

## VILLAGE OF GRAFTON

### BOARD OF PUBLIC WORKS MEETING MINUTES

**JANUARY 12, 2009**

The Board of Public Works meeting was called to order at 6:00 p.m. by Chair Ron LaPean.

Members present: Ron LaPean, Richard Rieck, Scott Volkert, Pat Murray, and Edwin Dietrich.

Staff Present: Director of Public Works/Village Engineer Dave Murphy, Utility Director Tom Krueger, Superintendent of Public Works Gary Helm, Utility Superintendent Tim Nennig and Administrative Assistant Melissa Depies.

Others Present: Jon Wallenkamp – Kueny Architects, LLC.

#### **HEAR PERSONS REQUESTING TO BE HEARD**

None

#### **MINUTES**

Motion by Trustee Rieck, seconded by Mr. Dietrich, to approve the December 8, 2008 Public Informational meeting regarding garbage and recycling and construction of a storm water quality pond and the Regular Board of Public Works meeting minutes and the December 17, 2008 Joint Board of Public Works and Community Activities Commission meeting minutes. Approved unanimously.

#### **PUBLIC WORKS**

##### Departments of Public Works and Community Activities Site Update

Jon Wallenkamp, Kueny Architects, L.L.C., gave a power point presentation on the proposed facility.

Director of Public Works/Village Engineer Murphy stated that the plans have been submitted to the Planning and Development Department for conceptual review. The project will be on the January, Plan Commission Agenda, then to Architectural Review Board, and then back to Plan Commission in February, for final approval.

Mr. Murphy explained that the original plan was to move the existing storm water pond to the location of the tennis courts; however, the grade of land will not allow this. Therefore, the pond currently located just north of the Family Aquatic Center in Meadowbrook Park will be expanded to handle the water quality and quantity

issues. The benefit of this option is that the yard is slightly larger which will allow for additional outside storage.

Mr. Murphy explained that the presentation given tonight did not include the salt shed on the plans as Village code does not allow a building of the proposed height to be constructed; therefore, there will be an ordinance change request coming before the Village Board. Once that Ordinance is approved, the salt shed will be located in the south west corner of the yard.

#### 2009 Equivalent Charges – Water, Sewer & Road Projects

Director of Public Works/Village Engineer Murphy stated that the Board annually sets the fees to be used for 8-inch equivalent sewer and water main installation and for the interceptor connection fee cap based on the increase in the Engineering News-Record, which was 5.7 percent for 2008. The I-43 Lift Station increases by 8 percent annually.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board set the following 2009 fees: Interceptor Connection Fee Cap (per acre) - \$2,830.00, 8" Equivalent Sanitary Sewer Fee (per foot) - \$71.45, 8" Equivalent Water Main Charge (per foot) - \$58.67, Road Construction (per foot) - \$176.00, I-43 Lift Station (per acre) - \$1,632.65, I-43 Sewer & Water Crossing-Water main/per acre - \$357.12, and I-43 Sewer & Water Crossing-Sanitary sewer/per acre - \$447.70. Approved unanimously.

#### Vacate Sanitary Sewer and Water Easement at 1300 Hickory Street

Director of Public Works/Village Engineer Murphy explained that many years ago a water and sanitary sewer easement was obtained to service a club house on the pool property. This easement was never used and water and sewer were brought in from a different direction. The proposed DPW facility cannot be built over this easement requiring that the easement be vacated.

Motion by Trustee Rieck, seconded by Mr. Dietrich, to recommend the Village Board vacate easement number 200795 Vol. 22 Page 45 located at 1300 Hickory Street and request the Village Attorney to draft the necessary paper work for recording the vacation. Approved unanimously.

#### Meadowbrook Park storm water pond enlargement

Director of Public Works/Village Engineer Murphy again explained that the storm water pond located north of the Family Aquatic Center, in Meadowbrook Park, will be expanded to meet the pond requirements for the DPW facility.

