

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES

MONDAY, OCTOBER 12, 2020

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 Lisa Uribe-Harbeck, Trustee Dan Delorit, Les Blum, and Pat Murray.

Staff present: Director of Public Works/Village Engineer Amber Thomas, Superintendent of Public Works Jake Arndt, and Utility Clerk Chrissie Brynwood.

Others present: Trustee Jim Miller

MINUTES

Les Blum pointed out a spelling correction that needs to be made on page 5 paragraph 2, to: Erik Granum, Trilogy Consulting, INC. stated that a rate increase is needed to pay debt reserves on the Clean Water Fund Loan for the headworks project, maintain cash reserves, and maintain infrastructure. Change verbiage on Page 6, paragraph 5, to state: The crew currently consists of 12 crew members with one being a working foreman who primarily maintains buildings, one mechanic, two generally work full time in the parks, which technically leaves eight crew persons for all the public work activities.

Motion by Pat Murray, seconded by Les Blum, to approve the September 14, 2020, Board of Public Works meeting minutes as corrected. Motion carried unanimously.

HEAR PERSONS REQUESTING TO BE HEARD

Trustee Jim Miller thanked the Department of Public Works on the early completion of the new "All My Friends Playground". Special thank you to Jack Knetter and Dave Sette who spent a lot of time on the project. Also thanked Superintendent Jake Arndt.

PUBLIC WORKS

Approve Purchase of Articulating Tractor

Director of Public Works/Village Engineer Amber Thomas explained selling of the Holder with a minimum bid of \$30,000 was approved in August. The Holder was actually sold for \$40,200 and we have received the funds. DPW staff has researched and demoed numerous different articulating tractors over the past month. Other than the Holder the following companies have similar articulating tractors on the market: Bobcat, Vermeer and Avant. Specifications for all three models were reviewed and compared with specifications for the Holder.

The Bobcat only has 26 horsepower, which is significantly less horsepower than the Holder (59hp), the crew noticed a considerable difference when operating it. There is a major concern with the Bobcat being able to push/plow heavy snow from sidewalk areas on the Washington Street Bridge over the river.

The Vermeer articulating tractor is a brand new piece of equipment in 2020, the dealer does not know much about them and was unable to answer even basic questions. They also did not have a demo unit available for us to test drive, the Village Mechanic was able to go to their shop to see it. While it does have the same horse power (59hp) as the Holder, it was very pricey (anticipated over \$90,000) and did not have options for all the attachments we would need.

The Avant 755i Articulating Tractor has a 57 horsepower engine, which is very similar to the Holder. Numerous tree service companies in the area own several of them and highly recommended them for their ease of use and low maintenance costs. The Village of Shorewood purchased one a couple of years ago and have used it for similar tasks as we would, and they have been very happy with it. Bobcat Plus out of Butler is the local vendor for the Avant. They have been very good to work with in the past and stock repair parts locally. They have a distribution center in Chicago that can quickly ship any non-standard parts quickly.

The budget savings from the other 2020 DPW Capital Equipment purchases as well as the revenues from the sale of the Terex Loader and Snow Blower provided \$56,631. With the \$40,200 from the Holder sale, a total of \$96,831 is available. The quote received for the Avant 755i with all the attachments needed (bucket, V-snow blade, snow blower, rotary broom, grapple bucket and adapters/mounting plates to be used with our leaf pusher as well as our skid loader attachments) is \$88,733.16. Trustee Harbeck questioned if there was a warranty, Director Thomas stated there is a 2 years or 1,000 hours warranty. Trustee Harbeck questioned the width of the shovel, Superintendent Arndt stated is 48 inches. The crew took it out on the Highway 60 bridge and it fit well. It will be used for snow and leaf removal. The supplier has one on order and will be able to get it to us in the next couple of weeks. Trustee Delorit commented that he likes the Kohler engine, Italian design, good horsepower and 500 hours between oil changes. Has a 10 foot lift and it appears to have hydrostatic transmission, not the fastest but will get the job done.

Motion by Trustee Delorit, seconded by Trustee Harbeck to recommend to the Village Board to authorize the Department of Public Works to purchase the Avant 755i Articulating Tractor from Bobcat Plus of Butler, WI for a not-to-exceed price of \$88,733.16. Motion carried unanimously.

Repair STH60 Bridge over River Stone Pilasters

Director of Public Works/Village Engineer Amber Thomas explained now that several years have passed since repairs were first needed the condition of the real stone veneers on these pillars has greatly deteriorated. There are several sides that face traffic that have little to no stone remaining. In most areas you can pull pieces of the veneer off with your hands because what remains is so brittle and is no longer adhered to the structural pilaster behind. The sides facing traffic (and snow and salt spray) are

by far in the worst condition, however the other sides do require some tuck pointing and repairs as well.

