



Village of Weston, Wisconsin
MEETING NOTICE

Meeting of: PROPERTY & INFRASTRUCTURE COMMITTEE

Members: Ziegler {c}, Hubbard, Jensen, Mumper, Ostrowski

Date/Time: Monday, August 29th @ 4:30 P.M.

Location: Weston Municipal Center (5500 Schofield Ave) – Board Room

Agenda: The agenda packet will be emailed out 3 days prior to the meeting, and also posted on the Village website at www.westonwi.gov.

Attendance: Committee members, please indicate if you will, or will not be attending so we may determine in advance if there will be a quorum.

Questions: Donna Van Swol, Utility Clerk
715-359-2876
dvanswol@westonwi.gov

This notice was emailed to local media outlets (Print, TV, and Radio) on 8/25/2016.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting in order to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Property & Infrastructure Committee. Should a quorum be other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993).

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center, by 12 noon the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.



Village of Weston, Wisconsin

OFFICIAL MEETING AGENDA OF THE PROPERTY & INFRASTRUCTURE COMMITTEE

The Regular meeting of the Village of Weston Property & Infrastructure Committee, composed of five (5) members, will convene at the Weston Municipal Center, Board Room, 5500 Schofield Ave., Weston, on **Monday, August 29, 2016, at 4:30 p.m.** to consider the following matters:

- A. Opening of Session.
 - 1. Meeting called to order by Chairman Ziegler at 4:30 p.m.
 - 2. Clerk will take attendance and roll call.
 - 3. Request for silencing of cellphones and other electronic devices.
 - 4. Acknowledgment of visitors if any.
- B. Comments from the public on matters pertaining to committee business and oversight.
- C. Presentation.
- D. Consent Items for Discussion/Action.
 - 5. [Approval of previous meeting minutes from 08/01/2016.](#)
 - 6. [Water/Sewer Permit LCON-7-16-6889, LCON-8-16-6900, LCON-8-16-6907, LCON-8-16-6908, LCON-8-16-6918, LCON-8-16-6919, LCON-8-16-6917, LCON-8-16-6916, LCON-8-16-6928, & LCON-8-16-6944.](#)
- E. Business Items for consideration, discussion, and action.
 - 7. [RESOLUTION NO. 2016-014 – Resolution to Cooperate With the Village of Rothschild to Provide Private Fire Protection Service to the Foremost Farms Property and Update the Agreement for the Interconnection of the Municipal Water Systems at the Foremost Property in Rothschild.](#)
 - 8. [Street Cross Section and Drainage Plans for Misty Pines Subdivision.](#)
 - 9. [Recommendation to Purchase A Combination Tri-Axle Plow Truck and Vacuum Truck.](#)
- F. Reports.
 - 10. [Deputy Director, Public Works.](#)
 - 11. [Director of Public Works and Utilities.](#)
 - 12. Administrator.
- G. Remarks from Committee; discuss items to be included for the next Property & Infrastructure Committee agenda.
- H. Set next meeting date for **Monday, October 3rd, 2016.**
- I. Announcements.
- J. Adjourn.

WITNESS: My signature this 26th day of August, 2016.

Valerie Parker

This notice was posted at the Municipal Center, and on the Village's website at www.westonwi.gov, and was emailed to local media outlets (Print, TV, and Radio) on 8/26/2016. A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting in order to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Property & Infrastructure Committee. Should a quorum of other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting. Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center at 715-359-6114, by 2pm the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

August 29, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – D.5.**



Village of Weston, Wisconsin
OFFICIAL MEETING AGENDA OF THE PROPERTY & INFRASTRUCTURE COMMITTEE
Monday, August 1, 2016, at 4:30 p.m.

A. Opening of Session.

1. Meeting called to order by Acting Chairman Ostrowski at 4:34 p.m.
2. Clerk will take attendance and roll call.

Roll call indicated 4 Property & Infrastructure Members present.

<u>Member</u>	<u>Present</u>
Ziegler, Jon	No
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

Village staff present were DPW Keith Donner, Michael Wodalski, and Donna Van Swol. Other visitors present Isaac Dolan from AECOM and Dan Borchardt from MSA.

3. Request for silencing of cellphones and other electronic devices.
4. Acknowledgment of visitors if any.

B. Comments from the Public on Matters Pertaining to Committee Business. None.

C. Presentation. None

D. Consent Items for Discussion/Action.

5. Approval of previous meeting minutes from 6/06/2016.

****M/S/P Jensen/Mumper: to approve the minutes from the meeting of June 6, 2016 as presented.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

6. Water/Sewer permits LCON-6-16-6765 & LCON-7-16-6855.

M/S/P Jensen/Hubbard: to approve water/sewer permit LCON-6-16-6765 & LCON-7-16-6855.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes

Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

E. Business Items for consideration, discussion, and action.

7. Recommendation to Award 2016 Schofield Avenue Concrete Pavement Maintenance

Contract. Wodalski reported as part of our maintenance budget for this year we budgeted \$80,000.00 for Schofield Avenue concrete paving repairs. We also received funding through a local road improvement program from the state for concrete maintenance repair on Schofield Avenue. This would be in the eastbound lanes from Normandy Street through the Target/ACE intersection. This will take care of a lot of the deteriorated joints, we had a few “blow-ups” in this street section, and some utility adjustments for inlets that have sunk a little over the years. We received two bids for the project CPR, Inc. in the amount of \$95,045.00 and Norcon in the amount of \$91,825.00. We are going to utilize some of the pavement marking fund to cover some of the additional cost. Staff recommends awarding the bid to Norcon in the amount of \$91,825.00.

****M/S/P Jensen/Hubbard: to recommend to the Board of Trustees to award the 2016 Schofield Avenue concrete pavement maintenance contract to Norcon in the amount of \$91,825.00.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

8. Acknowledge Resolution Adopting Compliance Maintenance Annual Report (CMAR) for Wastewater Collection System (adopted by Village Board on 6/20/2016). Donner reported we filed a compliance maintenance annual report in June by resolution of the Village Board.

****M/S/P Mumper/Jensen: to acknowledge the filing of the Compliance Maintenance Annual Report (CMAR).***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

9. Approve Professional Services Contract with MSA Professional Services for Update of Sewer User Ordinance and Rates. Donner reported we are looking at updating our sewer use ordinance. We would like to review how our rates are structured and how we are charging for high strength waste. We want to explore the possibility of a sewer lateral insurance program. We would evaluate whether or not we want to maximize a customer’s amount of exposure if a sewer lateral needs to be replaced. The ordinance will address the sewer lateral is the customer’s responsibility from the point of connection at the main all the way into the home. It is done this way because we cannot control what is disposed of down their sewer lateral. By the same token they are exposed to what takes

place in the public right-of-way i.e. borings, utility operations, etc. We received proposals from MSA Professional Services, Strand Associates out of Madison, and Becher Hoppe. After evaluating the responses and considering the qualifications staff recommends MSA Professional Services in the amount of \$19,800. Included with the meeting materials was a recommendation from Roth Professional Solutions, our engineering consultant, to retain MSA Professional Services.

****M/S/P Jensen/Mumper: to recommend to the Board of Trustees approval of a professional services contract with MSA Professional Services to update the sewer user ordinance and rates in the amount of \$19,800.***

Yes Vote: 3 No Vote: 0 Abstain: 1 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Abstain
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

10. Contract with Layne Christensen for Maintenance/Rehabilitation of Well 5 (Bloedel Ave.).

Donner reported this is an anticipated expense and is included in the 2016 operating budget. We are proposing to pull the pump and televise the well, in addition to needing to clean the screen and well. Staff recommends approval of a contract with Layne Christensen in an estimated amount of \$23,312. Donner added not all items may be necessary in the contract, there is also the possibility of requiring some unforeseen maintenance or repair. There is enough money in the budget to cover potential additional work to the well.

****M/S/P: Mumper/Hubbard to recommend to the Board of Trustees to approve the contract with Layne Christensen for the rehabilitation of Bloedel well (well 5) in an estimated amount of \$23,312.***

Yes Vote: 3 No Vote: 0 Abstain: 1 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes
Jensen, John	Abstain
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

11. Utility Annual Report. Donner reported in the interest of getting our “story told” for Public Works and Utilities, Administrator Guild has been encouraging staff to put together public relations information. We need to update some information on our website. Staff has been working on an annual report. A draft copy was included with the meeting materials to review. The information will be put on the website. Donner thought in the future we may combine this report with our annual water quality report.

12. Acknowledge 2015 Annual Water Quality Report for Weston Municipal Utilities. Donner reported in late June we mailed a postcard to our Water Utility customers with a direct website link to the full 2015 annual water quality report with the required information.

****M/S/P Jensen/Hubbard: to acknowledge the 2015 Annual Water Quality Report for Weston Municipal Utilities.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

F. Reports.

13. Deputy Director, Public Works.

- Wodalski reported the lift station work started last week. They are currently working on the bore across Ross Avenue. This portion of the project should be done by tomorrow. The road will be closed again in a couple weeks.
- The LED lights are almost complete. Only a portion of Schofield Avenue needs to be completed. The lower energy use with the new light fixtures should reflect in lower electric bills.
- The E. Everest Avenue connection to the Ridgeview Subdivision project has started.
- Have been getting utility information requests from REI for the Misty Pines Subdivision.
- Moving forward on drafting the capital improvement plan for the next 5 - 10+ years. We have the Plan-it software up and running.
- Last week a thin overlay was placed on Callon Avenue. The road was rated a number 3 in our PASER rating.
- River Pines should have an overlay placed by next week.
- Work on the Ross Avenue / Eau Claire River bridge deck started last week.
- Chip sealing will start in about two weeks.
- Will be working with Rothschild with some pavement striping on Volkman Street.
- A new sewer camera was delivered and installed last week. The software on the new camera will allow us to integrate it with our GIS software and we will be able to put this information onto our maps.
- Continue to work on public education on street maintenance.
- Working with the Aspirus YMCA youth program to coordinate an event to have our public works staff operate some equipment for the kids.
- The State is looking at about a \$1 billion shortfall going into the next budget. Which could mean less money made available to local governments.

14. Director, Public Works and Utilities.

- Donner reported the developer is finishing up on his public improvements in the Ridgeview Subdivision. This project is a little unique where the plat was approved and we did not have securities.
- Working with Rothschild as they are preparing to begin installing a parallel water main on Business Highway 51 along an easement from Weston on the Foremost Dairy site. We will need to update the agreement with Rothschild. Foremost is interested in getting a fire protection line from Rothschild's distribution system. Donner has a meeting later this week with Foremost.
- Focus for the next month will be on capital improvement plan. We are trying to update our Tax Increment Finance District Chapter in the comprehensive plan.
- Focus the next few months is to update planning Camp Phillips/STH 29 interchange and Camp Phillips Road corridor.
- We are in the process of having a rate case evaluated for the Water Utility by Ehlers (our financial consultant) by mid-September. We may need to have a meeting in September to discuss the rate case before filing it with the PSC.

Ostrowski asked about the job trailer placed by the hospital. Donner explained the temporary job trailer is anticipated to be on site for about two years, while the hospital expands a bed tower. The job trailer will be connecting to water and sewer off Weston Avenue.

Ostrowski asked about the stop work order for the new development on the Target site. Donner stated the contractor was starting construction before they had any approvals.

15. Report from Administrator. None.

G. Communications and Recommendations from Committee Members. None.

H. Set next meeting date and discuss items for next agenda - Monday, October 3, 2016 @ 4:30 p.m.

I. Adjourn.

Ostrowski adjourned the meeting at 5:21 p.m.

Donna Van Swol, Utility Clerk

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

August 29, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – D.6.**



Date	Permit Number	Applicant	Customer Name	Service Address	Plumbing Contractor
7/27/2016	LCON-7-16-6889	Greg Collins	M.A. Mortenson Construction	3309 Ministry Parkway	B&D Plumbing & Heating, Inc.
8/4/2016	LCON-8-16-6900	Heath Tappe	Denyon Homes	7402 Compass Circle	Advantage Plumbing Plus, LLC
8/5/2016	LCON-8-16-6907	Marv Anderson	PDM Construction	2701 Schofield Avenue	Elite Plumbing Plus, LLC
8/5/2016	LCON-8-16-6908	Marv Anderson	PDM Construction	2705 Schofield Avenue	Elite Plumbing Plus, LLC
8/9/2016	LCON-8-16-6918	Heath Tappe	Denyon Homes	4806 Crest Ridge Avenue	Advantage Plumbing Plus, LLC
8/9/2016	LCON-8-16-6919	Heath Tappe	Denyon Homes	4808 Crest Ridge Avenue	Advantage Plumbing Plus, LLC
8/9/2016	LCON-8-16-6917	Heath Tappe	Denyon Homes	4805 Crest Ridge Avenue	Advantage Plumbing Plus, LLC
8/9/2016	LCON-8-16-6916	Heath Tappe	Denyon Homes	4803 Crest Ridge Avenue	Advantage Plumbing Plus, LLC
8/10/2016	LCON-8-16-6928	Jamie DeBruin	Westport Leasing, LLC	7209 Synergy Court	PGA, Inc.
8/15/2016	LCON-8-16-6944	L&L of Manitowac, Inc.	Schofield Avenue Shell	3001 Schofield Avenue	Heinzen Plumbing

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

August 29, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – E.7.**



**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

REQUEST FROM: **KEITH DONNER, DIRECTOR OF PUBLIC WORKS AND UTILITIES**

ITEM DESCRIPTION: **RESOLUTION 2016-014 - TO COOPERATE WITH THE VILLAGE OF ROTHSCHILD TO PROVIDE PRIVATE FIRE PROTECTION SERVICE TO THE FOREMOST FARMS PROPERTY AND UPDATE THE AGREEMENT FOR THE INTERCONNECTION OF THE MUNICIPAL WATER SYSTEMS AT THE FOREMOST PROPERTY IN ROTHSCHILD**

DATE/MTG: **PROPERTY & INFRASTRUCTURE COMMITTEE, MONDAY, AUG. 29, 2016
BOARD OF TRUSTEES, MONDAY, AUGUST 29 2016**

POLICY QUESTION: Should the Board of Trustees adopt Resolution 2016-014 to agree in principle to allow the Village of Rothschild to provide private fire protection service to the Foremost Dairies property and allow the Director of Public Works to negotiate and draft an intergovernmental agreement for the interconnection between municipal water systems at Foremost.

RECOMMENDATION TO: I make a motion that the Board of Trustees adopt Resolution 2016-014.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|--|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input checked="" type="checkbox"/> Resolution |
-
-

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statue: _____
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: _____
- Municipal Rules: _____
-
-

PRIOR REVIEW: Meetings with Rothschild staff and President George Peterson in 2013;
2015 Approval of easement to Rothschild on Weston owned property leased to Foremost

BACKGROUND:

- Supplemental Briefer for Agenda Items under Consideration
- Attachments
-
-



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

RESOLUTION NO. 2016-014

A RESOLUTION TO COOPERATE WITH THE VILLAGE OF ROTHSCHILD TO PROVIDE PRIVATE FIRE PROTECTION SERVICE TO THE FOREMOST FARMS PROPERTY AND UPDATE THE AGREEMENT FOR THE INTERCONNECTION OF THE MUNICIPAL WATER SYSTEMS AT THE FOREMOST PROPERTY IN ROTHSCHILD

WHEREAS, the Village of Weston owns land in the Village of Rothschild which is leased to Foremost Farms (Foremost Property) on a 99-year term expiring on August 31, 2063; and

WHEREAS, the Village of Weston owns, operates, and maintains a potable water supply well, elevated storage tank and distribution system (Foremost Water Distribution System) on the above referenced property; and

WHEREAS, in 1992 the Village of Rothschild annexed land from the Town of Weston adjacent to the Foremost Property; and

WHEREAS, in 1993 the Village of Rothschild and Town of Weston entered into an agreement which, among other things,

- 1). Transferred the water supply system in the land adjacent to the Foremost Property to Rothschild resulting in the Foremost Water Distribution System being dedicated to only the Foremost Farms facilities and the Rib Mountain Metropolitan Sewerage District; and
- 2). Allowed the interconnection between the Village of Rothschild and the Foremost Water Distribution System (Foremost Interconnection) to be made; and
- 3). The parties agreed to "...to provide water to the other through the inter-connection in accordance with the existing agreement between the Town and Village dated January 29, 1971;" and

WHEREAS, the referenced 1971 agreement is inadequate in its description of the circumstances under which the interconnection is opened and in its description of each party's obligations including how water is paid for; and

WHEREAS, the Foremost Water Distribution System is currently operating at its maximum capacity and Foremost Farms has expressed a desire to obtain private fire protection service for the Foremost facilities which Weston is unable to supply from the existing Foremost Water Distribution System; and

WHEREAS, the Village of Rothschild may be capable of furnishing private fire protection to the Foremost property; and

WHEREAS, the Village of Rothschild and Village of Weston may enter into an agreement to allow the Foremost facilities to obtain private fire protection service from Rothschild.

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees of the Village of Weston hereby direct and empower the Director of Public Works & Utilities to develop an intergovernmental agreement, or agreements, with the Village of Rothschild which:

1. Describes the operation of the Foremost Interconnection including the circumstances under which it is opened, the process for determining the amount of water used through the connection, and the rate(s) at which the water is billed.
2. Allows the Village of Rothschild to provide private fire protection service to the Foremost facilities either as a direct fire protection customer of the Rothschild Water Utility or under a special rate of Weston approved by the Wisconsin Public Service Commission.

Said agreement, or agreements to be subject to review and approval by the Wisconsin Public Service Commission, Village legal counsel, and the Boards of Trustees of the Village of Weston and Village of Rothschild.

PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON, at a regular meeting thereof, this _____ day of the month of _____, 2016.

VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

By: _____
BARBARA ERMELING, Village President

ATTEST:

By: _____
SHERRY WEINKAUF, Village Clerk

Vote: _____

Village of Weston, Wisconsin
AGENDA ITEM LEGISLATIVE ANALYSIS
Supplemental Briefer for Agenda Items under Consideration

From: Keith Donner, P.E., Director of Public Works & Utilities
Date/Mtg: Friday, August 26, 2016
Re: A resolution to cooperate with the Village of Rothschild to provide private fire protection service to the Foremost Farms property and update the agreement for the interconnection of the municipal water systems at the Foremost Farms property in Rothschild.

1. Policy Questions:

Question 1: Should the Board of Trustees allow the Village of Rothschild to provide private fire protection service to the Foremost Dairies property?

Question 2. Should the Board of Trustee allow the Director of Public Works to negotiate and draft an intergovernmental agreement for the interconnection between municipal water systems at the Foremost Farms property.

2. Purpose:

The purpose of asking Question 1 is to determine if the Board of Trustees is willing to allow a neighboring municipality to provide some service to a Weston Water Utility customer.

The purpose of Question 2 is to determine if the Board of Trustees agrees it is appropriate to have a better articulated interconnection agreement for the Foremost Farms property.

3. Background:

In 2015 the Village of Weston granted an easement to the Village of Rothschild to construct a water main on property owned by the Village of Weston, leased to Foremost Farms. The proposed water main provides additional reliability/resilience to the water supply situation for the Foremost Farms facilities through the interconnection agreement between Rothschild and Weston.

Foremost uses the majority of the water for cooling in its process of evaporating milk to produce powdered lactose for pharmaceutical use. Foremost is currently using water at the maximum capacity of the water system on the site owned by Weston. The Director has had discussions with Foremost regarding their long term water needs. Foremost indicates they will implement alternate methods of cooling in the future. During discussions of construction coordination with Foremost for the proposed water main construction by Rothschild, Foremost indicated a desire for private fire protection service.

Under normal circumstances the Weston Water Utility supplies all water to Foremost Farms. The interconnection has historically only been needed during maintenance events on the well and/or 100,000-gallon water tower on the Foremost property. An agreement from 1971 for operating the interconnection did not anticipate the circumstances under which the interconnection is typically opened.

4. Issue Analysis:

Since the current needs of the Foremost production process are maximizing the use of the Foremost Water Distribution System, the Village of Weston cannot assure there is additional volume to satisfy Foremost's estimated fire protection need of 1,000 gallons per minute for 120 minutes (120,000-gallons). Foremost expressed a desire to add a tee to the Rothschild interconnection during the upcoming construction in anticipation of installing the fire protection system within the next 12 months. Foremost is currently Weston's water customer and in principle Weston

would normally be expected to furnish Foremost's water needs. Private fire protection water for industrial needs is not necessarily a service which the municipal system needs to furnish. However, in this case it would appear that Rothschild could have the ability to furnish most, if not all, of the desired fire protection volume. The only way Weston could furnish the desired water would be to locate additional source water and construct additional storage. With uncertainty for Foremost's long term water needs it would be best to seek a less costly alternative at this time.

With respect to the 1971 interconnection agreement, the staff of each community have generally followed a process of Weston notifying Rothschild when the need to open the connection arises. The original agreement appears to be generically written for all interconnections between the two communities. The Director has not experienced a situation where Rothschild has said it cannot open the Foremost connection, but there have been occasions when Rothschild has expressed a concern for being able to satisfy 100% of Foremost's need. Determination of the volume of water used has been by reading of Weston's meters in the Foremost facility at the time of opening the connection and once the connection has been closed. There has been question over time as to what rate schedule should be applied from Rothschild's water tariff. A better articulated agreement should address all issues in some detail so as to reduce ambiguity and uncertainty.

5. Fiscal Impact:

Any costs for the tee and valve for the fire protection line will be the customer's (Foremost) to bear. The only other costs anticipated currently would be administrative and, eventually, legal in finalizing written agreements.

6. Statutory References:

Municipalities are allowed to develop intergovernmental agreements. Without Weston's agreement Foremost could not obtain private fire protection service from the Village of Rothschild.

7. Prior Review:

The interconnection agreement has been discussed previously on occasion and there has always been question as to its content. It was not until the past 3 months that a copy of the existing agreement was discovered by the Village of Rothschild and furnished to the Director.

The Village of Rothschild discussed utility inter-relationships between the 2 communities in closed session earlier in August. It is the Director's understanding that Rothschild staff was given direction to continue discussions on topics which were previously opened in 2013.

8. Policy Choices:

Here are your choices.

1. Adopt Resolution 2016-014 as presented.
2. Adopt Resolution 2016-014 with modifications.
3. Reject Resolution 2016-014 for specified reasons.
4. Other?

9. Recommendation:

I recommend that the Board of Trustees adopt Resolution 2016-014 as presented empowering the Director of Public Works & Utilities to develop an intergovernmental agreement(s) with the Village of Rothschild, subject to review and approval by the Wisconsin Public Service Commission and Village legal counsel as necessary.

10. Legislative Action:

I move that the Board of Trustees adopt Resolution 2016-014 as presented

11. Attachments:

1971 Interconnection agreement

RFC related to easement approval on Foremost Property approved by Village of Weston in 2015.

EMERGENCY WATER SUPPLY

AGREEMENT

THIS AGREEMENT, entered into this *29th day January* by and between the TOWN OF WESTON, located in Marathon County, Wisconsin, and the VILLAGE OF ROTHSCHILD, a municipal corporation, located in Marathon County, Wisconsin,

WHEREAS, the said Village of Rothschild is contiguous and adjacent to the Town of Weston

WHEREAS, a connection now exists between the water system of each municipality, but that no meter is installed in such connection, and there is no way of accurately determining the amount of water which might be used by either municipality under the terms of this agreement, and

WHEREAS, it is the desire of each municipality in order to protect and preserve the lives and property of its respective citizens, to establish a reserve supply of water in the event an emergency arises in either municipality requiring additional water, and

WHEREAS, each municipality believes that only certain officials should be designated and charged with the responsibility of opening the mains to draw on the water supply of the other municipality for said emergency, and that the Fire Chief, Acting Fire Chief, Town Chairman, and President of the respective municipality, or the person designated by the Fire Chief, Chairman, or the President, are the proper persons to be charged with said responsibility and have such authority;

NOW, THEREFORE, it is mutually agreed as follows:

1. That in the event an emergency arises in either municipality to this agreement, the municipality in which the emergency occurs may draw upon the water supply of the other municipality according to its needs, but not to deplete the water supply of said municipality to such an extent as to endanger said municipality.

2. That only the Fire Chief, the Acting Fire Chief, the Chairman, the President, of the respective municipalities, or the person so designated by the Fire Chief, or the Chairman, or the President, shall have the authority and power to open the water connection between the municipalities for such emergency supply.

3. In the event of such use of water by the respective municipalities, no charge will be made for such use.

4. That either municipality may shut off the connection in the event an emergency arises in the municipality not using the connection, in order to conserve its water supply to meet the emergency, and no liability shall be incurred by the municipality for closing the connection.

5. The within agreement may be terminated by the Common Council of either municipality at any time, by sending written notice of intent to terminate to other municipality. Termination shall be effective 20 days after receipt of said notice.

IN WITNESS WHEREOF said municipalities have caused presents to be signed this 29 day of January, 1971.

TOWN OF WESTON

Daniel H. Markstrom
Chairman

Agnes Krause Clerk

VILLAGE OF ROTHSCHILD

Roger P. Ross Pres.

L. Roy Kuzewski Clerk

**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

REQUEST FROM: KEITH DONNER, DIRECTOR OF PUBLIC WORKS AND UTILITIES

ITEM DESCRIPTION: EASEMENT TO VILLAGE OF ROTSHCHILD FOR WATER MAIN ON FOREMOST PROPERTY.

**DATE/MTG: PROPERTY & INFRASTRUCTURE COMMITTEE, MONDAY, AUG. 03, 2015
BOARD OF TRUSTEES, MONDAY, AUGUST 03, 2015**

POLICY QUESTION: Should the Board of Trustee grant the Village of Rothschild an easement to install a water main on the Foremost property in Rothschild?

RECOMMENDATION TO: I make a motion that the Board of Trustees grant the Village of Rothschild an easement to install a water main on the Foremost property in Rothschild, subject to review by Village legal counsel.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution |
-

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statue: _____
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: _____
- Municipal Rules: _____
-

PRIOR REVIEW: None

BACKGROUND: The land occupied by Foremost Farms for their milk/whey processing plant located in the Village of Rothschild is owned by the Village of Weston. Foremost leases the property from the Village of Weston. Weston serves Foremost with water through a well, water storage tank, and distribution mains on the site. There is also an interconnection to the Rothschild water distribution system for use during major maintenance performed on the Foremost water system. The Village of Rothschild is proposing to install a water main along the northwest side of the railroad right-of-way parallel to Business 51. The main will provide redundancy for the Rothschild distribution system in the Cedar Creek Mall and Foremost area. In the scheme of things the redundant main is also a benefit to Weston and Foremost in terms of increased reliability of service. Rather than place any other conditions on granting the easement, it is recommended the Village of Weston grant the easement subject to review by legal counsel. The attached e-mail to Tim Vergara, Rothschild Administrator of Public Works explains the Director's thought process in this matter.

- Supplemental Briefer for Agenda Items under Consideration
 Attachments

From: Keith Donner
To: ["Timothy D. Vergara"](#)
Cc: [Michael Wodalski](#); [George Peterson - Village President](#); [Daniel Guild](#)
Subject: RE: Watermain Easement
Date: Wednesday, July 29, 2015 3:06:00 PM

Tim:

I was drafting this response as your easement document was transmitted yesterday and we covered much of this in our telephone conversation yesterday afternoon.