Referring to diagram C4, Mr. Murphy explained that the faded or lighter lines were the banks of the existing pond, the darker lines show the expanded pond area, and the wide white area was the safety shelf for the pond. The safety shelf is under approximately 2 feet of water.

The DNR has consented to the project as long as both water quality and quantity are properly managed. The expansion of the pond will be designed so the Village gains both water quality and water quantity benefits.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board authorize enlarging the existing storm water pond north of the Family Aquatic Center in Meadowbrook Park. Motion carried 5-1 (S. Volkert – nay).

Trustee Volkert stated that he does not support the DPW facility at this location; therefore, he cannot support any of these changes.

### Fuel Usage Report

Director of Public Works/Village Engineer Murphy stated that due to the high fuel prices in 2008 all Departments exceeded their fuel budgets. Mr. Murphy commended the Water Utility for staying the closest to the budgeted amount.

### Report of benchmark measurements

The benchmark report was reviewed by Board members.

Superintendent of Public Works Helm noted that the proposed salt shed will hold approximately 2,000 tons of salt. As a matter of reference, over 800 tons of salt was used in December alone.

Mr. Murphy explained that the Village has the ability to purchase salt directly from the supplier at a considerable savings; however, we do not have the facility to store this quantity. In addition to the initial purchase each municipality can reserve another 25 percent of their original order. The proposed salt shed will allow considerable savings in future salt costs by allowing a larger purchase.

## **WATER & WASTEWATER**

### Regional water supply plan update

Utility Director Krueger explained that the 2035 regional water supply planning report, completed by SEWRPC, has defined four alternatives for reversing the depletion of groundwater supplies and creating a sustainable water supply for all southeastern Wisconsin.

The plan recommended for Grafton identifies a new joint or regional water treatment plant for Grafton/Cedarburg. The proposed facility is shown on the River Bend Road site owned by the Village of Grafton, currently designated for the DPW and the Little League use. The plan includes a 9.0 mgd Lake Michigan water intake with a 24 inch transmission main from the lakeshore to River Bend Road.

Mr. Krueger noted that there will be a public informational meeting for Ozaukee County on January 21 2009, in the Ozaukee County Board Room beginning at 9:00 a.m.

Trustee LaPean suggested that the Utility fight to have the facility located on the Village owned River Bend site of which the Utility purchased that property many years ago for this purpose.

Mr. Krueger responded that this plan is a long-term future project. We can determine the most appropriate location at that time. This may involve relocating the DPW compost and/or snow drop activities to an alternate site, or maybe the treatment facility can fit on the existing property.

Trustee Volkert stated that Mequon is also looking to obtain water from the lake, he suggested a joint facility to serve all three communities. He suggested Pioneer Road be considered as a location for the facility.

Mr. Krueger suggested that a representative from Mequon should plan to attend and present that idea at the public informational meeting.

#### ERC program ordinance

Utility Director Krueger explained that the proposed ordinance updates the policy for the ERC program. The ordinance provides for an annual ERC adjustment based on the Engineering News record index. This method is consistent with current Village practice for updating the equivalent water, sewer and ICF fees. The ordinance also re-defines the equivalent sewer volume contribution for a single family home at 18,000 gallons per quarter. This is down from the previously established 22,000 gallons per quarter. The decrease is due to a change in usage habits as well as low flow plumbing fixtures and general water conservation efforts by the public.

Motion by Trustee Volkert, seconded by Mr. Dietrich, to recommend the Village Board approve the ordinance creating Chapter 12.20 / Equivalent Residential Connection Fee, to update and codify the ERC program.  
Approved unanimously.

Mr. Krueger noted that the ERC fee or unit charge for 2008 was \$750 and is due to be incrementally increased to \$770 in 2009. The rates will be adjusted by this new policy in 2010.