The 2020 budget included \$4,800 for repairs. Several bridge and masonry contractors were contacted for a quote. Without providing formal quotes they all verbally gave quotes in the \$10,000-\$20,000 range. The original budget in 2017 was set based on a quote from a local mason Bill Large. Mr. Large took a close look at the current condition of the stone and provided a new quote, based on the further deteriorated stone, of \$7,500.

If this work is not done soon, preferably before another winter season, the deterioration is going to continue to get worse and the costs for repairs are going to significantly increase. Staff proposes to use savings from the \$30,000 budgeted for a road maintenance program that was not initiated this year due to COVID delays.

Bill Large has confirmed that he is able to fit this work into his schedule in late October and early November. He is a local contractor out of Belgium, WI whose work has been recommended to Village staff.

Les Blum expressed not to use limestone but possibly use a concrete that looks like limestone. The bridge work that the state is doing uses concrete. Director Thomas agreed with the need to have a different material and not limestone. Trustee Harbeck questioned if this has ever broken down in the past, Superintendent Arndt stated this is the first time the pillars are crumbling. Les Blum mentioned these have been deteriorating over time. Trustee Harbeck questioned if Director Thomas has worked with Bill Large in the past and if there is a warranty. Director Thomas stated she hasn't worked with him and can request a warranty. Trustee Delorit questioned if this can possibly be sealed. Director Thomas will see if it can be sealed. Trustee Krueger mentioned that obtaining a workmanship deal whether he gives a 90 days or 1 year. Krueger also questioned if the quote of \$7,500 was given by Bill Large, Director Thomas answered yes. Trustee Krueger recommended acceptance of his proposal of the work at \$7,500 as quoted and give Director Thomas or Administrator Thyges the ability to increase the price if work is needed above the quote of \$7,500 up to \$10,000. Trustee Harbeck questioned if Director Thomas can get him to get started before winter, Director Thomas reaffirmed that after Board approval he will be able to start on this project.

Motion by Pat Murray, Seconded by Les Blum to recommend the Village Board enter into a contractual agreement with Bill Large Concrete & Masonry, Belgium, WI to provide stone and mortar repairs to the STH60 Bridge over the Milwaukee River for the \$7,500 with the approval up to \$10,000 with Director Thomas' approval if needed. Motion carried unanimously.

Pleasant Valley Road Construction – Town of Grafton MOU

Director of Public Works/Village Engineer Amber Thomas explained that the main reason this road is further down the 5-year plan for the Village is that Pleasant Valley Road is being used for 100% of the construction access to build both the municipal infrastructure as well as the new houses for the Shady Hollow Residential Development.

The construction traffic has been directed to solely use Pleasant Valley Road so the new roads within the development are not damaged by all the construction traffic. The Village was hoping to wait to reconstruct Pleasant Valley Road until this residential subdivision was complete. Shady Hollow Residential Development consists of 186 total lots, and once construction of phase 4 is completed (slated to begin this fall) 91 of the lots will be developed (~50% of the development).

Furthermore, per the agreement between the Developer and the Village for Shady Hollow Residential Subdivision the Developer is responsible for numerous costs associated with future improvements to Pleasant Valley Road, including:

1. Street widening, curb & gutter, sidewalk, street lighting, landscaping, and storm sewer as needed or required by the Village.
2. Improvements on Pleasant Valley Road to improve sight distance issues with the new residential development intersections. These improvements may include but are not limited to grade changes.
3. Improvements to the Pleasant Valley Road at the railroad crossing to improve safety concerns. These improvements may include but are not limited to additional pavement marking, signage, signalization, and crossing gates.
4. Improvements to the intersection of Pleasant Valley Road and County Trunk Highway O. These improvements may include but are not limited to installation of bypass lanes, deceleration lanes and acceleration lanes.

Trustee Delorit questioned if the village has engaged with the Town in these discussions. Director Thomas stated she has met with the Town engineer, but acknowledged the need for formal meetings. Trustee Delorit questioned if the developer's agreement was between the Village of Grafton and the developer. Director Thomas stated yes that is correct. Pat Murray questioned the gravel road that services the new construction. Trustee Krueger questioned if this is several years out and if there are trucks coming in and out the developer should place signs directing the heavy trucks to the gravel road. Director Thomas explained that she has tried to get the developer to place additional signs but it has not happened.

Trustee Harbeck wants formal meetings between the Town of Grafton and The Village of Grafton so that minutes can be taken. Trustee Krueger stated to have squad cars stationed on Shady Lane to monitor the heavy trucks.

Motion by Dan Delorit, seconded by Pat Murray to recommend the Village Board to table the MOU request from the Town of Grafton for the reconstruction of Pleasant Valley Road, and recommend to the Town waiting to reconstruct this roadway until construction of Shady Hollow Residential Subdivision is nearing completion. Motion carried unanimously.

Construction Inspection Services – Shady Hollow Phase 4 & Blue Stem Phase 3

Director of Public Works/Village Engineer Amber Thomas stated at the time of preparing this report, schedules from the contractor were not yet available. While it seems reasonable that these projects would stay under \$25,000, staff felt it was better to bring these contracts forward for review and approval in case they take longer than anticipated.

