

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES
MONDAY, MARCH 14, 2022

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, Les Blum – via phone, and Trustee Dan Delorit – via Zoom.

Board members excused: Pat Murray.

Staff present: Director of Public Works/Village Engineer Amber Thomas, Assistant Utility Director/Engineer Brecken Gries, Field Operations Coordinator Dan Fisher, and Administrative Assistant Linda Dean

Others present: Trustee Amy Luft, Trustee Jim Miller, Baxter & Woodman representatives Pat Planton and Scott Hartey, Symbiont representative, Jon Butt and members of the community

Trustee Tom Krueger acknowledged there was a quorum of Village Board members present, therefore Village Board business would not be discussed.

HEAR PERSONS REQUESTING TO BE HEARD

None

APPROVAL OF MINUTES FROM FEBRUARY 14, 2022 MEETING

Motion by Trustee Harbeck seconded by Mr. Blum, to approve the February 14, 2022, Board of Public Works meeting minutes. Motion carried.

Trustee Krueger requested the three items, Water System Master Plan Presentation, West Cedar Street Update, and Award WWTF Coagulant Upgrade Project be moved to the beginning of the meeting to accommodate the representatives present.

WATER AND WASTEWATER

A. Water System Master Plan Presentation

Presented by: Pat Planton and Scott Hartey, Baxter and Woodman

Baxter & Woodman began working with the Village on a Water System Master Plan in 1993. The plan was last updated in 2016. Improvements take a long time so a 10-20 year planning horizon is appropriate. Master Plans are typically updated every 10 years, or five years if a community is growing.

Areas considered in the plan include: water needs, facilities, pressures and flows, reliability, water supply and storage facilities now and 20 years into the future.

Grafton's population is not expected to grow significantly. Demands for water have been going down here (and almost everywhere) due to water conservation. Per capita usage is about 45 gallons per capita per day (gcpd) trending towards an estimate of 40 gcpd in 2040.

There is a plan to rehabilitate Well 2. Trustee Krueger stated that he foresees continuing to use Well 2 as a back-up well, not a primary well.

There are two interconnections between Grafton and Cedarburg water that could be utilized in the event of an emergency.

Perfluorooctanesulfonic acid (PFOS) and Perfluorooctanoic acid (PFOA) are new concerns and communities are beginning to test for these. 70 part per trillion (pptr) is upper limit. The Department of Natural Resources is currently paying for the testing and Mr. Planton recommends testing sooner rather than later. These chemicals are typically found in higher levels near military installations and airports.

Recommended Short-Term Improvements:

- 1 Implement Northwest High Level Pressure Zone
- 2 Rehabilitate Well #2
- 3 Construct Intersystem Pump Station with Cedarburg
- 4 Distribution System improvements

Recommended Long-Term Improvements:

- 1 Construct West Pressure Zone Water Tower
- 2 Construct Second Interzone Pump Station between West and East Pressure Zones
- 3 Well #6 Air Stripper and Booster Pump
- 4 Transmission System Expansion to serve Future Service Areas
- 5 Distribution System Improvements

Trustee Krueger inquired about purchasing land for new water towers. Mr. Planton suggested purchasing at least a half-acre well in advance of the installation of a new tower.

The Stonewall Farms development was discussed given its elevation. A booster pump station is recommended given the current pressure is 39-43 pounds per square inch (psi). Trustee Delorit inquired how these costs would be handled and it was decided that these would need to be considered with the developer.

B. West Cedar Street Update

Assistant Utility Director/Engineer Brecken Gries introduced Jen Gerber a West Cedar Street Resident.

After the December Board of Public Works meeting, the Utility staff viewed historical records of the area, televised and cleaned the sewer pipes and conducted interviews with residents. The only recorded back-up was one at 265 West Cedar Street in 2012.

Televising revealed sanitary lines are eight inch clay most likely original to the 1970s and there are signs of aging and infiltration at the seams. GIS aerial photos from 1963 and 1974 show a wet land that was filled prior to construction, explaining the high water table in the area.

On February 14, 2022, Ms. Gerber contacted police about a water situation in her home. Police then contacted Field Operations Coordinator Dan Fisher about the issue. Mr. Fisher went to the home and noted the back-up caused by freezing laterals as well as evidence of past back-ups.

Ms. Gerber, 250 West Cedar Street, read the [attached statement](#).

The Board thanked Ms. Gerber for her courage to come and share this difficult outline of events.

