

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES
MONDAY, MAY 10, 2021

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, Facility Operations Coordinator Larry Roy, Field Operations Coordinator Dan Fisher, and Administrative Assistant Melissa Depies.

Others present: Trustee Jim Miller.

HEAR PERSONS REQUESTING TO BE HEARD

Trustee Krueger stated that he has been contacted by Mr. Bourne, 469 Lilac Court, regarding the Keup Road sidewalk snow removal issue. Mr. Bourne is requesting that the Village reconsider their decision. Mr. Bourne is preparing to show inconsistencies that the Village has on snow removal on private properties.

Trustee Krueger stated that he met with Mr. Bourne and went to see the different areas he was referring to. Trustee Krueger requested a meeting with Director of Public Works/Village Engineer Amber Thomas to discuss. If the Village were to reconsider their decision it would need full Village Board approval and an ordinance change to allow exceptions.

MINUTES

Trustee Krueger had several corrections to the minutes:

- Page 3 / line 1: Add a \$ sign in front of 250,000.
- Page 3 / first motion: Remove the sentence “pre and post flow measurement comparisons and”.
- Page 3 / last paragraph / line 1-2; remove the words “get the word out” and replace with “enforce and manage grease control”.
- Page 5 / first motion: remove the word “to” and replace with “that”.
- Page 6 / paragraph 2 / line 1: add Bridge Street Lift Station
- Page 6 / paragraph 6 / line 1: add “with MSA” for the power and control project
- Page 8 / paragraph 3 / line 2: remove “on the agenda” and add “in the IFC”.
- Page 8 / paragraph 4 / line 2: add Acceptance of the truck would result in an
- Page 9 / paragraph 2 / lines 11-12: clarify statement

Motion by Trustee Delorit, seconded by Mr. Blum, to approve the April 12, 2021, Board of Public Works meeting minutes as corrected. Motion carried unanimously.

WATER & WASTEWATER

Headworks Project Change Orders 2 and 3

Facility Operations Coordinator Larry Roy explained that Change Order 2 relates to the time extension request by CD Smith which was approved by the Village Board on April 20, 2021. This is simply the paperwork to formalize the request.

Mr. Blum noted that the Change Order is a no cost change; however, there is a change in the contract price. The contract price incorporating this change order should read \$8,534,570.05 not \$8,532,995.46.

Trustee Delorit noted that in the supporting documents, PCI #COR010 there is a typo on the substantial completion date. The letter says 4/15/2020 however it should read 4/15/2021.

Facility Operations Coordinator Roy explained that CD Smith agreed to pay for half of the engineering costs during the time extension, and any further delays would be covered by applying liquidated damages. Additional engineering costs are estimated to be \$65,451. This Village is holding retained earnings; therefore, engineering costs and liquidated damages will be recovered from the retained earnings.

Mr. Blum suggested that once the project has been finalized a final Change Order be drafted showing the final contract cost, what was withheld for engineering charges, and liquidated damages.

Motion by Mr. Blum, seconded by Mr. Murray, to recommend the Village Board approve Change Order 2 to the Headworks Project allowing a time extension to June 14, 2021, as corrected. Motion carried unanimously.

Facility Operations Coordinator Roy stated that Change Order 3 includes several modifications that have been made throughout the course of the project:

COR005: Two grit pumps were designed to operate alternately; however, the manufacturer's engineer advised against this configuration as it could cause increased plugging due to extended down time. The pumping configuration was modified, the second pump will be kept as a spare. A credit of \$11,988.79 for install, piping, and electrical.

COR006: Change in electrical conduit materials. PVC coated conduit was specified; however, later determined that this type of conduit was not necessary in Service Building 1C. A change to galvanized ridged conduit resulting in a savings of \$2,074.04.

COR008: Change in the size of the mono-rail beam. A heavier and thicker beam was needed. Additional material cost of \$499.45.