We are preparing our packet for the 8/03/15 Property & Infrastructure meeting this week, but the easement document you forwarded will need to be reviewed by our attorney as well before approval by Board of Trustees.

Both Villages have been accommodating the opening of the interconnection in the absence of the 1971 agreement (referenced in the 1993 annexation agreement) when needed to this point. The Village of Weston also recognizes that the redundancy this proposed water main provides for water supply is a benefit to serving Foremost when the need arises. Although there have been no specific problems encountered in utilizing the interconnection when needed, I think we both recognize the need to cooperatively work toward a long term solution/strategy with Foremost for their water needs, therefore, the Village of Weston does not propose to require any specific conditions to approve the proposed easement at this time, aside from the following directly related items/comments:

1. Weston will verify with Foremost that the presence of the above-ground pressure reducing station is acceptable to Foremost.
2. The Village of Weston may opt to make a second connection to the Foremost distribution system from Rothschild at Weston's cost.
3. Not having a schematic drawing of the Rothschild water system in this vicinity, I think it would be prudent to have a valve on the Rothschild main crossing the railroad tracks on the south side of the proposed new connection. This would permit service to be provided through the new main on the north side of the railroad tracks if the system on the south side is out of service. Perhaps there is already a valve in place that serves this purpose, but it is not apparent to me in looking at the Becher-Hoppe design drawings.

I will be following up with a letter to Foremost to urge that we resume discussions about a long term strategy for their water needs. I believe the ultimate solution, assuming Foremost continues to rely upon water for its cooling process, will be a cooperative/joint service arrangement between both Villages.

Please keep us informed as to your schedule and any other developments related to your proposed project.

Keith

Keith Donner, P.E.
Director of Public Works & Utilities
Village of Weston, Wisconsin

d. 715.241.2610
kdonner@westonwi.gov

Municipal Center
5500 Schofield Ave Weston, WI 54476
p. 715.359.6114 | f 715.359.6117
www.westonwi.gov

From: Timothy D. Vergara [mailto:tvergara@rothschildwi.com]
Sent: Tuesday, July 28, 2015 1:58 PM
To: Keith Donner <kdonner@westonwi.gov>
Cc: Michael Wodalski <mwodalski@westonwi.gov>; George Peterson - Village President <gpeterson@rothschildwi.com>
Subject: Watermain Easement

Keith –

Please see the attached easement material.

Thanks

Timothy D. Vergara, PE
Village of Rothschild - Administrator of Public Works
phone: (715) 359-3660
fax: (715) 359-7218
email: tvergara@rothschildwi.com

-

"When you can do the common things of life in an uncommon way, you will command the attention of the world."
- George Washington Carver

 **Save a tree. Don't print this e-mail unless it's necessary.**

WATERMAIN EASEMENT

Document Number _____

This Watermain Easement is made effective as of this ____ day of _____, 2015, by and between the Village of Rothschild, a Wisconsin municipal corporation (the "Village", also referred to herein as the "Grantee"), and the Village of Weston, a Wisconsin municipal corporation, referred to herein as the "Grantor". Grantor does hereby grant unto said Grantee, its successors and assigns, the permission, authority, privilege and easement to lay, maintain and use for the distribution and/or transmission of water lines and/or mains laid under and along that certain easement area as described below or on the attached Exhibit "A", on land owned by said Grantor ("Grantor's Property") in the **Village of Rothschild, County of Marathon, State of Wisconsin, described as follows:**

Legal Description:

See Exhibit "A" attached hereto and incorporated herein.

NOW, THEREFORE, the parties agree as follows:

1. Consideration. Grantee shall pay the Grantor One and 00/100 Dollar (\$1.00) as and for consideration for this Easement for the purpose of laying, maintaining and using for the distribution and/or transmission of water lines and/or mains as set forth herein. Said sum shall be paid to Grantor prior to the Grantee entering said property for the purposes delineated herein.
2. Grant of Watermain Easement. Grantor does hereby grant and convey to the Grantee an easement to enter, construct, install, operate, maintain, repair, replace, rebuild, remove, relocate, inspect and patrol water lines and/or mains on Grantor's Property as well as for performing all monitoring and testing services related to said lines as the Grantee may require.
3. Indemnification. The Grantee will indemnify, defend and hold Grantor and its agents and employees harmless from any and all claims, damages, losses and expenses, including attorney's fees and costs, sustained by Grantor on account of any suit, judgment, execution, claim or demand whatsoever arising out of the activities provided in this easement, except for such claims, damages, losses and expenses, including attorney's fees and costs, arising out of the joint negligence of Grantor and the employees, workmen, agents or independent contractors of the Grantee.
4. Manner of City's Activities. All activities allowed, pursuant to this Easement and those incidental thereto, shall be carried on in a reasonable manner such that Grantor's business operation, if any, and any improvements on Grantor's Property are not damaged or disturbed.
5. Grantor's Reservation. Grantor hereby reserves unto itself the right to use Grantor's Property; provided, however, that any such use shall not unreasonably disturb or interfere with said activities or prevent reasonable ingress or egress thereto for the purposes of the grant of the Easement herein.
6. Restoration. The Village agrees that such of the surface of the soil as may be disturbed for the purpose of the grant of the Easement herein, prior to the termination of this Easement and at the expense of the Village, will be placed in a condition substantially the same as existed immediately prior to such disturbance and that the area subject to the Easement will be filled in conformance with all applicable laws, rules and regulations.
7. Binding Effect. This Easement shall be binding upon and insure to the benefit of the parties hereto, their respective heirs, personal representatives, successors and assigns. This Easement runs with the land.
8. Representation Of Grantor. Grantor warrants and represents that Grantor's Property is not designated managed forest crop land under applicable Wisconsin law and that Grantor has good title to Grantor's Property, free and clear of all liens and encumbrances, except: _____.
9. Governing Law. This Easement shall be construed in accordance with the laws of the State of Wisconsin.

Record this document with the Register of Deeds

Name and Return Address:

Shane J. VanderWaal
Pietz, VanderWaal, Stacker & Rottier, S.C.
P.O. Box 1343
Wausau, WI 54402-1343

IN WITNESS WHEREOF, the parties have executed this Easement on the date and year set forth above:

VILLAGE OF WESTON

By Grantor: _____

Its: _____

ACKNOWLEDGEMENT

STATE OF WISCONSIN)
) ss
COUNTY OF _____)

Personally came before me this _____ day of _____, 2015, the above named, _____, to me known to be the person who executed the foregoing instrument and acknowledged that he executed the same as the properly authorized act of said corporation.

Signature of Notary

Printed Name of Notary

Notary Public, State of Wisconsin

My Commission expires (is) _____

VILLAGE OF ROTHSCHILD
a Wisconsin municipal corporation

By Grantee: _____
George O. Peterson, President

Debbie Espeland, Village Clerk

ACKNOWLEDGEMENT

STATE OF WISCONSIN)
) ss
COUNTY OF MARATHON)

Personally came before me this _____ day of _____, 2015, the above named, George O. Peterson, President, and Debbie Espeland, Village Clerk of the Village of Rothschild, to me known to be the persons and officers who executed the foregoing instrument and acknowledged that they executed the same as such officers by the Village of Rothschild's authority.

Signature of Notary

Printed Name of Notary

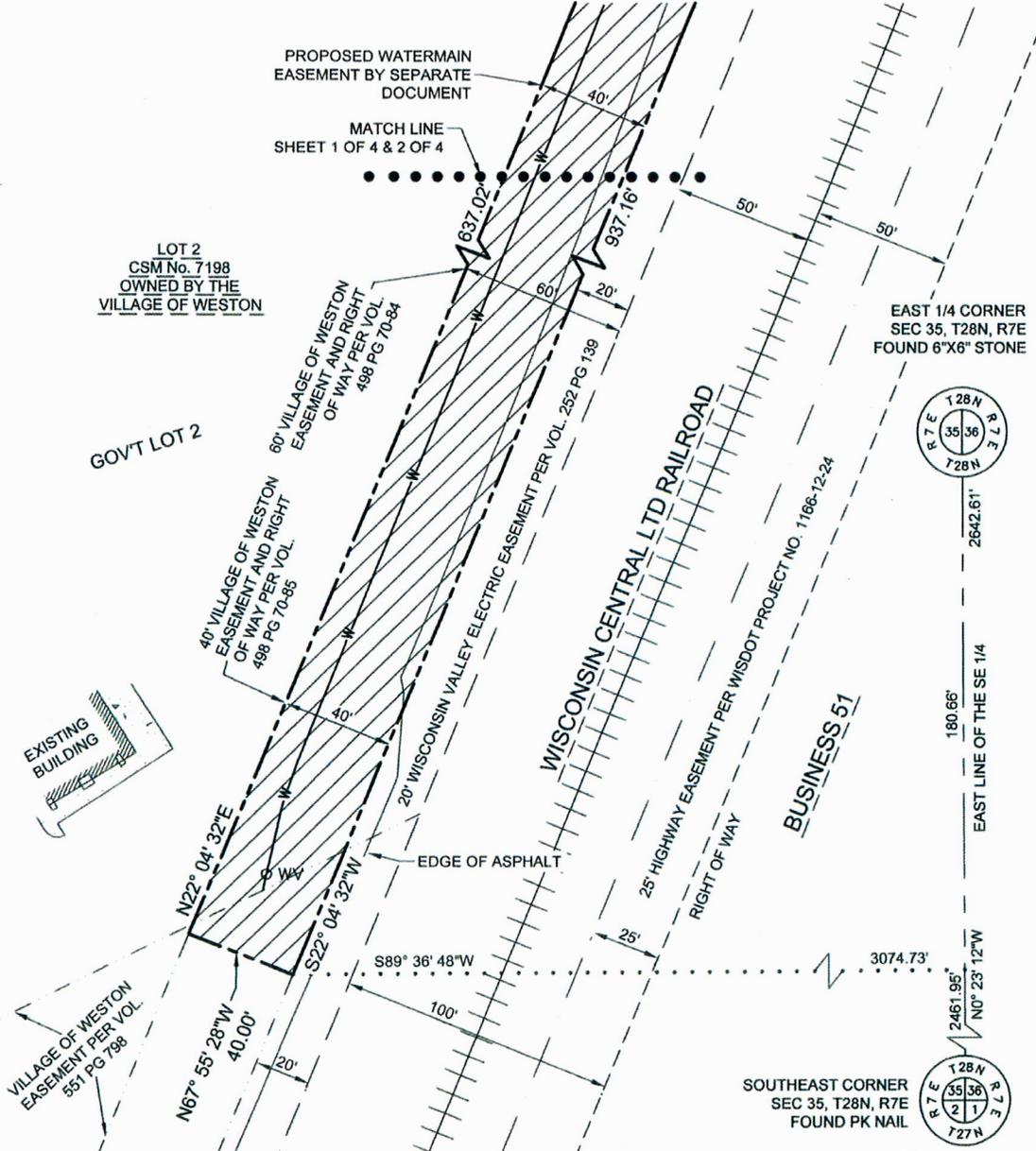
Notary Public, State of Wisconsin

My Commission expires (is) _____

This instrument drafted by:
Shane J. VanderWaal
Pietz, VanderWaal, Stacker & Rottier, S.C.,
Wausau, Wisconsin.
Per legal description provided.

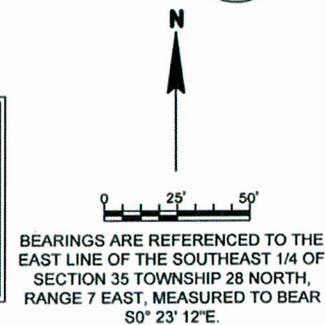
EXHIBIT MAP FOR WATERMAIN EASEMENT

A PART OF LOTS 1 AND 2 OF MARATHON COUNTY CERTIFIED SURVEY MAP NO. 7198 LOCATED IN GOVERNMENT LOT 2 OF SECTION 35, TOWNSHIP 28 NORTH, RANGE 7 EAST, VILLAGE OF ROTHSCHILD, MARATHON COUNTY, WISCONSIN



NOTE:
1.) REFER TO THE RECORDED EASEMENT DOCUMENT WHICH CREATES THIS WATERMAIN EASEMENT FOR ALL RESTRICTIONS AND RIGHTS OF SAID EASEMENT

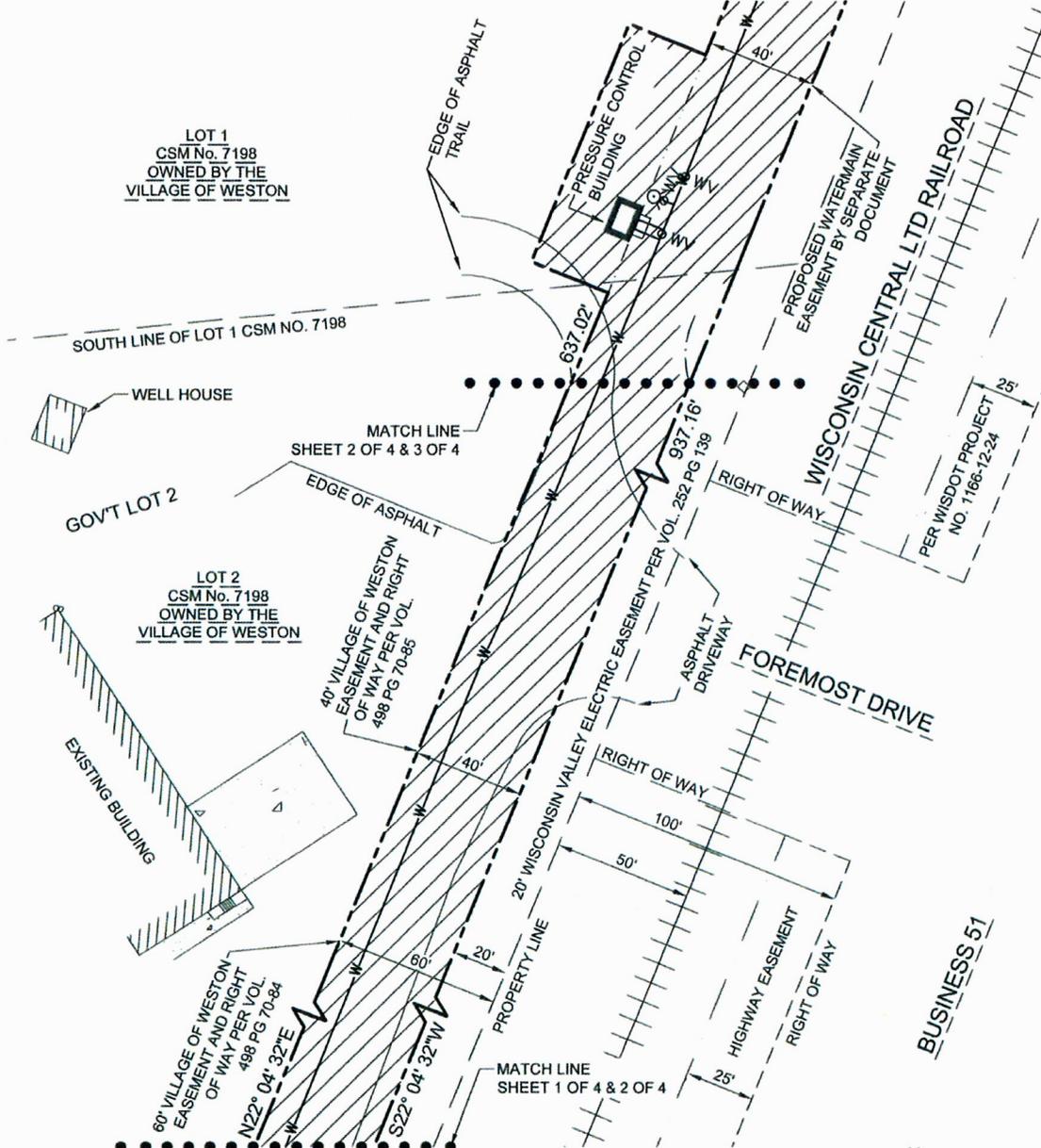
LEGEND	
	- PROPOSED WATERMAIN EASEMENT
	- CONCRETE
	- PROPOSED WATERMAIN
	- PROPOSED HYDRANT
	- PROPOSED WATER VALVE



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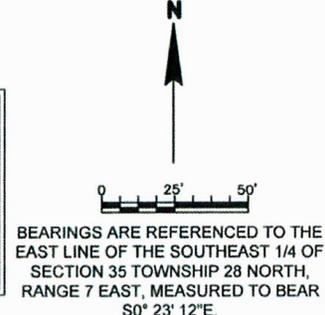
EXHIBIT MAP FOR WATERMAIN EASEMENT

A PART OF LOTS 1 AND 2 OF MARATHON COUNTY CERTIFIED SURVEY MAP NO. 7198 LOCATED IN GOVERNMENT LOT 2 OF SECTION 35, TOWNSHIP 28 NORTH, RANGE 7 EAST, VILLAGE OF ROTHSCHILD, MARATHON COUNTY, WISCONSIN



NOTE:
 1.) REFER TO THE RECORDED EASEMENT DOCUMENT WHICH CREATES THIS WATERMAIN EASEMENT FOR ALL RESTRICTIONS AND RIGHTS OF SAID EASEMENT

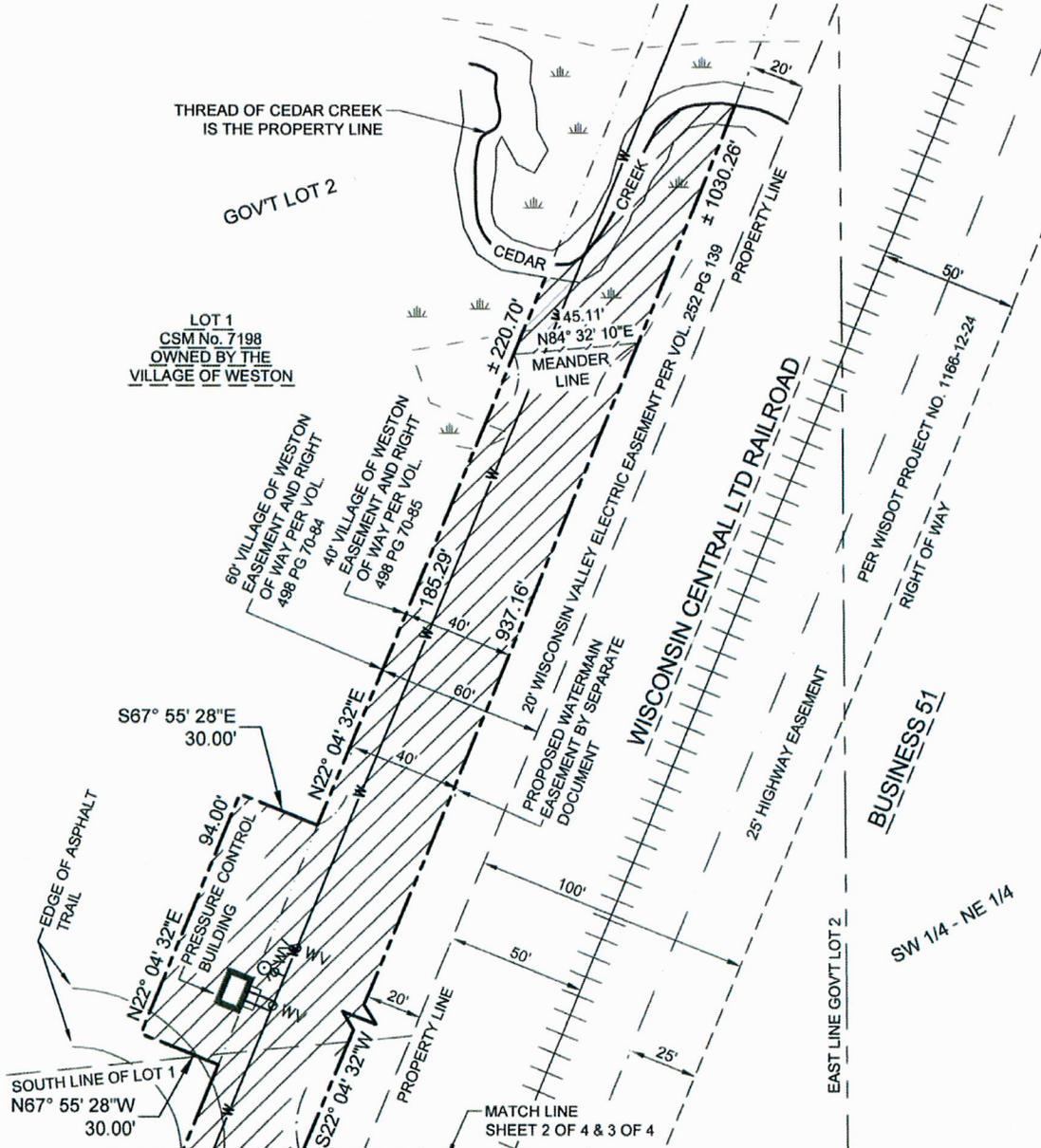
LEGEND	
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	- CONCRETE
	- PROPOSED WATERMAIN
	- PROPOSED HYDRANT
	- PROPOSED WATER VALVE



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EXHIBIT MAP FOR WATERMAIN EASEMENT

A PART OF LOTS 1 AND 2 OF MARATHON COUNTY CERTIFIED SURVEY MAP NO. 7198 LOCATED IN GOVERNMENT LOT 2 OF SECTION 35, TOWNSHIP 28 NORTH, RANGE 7 EAST, VILLAGE OF ROTHSCHILD, MARATHON COUNTY, WISCONSIN



NOTE:
 1.) REFER TO THE RECORDED EASEMENT DOCUMENT WHICH CREATES THIS WATERMAIN EASEMENT FOR ALL RESTRICTIONS AND RIGHTS OF SAID EASEMENT

LEGEND	
	- PROPOSED WATERMAIN EASEMENT
	- WETLAND AS DELINEATED BY STAR ENVIRONMENTAL INC.
	- PROPOSED WATERMAIN
	- PROPOSED HYDRANT
	- PROPOSED WATER VALVE



BEARINGS ARE REFERENCED TO THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 35 TOWNSHIP 28 NORTH, RANGE 7 EAST, MEASURED TO BEAR $S0^{\circ} 23' 12'' E$.



330 Fourth Street - PO Box 8000
 Wausau, WI • 54402-8000
 715.845.8000 • Fax 715.845.8008
 becherhoppe.com

Drawn by: SMH
 Checked by: NJW
 Project No.: 2014.105
 Date: 5/29/2015

Client: VILLAGE OF ROTHSCHILD

EXHIBIT MAP FOR WATERMAIN EASEMENT

A PART OF LOTS 1 AND 2 OF MARATHON COUNTY CERTIFIED SURVEY MAP NO. 7198 LOCATED IN GOVERNMENT LOT 20F SECTION 35, TOWNSHIP 28 NORTH, RANGE 7 EAST, VILLAGE OF ROTHSCHILD, MARATHON COUNTY, WISCONSIN

WATERMAIN EASEMENT LEGAL DESCRIPTION:

Of a part of Lots 1 and 2 of Marathon County Certified Survey Map No. 7198 located in Government Lot 2 of Section 35, Township 28 North, Range 7 East, Village of Rothschild, Marathon County, Wisconsin more particularly described as follows:

Commencing at the East 1/4 corner of said Section 35; Thence South 0°23'12" East along the East line of the Southeast 1/4 of said Section 35, 180.66 feet; Thence South 89°36'48" West, 3074.73 to the point of beginning of said watermain easement; Thence North 67°55'28" West, 40.00 feet; Thence North 22°04'32" East, 637.02 feet; Thence North 67°55'28" West, 30.00 feet; Thence North 22°04'32" East, 94.00 feet; Thence South 67°55'28" East, 30.00 feet; Thence North 22°04'32" East, 185.29 feet to a meander line of Cedar Creek; Thence North 84°32'10" East along said meander line, 45.11 feet, Thence South 22°04'32" West, 937.16 feet to the point of beginning.

That the above described easement contains 42,805 square feet or 0.983 acres, more or less. Including those lands lying between above described meander line and the thread of the Cedar Creek.

That said easement is subject to all easements, restrictions and right of ways of record.

SURVEYOR'S CERTIFICATE:

I, Nathan J. Wincentsen, Professional Land Surveyor S-2539, hereby certify to the best of my knowledge and belief, that at the direction of the Village of Rothschild, I have surveyed and mapped the easement as described hereon. I further certify that said easement and map thereof are a correct and accurate representation of the exterior boundaries of said easement.