Trustee Krueger inquired if a full replacement of utilities is being proposed and Director of Public Works/Village Engineer Amber Thomas stated that the storm sewer is in pretty good condition but she would investigate up-sizing. Director Thomas also noted that the ground in this area is always saturated. Trustee Delorit stated that the Village needs to do something sooner rather than later.

Trustee Krueger stated that this belongs on a five year plan and a design study is needed to be sure this problem is answered. Trustee Harbeck questioned if this project could be in lieu of or in addition to the planned street and utility reconstruction project for this year. Director Thomas indicated that is not possible due to the amount of design work that needs to take place prior to bidding out a project of this scope.

Director Thomas asked for guidance from the Board for this project since next year's plan is for the Prairie Run project which is also high priority. Trustee Krueger stated that the Village needs to find a way to accomplish both projects. Director Thomas will investigate a funding source to hire a consultant to perform the design work for this project. All board members agreed this needs to be a high priority.

Motion by Trustee Delorit, seconded by Trustee Harbeck to recommend the Village Board authorize the Department of Public Works to seek engineering proposals for the design work on West Cedar Street between Bobolink and Audubon Avenues for total replacement of sanitary sewer, water main and storm sewer, including any adjacent storm pond improvements and storm sewer improvements needed along Bobolink Avenue to the pond to be performed in 2022 with a goal to have West Cedar Street included in the 2023 budget. Motion carried.

D. Award WWTF Coagulant Upgrade Project

Assistant Director Gries stated the funds for this purchase were requested in the 2022 proposed budget but were removed in the final budget. The Utility is able to cover funding to move forward with this project due to the cancellation of the Bridge Street Lift Station Tributary construction that will not be ready until next year. Trustee Krueger inquired if we had a respectable low bidder. Assistant Director Gries stated that Symbiont conducted reference checks and they looked good. This vendor came and toured our facility. Trustee Delorit mentioned that this vendor is well-known in Plymouth.

Motion by Mr. Blum, seconded by Trustee Harbeck to recommend the Village Board award the Utility Coagulant Addition Project to Rohde Brothers Inc. Plymouth, WI for a contract cost not to exceed \$460,900.00. Motion carried.

PUBLIC WORKS

A. Award Project 22-01: Street/Utility Improvement Program

Director Thomas explained this has been an extensive design project. Three bids were received last week from the same contractors who bid on the street reconstruction project last year. The total approved budget is \$3,132,944. The bids came in under the planned budget because several streets originally proposed had to be removed due to lack of manpower to complete design work. Vinton Construction was the lowest qualified bidder and they also won the bid last year, Director Thomas does not have any concerns about this contractor. Their bid does involve subbing out the utility work to Kip Gulseth Construction. Vinton does a lot of work with them and they did Port Washington's utility work last year for Vinton. Overall, good references were received for this sub-contractor and there are no red flags.

Trustee Delorit inquired as to the timing to work 11th Avenue and Meadowbrook Court back into the plan. Director Thomas indicated that work may be impacted by the upgrades needed for the Stonewall development so it will be pushed a few years out. The roads in this are not in need of immediate repair.

Trustee Krueger requested that future projects show the financial breakout between road reconstruction and utility expenses in the future. Director Thomas stated that could be shown through our future project updates.

Trustee Harbeck inquired as to why the work on Grafton Avenue was restricted to replacement of the water main. Director Thomas stated the current water main is located in an easement that runs under and near homes. The plan is to relocate this water main in the shoulder of Grafton Avenue so that it is further from the existing homes.

Motion by Trustee Delorit, seconded by Mr. Blum to recommend the Village Board award project 22-01 / 2022 Street Improvement Project to Vinton Construction Company, Two Rivers, WI for a contract cost of \$2,201,338.85. Motion carried.

B. 2021 MS4 Storm Water Annual Report

Director Thomas reminded the Board that the MS4 permit requirements expired in 2019 and the DNR has not yet issued a new permit. The Public Works Department continues to anticipate a new permit to be issued this year with new requirements.

Sweetwater assists with many of our outreach programs. Last year the Public Works Department promoted drain stenciling and “adopt your drain” programs through our Wastewater Wednesday Facebook posts.

Minimum control measures included an increase of street sweeper debris from 166 tons in 2020 to 247 tons in 2021 and 884 catch basins were cleaned in 2021 up from 856 in 2020.

Salt usage is down and the Public Works Department has increased the usage of beet juice and brine. The crew attended salt reduction training last year.

Leaves continue to be a source of concern. The Public Works Department is conducting weekly collection and collection before rain events. However, the DNR has new regulations in this area and the Department is waiting to see how they will impact the leaf collection practices.