COR011: Additional roof trusses were required at the North and South end of the building to accommodate the loading requirements at the overhang on the bottom corners for an additional cost of \$10,645.79.

Mr. Blum believed that MSA should have some responsibility for the cost of the roof trusses. He stated that the roof was under engineered and had it been engineered correctly this change would not be necessary. Trustee Delorit agreed that MSA should be responsible for costs. Trustee Krueger stated that yes it was engineered incorrectly; however, had it been done correctly there would still be costs associated with this work.

COR012: Changes in waterproofing methods of the concrete channels in the screening and grit removal room. The specifications call for both waterproofing admixture and a membrane on the exterior structures. The membrane was eliminated for a cost savings of \$4,000.

The Board believed that MSA should take some responsibility for the additional costs of the roof trusses and possibly the mono-rail beam; therefore, the Change Order was tabled for further clarification.

Motion by Trustee Delorit, seconded by Trustee Harbeck, to table approval of Change Order 3 to the Headworks project. Motion carried unanimously.

Headworks – Amendment to Owner-Engineer Agreement

Facility Operations Coordinator Roy stated that MSA will have additional engineering costs associated to the time extension allowed to CD Smith. CD Smith has agreed to pay one-half of the additional engineering fees incurred past the original completion date until the new completion date.

Trustee Krueger was concerned that MSA would be duplicating charges. The original contract was a lump sum agreement and the project remains the same.

Facility Operations Coordinator Roy stated that the MSA Agreement allocates time into several different areas of construction, which is how the final contract was agreed. After April 15 MSA began tracking their time to quantify the additional costs.

Trustee Krueger was concerned that they were tracking additional time prior to utilizing the time allocated in the original agreement.

Trustee Delorit questioned if the contract should be covered to completion. Mr. Blum disagreed stating that the project is taking approximately two months longer to complete than originally believed.

Motion by Mr. Blum, seconded by Mr. Murray, to recommend the Village Board approve Amendment No. 1 to the Owner-Engineer Agreement, for a total cost not to exceed \$65,451. Motion carried unanimously.

Headworks Plaque

Facility Operations Coordinator Roy stated that MSA suggested creating a plaque to name the new Headworks Facility the “Timothy A. Nennig Headworks Building” to honor his 35 years of service to the Utility.

The Headworks facility was by far the largest project that Mr. Nennig initiated. Mr. Nennig spearheaded the project with his vision, brought the players together, and ultimately made it happen.

Facility Operations Coordinator Roy suggested a possible dedication ceremony and open house, inviting the Nennig family.

Motion by Trustee Krueger, seconded by Trustee Harbeck, to recommend the Village Board approve the donation of the memorial plaque by MSA, CD Smith, August Winter and Sons, Altmeyer Electric, and Energenecs. Motion carried unanimously.

Trustee Miller stated that a similar plaque was previously located on the outside of the pool building. The plaque was vandalized and tossed into the pond. Trustee Miller suggested that the plaque be hung inside rather than outside. Trustee Krueger stated that the plaque would definitely last longer if it was inside however no one would see it.

After brief discussion regarding the location of the plaque, it was the consensus of the Board to have the contractors determine the best location for that since they are donating and installing it.

Utility Projects Update:

Facility Operations Coordinator Larry Roy updated the Board on various Utility projects:

WWTP Chemical Feed Systems Design Upgrade: Project kick-off meeting was held February 16; project design is ongoing.

Water System Master Plan Update: Project kick-off meeting was held on April 27.

Bridge Street LS Tributary Area I/I Study: Requests for Proposals were sent to 4 consulting engineering firms for this work; RFP's are due May 28.

AWWA Risk & Resilience Assessment: A review of the draft Risk and Resilience Assessment was conducted with Utility staff on April 28. A final copy of the plan was received by the Utility today, May 10.