Dated this 1st day of JUNE 2015

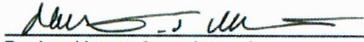
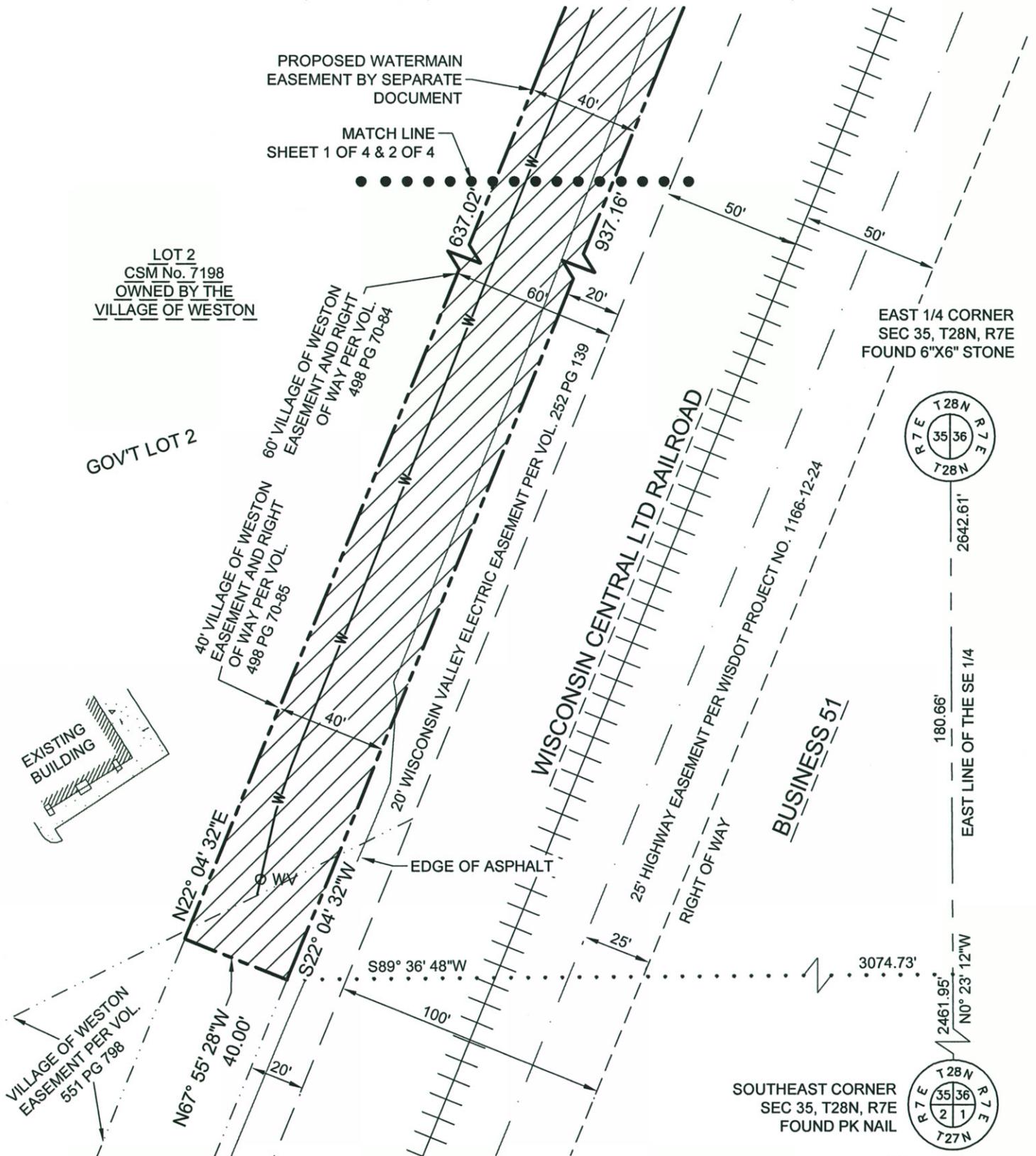

Becher-Hoppe Associates, Inc.
Nathan J. Wincentsen
WI P.L.S. S-2539



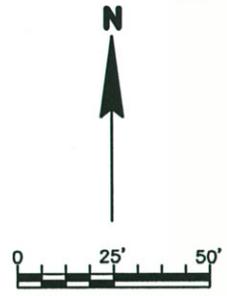
EXHIBIT MAP FOR WATERMAIN EASEMENT

A PART OF LOTS 1 AND 2 OF MARATHON COUNTY CERTIFIED SURVEY MAP NO. 7198 LOCATED IN GOVERNMENT LOT 2 OF SECTION 35, TOWNSHIP 28 NORTH, RANGE 7 EAST, VILLAGE OF ROTHSCHILD, MARATHON COUNTY, WISCONSIN



NOTE:
1.) REFER TO THE RECORDED EASEMENT DOCUMENT WHICH CREATES THIS WATERMAIN EASEMENT FOR ALL RESTRICTIONS AND RIGHTS OF SAID EASEMENT

LEGEND	
	- PROPOSED WATERMAIN EASEMENT
	- CONCRETE
	- PROPOSED WATERMAIN
	- PROPOSED HYDRANT
	- PROPOSED WATER VALVE



BEARINGS ARE REFERENCED TO THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 35 TOWNSHIP 28 NORTH, RANGE 7 EAST, MEASURED TO BEAR S0° 23' 12"E.



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Drawn by: SMH
Checked by: NJW
Project No.: 2014.105
Date: 5/29/2015

Client: VILLAGE OF ROTHSCHILD

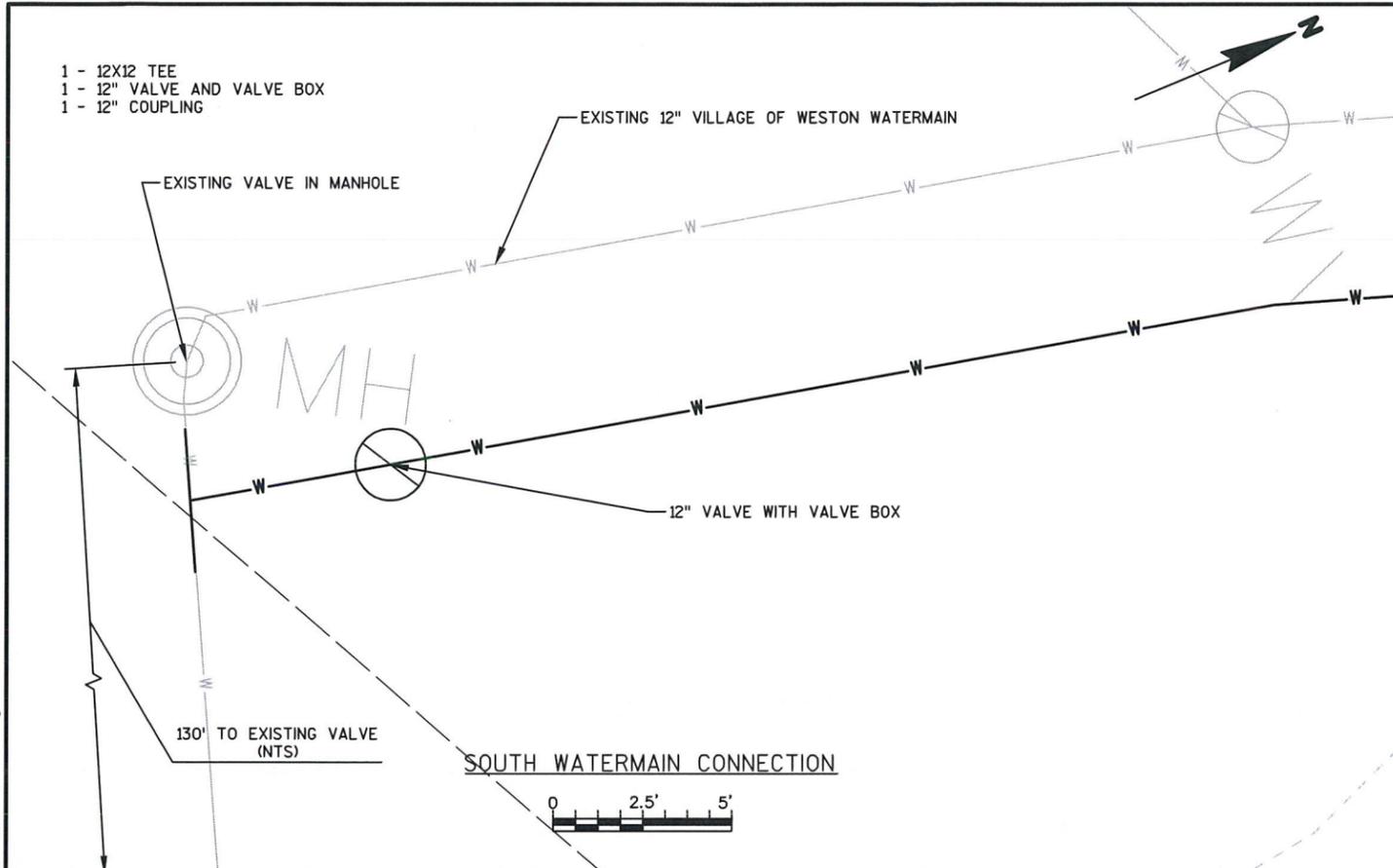
Sheet 1 of 4



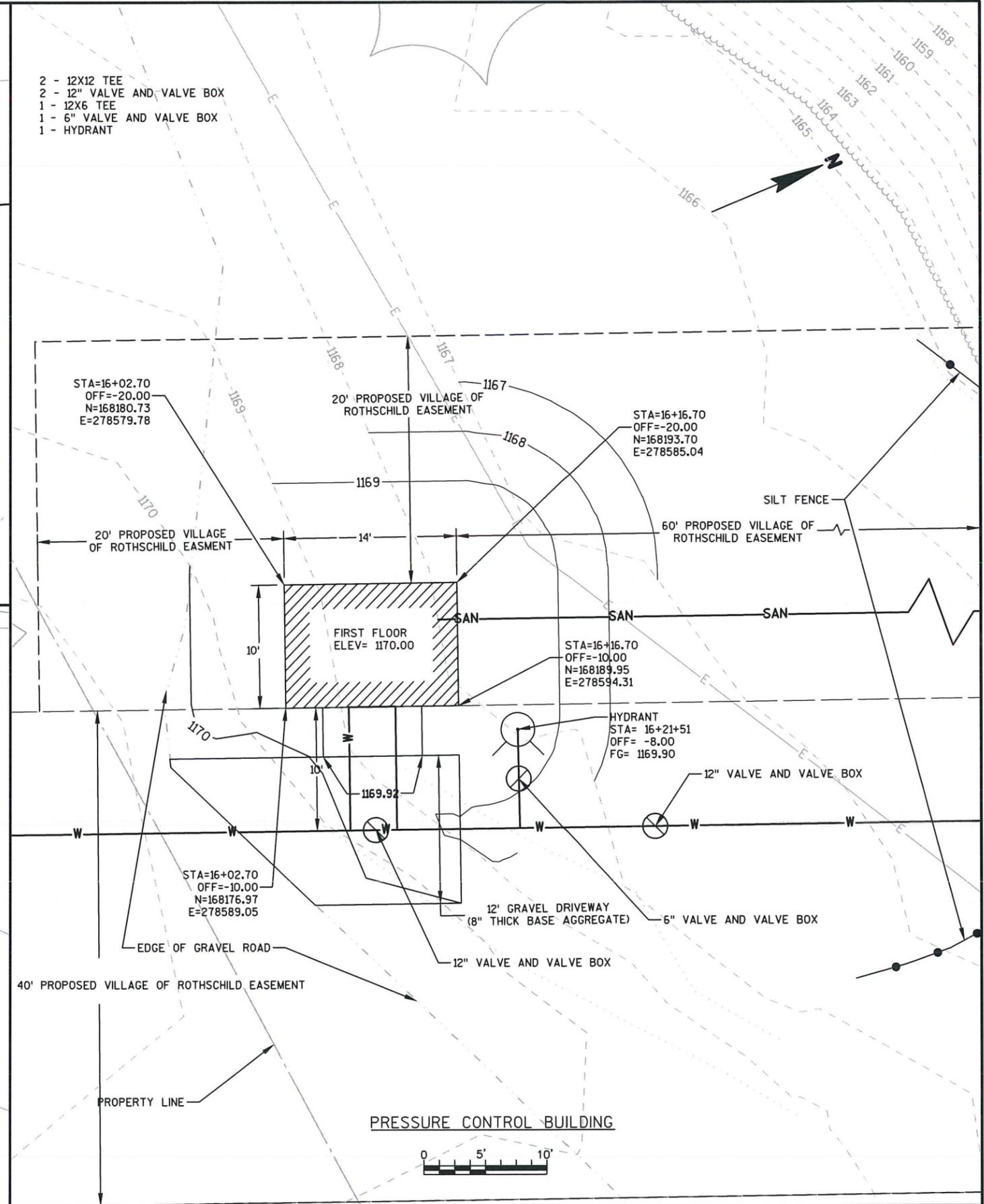
Pressure Control Bldg 

Easement limit —

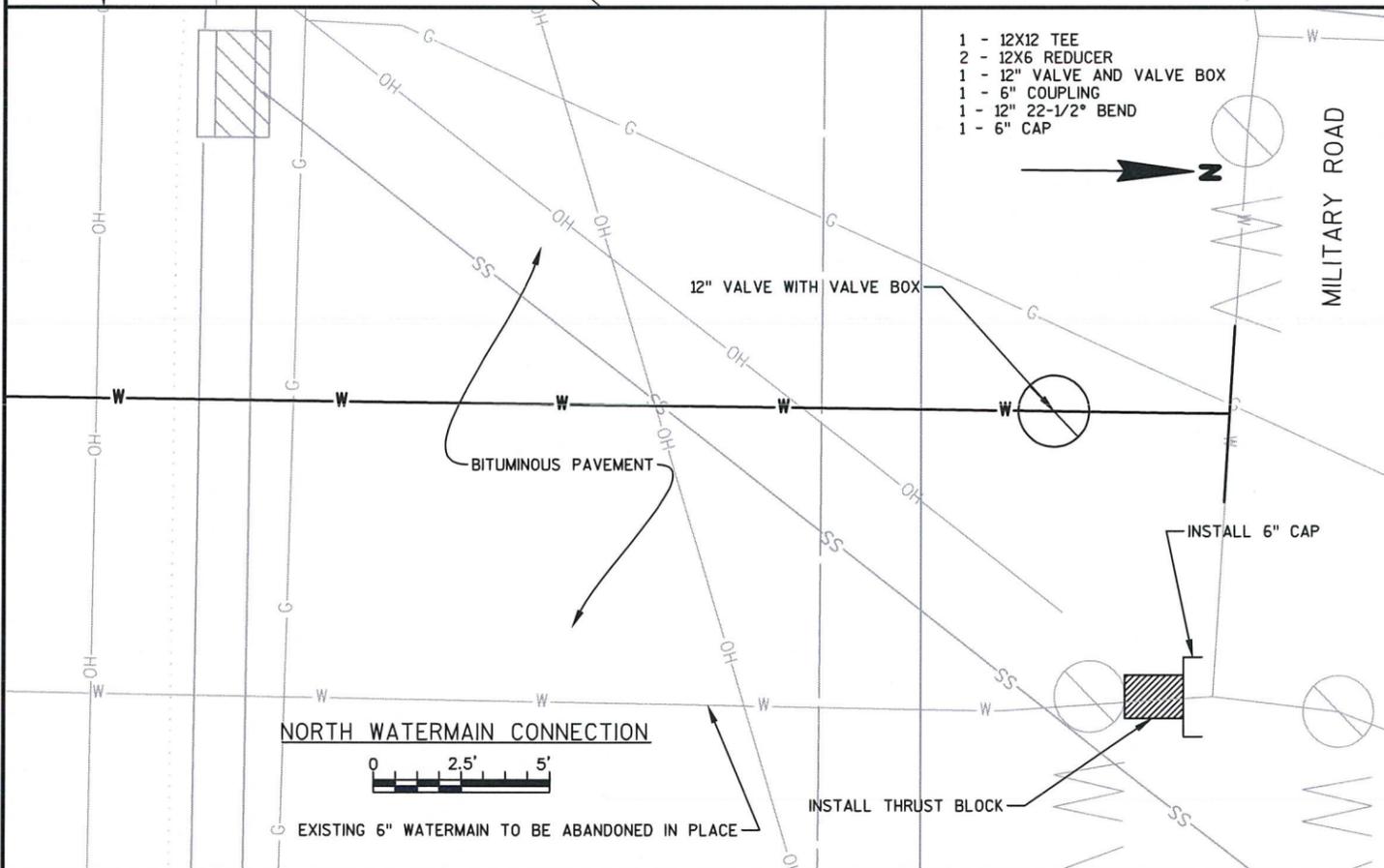
- 1 - 12X12 TEE
- 1 - 12" VALVE AND VALVE BOX
- 1 - 12" COUPLING



- 2 - 12X12 TEE
- 2 - 12" VALVE AND VALVE BOX
- 1 - 12X6 TEE
- 1 - 6" VALVE AND VALVE BOX
- 1 - HYDRANT



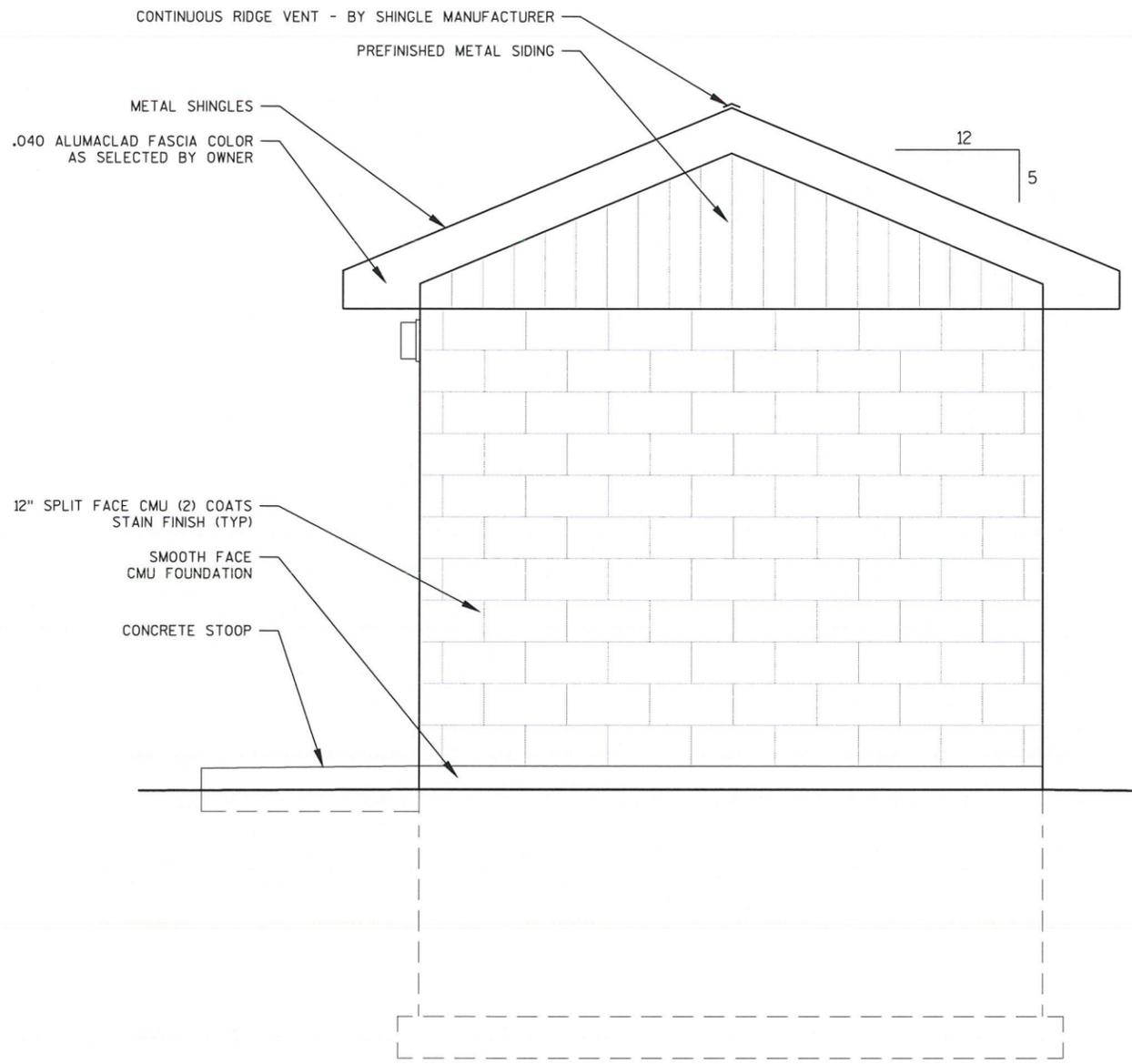
- 1 - 12X12 TEE
- 2 - 12X6 REDUCER
- 1 - 12" VALVE AND VALVE BOX
- 1 - 6" COUPLING
- 1 - 12" 22-1/2° BEND
- 1 - 6" CAP



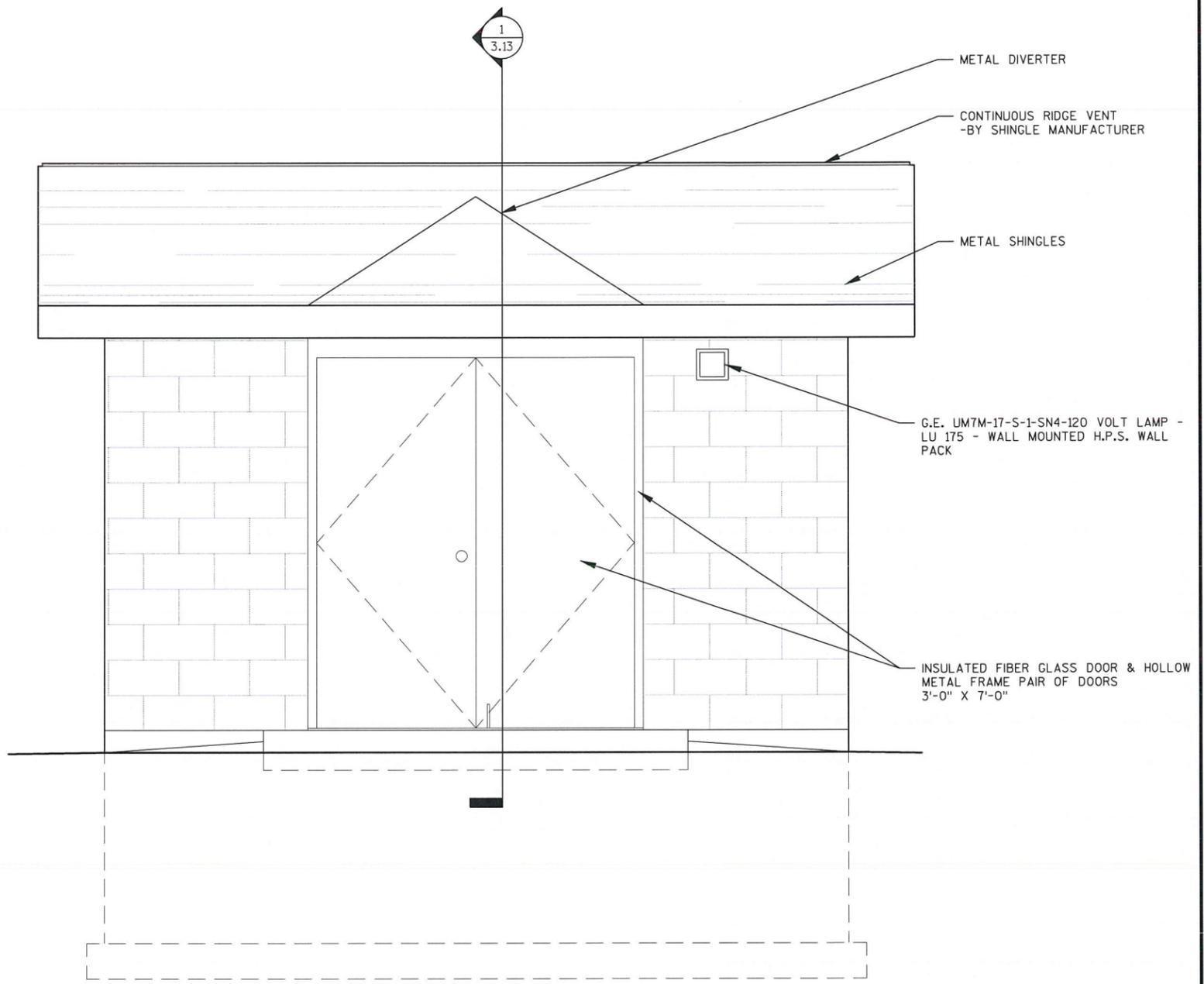
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 PLOT TIME: 5/20/2015 1:28 PM
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 Copyright 2014, Becher-Hoppe Assoc. Inc.

LAYOUT: 3.12
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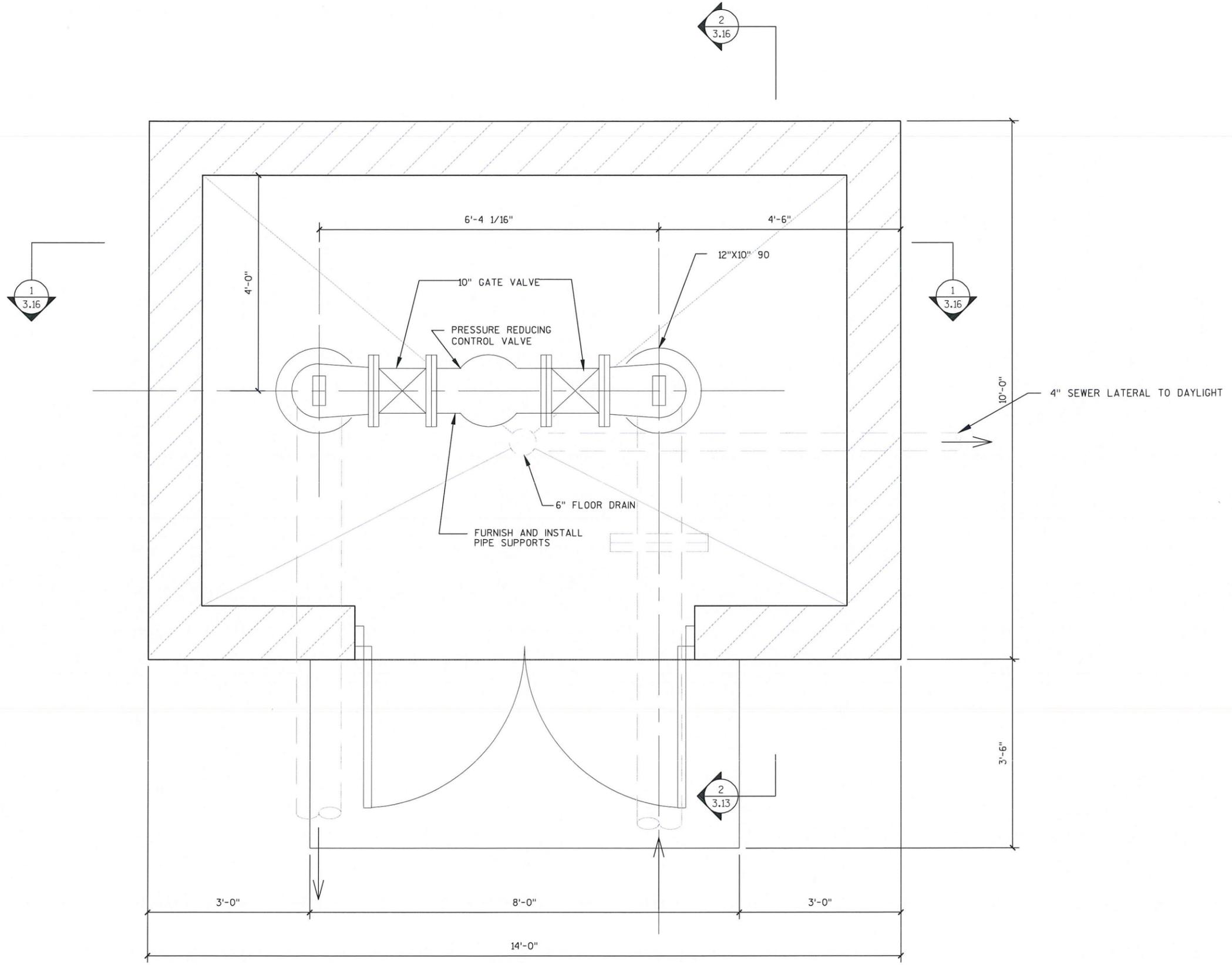


1 NORTH AND SOUTH ELEVATIONS
 3.12 SCALE: 3/8" = 1'-0"



2 EAST ELEVATION
 3.12 SCALE: 3/8" = 1'-0"

LAYOUT: 3.15
 PLOT TIME: 5/20/2015 7:38 AM
 FILE NAME: P:\2014\2014.105 - Rothschild - Watermain - Cedar Creek\CAD\Plans\14105-3.10-3.17-BLG-FDNI.dwg



1
3.15

BLDG PIPING PLAN VIEW

SCALE: 1/2" = 1'-0"

NORTH



330 Fourth Street • PO Box 8000
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 715.845.8000 • Fax 715.845.8008
 becherhoppe.com

DRAWN BY: TCP
 CHECKED BY: KJL
 DATE: 4/24/2015

PROJECT NO: 2014.105
 REV. DATES:

SCALE
 AS SHOWN

VILLAGE OF ROTHSCHILD
 WATERMAIN EXTENSION

PRESSURE CONTROL BUILDING
 PIPING PLAN VIEW

SHEET
 3.15

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

August 29, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – E.8.**



**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

REQUEST FROM: KEITH DONNER, DIRECTOR OF PUBLIC WORKS AND UTILITIES

ITEM DESCRIPTION: MISTY PINES SUBDIVISION STREET CROSS SECTION AND DRAINAGE CONCEPT.

