

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES

JANUARY 9, 2012

The Board of Public Works meeting was called to order at 6:00 p.m. by Chairman Richard Rieck.

Members present: Richard Rieck, Sue Meinecke, Lisa Harbeck, Pat Murray, and Edwin Dietrich.

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

Others Present: Bill and Sue Hass.

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Mr. Murray, seconded by Trustee Harbeck, to approve the December 12, 2011 Board of Public Works meeting minutes. Approved unanimously.

PUBLIC WORKS

2012 Equivalent Charges – Water, Sewer and Road Projects

Director of Public Works/Village Engineer Dave Murphy indicated that the Village Board annually sets the fees to be used for 8-inch equivalent sewer and water main and interceptor connection fees based on the Engineering News-Record 20 cities cost index. The cost index for 2011 was 2.5 percent. The increase for the I-43 Lift Station has been set by ordinance at 8 percent.

Mr. Krueger noted that the ERC fee should be rounded to the nearest dollar.

Trustee Harbeck clarified that the fees were for over sizing the pipe and questioned why a developer would do that. Mr. Murphy responded that the Village sometimes requires the developer to install an oversized pipe to allow for future development.

Motion by Mr. Dietrich, seconded by Mr. Murray, to recommend the Village Board set the following 2012 fees: Interceptor Connection Fee Cap (per acre) - \$3,044.25, 8" Equivalent Sanitary Sewer Fee (per foot) - \$77.89, 8" Equivalent Water Main Charge (per foot) - \$63.11, Road Construction - \$189.43 (per foot), I-43 Lift Station - \$2,056.67, I-43 Sewer & Water Crossing

– Water main (per acre) - \$384.15, I-43 Sewer and Water Crossing-Sanitary sewer (per acre) - \$481.60, and ERC Fee - \$828. Approved unanimously.

2012 Tree Inventory / Planting Grant

Director of Public Works/Village Engineer Dave Murphy explained that the Village has received an Urban Forestry Grant. The grant includes three items: a tree inventory, tree planting, and an Arbor Day planting.

The grant is funded by the DNR and provides a 50/50 cost share up to \$50,000 for a total grant amount of \$25,000.

Trustee Harbeck questioned why the Village would complete a tree inventory and if the tree inventory was of all Village trees. Mr. Murphy responded that the inventory is necessary so the Village and the DNR knows what kinds of trees are planted. It is especially important now, due to the Emerald Ash Borer. It is important to know how many Ash trees we have and their location. The inventory is of street trees, and if there are enough funds park trees will also be included.

Major Projects update

The Board members reviewed the major projects. There were very few changes; therefore, there was no discussion.

Report of benchmark measurements – DPW

The benchmark report was reviewed by Board members.

Director of Public Works/Village Engineer Dave Murphy noted that these statistics are the year end benchmarks for 2011.

Trustee Harbeck commented that the goal set for completion of work orders was 5 days, and she questioned if that was a realistic goal since history has shown that it takes longer to complete the work orders.

Trustee Meinecke questioned where the 5 day goal came from. Did it come from the Director of Public Works or from the Village Administrator? Mr. Murphy stated this has been the goal for many years and it has not changed.

Mrs. Depies explained that this number is somewhat skewed because most work orders are completed within the 5 day goal; however, this number includes those work orders that cannot be done in that timeframe. She gave an example of an asphalt patch that needs to be repaired in January; however, the asphalt plants are not open therefore it could take over 5 months to complete that work order.

Bill Hass suggested removing the work orders that take a long time to complete in order to get a more accurate number. Sue Hass stated that you should be able to suspend the work orders that, for example, are weather dependent.

Trustee Harbeck questioned why the percentage of weed cutting was higher. Mr. Murphy responded that property owners are notified that their lot is not in compliance and if they do not respond, the Village cuts the weeds and charges the property owner for labor time and equipment.

Trustee Harbeck questioned if there was a savings on salt. Mr. Murphy stated that the Village was already over budget; therefore, there has been no savings. Mr. Murphy added that salt was delivered this week, so the salt dome is full. If the mild weather continues, the 2013 budget will benefit.

WATER & WASTEWATER

Fourth Quarter 2011 Safe Drinking Water Act compliance monitoring results

Utility Superintendent Tim Nennig highlighted the Safe Drinking Water Act compliance results.

Mr. Nennig noted that raw water samples did show some exceedances at the usual well sites; however, the treated water or entry water was well within the maximum contaminant levels. Well 5 continues to cause issues for the Utility producing exceedances in trichloroethylene and dichloroethylene in the raw water.

Utility project updates

Utility Director Tom Krueger highlighted activity on the Utility projects.

Ultraviolet Light Disinfection Project: The concrete deck was poured in December and the UV equipment has been received. Installation is still pending.

Utility Vehicle/Storage Facility: The agreement with the architect has been approved and they are finalizing the design.

Regional Lake Water Supply Study: A project meeting was held in December and the phase 1 draft report is due on January 25, 2012. The report and any further information will be brought to the February meeting.

Septage receiving station: There are some issues that need to be explored further before the project can proceed. There is a problem with the influent interceptor sewer capacity. Visu Sewer was contracted to pressure clean the pipe to rule out the possibility that something may be restricting the flow into the plant. The pipe is not restricted and the flow capacity is still not at maximum levels. The pipe may be too flat for proper flows.

Utility budget dashboard measurements update

Utility Director Tom Krueger indicated that these are budgetary benchmarks that are provided monthly for Board information.

Mr. Krueger noted that monthly water pumpage statistics are down which indicates that the daily usage is decreasing. This could be a result of people conserving more, the plumbing fixtures being more efficient, and/or more vacant properties in the Village.

Report of benchmark measurements-Utility

The Board reviewed the benchmarks report.

Utility Superintendent Tim Nennig stated that the Utility only experienced 4 water main breaks in 2011. He believes this is a direct result of a very aggressive leak detection program.

Mr. Nennig indicated that the Utility did not experience any sewer mainline back-ups or industrial service lateral back-ups; residential service lateral back-ups and commercial service lateral back-ups were well below the "goal".

Trustee Harbeck questioned if all fire hydrants were in good operating condition since only 7 of the 22 work orders had been completed. Mr. Nennig responded that the crews were currently working on those remaining work orders. He assured the Board that all hydrants were in good operating condition. The repair work is typically installing new gaskets, chains, and mostly incidental things. These repairs are intended to make the hydrant more efficient.

OLD BUSINESS

Director of Public Works/Village Engineer Dave Murphy commented that when surveying the 2012 Street Improvement Project, a lot of necessary curb work was discovered which was not accounted for at time of budgeting. It was also found that the storm sewer line is very shallow and needs to be relayed for proper flow. As a result, the Department will be bidding Cedar Street as an option so if the project costs are too high, the Department can eliminate this street without having to re-bid the entire project.

NEW BUSINESS

None.

ADJOURN

Motion by Trustee Harbeck, seconded by Mr. Murray, to adjourn the meeting at 6:27 p.m. Approved unanimously.