WWTP Headworks Upgrade Project: Crews currently working on sidewalks, wiring, and mechanical work. Trustee Krueger questioned what will happen with the existing headworks facility. Facility Operations Coordinator Roy responded that all the equipment and grating will be removed and the channels will be filled with concrete. The mechanical equipment will also be removed from the grit chamber, and this area will be compact filled and covered with black top.

WWTP MCC Replacement Design Services: The engineering contract was approved by the Village Board. A project kick-off meeting occurred May 7.

Green Bay Road Lift Station Tributary Area Rehab: Project kick-off meeting was held May 5.

Report of Benchmark measurements-Water & Wastewater

The benchmark report was reviewed.

Field Operations Coordinator Dan Fisher stated that crews have:

- ✓ Completed the AMI meter exchanges until fall.
- ✓ Completed the spring hydrant flushing.
- ✓ Are beginning the mainline jetting.
- ✓ Beginning to exercise the distribution valve system.

As the weather continues to improve normal summer activities will resume.

PUBLIC WORKS

Approve UNPS Planning Grant Resolution

Director of Public Works/Village Engineer Amber Thomas explained that Sweetwater helps the Village meet the requirements of the MS4 Stormwater permit. Sweetwater reached out looking for support to apply for a grant for a regional Stormwater inspection program. The inspection program would include inspection of private and publicly owned Stormwater ponds, as well as outfall screenings. There will not be any cost to the Village.

Motion by Mr. Blum, seconded by Trustee Delorit, to recommend the Village Board adopt the Resolution Authorizing the Urban Nonpoint Source and Stormwater Grants. Motion carried unanimously.

Major Projects Update

Director Thomas gave a brief update on the road project and subdivision developments:

Sidewalk Replacement Program: Contract has been signed by contractor. No start date has been determined. A purchase order for a small amount of saw cutting is being issued. This will include some saw cutting of un-even areas at the pool.

Street Reconstruction: Project is moving along very quickly. Falls Road should be paved in the next two days; remaining work includes pavement markings and cleanup / restoration. Concrete work will begin this week on North Pine Street and Fifth Avenue. Construction has begun on Elm Street and Utility work Sixth Avenue will start this week.

Bridge Street Dam Safety Inspection: Have a signed contract with Becher Hoppe; work has not been scheduled.

Blue Stem Subdivision: All underground utility work has been completed. Roadway excavation and base gravel placement will begin this week.

River Bend Meadows Subdivision: Grading of Phase II and River Bend Park will occur at the same time. Underground utilities are planed start in the next few weeks.

Shady Hollow Subdivision: Developer is waiting for We Energies to install gas and electric lines before placing concrete curb and gutter and sidewalk.

Report of Benchmark Measurements – Public Works

Superintendent of Public Works Jake Arndt updated the board on the benchmarks:

- ✓ Trimmed 64 trees
- ✓ Removed 17 trees
- ✓ Stumped 1 location
- ✓ Planted 79 new trees
- ✓ Swept 153 curb miles
- ✓ Replaced 8 damaged or knocked down signs
- ✓ Completed all crack filling – 27,000 gallons

DIRECTOR'S UPDATE

Update on Lime Kiln Groundwater Monitoring Annual Report: The internal review of the annual report has been delayed. John Feeny recently received comments from the internal review team; however, The Department has not heard anything from the DNR.

Mr. Blum questioned the status of the light poles on the STH 60 Bridge. Director Thomas responded that she has included funds in the 5-Year CIP for 2022. She noted that the anchor bolts may not be re-usable. She also stated that this project will need to be coordinated with the DOT because the concrete and anchor bolts are their responsibility; however, the poles are ours.

Mr. Murray questioned how the search for a new Water and Wastewater Assistant Director was going. Director Thomas stated that it has only been out a few days. The online sites are getting a lot of hits.

ADJOURN

Motion by Mr. Blum, seconded by Trustee Delorit, to adjourn the meeting at 7:15 p.m. Motion carried unanimously.