**DATE/MTG: PROPERTY & INFRASTRUCTURE COMMITTEE, MONDAY, AUG. 29, 2016.
PLAN COMMISSION, MONDAY, SEPT. 12, 2016
BOARD OF TRUSTEES, MONDAY, SEPT. 19, 2016**

POLICY QUESTION: Should the Board of Trustees approve a modified street cross section and drainage concept in the proposed Misty Pines plat as recommended by the Director of Public Works & Utilities.

RECOMMENDATION TO: I make a motion that the Board of Trustees approve a modified street cross section and drainage concept in the proposed Misty Pines plat as recommended by the Director of Public Works & Utilities.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution |
-

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statue: _____
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: Chapter 74: Subdivision Regulations, Village of Weston Municipal Code
- Municipal Rules: _____
-

PRIOR REVIEW: Concept plat approval – PIC 6/6/16; PC 6/13/16

BACKGROUND: The Village has adopted a Complete Streets Policy and an updated Subdivision Ordinance within the past 18 months. These policies/ordinances have had the effect of requiring a higher level of aesthetics and pedestrian friendly public infrastructure. All other things being equal these additional requirements result in higher costs for a subdivision developer. The Director and Deputy Director are conscious of the need/desire to create a sense of place in neighborhoods. In the past our subdivision design paid greater attention to compatibility with public works equipment and the thought that if parking is not restricted on a street the street must still be able to accommodate 2 parked cars and one vehicle traveling in each direction. This led us to the standard street cross section of 34 feet from back to back of curb.

With more attention paid to walkability and pedestrian friendly construction, the Director and Deputy Director have suggested an alternate street cross section for the Misty Pines Plat. The alternate street cross section is a 24-foot pavement with 2-foot wide flat curbs, 10 foot “ditch/swale, and 5-foot sidewalk on each side centered in a 60 foot right of way. This results in 28 feet of paved surface on the street as compared to 33 feet, but without the barrier curb. The modified section is intended to function like a rural street section, shedding water from the street centerline (or crown) out toward the shoulder and ditch. Rather than utilizing a single main storm sewer line, the drainage in the ditch will either infiltrate into the soil (sand in this development) or if the infiltration capacity is exceeded, the overflow will be gathered in inlets located on both sides of the street at the common lot boundary lines. The modified street section along with the sandy soil conditions allows for storm water to be collected and infiltrated without having need for a large detention basin in the subdivision.

Another benefit of the narrowed street section should be traffic calming, especially if cars park on both sides. The Director and Deputy Director do not recommend restricting parking on the street at this time. Streets in densely developed urban areas often do not restrict parking and are only able to accommodate a single vehicle in the middle. Even with a 34 foot back-to-back of curb section, cars must proceed slowly if vehicles are parked on both sides and accommodating 2 traveling vehicles is still “iffy.” The proposed cross section for Misty Pines would only accommodate 1 traveling vehicle between 2 parked vehicles. The duty falls on the vehicle operator to proceed with caution. The intent isn’t to need or create an arterial street in this subdivision.

A concern with the flat curb could be the opportunity for vehicles to run their wheels outside the edge of the pavement into the ditch.

Likely benefits of the modified section are the reduced drainage system needs, flexibility in locating driveways, reduction in street surface area of approximately 20% (directly translating to reduced maintenance cost) and traffic calming.

The Director recommends approval of the proposed modified pavement cross section and drainage concept. Details of other items in the plan will be addressed in a review letter to the developer. As noted in the Subdivision Code, <http://westonwi.gov/documentcenter/view/63> the approval is delegated to the Director of Public Works.

Prior to adoption of the final plat, the public improvements plans will need to be adopted by the Board of Trustees and will first be brought to the Plan Commission and PIC Committee.

Supplemental Briefer for Agenda Items under Consideration

Attachments

Misty Pines Preliminary Plat

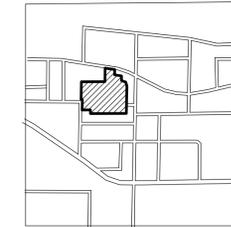
Preliminary Public Improvements Plans for Misty Pines

Example pictures of similar street cross sections.

PRELIMINARY PLAT

MISTY PINES

OF ALL OF LOTS 1, 2 AND 3 OF VOLUME 32 CERTIFIED SURVEY MAPS PAGE 145 AND ALL OF LOT 3 OF VOLUME 30 CERTIFIED SURVEY MAPS, PAGE 191 LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 17, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN



Location Sketch
Section 17-28-08
Scale: 1"=2000'

LEGEND

- 30' Frontyard setback shown (varies on corner lots)
- FOUND 2" I. PIPE
- FOUND 1" I. PIPE
- SET 1 3/16" X 30" IRON ROD WEIGHING 3.76 LBS/LIN FT
- PUBLIC LAND SURVEY CORNER
- RECORD DATA
- 1" X 24" IRON PIPE WEIGHING 1.13 LBS/LIN FT SET AT ALL OTHER LOT CORNERS AND OUTLOT CORNERS

OWNER:
G & S Investments
7306 Zinser Street
Weston, WI 54476
715-355-6717

SURVEYOR:
Plover River Land Co., Inc.
156 Kent Street
Wausau, WI 54403
715-449-2229



GRAPHIC SCALE



1 inch = 80 ft.

SHEET 1 OF 1

MISTY PINES	
OF THE SE 1/4 OF THE NW 1/4 SEC. 17, T. 28 N., R. 8 E. VILLAGE OF WESTON, MARATHON COUNTY WISCONSIN	
DRAFTED BY: DH	CHECKED BY:
DATE: AUGUST 15, 2016	JOB NO.:
REVISION DATE:	
PLOVER RIVER LAND CO., INC. 156 KENT STREET, WAUSAU, WI 54403 715-449-2229	



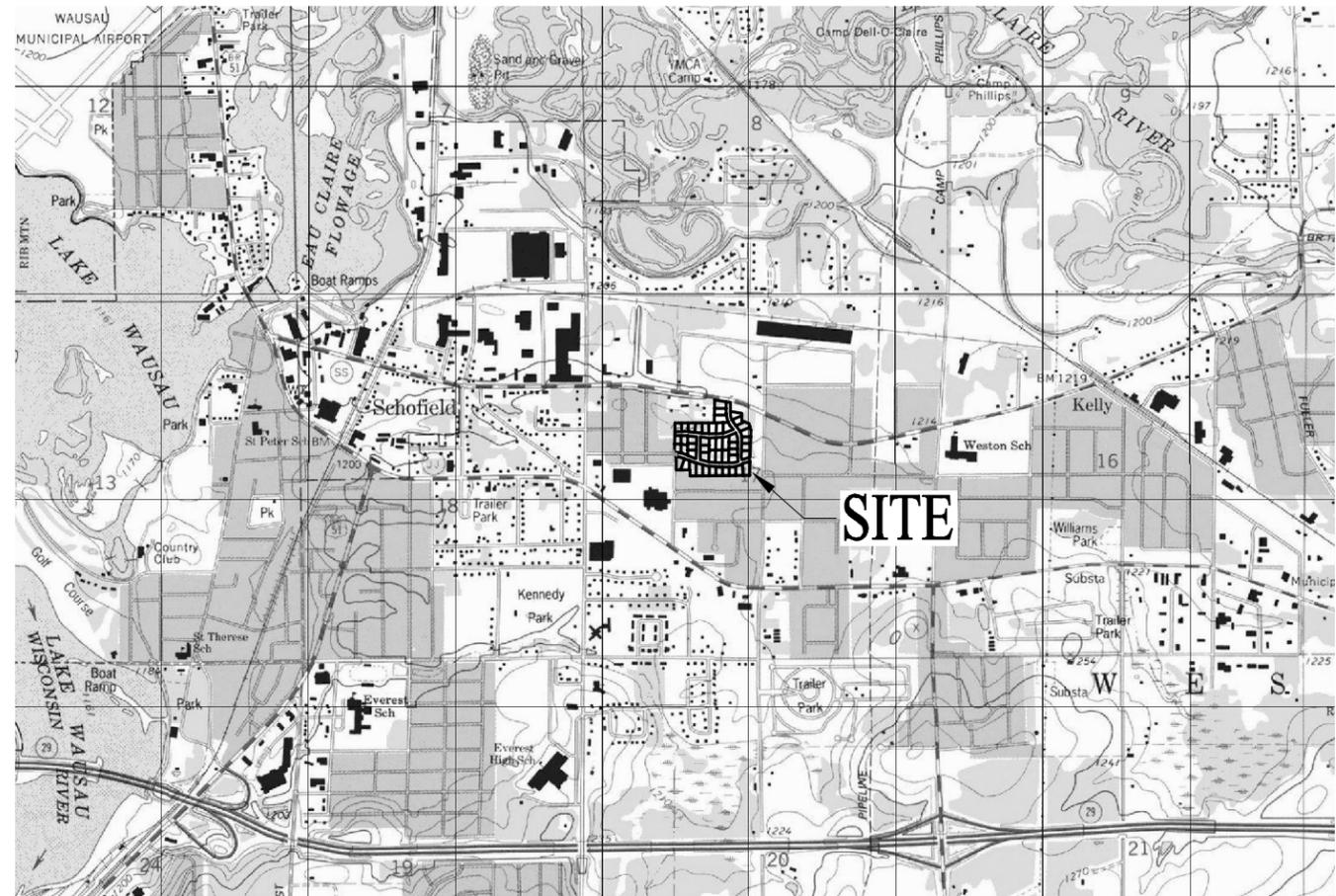
INDEX OF SHEETS

SHEET NO. T1	TITLE SHEET
SHEET NO. C0	EXISTING CONDITIONS
SHEET NO. C1	SITE PLAN
SHEET NO. C1.1	SITE & EROSION CONTROL DETAILS
SHEET NO. PPI-E - PP2-E	PLAN & PROFILE EAST ROAD
SHEET NO. XSI-E - XS3-E	CROSS SECTIONS EAST ROAD
SHEET NO. PPI-S - PP3-S	PLAN & PROFILE STERNBERG ROAD
SHEET NO. XSI-S - XS6-S	CROSS SECTIONS STERNBERG ROAD
SHEET NO. PPI-W	PLAN & PROFILE WEST ROAD
SHEET NO. XSI-W - XS2-W	CROSS SECTIONS WEST ROAD
SHEET NO. PPI-N - PP2-N	PLAN & PROFILE EAST ROAD
SHEET NO. XSI-N - XS5-N	CROSS SECTIONS EAST ROAD
SHEET NO. C2	GRADING & EROSION CONTROL PLAN
SHEET NO. SWM	STORM WATER MANAGEMENT PLAN
SHEET NO. C3	UTILITY PLAN
SHEET NO. C3.1 - C3.2	UTILITY & STORM WATER DETAILS
SHEET NO. SP	SITE SPECIFICATIONS
TOTAL SHEETS = 34	

LIST OF STANDARD ABBREVIATIONS

&	AND
AB	AUGER BORING
ADT	AVERAGE DAILY TRAFFIC
BC	BOTTOM OF CURB
BM	BENCHMARK
BOC	BACK OF CURB
BR	BOTTOM OF RAMP
BS	BOTTOM OF STEPS
BW	BOTTOM OF WALL
CB	CATCH BASIN
CMAC	CORRUGATED METAL ARCH CULVERT
CMBC	CORRUGATED METAL BOX CULVERT
CMP	CORRUGATED METAL PIPE
CO	CLEANOUT
CONC.	CONCRETE
CPP	CORRUGATED PLASTIC PIPE
DGB	DENSE GRADED BASE
DIP	DUCTILE IRON PIPE
D/S	DOWNSTREAM
(E)	EAST
ELEV.	ELEVATION
EOG	EDGE OF GRAVEL
FFE	FINISHED FLOOR ELEVATION
FG	FINISH GRADE
F.O.	FIBER OPTIC
INL	INLET
HDPE	HIGH DENSITY POLYETHYLENE PIPE
HMA	HOT MIX ASPHALT
HP	HIGH POINT
IE	INVERT ELEVATION
LF	LINEAL FEET
LP	LOW POINT
MEG	MATCH EXISTING GRADE
MH	MANHOLE
(N)	NORTH
(NE)	NORTHEAST
(NW)	NORTHWEST
OH	OVERHEAD
PC	POINT OF CURVATURE
P/L	PROPERTY LINE
PP	POWER POLE
PT	POINT OF TANGENCY
PVC	POLYVINYL CHLORIDE PIPE
RCB	CREINFORCED CONCRETE BOX CULVERT
RCP	REINFORCED CONCRETE PIPE
RR	RAIL ROAD
R/W	RIGHT OF WAY
(S)	SOUTH
SAN	SANITARY SEWER
SB	SOIL BORING
SS	STORM SEWER
STM	STORM
(SW)	SOUTHWEST
TC	TOP OF CURB
TBR	TO BE REMOVED
TLE	TEMPORARY LIMITED EASEMENT
TNH	TOP NUT FIRE HYDRANT
TP	TEST PIT
TR	TOP OF RAMP
TYP.	TYPICAL
TS	TOP OF STEPS
TW	TOP OF WALL
U/S	UPSTREAM
VAR.	VARIES
(W)	WEST

REVIEW PLANS FOR:
MISTY PINES SUBDIVISION
 VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN



TITLE WORK REQUIRED
 TITLE WORK FOR THE PROJECT SITE WAS NOT PROVIDED TO REI FOR REVIEW, THEREFORE REI WAS UNABLE TO VERIFY THE EXISTENCE OF EASEMENTS OR USE ENCUMBRANCES.

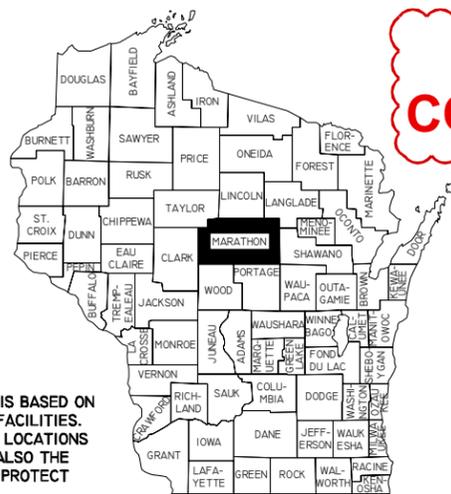
SEC.17, T28N, R8E — NOT TO SCALE —

BENCHMARKS				
BM#	DESC.	N=	E=	ELEV.=
1	TNH	XXXXXX	XXXXXX	XXXX.XX
2	TNH	XXXXXX	XXXXXX	XXXX.XX

DIGGERS HOTLINE TICKETS
 XXXXXXXXXXXX

Received on 08/19/2016

INFORMATION SHOWN WITH RESPECT TO EXISTING UNDERGROUND FACILITIES IS BASED ON INFORMATION AND DATA FURNISHED BY THE OWNER OF SUCH UNDERGROUND FACILITIES. IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE EXACT LOCATIONS OF ALL UNDERGROUND FACILITIES PRIOR TO COMMENCING ANY WORK. IT IS ALSO THE CONTRACTOR'S RESPONSIBILITY TO TAKE ALL NECESSARY PRECAUTIONS TO PROTECT EXISTING UTILITY FACILITIES.



NOT FOR CONSTRUCTION



TOLL FREE: 811 OR (800) 242-8511
 HEARING IMPAIRED: TDD (800)542-2289
 EMERGENCY ONLY: (877) 500-9592
 WWW.DIGGERSHOTLINE.COM

UTILITY CONTACTS:

FRONTIER: (TELEPHONE)
 521 FOURTH STREET
 WAUSAU, WI 54403-4869
 (231) 727-1327
 ATTN: STEVE ACKERSON

WISCONSIN PUBLIC SERVICE CORPORATION: (GAS & ELECTRIC)

700 NORTH ADAMS STREET
 PO BOX 19001
 GREEN BAY, WI 54307-9001
 (920) 433-1703
 ATTN: MS. LORI BUTRY

FIELD CONTACTS (GAS)

MIKE BOSI
 (715) 848-7471

(ELECTRIC)
 KEITH MARKSTROM
 (715) 848-7314

CHARTER COMMUNICATIONS: (CABLE TV)

853 MCINTOSH STREET
 PO BOX 1818
 WAUSAU, WI 54403-1818
 (715) 845-4223
 ATTN: JEFF KULAF

DNR WAUSAU SERVICE CENTER

5301 RIB MOUNTAIN DRIVE
 WAUSAU, WISCONSIN 54401
 (715) 359-2872
 ATTN: MELISSA YARRINGTON

VILLAGE OF WESTON PUBLIC WORK AND UTILITIES

5500 SCHOFIELD AVENUE
 WESTON, WI 54476
 (715) 241-2610
 ATTN: MR. KEITH DONNER
 ATTN: MR. MICHAEL WODALSKI

OWNER:
 G&S INVESTMENTS LLC.

SURVEYOR:
REI ENGINEERING, INC.
 4080 N. 20TH AVENUE
 WAUSAU, WI 54401
 (715) 675-9784

ENGINEER:
REI ENGINEERING, INC.
 4080 N. 20TH AVENUE
 WAUSAU, WI 54401
 (715) 675-9784
 PROJECT MANAGER
 JIM J. BORYSENKO, P.E.

APPROVING AUTHORITIES:
 WISCONSIN DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES
 VILLAGE OF WESTON

LEGEND

	BENCHMARK
	1" IRON BAR
	EXISTING MANHOLE
	EXISTING TELEPHONE MANHOLE
	EXISTING STORM SEWER MANHOLE
	EXISTING SANITARY SEWER MANHOLE
	EXISTING HYDRANT
	EXISTING WATER VALVE
	EXISTING UTILITY POLE
	EXISTING LIGHT POLE
	EXISTING WATER SHUTOFF
	EXISTING DECIDUOUS TREE
	EXISTING CONIFEROUS TREE
	EXISTING GAS VALVE
	EXISTING CURB INLET
	EXISTING WELL
	TEST PIT LOCATION
	SOIL BORING
	EXISTING AIR CONDITIONING UNIT
	EXISTING GAS METER
	EXISTING ELECTRIC METER
	EXISTING UTILITY PEDESTAL
	EXISTING RAILROAD TRACKS
	EXISTING TREE LINE
	EXISTING GUY POLE
	EXISTING CABLE TV
	EXISTING FIBER OPTIC CABLE
	EXISTING UNDERGROUND GAS
	EXISTING UNDERGROUND ELECTRIC
	EXISTING UNDERGROUND TELEPHONE
	EXISTING OVERHEAD UTILITIES
	EXISTING WATER MAIN
	EXISTING STORM SEWER
	EXISTING SANITARY SEWER
	EXISTING PROPERTY LINE
	PROPOSED HANDICAP PARKING
	PROPOSED CURB STOP
	PROPOSED HYDRANT
	PROPOSED WATER VALVE
	PROPOSED SANITARY SEWER
	PROPOSED STORM SEWER
	PROPOSED FORCE MAIN
	PROPOSED SANITARY SEWER LATERAL
	PROPOSED WATER LATERAL
	PROPOSED WATER MAIN
	PROPOSED PUMP STATION
	PROPOSED SANITARY MANHOLE
	PROPOSED STORM MANHOLE
	PROPOSED CURB INLET
	PROPOSED CATCH BASIN
	PROPOSED CLEANOUT
	PROPOSED DRAINAGE FLOW
	PROPOSED SLOPE
	PROPOSED CURB & GUTTER
	PROPOSED REJECT CURB & GUTTER
	PROPOSED MOUNTABLE CURB & GUTTER
	EXISTING GROUND CONTOUR (INTERVAL-1 FT.)
	PROPOSED GROUND CONTOUR (INTERVAL-1 FT.)
	PROPOSED SPOT ELEVATION (TOP OF CURB)
	PROPOSED SPOT ELEVATION (BOTTOM OF CURB)
	PROPOSED SILT FENCE
	PROPOSED INLET PROTECTION
	PROPOSED RIPRAP
	PROPOSED EROSION MAT
	PROPOSED SAWCUT
	PROPOSED DRAINAGE SWALE

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REI Engineering, INC.
 4080 N. 20TH AVENUE
 WAUSAU, WISCONSIN 54401
 PHONE: 715.675.9784 FAX: 715.675.6060
 EMAIL: MAIL@REIENGINEERING.COM



REI CIVIL & ENVIRONMENTAL ENGINEERING, SURVEYING

NO SCALE

DATE	REVISION	BY	CHK'D

DESIGNED BY: TAE	CHECKED BY: JJB
SURVEYED BY: OTHERS	APPROVED BY: JJB
DRAWN BY: NAP	DATE: 08/18/16

TITLE SHEET
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET TI

DRAWING FILE: P:\17300-7399\7398 - MISTY PINES.DWG\PLANS\7398-CO-EXISTING.DWG LAYOUT: PO
 PLOTTED: AUG 18, 2016 - 4:01PM PLOTTED BY: ToddW



ROSS AVENUE

STERNBERG AVENUE

FOX STREET

BIRCH STREET

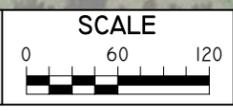
STERNBERG AVENUE

N

REI Engineering, INC.
 4080 N. 20TH AVENUE
 WAUSAU, WISCONSIN 54401
 PHONE: 715.675.9784 FAX: 715.675.4060
 EMAIL: MAIL@REIENGINEERING.COM



REI CIVIL & ENVIRONMENTAL
 ENGINEERING, SURVEYING

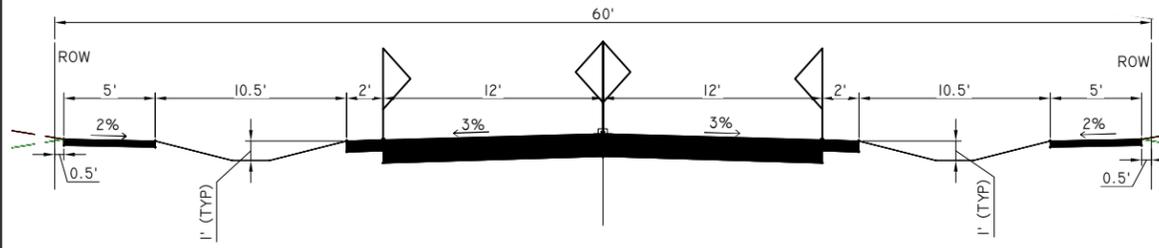


DATE	REVISION	BY	CHK'D
Received on 08/19/2016			

DESIGNED BY: TAE	CHECKED BY: JJB
SURVEYED BY: OTHERS	APPROVED BY: JJB
DRAWN BY: NAP	DATE: 08/18/16

EXISTING CONDITIONS
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET C0



TYPICAL SECTION

KEYED NOTES

1. ASPHALT PAVEMENT. SEE DETAIL A/C.I.I.
2. 4" CONCRETE SIDEWALK. SEE DETAIL B/C.I.I.
3. 24" RIBBON CURB, SEE DETAIL D/C.I.I.
4. HANDICAP ACCESS RAMPS, SEE DETAIL H/C.I.I.
5. INSTALL STOP SIGN, AND 12" STOP BAR (WHITE). SEE DETAIL I/C.I.I.
6. INSTALL PEDESTRIAN CROSSING MARKING (YELLOW).
7. TEMPORARY PAVED CUL DE SAC.



NOTES:

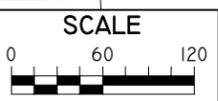
- (A) ALL DIMENSIONS ARE TO THE BACK OF CURB OR FACE OF INTEGRAL CURB, UNLESS OTHERWISE NOTED.
- (B) PRIVATE UTILITY COORDINATION INCLUDING GAS, ELECTRIC, AND TELECOMMUNICATIONS SHALL BE COORDINATED BY THE CONTRACTOR.

