater

Utility Superintendent Tim Nennig highlighted the activities of the Utility staff.

Diggers Hotline Locate Requests: All locating is now being done by USIC Locating Services, LLC. Seems to be going well, everything has been quiet.

Distribution System Valves Exercised: The goal is to exercise 600 valves annually. To date crews have turned 370 valves.

AMI Meter Installs and/or Upgrades: The goal is to change 600 meters annually. To date crews have changed 544 meters.

Water Main Breaks Repaired: There have been five water main breaks through the end of June.

Sewer Mainline Jetting (Cleaned): Per DNR directive the goal for sewer cleaning was increased to 150,000 feet. To date staff has completed approximately 86,000 feet. If the Utility does not meet the 150,000 foot goal in 2019 that remaining footage will need to be added to the 2020 150,000 feet.

Sewer Mainline Back-ups: There was one private residence sewer lateral back-up. The area was recently jetted and cleaned. Unsure why the backup occurred.

DIRECTOR'S UPDATE

Update – Crewperson position:

Director of Public Works/Village Engineer Amber Thomas stated that the Village has hired Austin Menke. Mr. Menke came to us from the Village of Glendale and prior to that he worked several summers for the City of Cedarburg DPW. Mr. Menke has a Degree in Mechanical Engineering; however enjoys his work with the DPW. He will begin work on Thursday, July 11.

Update – Field Operations Coordinator position:

Director Thomas stated with the promotion of Mr. Fisher there will be an opening for a new Field Operator again.

The newest Plant Operator, Viktor Petrov, began employment July 1.

Lime Kiln Landfill – DNR mandated extra work

Director Thomas explained that every six months a report is due to the DNR. The DNR has indicated that they will be asking for vapor intrusion monitoring along Manchester Drive and South Green Bay Road. Additional costs are unknown at this time. More details will be coming in future meetings.

ADJOURN

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