#### Skid loader proposals

Utility Director Krueger stated that three bids were received for a skid steer loader to replace a 1986 Caterpillar loader-backhoe which is in serious need of expensive repairs. The new loader will be used for snow removal around hydrants and buildings and with field maintenance, repairs and replacements of hydrants, water services and manholes.

Mr. Krueger recommended purchasing the skid steer loader from Kelbe Bros. Equipment, Milwaukee, WI, for \$25,970. Although this was not the lowest bid, it is well under the budgeted amount and the equipment bid (New Holland Skid Steer Loader Model L190) is similar to the DPW equipment already in use. It was Mr. Krueger's

opinion that it may be beneficial to have similar equipment between the departments for parts and maintenance matters.

Motion by Trustee Volkert, seconded by Mr. Dietrich, to recommend the Village Board accept the bid of \$25,970 from Kelbe Bros. Equipment Co., Inc. – Milwaukee, WI, for the purchase of a new 2009 model L190 New Holland skid steer loader including trade-in of the Caterpillar model 416 loader backhoe. Approved unanimously.

#### Authorization to fill Utility Clerk 1 position

Utility Director Krueger stated that the Utility Clerk has given her two week notice. Her last day of employment with the Village will be January 22. Mr. Krueger would like to fill this position as soon as possible.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board authorize the Village Administrator to recruit and fill the position of Utility Clerk 1. Approved unanimously.

#### 4th Quarter 2008 Safe Drinking Water Act compliance results

Utility Superintendent Nennig stated that the report summarizes the quarterly water compliance testing as required by the DNR. All results were favorable with no surprises.

#### News from the field – Great Lake Compact

Utility Director Krueger stated that the Great Lakes Compact has now been approved by the Wisconsin Legislature and the US Congress and became effective in Wisconsin on December 8, 2008. Grafton's withdrawal baseline has been calculated at 5.69 mgd (million gallons per day). This is a generous baseline and should be adequate for Village growth in the future. Currently Village wells pump approximately 1.30 mgd.

#### Utility projects update

The Board reviewed the projects update.

Utility Director Krueger noted that the Anaerobic Digester improvements were scheduled to be substantially completed by November 15; however, the contractor was given an extension until June 30, 2009, for any weather dependant work. All non-weather dependant work was to be completed by December 31, 2008. Unfortunately since the extension of time was granted, the contractor's project diligence seems to have faded and the December 31, deadline was also missed. The Village may need to consider applying penalties.

Well #3 Building/Façade Improvements: The contractor has not yet initiated work on this project. Timing on this project is not critical and the project start and/or completion may linger until Spring due to the weather conditions.

#### Report of benchmark measurements – Water & Wastewater Utility

The benchmark report was reviewed by Board members.

Utility Superintendent Nennig highlighted the benchmarks, stating that these are year end numbers for the Utility. He noted that most of the benchmark activities are field related.

Mr. Nennig commented that the benchmarks are a small sample of what the Departments are doing. They do not include all activities but give a simplified overview of some things. Benchmarks are just numbers and the Board should not put too much weight on whether the benchmarks were met or not. Each Department does much more than what the benchmark report reflects.

Mr. Nennig stated that in 2008, there were only 2 water main breaks, 8 service lateral breaks, 4 sewer main backups and 7 residential service lateral backups. He noted that it was an all around good year for the Utility.

### **OLD/NEW BUSINESS**

Trustee LaPean questioned if the inlet at the bottom of Arapaho Avenue could be opened up and marked so that neighbors could assist with keeping it open. He stated that there is a lot of ice on this section of road. Mr. Murphy responded that the road was designed without a crown, the yards all drain to the front of the homes, and then into the road; however, due to the grade and the slope in the road the water actually runs across the street which is causing the icing situation every winter. Mr. Helm stated that this street has always been like this, we just have not had the hard winters like we have had the past 2 years. The only thing that can be done is to remove and redesign the road.

### **ADJOURN**

Motion by Mr. Dietrich, seconded by Trustee Volkert, to adjourn the meeting at 7:13 p.m. Approved unanimously.