DRAWING FILE: P:\17300-7399\7398 - MISTY PINES\DWG\PLANS\7398-CI-SITE.DWG LAYOUT: CI PLOTTED: Aug 18, 2016 - 4:02PM PLOTTED BY: TODD

REI Engineering, INC.
 4080 N. 20TH AVENUE
 WAUSAU, WISCONSIN 54401
 PHONE: 715.675.9784 FAX: 715.675.4060
 EMAIL: MAIL@REIENGINEERING.COM



REI CIVIL & ENVIRONMENTAL ENGINEERING, SURVEYING

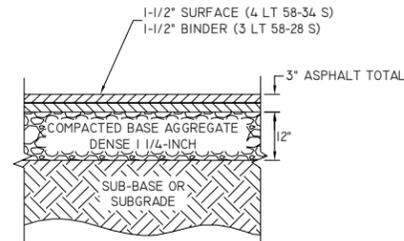


DATE	REVISION	BY	CHK'D

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DRAWN BY: NAP	DATE: 08/18/16

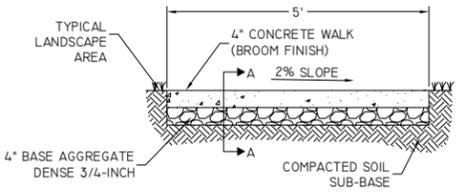
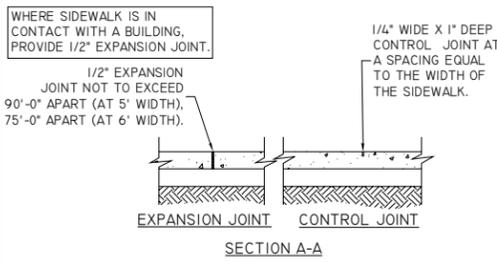
SITE PLAN
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET CI

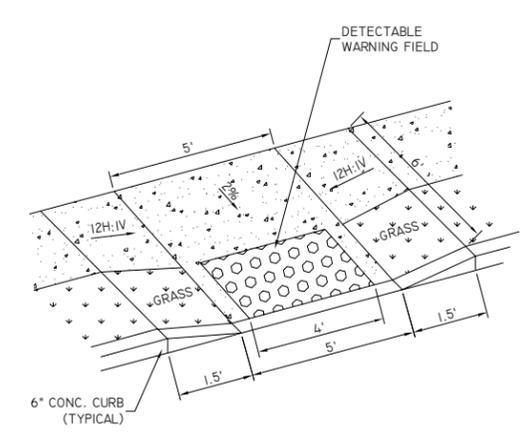


NOTE:
BASE AGGREGATE TO EXTEND 12\"/>

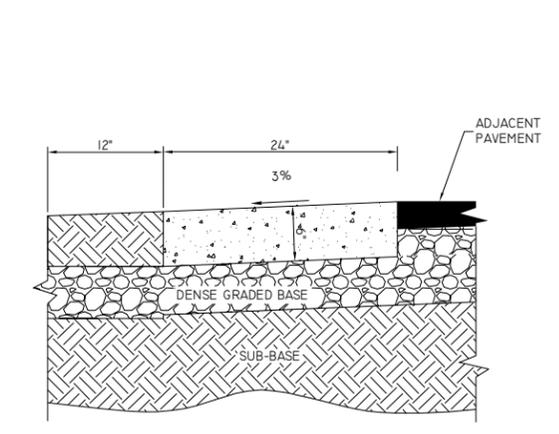
A ASPHALT PAVEMENT
Cl.I NTS



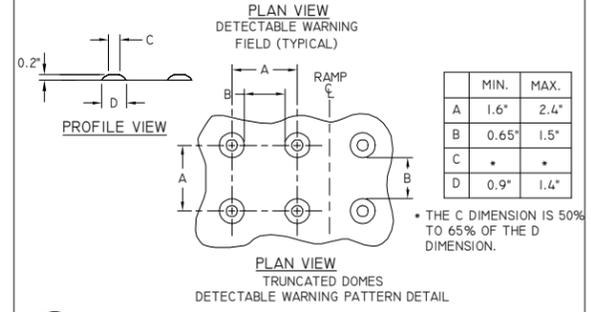
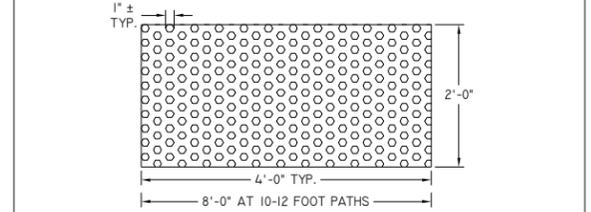
B SIDEWALK SECTION
Cl.I NTS



C TYPE 5 HANDICAP RAMP
Cl.I NTS



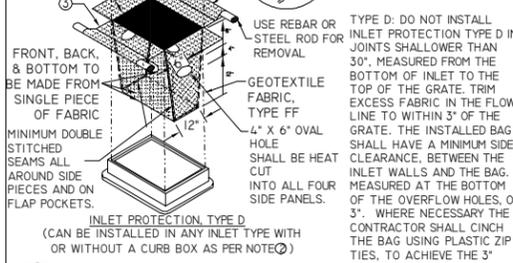
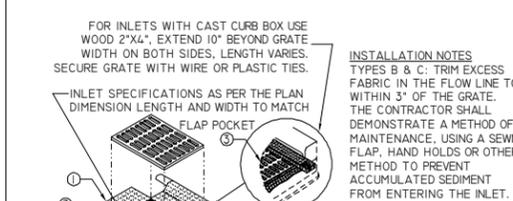
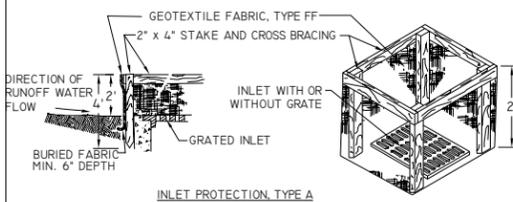
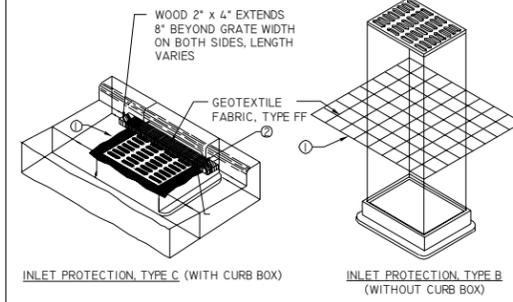
D 24\"/> RIBBON CURB
Cl.I NTS SEE SITE PLAN FOR DESIGNATION



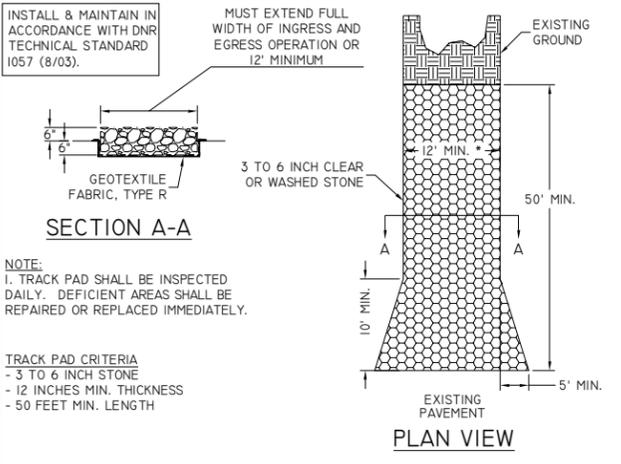
E TYPICAL DETECTABLE WARNING FIELD
Cl.I NTS

GENERAL NOTES: FABRIC SHALL BE REPLACED AT THE ENGINEERS DISCRETION. THE WOOD SHALL NOT BLOCK THE ENTIRE HEIGHT OF THE CURB BOX. MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON THE DEPARTMENT'S EROSION CONTROL PRODUCT ACCEPTABILITY LIST MAY BE SUBSTITUTED. WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

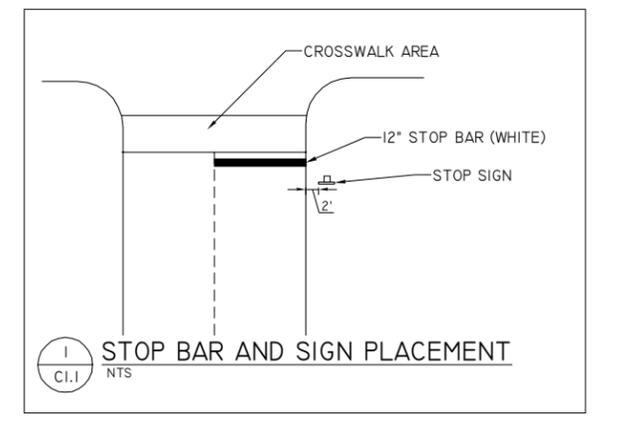
- FINISHED SIZE INCLUDING FLAP POCKETS WHERE REQUIRED, SHALL EXTEND A MINIMUM OF 10\"/>
- FOR INLET PROTECTION, TYPE C, WITH A CURB BOX, AN ADDITIONAL 18\"/>
- FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2X4.



F INLET PROTECTION
Cl.I NTS TYPE A, B, C, AND D



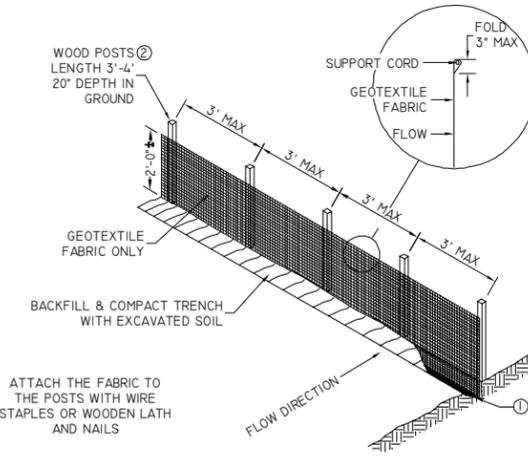
G TEMPORARY CONSTRUCTION ENTRANCE/EXIT
Cl.I NTS FOR CONSTRUCTION EGRESS POINTS



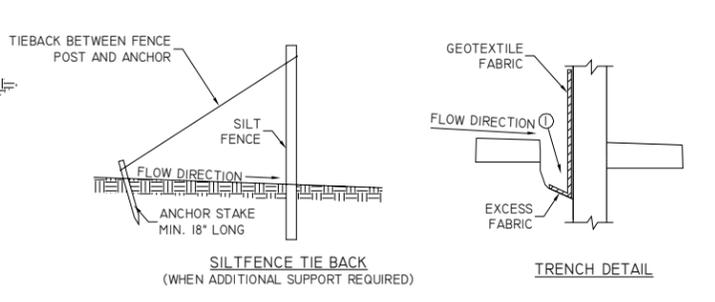
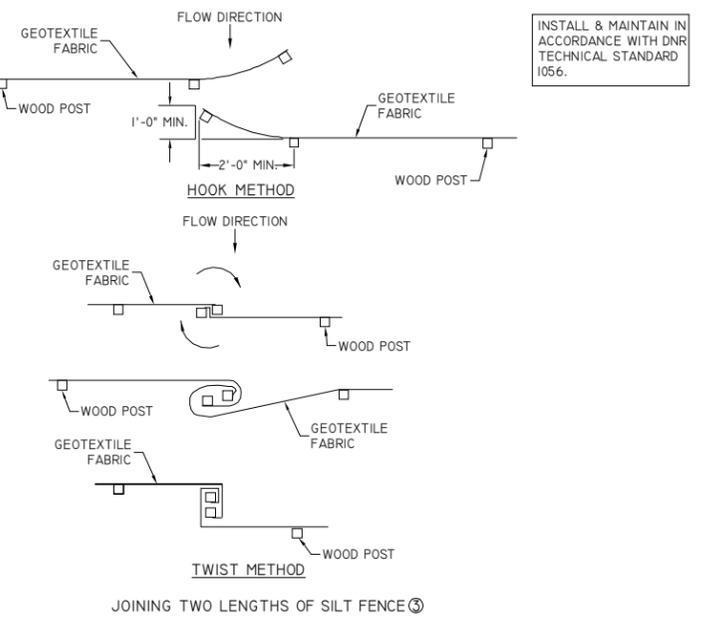
I STOP BAR AND SIGN PLACEMENT
Cl.I NTS

- GENERAL NOTES:
- TRENCH SHALL BE A MINIMUM OF 4\"/>
 - WOOD POSTS SHALL BE A MINIMUM SIZE OF 1 1/8\"/>
 - CONSTRUCT SILT FENCE FROM A CONTINUOUS ROLL IF POSSIBLE BY CUTTING LENGTHS TO AVOID JOINTS. IF A JOINT IS NECESSARY USE ONE OF THE FOLLOWING TWO METHODS; A) TWIST METHOD -- OVERLAP THE END POSTS AND TWIST, OR ROTATE, AT LEAST 180 DEGREES. B) HOOK METHOD -- HOOK THE END OF EACH SILT FENCE LENGTH.

NOTE:
ADDITIONAL POST DEPTH OR TIE BACKS MAY BE REQUIRED IN UNSTABLE SOILS



H SILT FENCE
Cl.I NTS



J SILT FENCE TIE BACK
Cl.I NTS (WHEN ADDITIONAL SUPPORT REQUIRED)

INSTALL & MAINTAIN IN ACCORDANCE WITH DNR TECHNICAL STANDARD 1056.

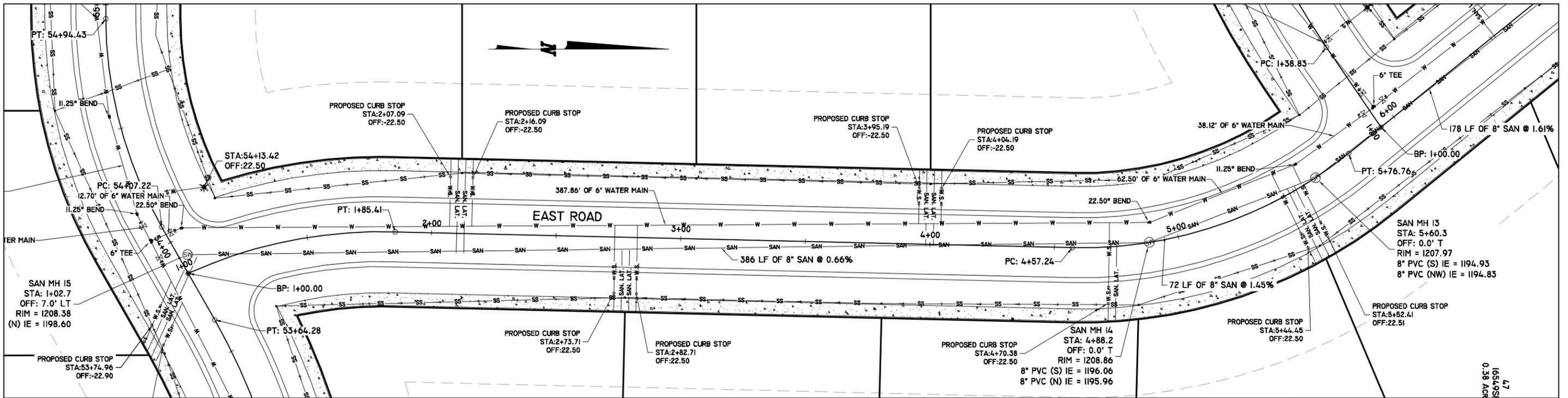


K TRENCH DETAIL
Cl.I NTS

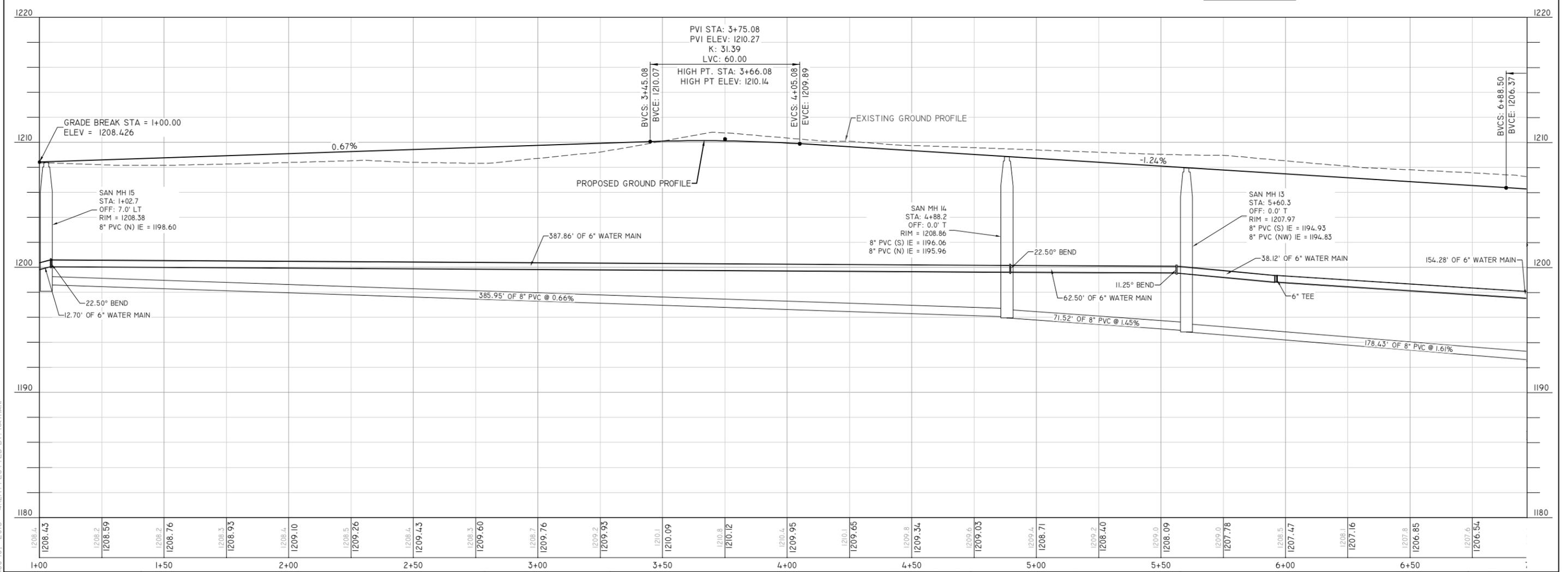
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DATE	REVISION	BY	CHK'D	DESIGNED BY: TAE	CHECKED BY: JJB
				SURVEYED BY: OTHERS	APPROVED BY: JJB
				DRAWN BY: NAP	DATE: 08/18/16

Received on 08/19/2016

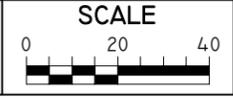


EAST ROAD PROFILE



DRAWING FILE: P:\17300-7399\7398 - MISTY PINES.DWG\PLANS\7398 PLAN & PROFILE.DWG LAYOUT: PPI-E
 PLOTTED: AUG 18, 2016 - 4:12PM PLOTTED BY: NATHANP

REI Engineering, INC.
 4080 N. 20TH AVENUE
 WALSAU, WISCONSIN 54401
 PHONE: 715.675.9784 FAX: 715.675.4060
 EMAIL: MAIL@REIENGINEERING.COM



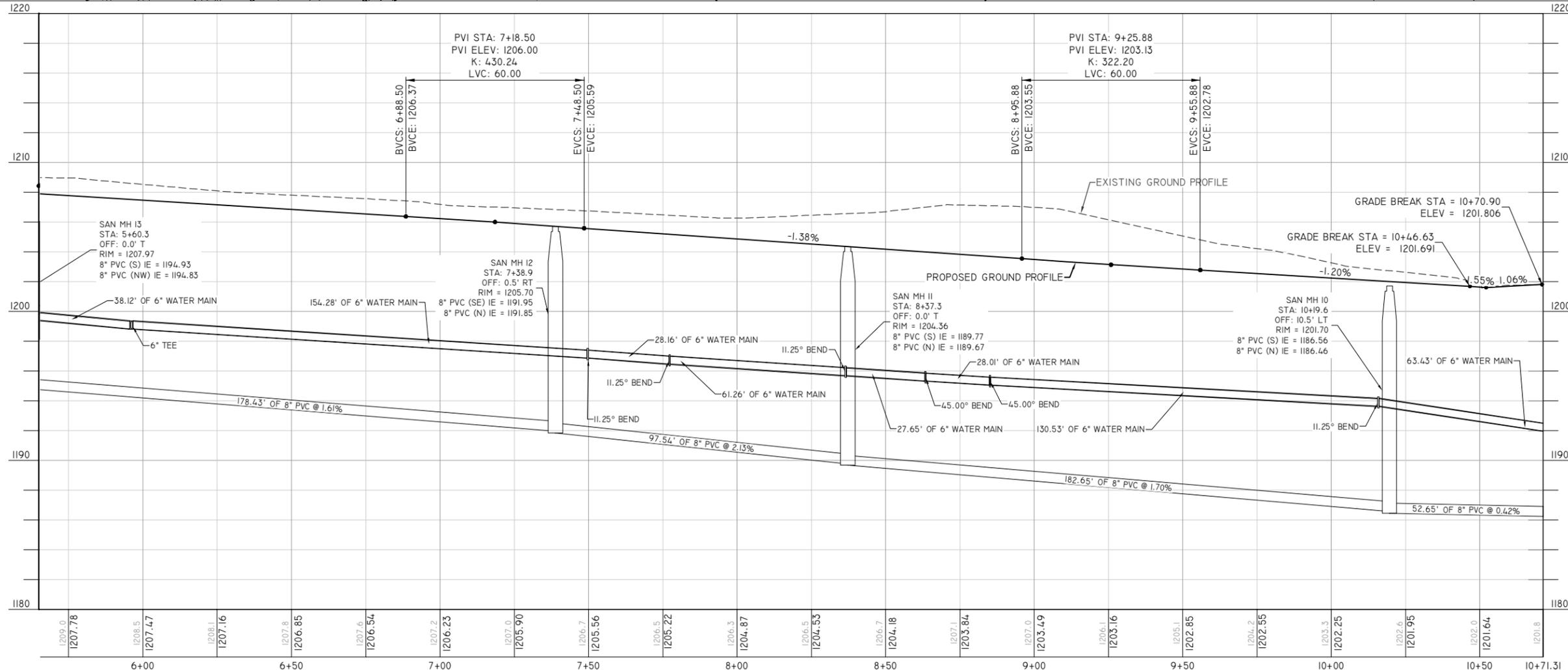
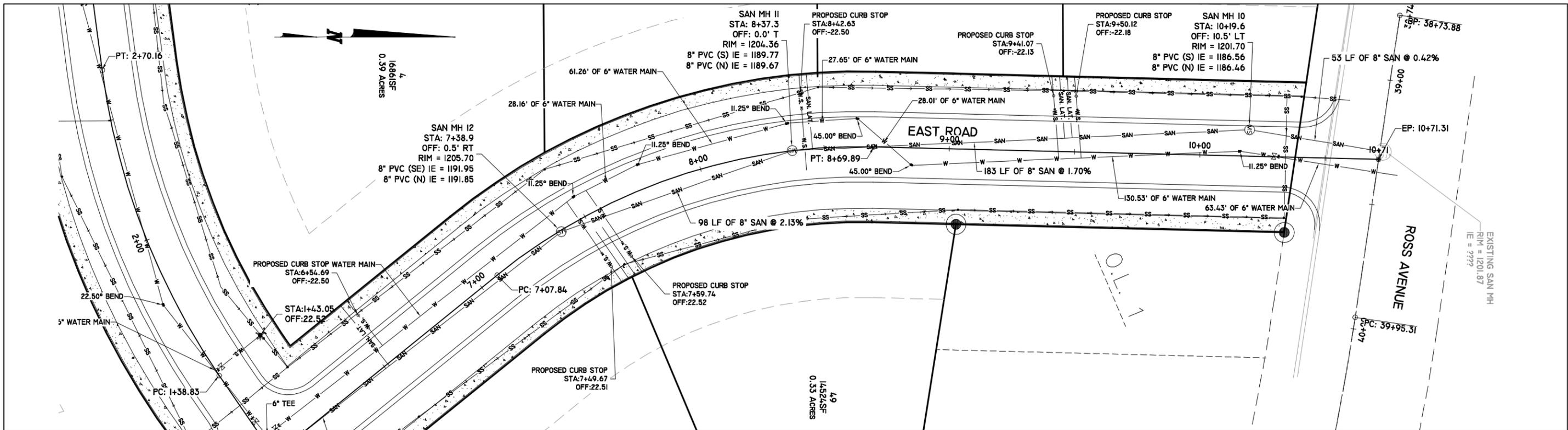
DATE	REVISION	BY	CHK'D

DESIGNED BY: TAE	CHECKED BY: JJB
SURVEYED BY: OTHERS	APPROVED BY: JJB
DRAWN BY: NAP	DATE: 08/18/16

PLAN & PROFILE - EAST ROAD
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET PPI-E

Received on 08/19/2016

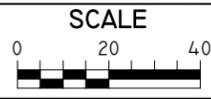


DRAWING FILE: P:\17300-7399\7398 - MISTY PINES\DWG\PLANS\7398 PLAN & PROFILE.DWG LAYOUT: PP2-E
 PLOTTED: AUG 18, 2016 - 4:13PM PLOTTED BY: NATHANP

REI Engineering, INC.
 4080 N. 20TH AVENUE
 WAUSAU, WISCONSIN 54401
 PHONE: 715.675.9784 FAX: 715.675.4060
 EMAIL: MAIL@REIENGINEERING.COM