Kapur and Associates has performed the underground utility inspection last winter for Blue Stem Phase 2 and Shady Hollow Phase 3. They provided staff with the necessary knowledge and expertise to adequately perform the inspections, document accordingly and timely, and communicated well with both Village and Developer staff. The same Kapur staff members that performed these inspections last season, are again being proposed for these next inspections. Having this consistency in inspection staff greatly helps provide consistency, while taking minimal time from Village staff because they are already familiar with Village policies and expectations.

Preliminary contracts have been drafted but will be adjusted based on the contractors schedule once provided. The hourly rates proposed are \$3/hr. higher than the rates provided last year due to COL increases. The rates are competitive, and are still lower than numerous other quotes received earlier this year

Trustee Harbeck questioned if this the first time the rates have been increased, and if we have used Kapur before? Director Thomas stated she has used Kapur in the past and the increase in cost is the first we have seen. Trustee Krueger questioned who is Corre and Kapur. Director Thomas stated Corre, who performed the roadway inspections this spring and summer was less per hour because they were not as experienced as Kapur. Trustee Krueger questioned if the \$91.00 was in line with other quotes that Director Thomas received. Director Thomas reaffirmed it was in line and she will edit the contract as soon as we get a schedule from Kapur. Trustee Krueger questioned if this was a pass through cost to the developer. Director Thomas replied yes it is and the developer is wanting to start soon. Trustee Harbeck questioned if the developer is aware of the cost increase. Director Thomas stated no but they are having a meeting October 13th to discuss this, and that the developer is happy with Kapur. Trustee Delorit stated the redeeming factor is that we have a policy and discussion is taking place.

Motion by Les Blum, seconded by Pat Murray to recommend the Village Board approve contracts with Kapur and Associates, Milwaukee, WI for inspection services for Shady Hollow Phase 4 & Blue Stem Phase 3 underground utility installation for a rate of \$91/hour with total hours based on the contractors schedule. Motion carried unanimously.

Major Projects Update

Director of Public Works/Village Engineer Amber Thomas stated the contractor for the sidewalk replacement has come out a second time to redo restoration a final inspection will be done in the spring, we will look at it in the spring. Subdivisions are moving forward. Shady Hollow Phase IV in the next couple of weeks then Blue Stem Phase III in the winter and River Bend Meadows Phase II in the spring for their next phase. Tree inventory is complete. All trees are on GIS and will be color coding and adding different layers for priorities, like pruning etc. Trustee Delorit questioned \$176,000 under budget on the road project. Director Thomas said these are the costs for both 13th Avenue and 1st Avenue and are not a final number but will be under budget. Trustee Delorit complimented staff on being under. Les Blum stated the savings should be put back into the other roads.

Report of Benchmark Measurements – Public Works

The benchmark report was reviewed by Superintendent Arndt. Superintendent Arndt he stated they have used two pallets of tar for crack sealing, 28 tons of asphalt & 8 yards of concrete. Street cleaning crews is almost completed before the winter. 12 trees were removed and stumped 7, repaired two catch basins. Most of the time was spent up at the new playground. Trustee Krueger mentioned that this came up in the last meeting on the benchmarks that under engineering, design/inspection hours the numbers seemed low. Director Thomas mentioned that it was to be changed to 1,119.50 and will be updated.

WATER & WASTEWATER

Utility Projects Update:

Director Thomas updated the board on the various projects: she issued a stop work order to CD Smith on the headworks project mainly for concrete pours. Staff is having an issue getting shop drawings and getting them reviewed by our consultant. Does not want any rebar installed until we are able to review. Water system leak detection services started last week. Xylem is in the Village doing annual lift station and pump maintenance, should be completed shortly. Fire Hydrant coating started late last week. Letters are going out to residents to request meter change outs. The letter that was drafted included the precautions that the Utility Personnel will be using, including wearing N95 masks and gloves as well as maintaining a 6' distance, as well as the option to reschedule at a later date if residents are not comfortable at this time. Trustee Harbeck commented that the 17th Avenue lift station looks good. Director Thomas explained that there are plans to surround the area with shrubs to hide the protruding parts. Trustee Krueger questioned who the company is that was hired to do the Fire Hydrant coating? Director Thomas stated the company is Giant Restoration.

DIRECTOR'S UPDATE

Director Thomas would like to have the Board tour the new headworks facility and would like to see who is interested and a good time to meet. Will follow up with Board to arrange a meeting. All My Friends Playground turned out very nice. Please stop and look at it and walk around. New Park Director started today, fell free to introduce yourself. Would like the board's opinion on when acceptance of new subdivisions should take place. Les Blum stated the developer wants the underground accepted as soon as possible. Trustee Krueger stated that the Finance Director indicated that the village accepts the improvements that were installed within that year so they can get them on the books.

ADJOURN

Motion by Lisa Harbeck, seconded by Dan Delorit to adjourn the meeting at 7:00 p.m. Motion carried unanimously.