Trustee Krueger inquired about the effectiveness of the weekly inspections by property owners, and wondered if they are as diligent as the crew are in this area. Director Thomas indicated that Jim Micech does Village inspections, but it is a challenge to get inspection reports from private entities.

Motion by Trustee Harbeck, seconded by Trustee Delorit, to recommend the Village Board approve the 2021 Storm Water Annual Report. Motion carried.

C. Purchase Hitch and Go Truck

Department of Public Works Mechanic Mark Didier contacted 12 possible vendors and received only one positive response. The goal is to purchase a multi-use truck with many backs which will allow maximum flexibility and higher utilization than the chipper truck it is replacing. The cost is higher than budget, this is not unexpected given current market conditions. The Department has sold old equipment and Village Administrator Jesse Thyges and Director of Administrative Services Paul Styduhar have authorized the use of funds from these sales to cover the financial short-fall.

Trustee Harbeck inquired about the timing to receive the equipment and Director Thomas indicated about three months.

Trustee Delorit asked if we could track the sale revenues from the old equipment. Director Thomas explained that those funds go back to general capital fund for the Village. Administrator Thyges and Director Styduhar made an exception in this case. The Department can explore tracking these revenues on our benchmarks in the future.

Motion by Trustee Delorit, seconded by Mr. Blum to recommend the Village Board authorize the allocation of additional revenues in the amount of \$24,232.64 towards the purchase of a 2022 Chevrolet Silverado with the Hitch & Go attachment as well as flatbed and chipper bodies from Lynch Truck Center, Waterford, WI for the purchase price amount not to exceed \$93,820.64. Motion carried.

D. Public Works Major Projects Update

Director Thomas reported that the sidewalk replacement project is out for bid with bids due April 1, 2022.

The design work for the HWY 60 and 12th Avenue traffic signal timing project is done and we are preparing the project for bid. River Bend Meadows Phase III and Shady Hallow are scheduled to begin in a month. Stonewall Farms Interceptor Sewer work began March 7, 2022. Stonewall Farms Subdivision work is planned to begin later this spring.

E. Report of Benchmark Measurements-Public Works

88 trees were removed, 662 trees were trimmed and 10 Christmas trees were collected in February, street sweeping began and there were seven salting and three plowing events in February.

WATER AND WASTEWATER

C. Purchase 2022 Large Commercial/Industrial Meters

Field Operations Coordinator Dan Fisher stated the goal is to replace 40-50 large meters per year and this is year two of this replacement project. Historically meters were purchased as needed throughout the year; however, due to forecasted delays this year he requested approval to purchase all meters at this time. Costs have risen by 13% and continued increases are expected.

Motion by Mr. Blum, seconded by Trustee Harbeck to accept the proposal from Midwest Meter Inc. to purchase 48 – 1.5” & 2” meters and 48 twist tight extension cables for a cost not to exceed \$ 32,020.00. Motion carried.

E. Purchase 2022 Utility Truck Body

Coordinator Fisher stated that the Utility has a 2018 truck that was originally purchased for utility locates, which they are no longer conducting. There is a need for a maintenance truck which could be realized by re-fitting this truck with a new, functional body. These bodies can be taken off and saved.

Motion by Mr. Blum, seconded by Trustee Harbeck to recommend the Village Board authorize the purchase of a new Warner utility body from Badger Truck Equipment, West Allis, WI in the amount of \$22,200.00. Motion carried.

F. Utility Major Project Updates

Assistant Director Gries presented the major utility projects:

The Utility is assisting MSA on the completion of their report for the Bridge Street Lift Station Tributary Area Inflow and Infiltration Study. Work continues on the punch list for the Headworks Project. The plan is to get the Motor Control Center replacement design out for bid the second week in April. The grouting and seals should be completed for Green Bay Lift Station by April 1, 2022.

The Utility continues to see an up-tick in bulk water requests to support the I43 Construction project.

G. Report of Benchmark Measurements-Water and Wastewater

Coordinator Fisher reported that the main line sewer jetting will begin soon and hydrant replacement will begin earlier than usual this year due to the fact that the Utility is waiting on meter deliveries.

DIRECTORS REPORT

A. Update on Open Utility Operator positions

The Utility is down two utility operators and the position posting closed with eight applicants. Round one interviews have been completed and the second round of interviews will take place this week. Two of the eight candidates have relevant experience.

B. Update on new DPW Crewperson position

This position has been posted with an anticipated start date of May 1, 2022.

ADJOURN

Motion by Trustee Delorit, seconded by Trustee Harbeck, to adjourn meeting at 8:06 p.m. Motion carried.