REI CIVIL & ENVIRONMENTAL ENGINEERING, SURVEYING



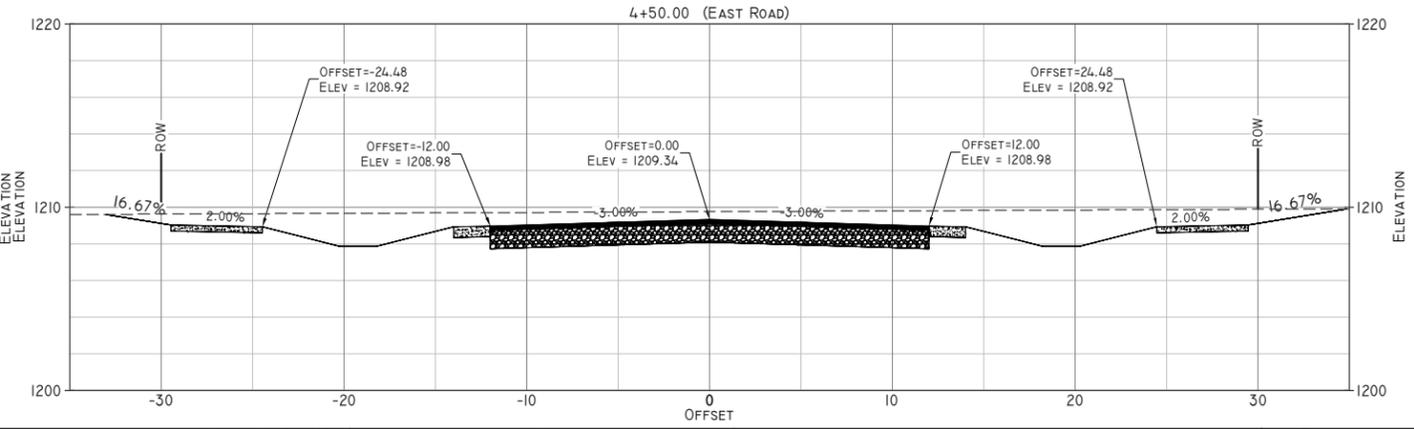
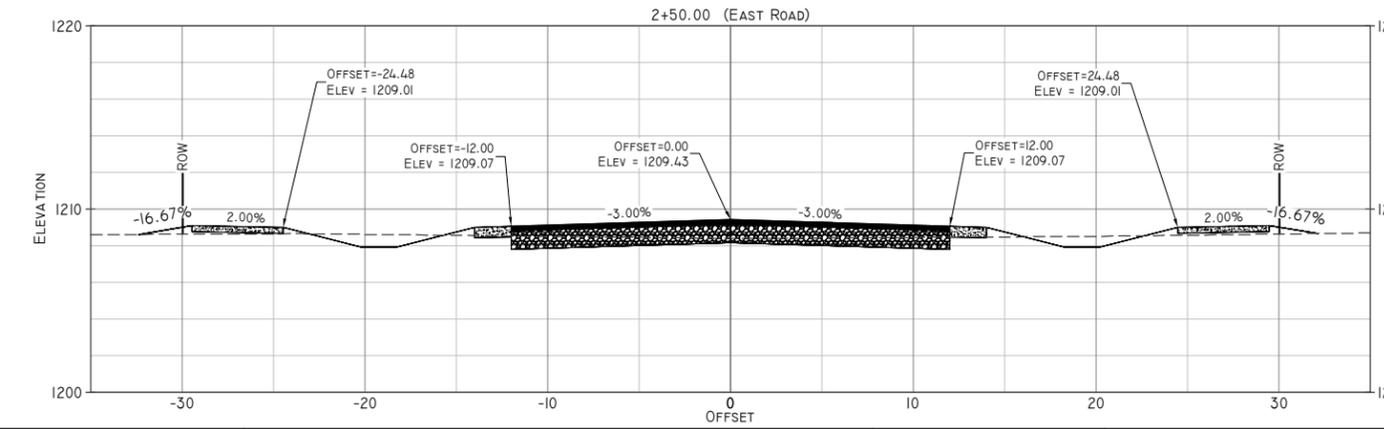
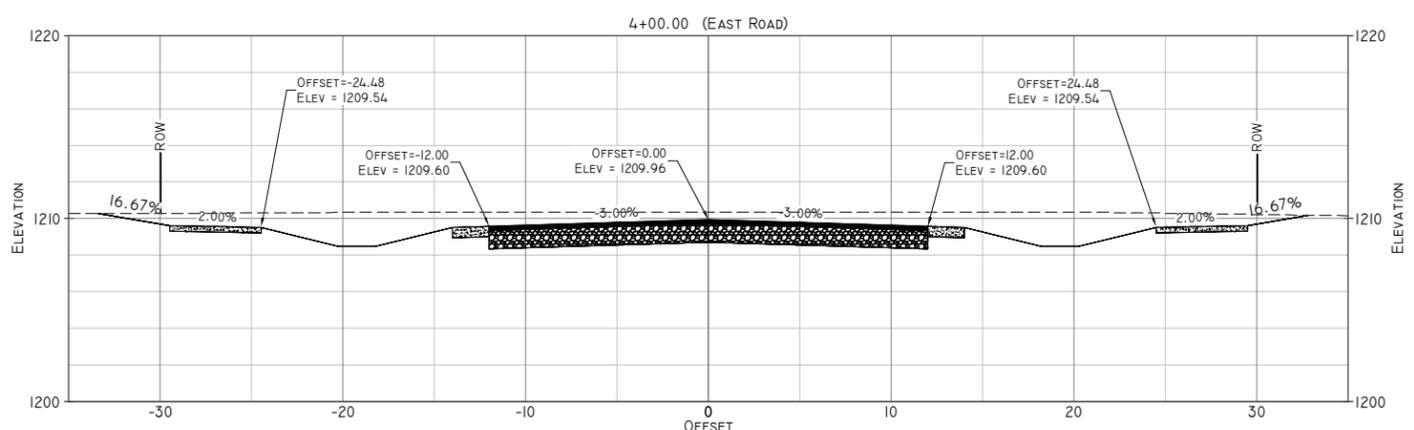
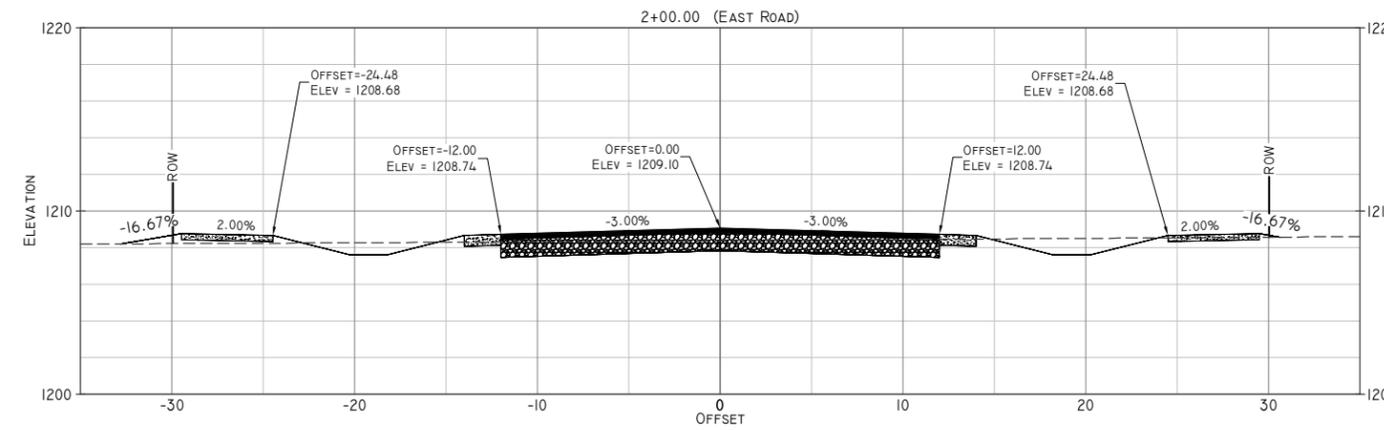
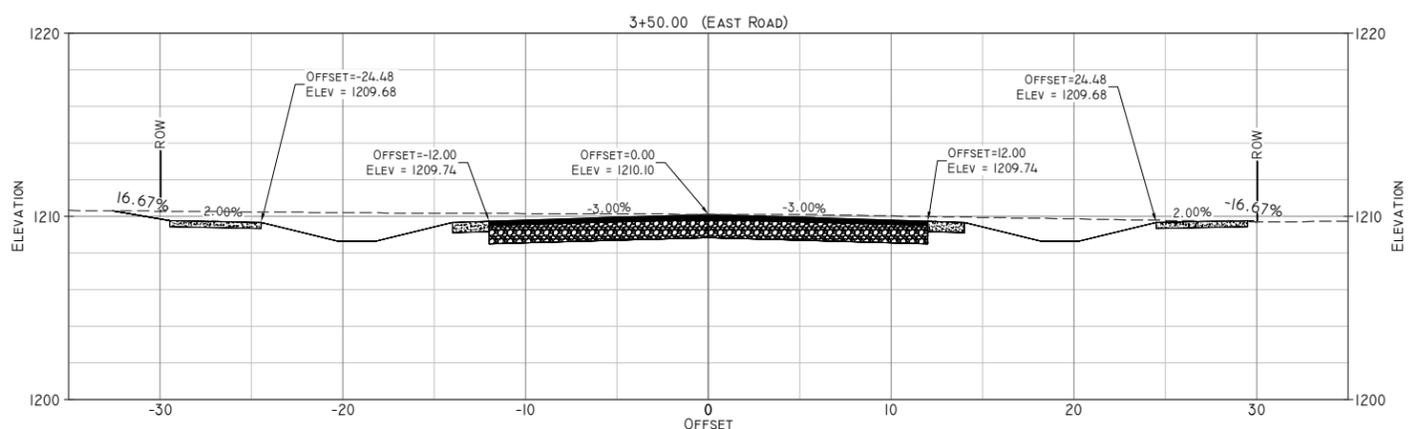
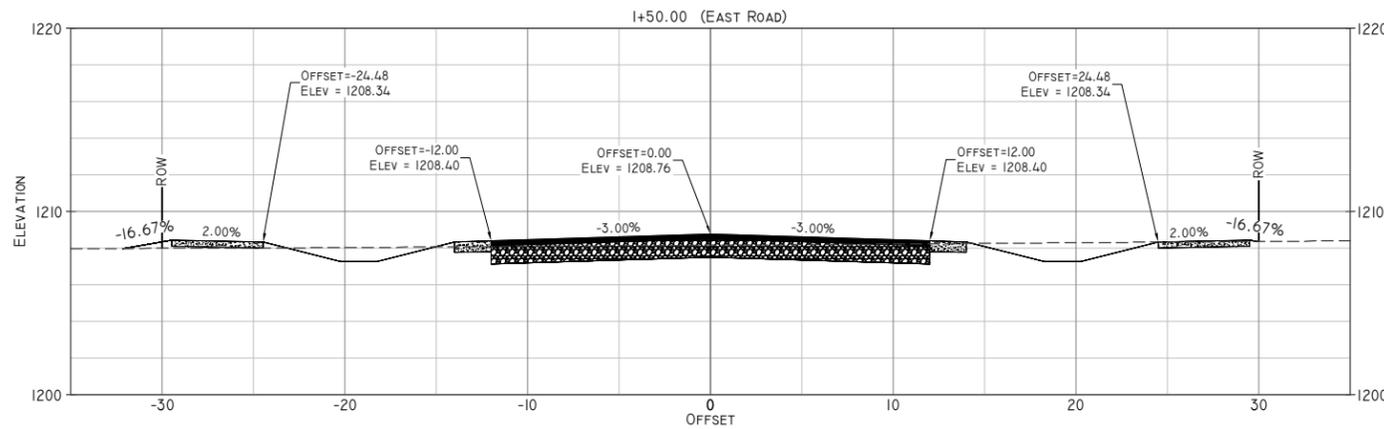
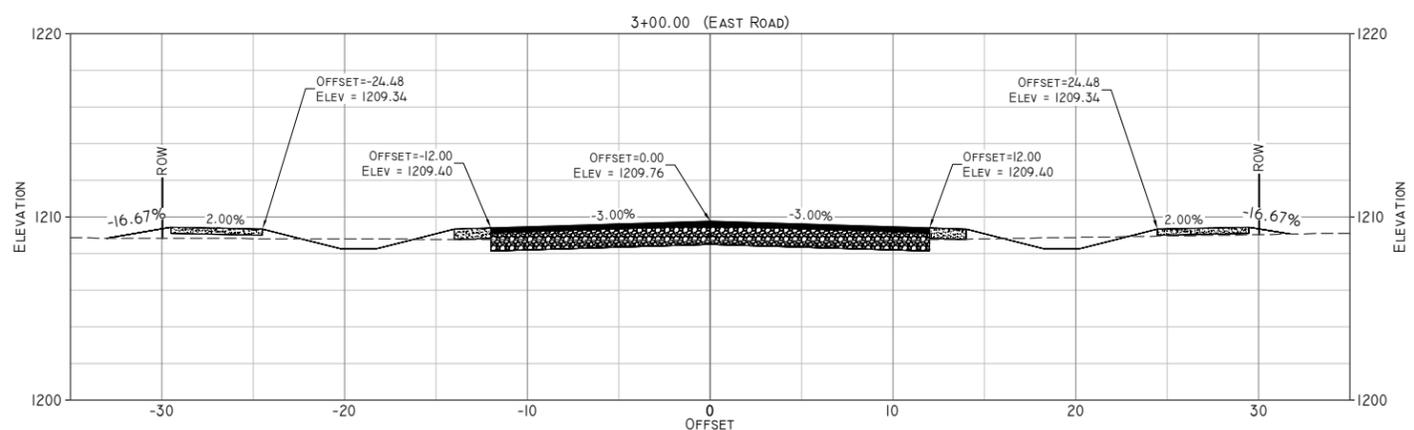
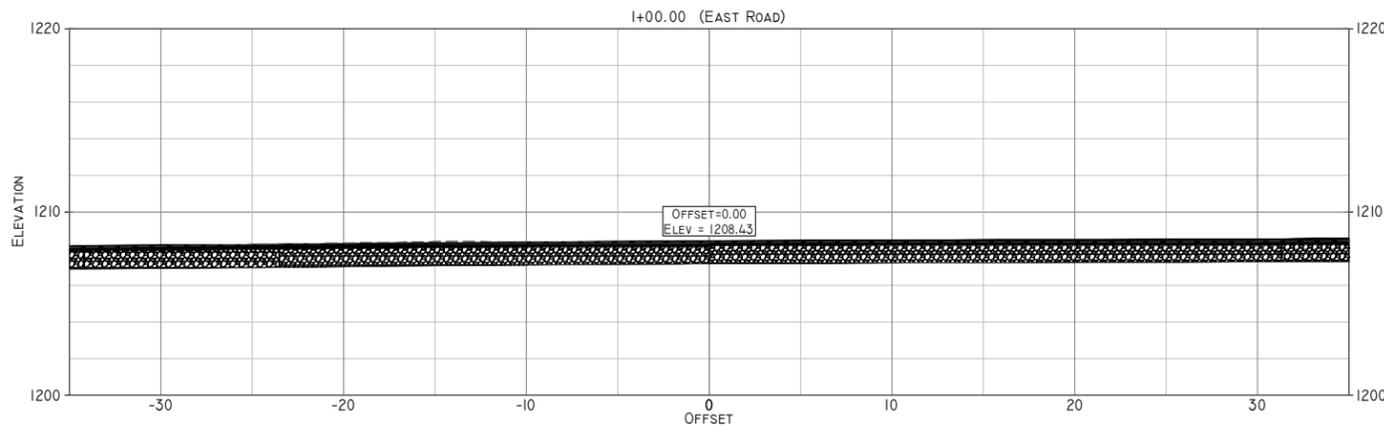
DATE	REVISION	BY	CHK'D

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DESIGNED BY: TAE	CHECKED BY: JJB
SURVEYED BY: OTHERS	APPROVED BY: JJB
DRAWN BY: NAP	DATE: 08/18/16

PLAN & PROFILE - EAST ROAD
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET PP2-E

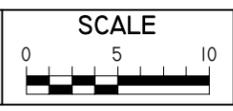


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 PLOTTED: Aug 18, 2016 - 4:08pm PLOTTED BY: TODD

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 EMAIL: MAIL@REIENGINEERING.COM



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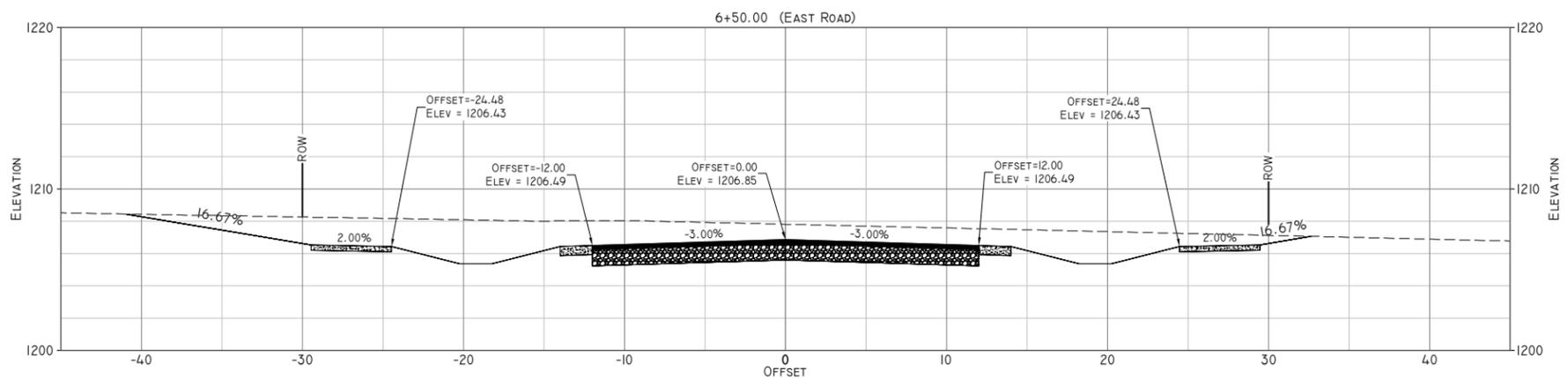
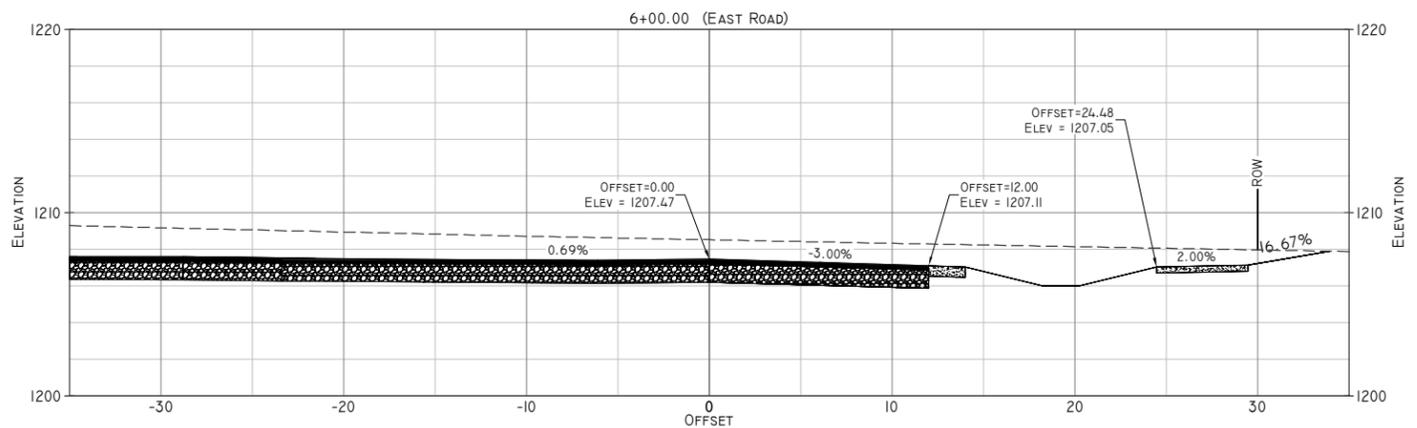
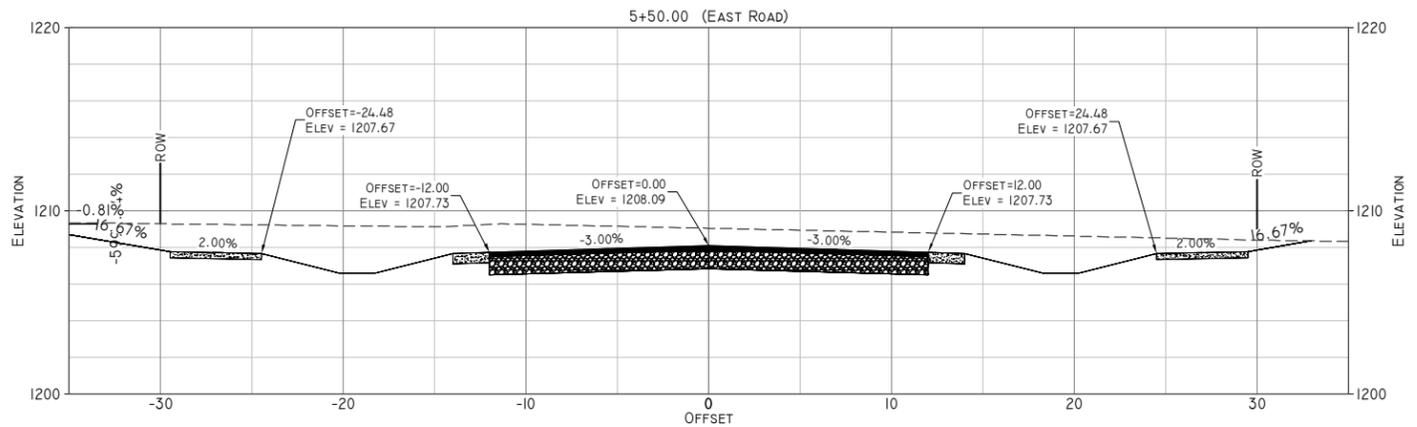
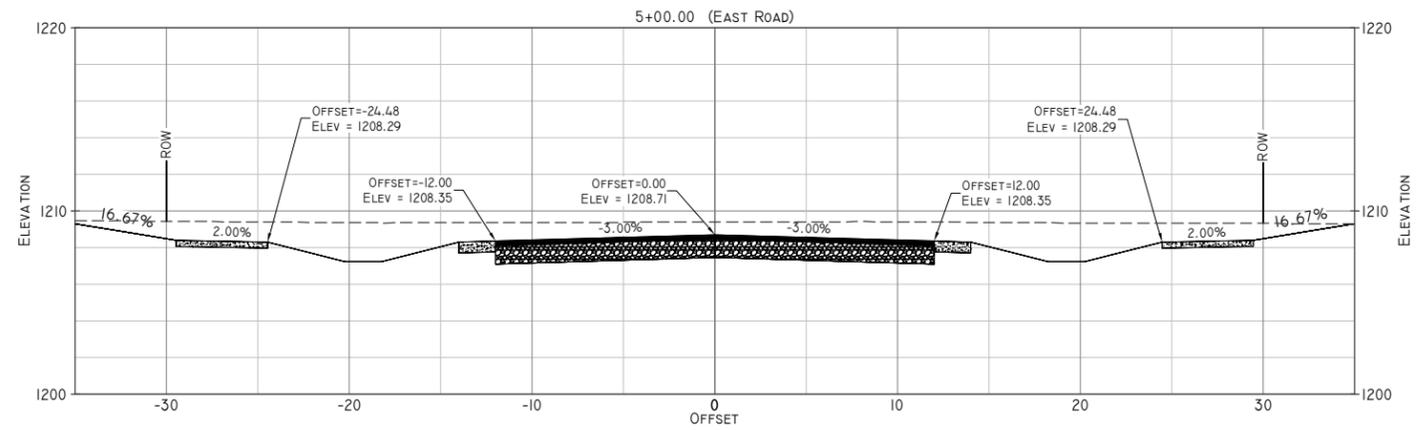
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DRAWN BY:	DATE: 08/18/16

CROSS SECTIONS - EAST
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
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 SHEET XSI-E

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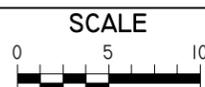


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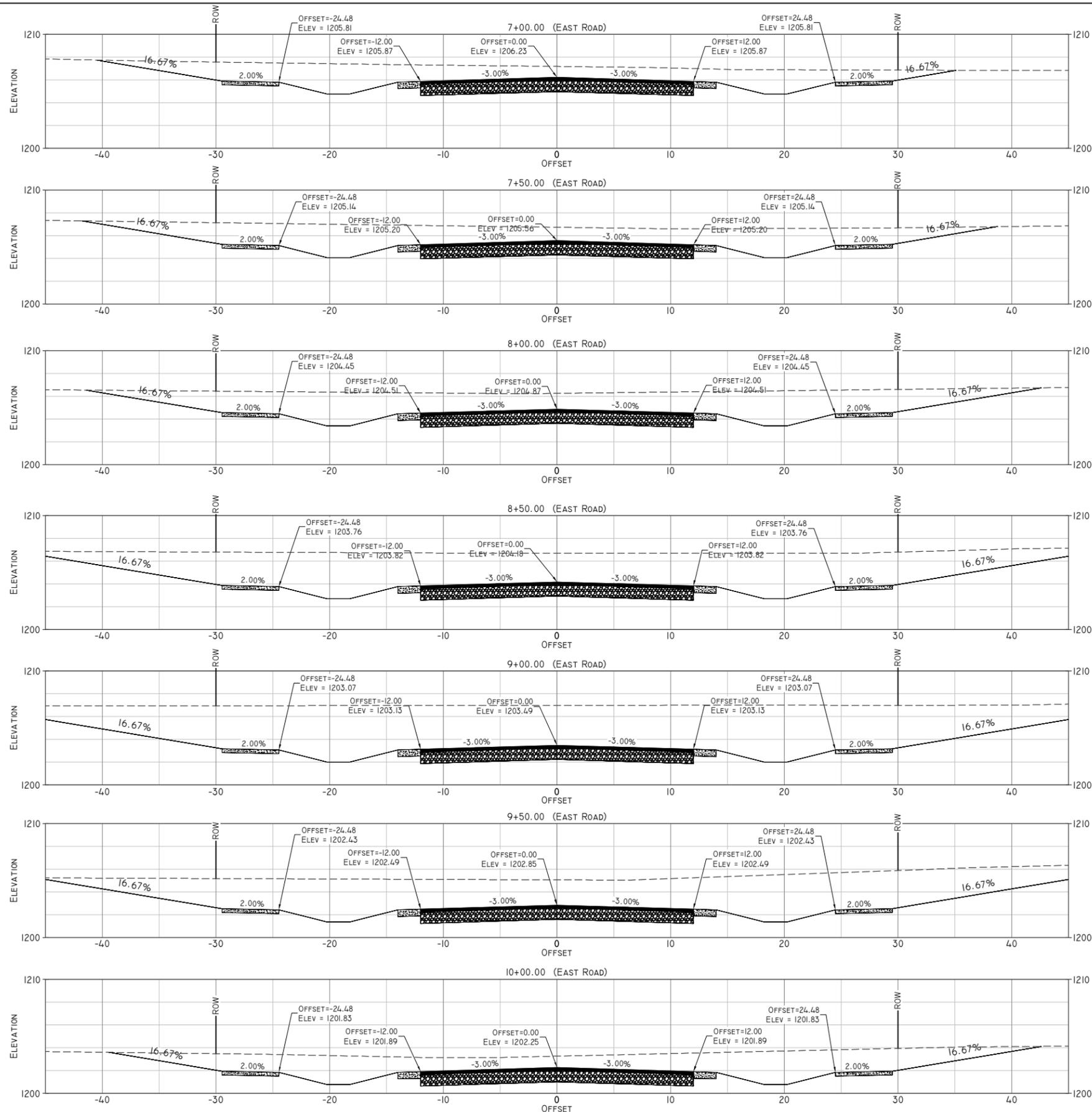
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DRAWN BY:	DATE: 08/18/16

CROSS SECTIONS - EAST
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

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 REI No. 7398
 SHEET XS2-E

DRAWING FILE: P:\17300-7399\7398 - MISTY PINES\DWG\PLANS\7398 CROSS SECTIONS.DWG LAYOUT: XS3-E
 PLOTTED: Aug 18, 2016 - 4:09pm PLOTTED BY: TODD



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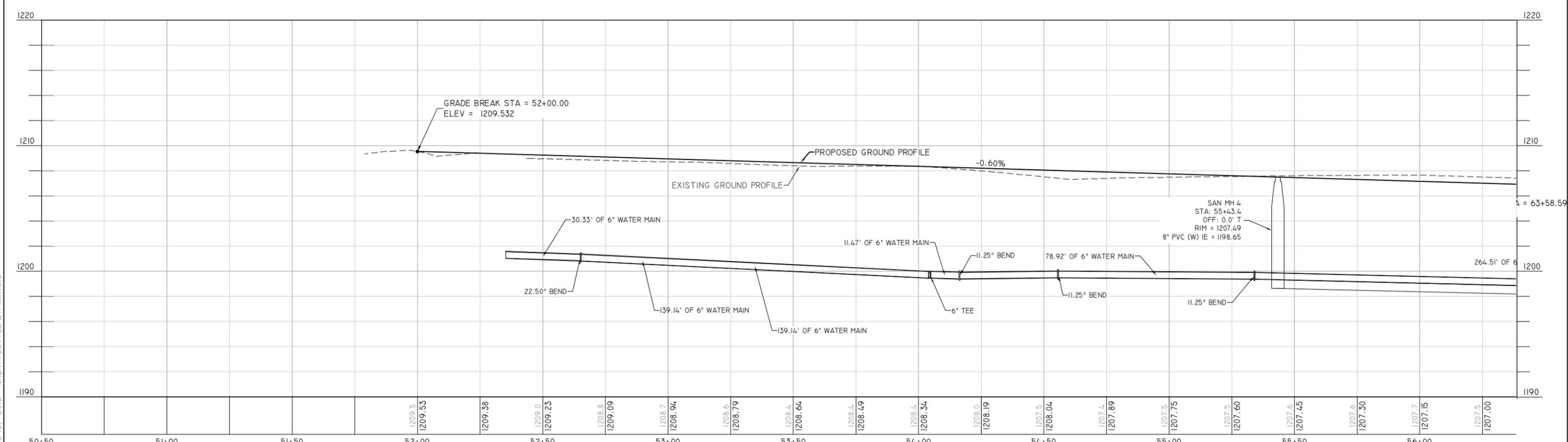
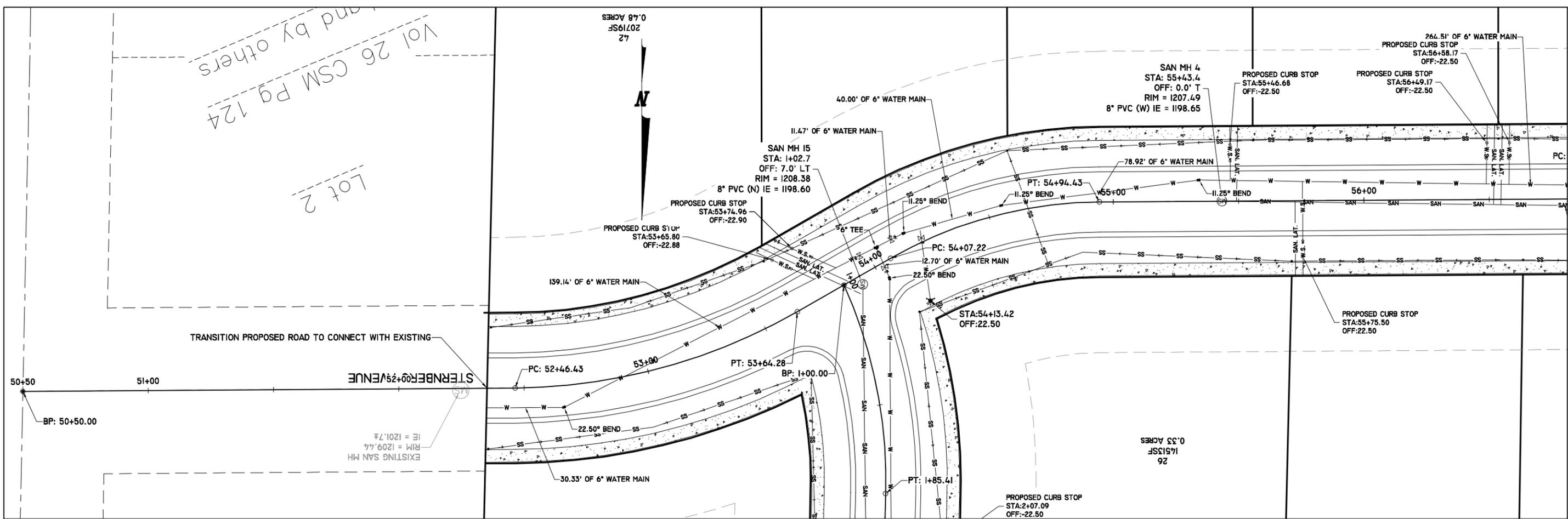
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CROSS SECTIONS - EAST
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

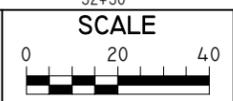
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 SHEET XS3-E

Vol 26 CSM Pg 124
 and by others
 Lot 2



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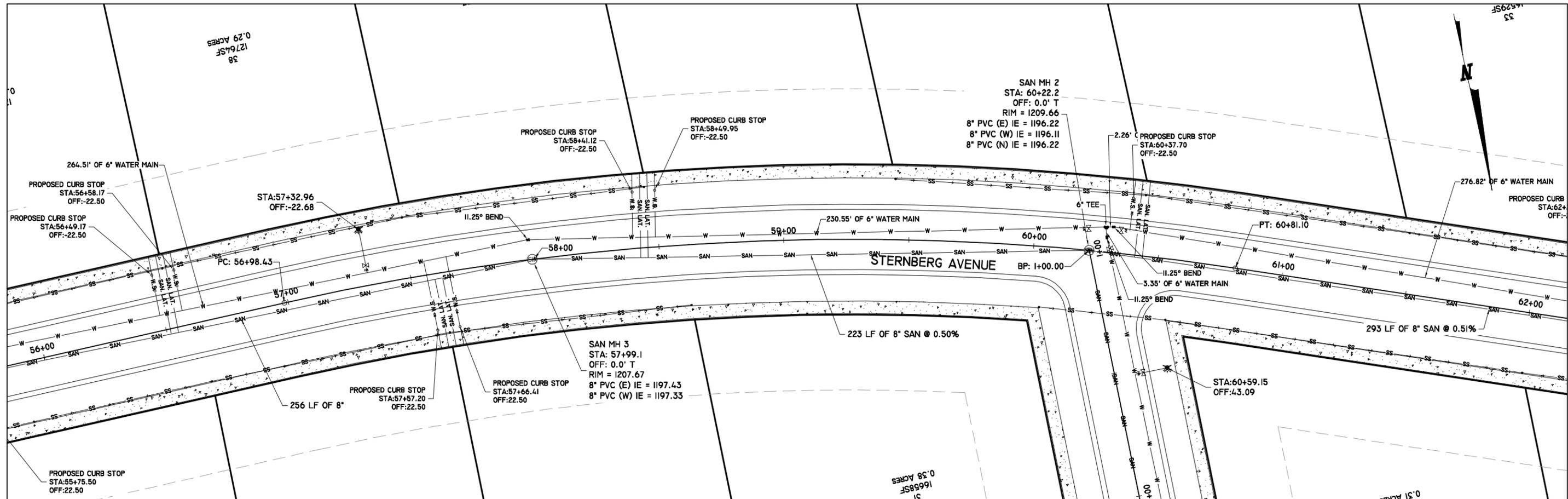
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 DATE: 08/18/16

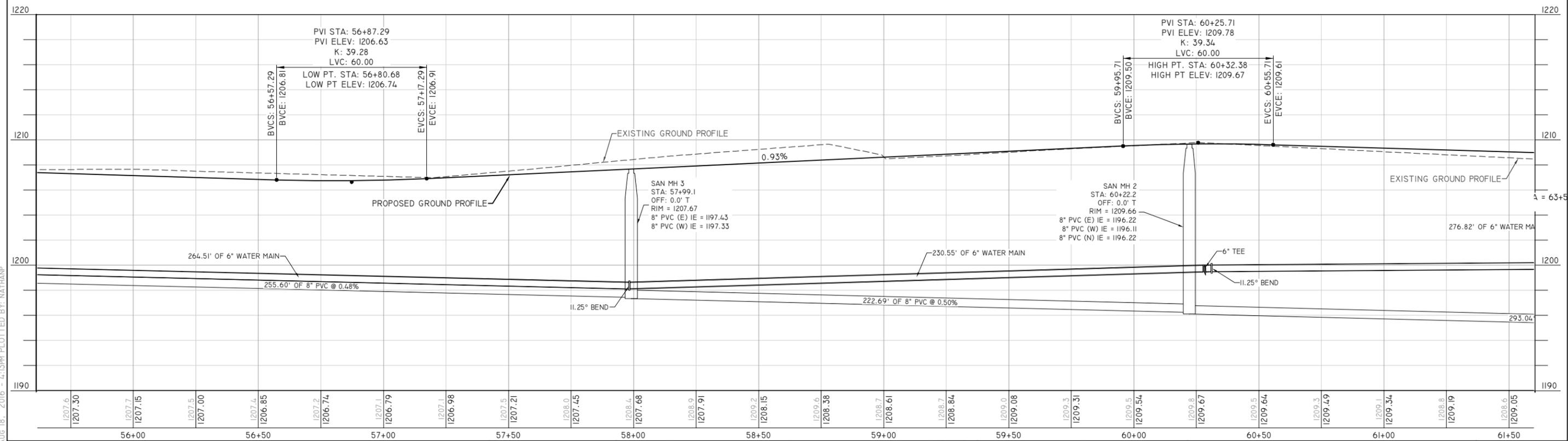
PLAN & PROFILE - STERNBERG AVENUE
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET PPI-S

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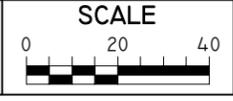


STERNBERG ROAD PROFILE



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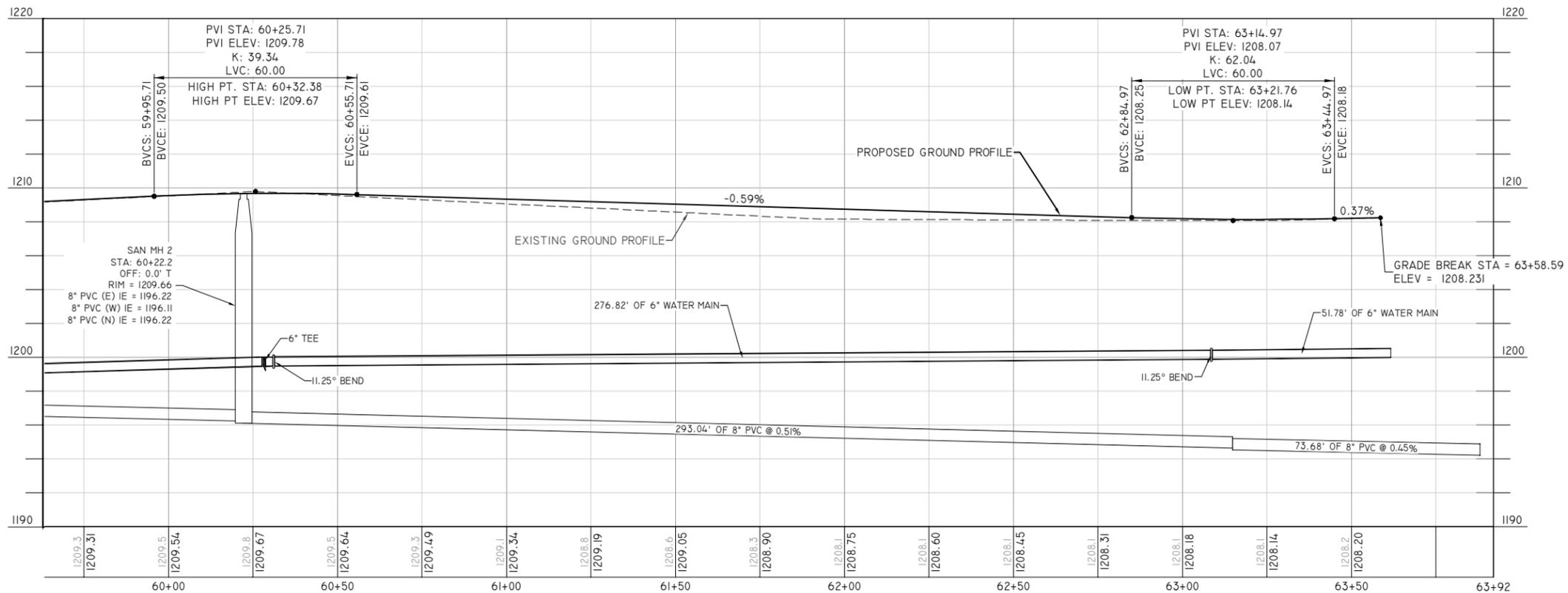
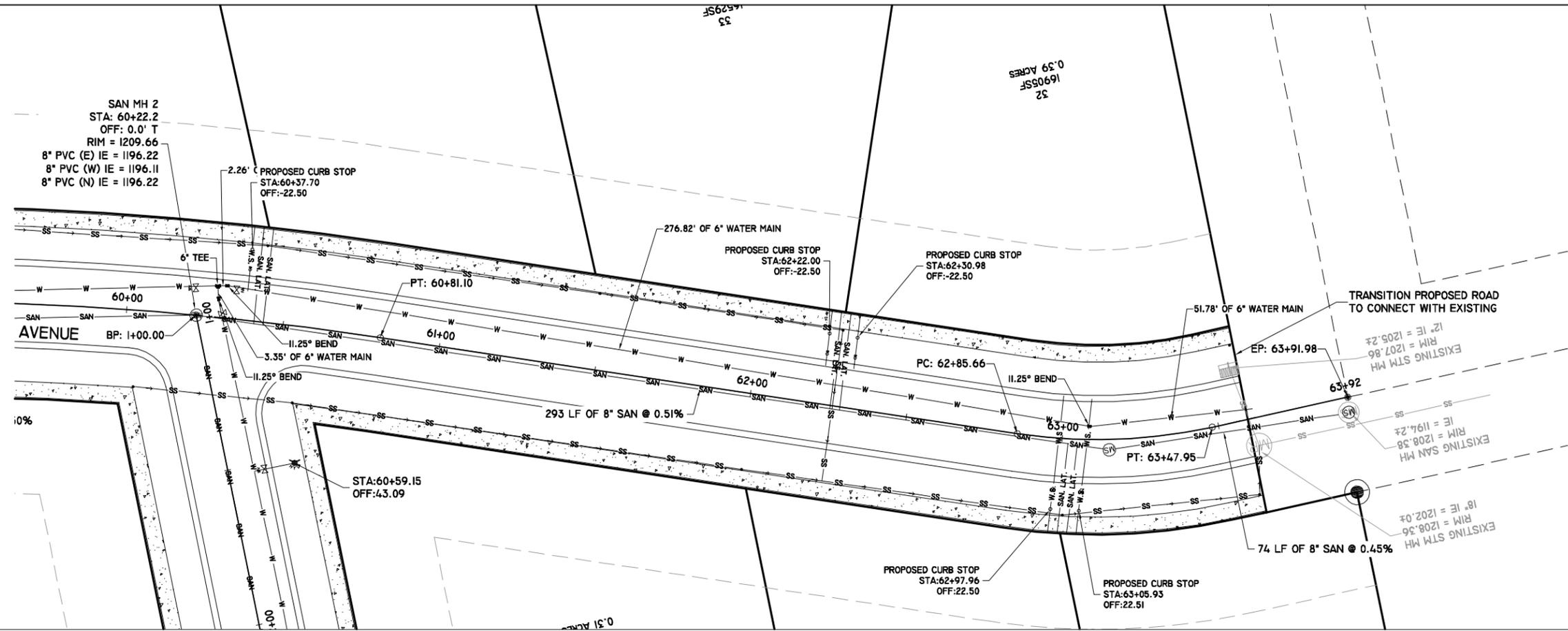
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CHECKED BY: JJB
APPROVED BY: JJB
DATE: 08/18/16

Received on 08/19/2016

PLAN & PROFILE - STERNBERG AVENUE
MISTY PINES SUBDIVISION
VILLAGE OF WESTON
MARATHON COUNTY, WISCONSIN

REI
REI No. 7398
SHEET PP2-S

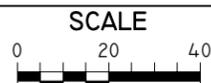


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 PLOTTED: AUG 18, 2016 - 4:13PM PLOTTED BY: NATHANP

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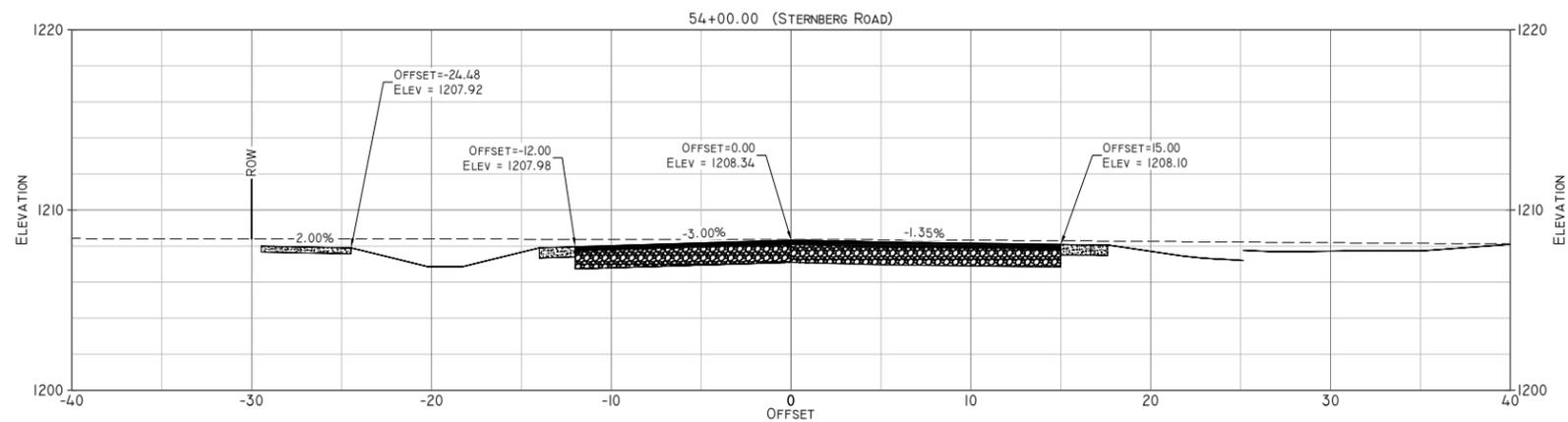
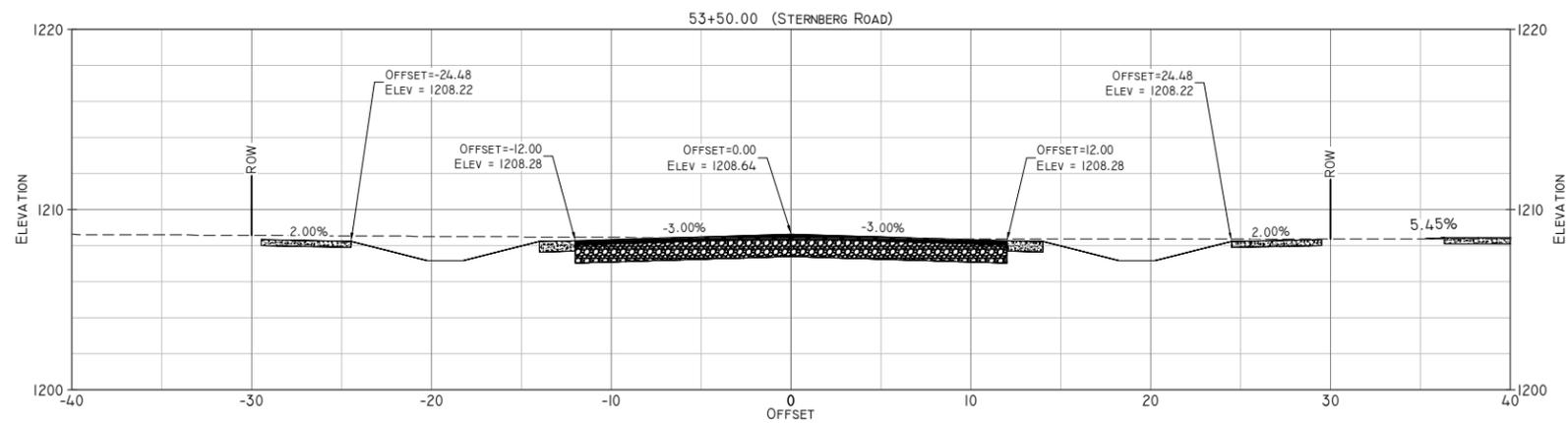
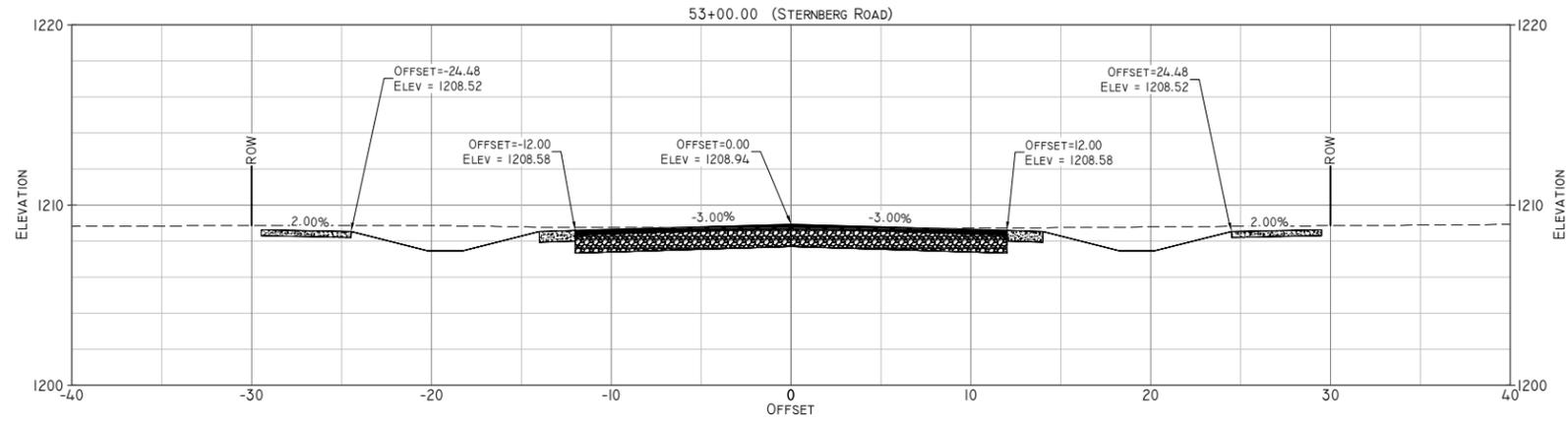
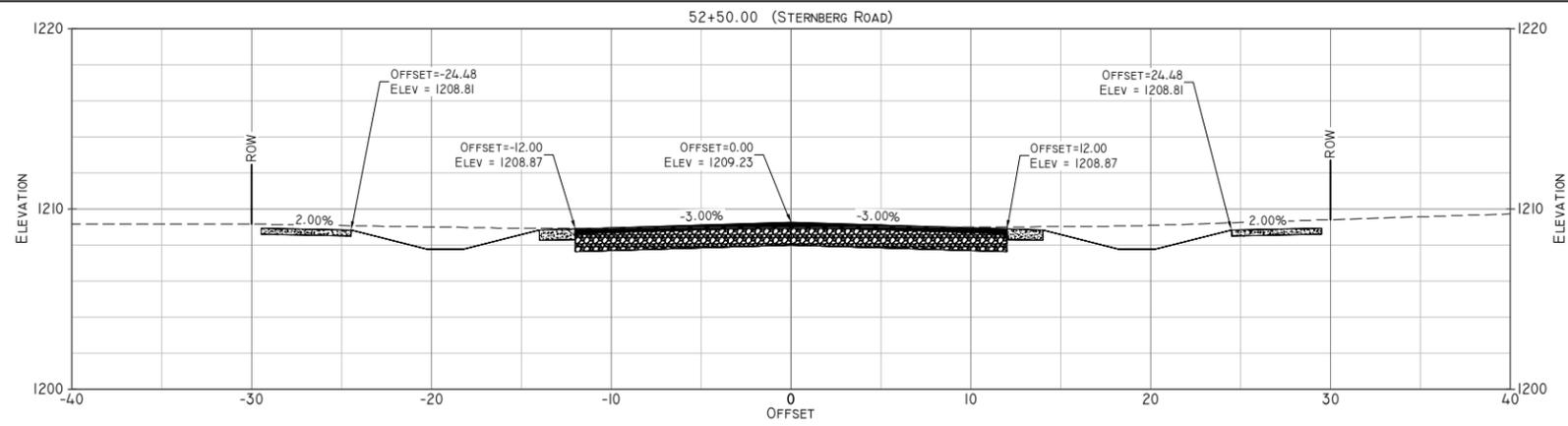


DATE	REVISION	BY	CHK'D
Received on 08/19/2016			

DESIGNED BY: TAE	CHECKED BY: JJB
SURVEYED BY: OTHERS	APPROVED BY: JJB
DRAWN BY: NAP	DATE: 08/18/16

PLAN & PROFILE - STERNBERG AVENUE
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET PP3-S



DRAWING FILE: P:\17300-7399\7398 - MISTY PINES\DWG\PLANS\7398 CROSS SECTIONS.DWG LAYOUT: XSI-S
 PLOTTED: Aug 18, 2016 - 4:12PM PLOTTED BY: ToddW

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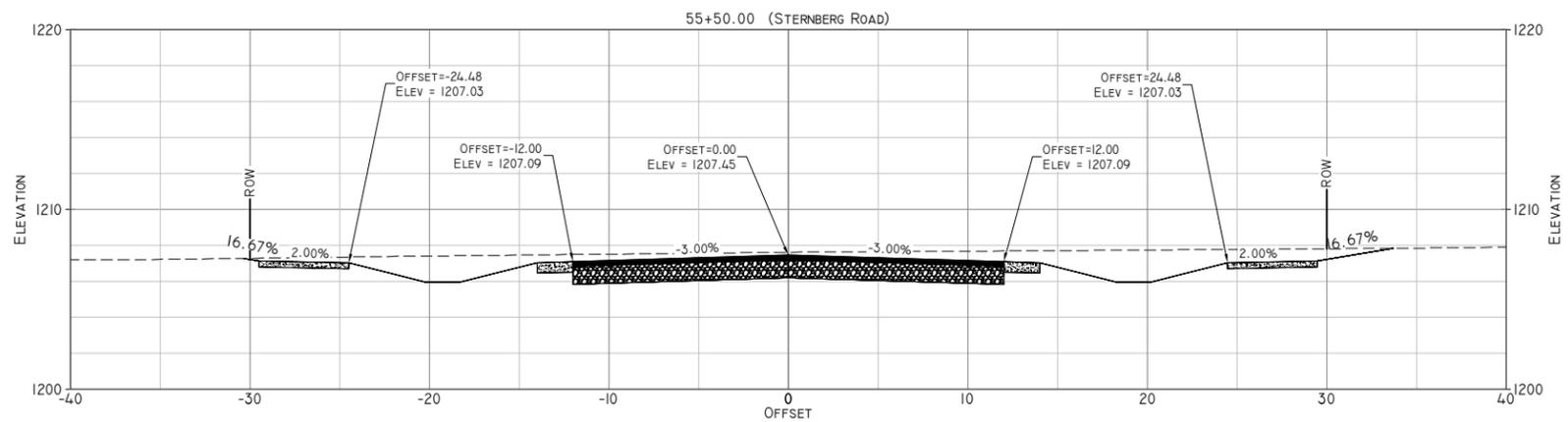
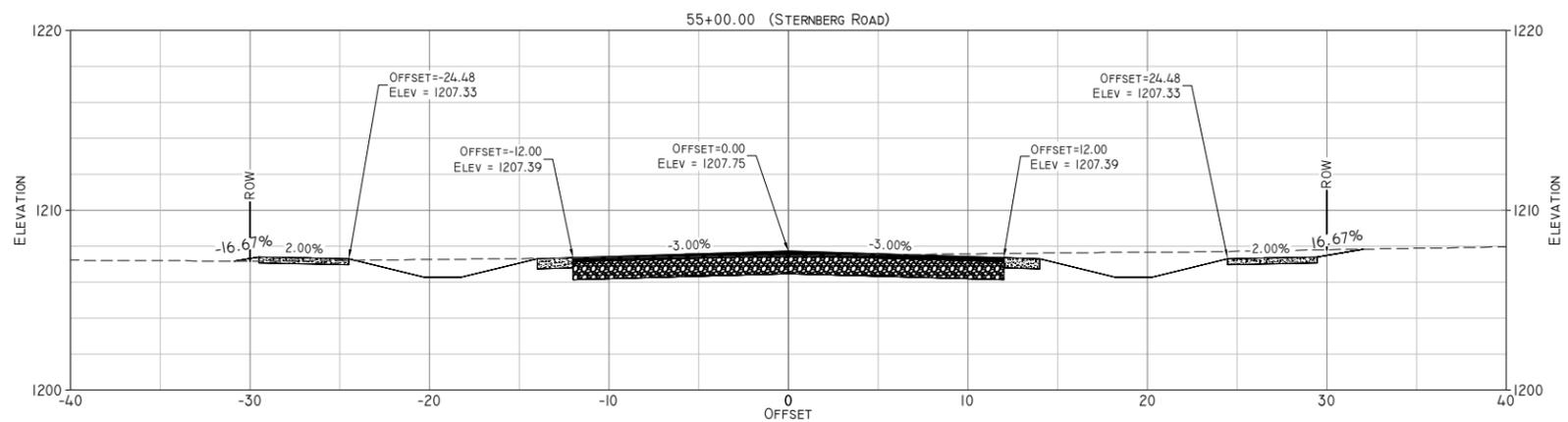
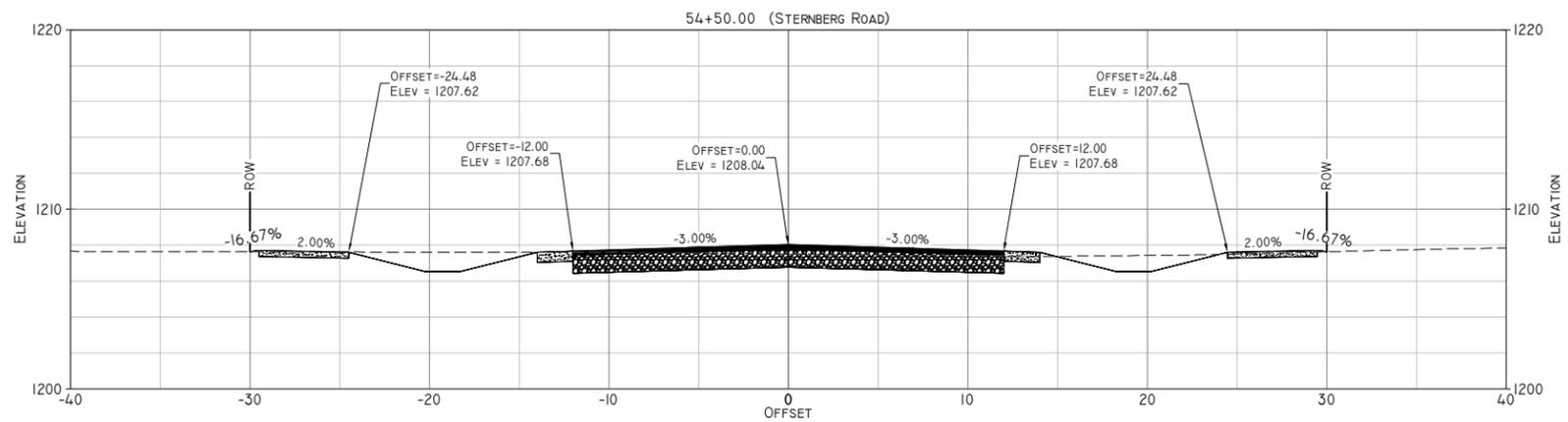


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DESIGNED BY: TAE	CHECKED BY: JJB
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DRAWN BY:	DATE: 08/18/16

CROSS SECTIONS - STERNBERG AVENUE
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET XSI-S

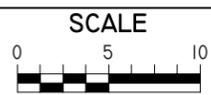


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 PLOTTED: Aug 18, 2016 - 4:13PM PLOTTED BY: ToddW

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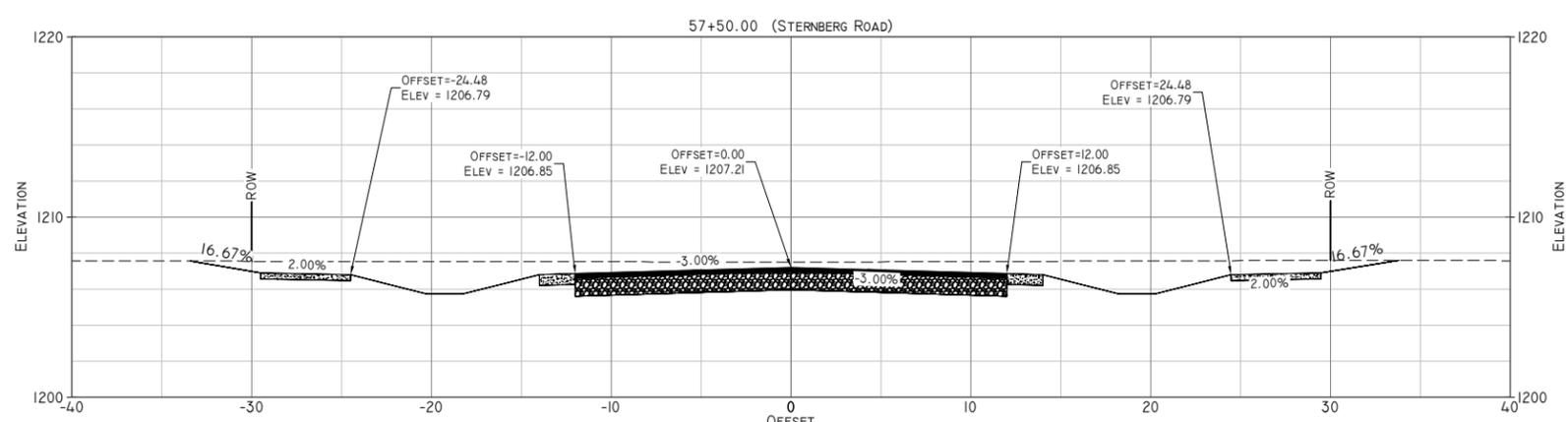
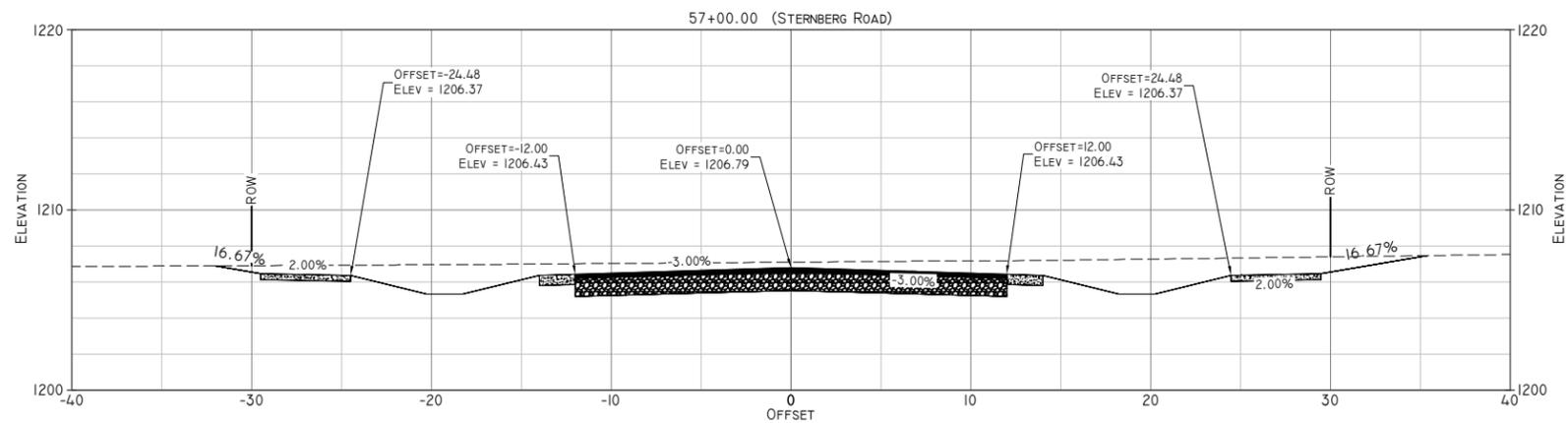
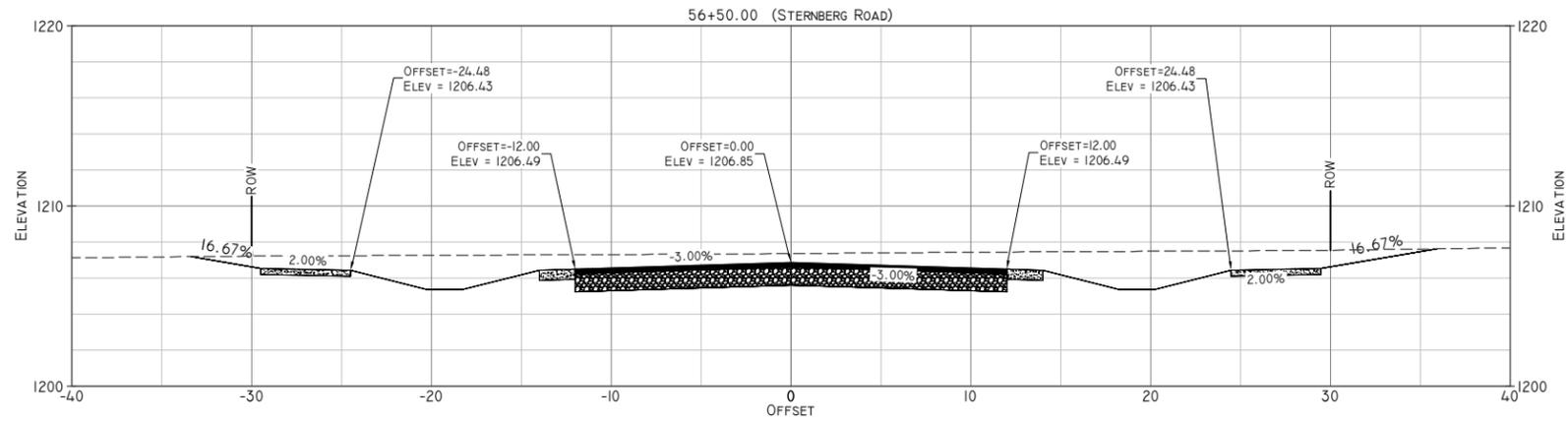
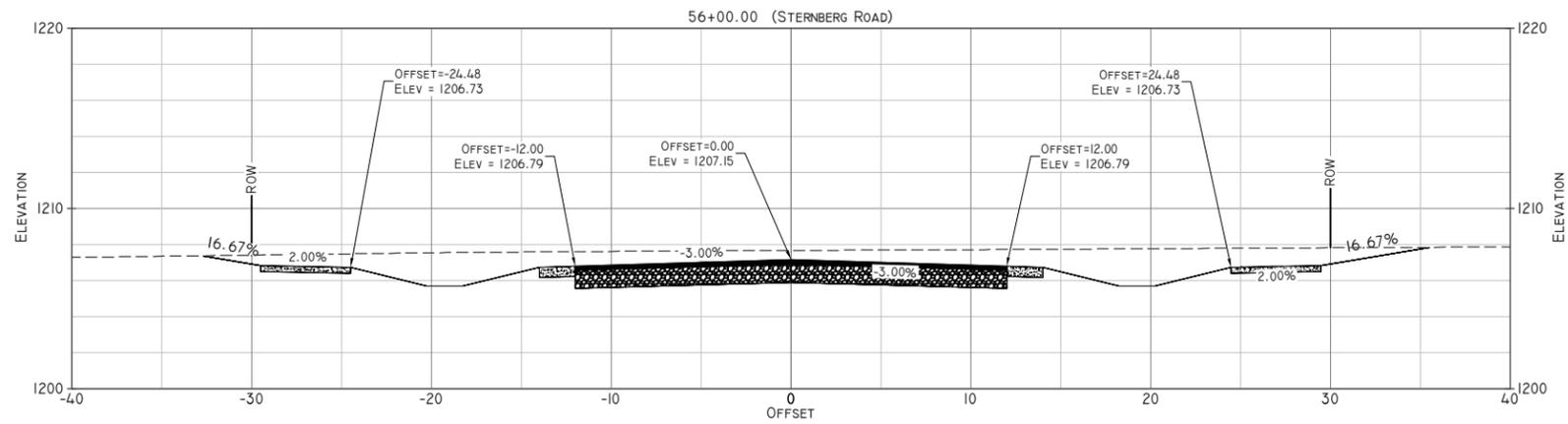
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DRAWN BY:	DATE: 08/18/16

CROSS SECTIONS - STERNBERG AVENUE
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
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 SHEET XS2-S

DRAWING FILE: P:\17300-7399\7398 - MISTY PINES\DWG\PLANS\7398 CROSS SECTIONS.DWG LAYOUT: XS3-S
 PLOTTED: Aug 18, 2016 - 4:13PM PLOTTED BY: ToddW



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DATE	REVISION	BY	CHK'D

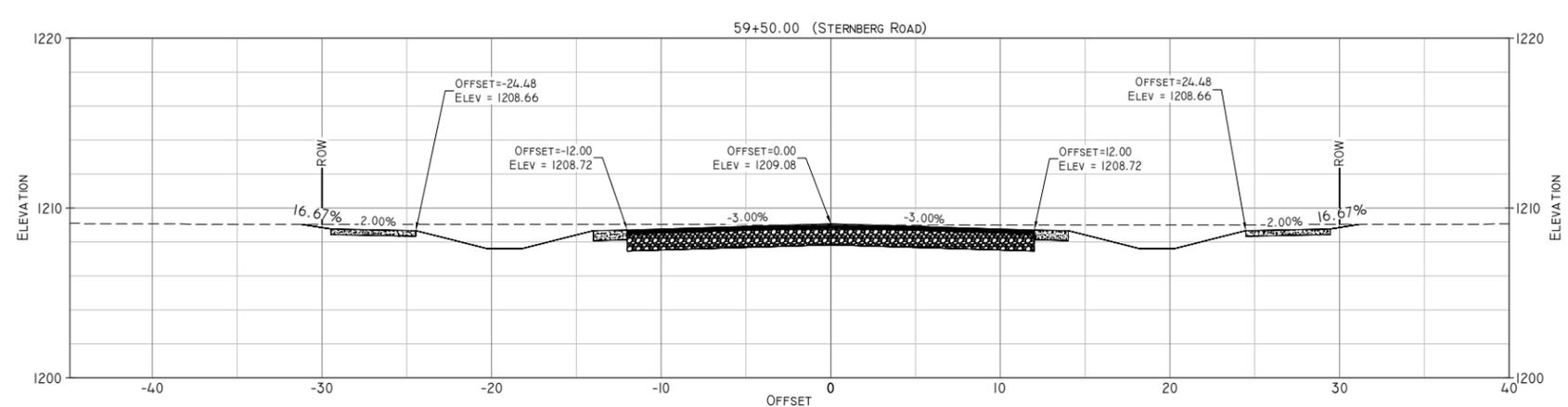
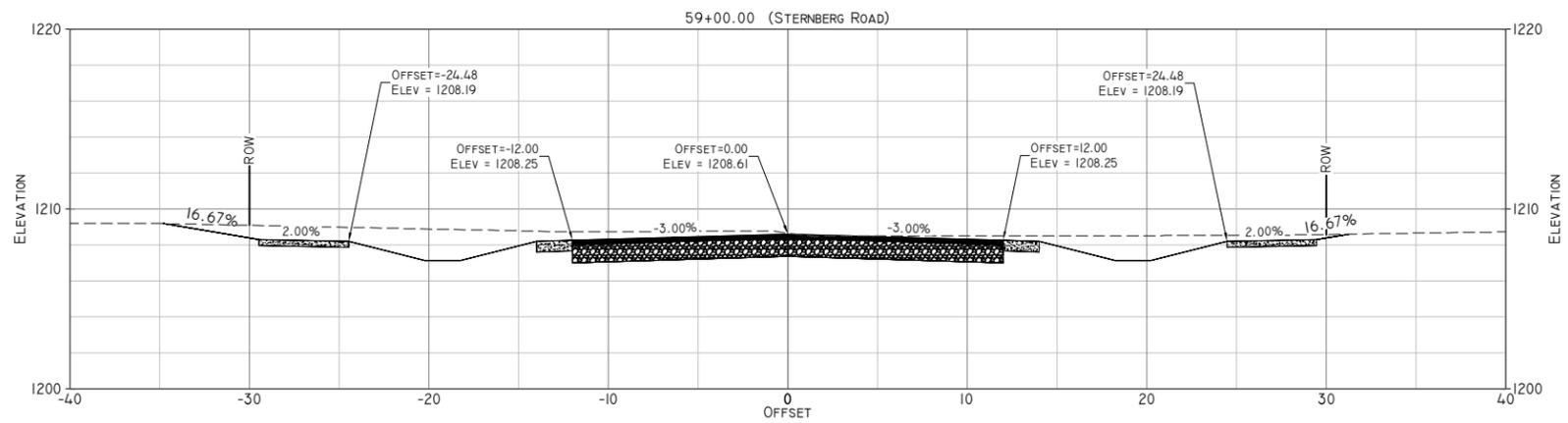
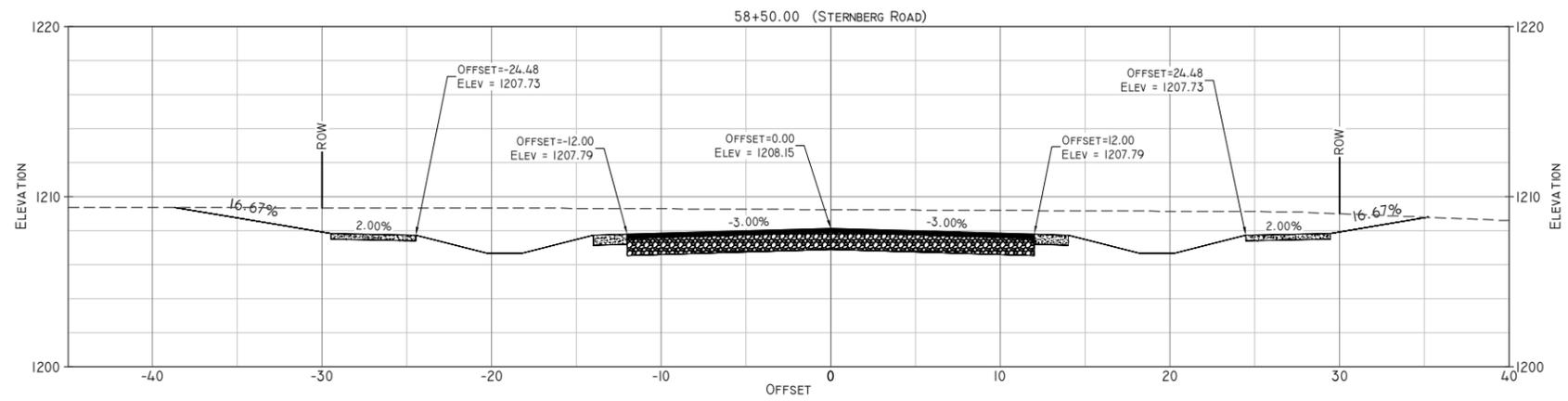
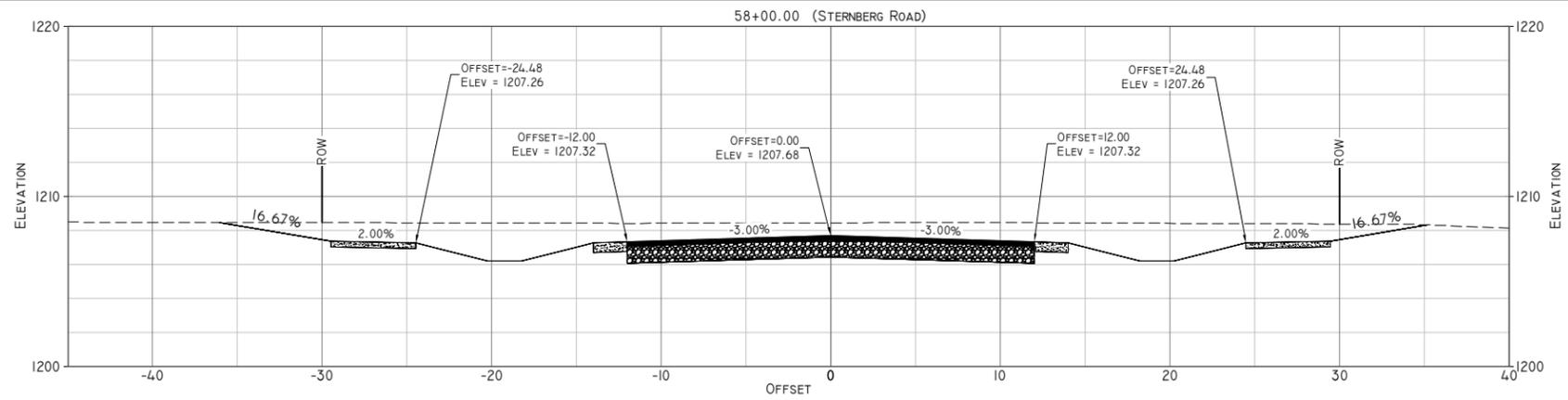
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CROSS SECTIONS - STERNBERG AVENUE
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET XS3-S

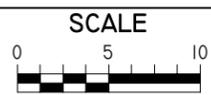
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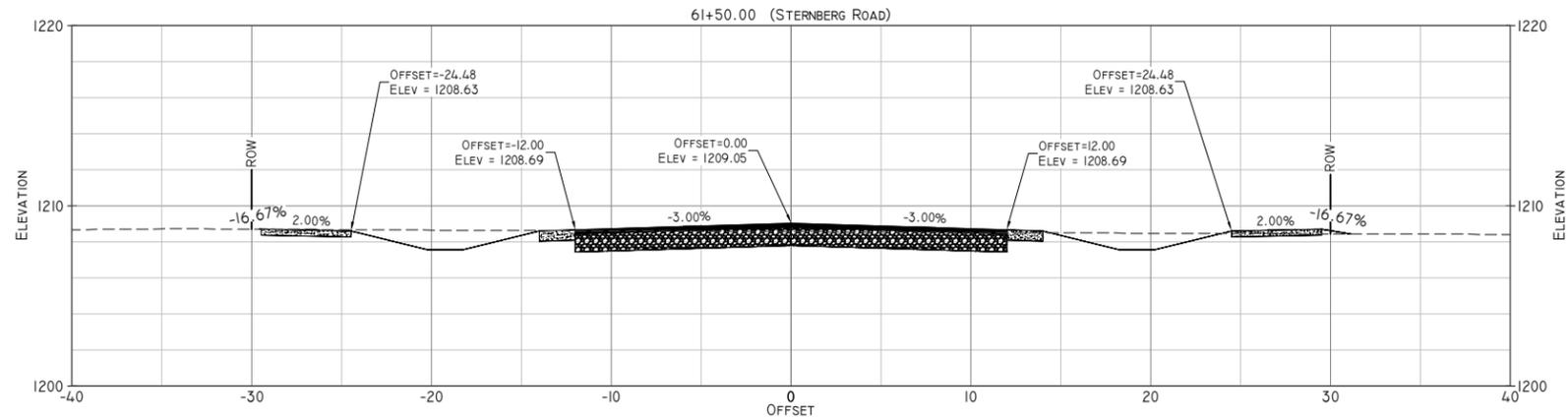
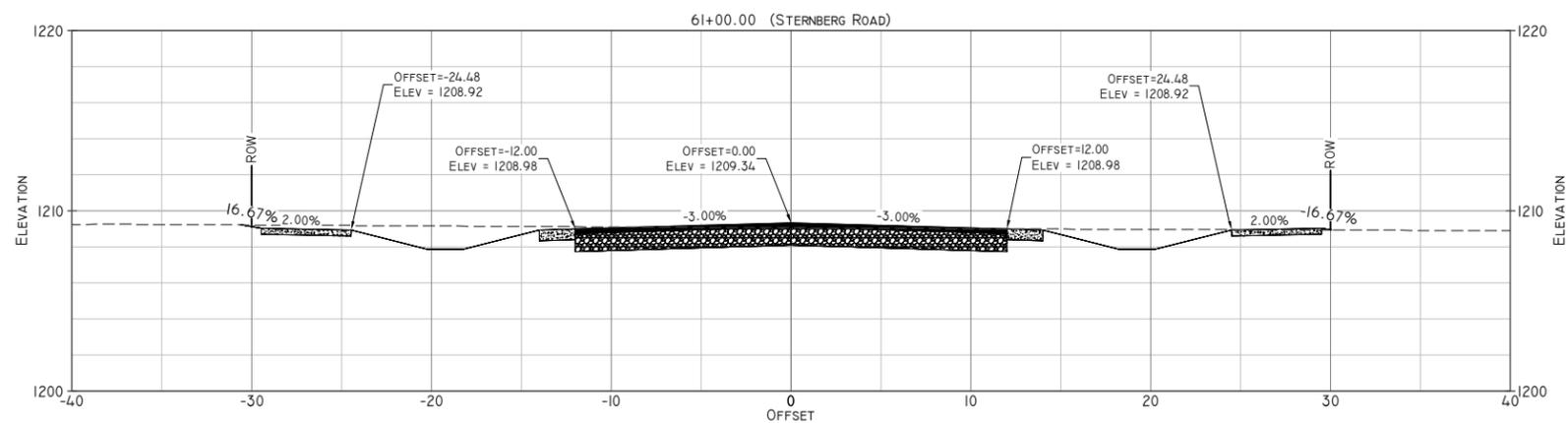
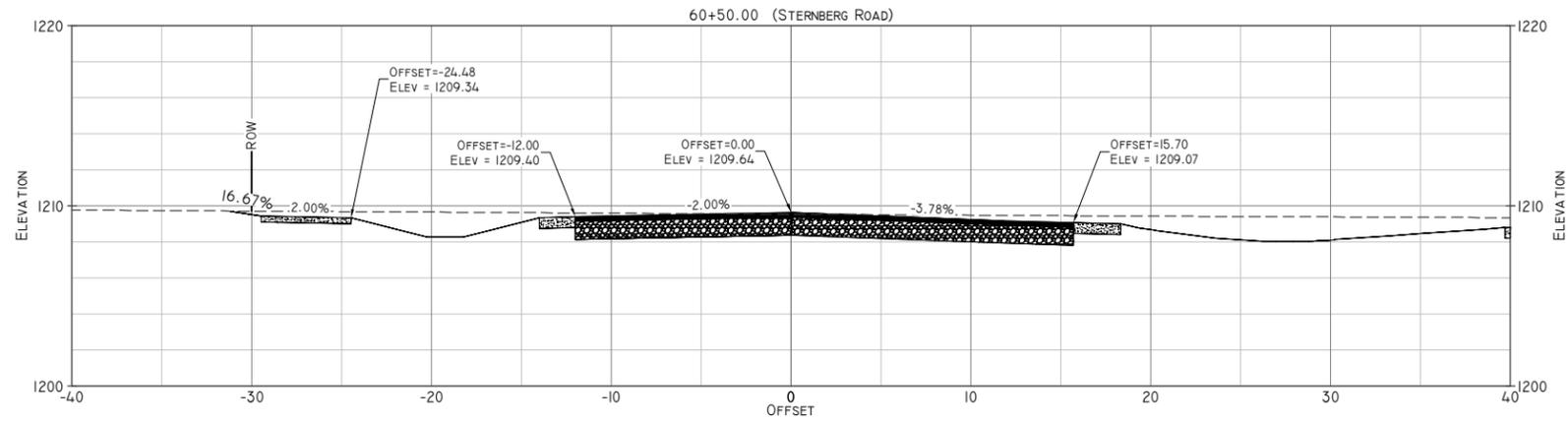
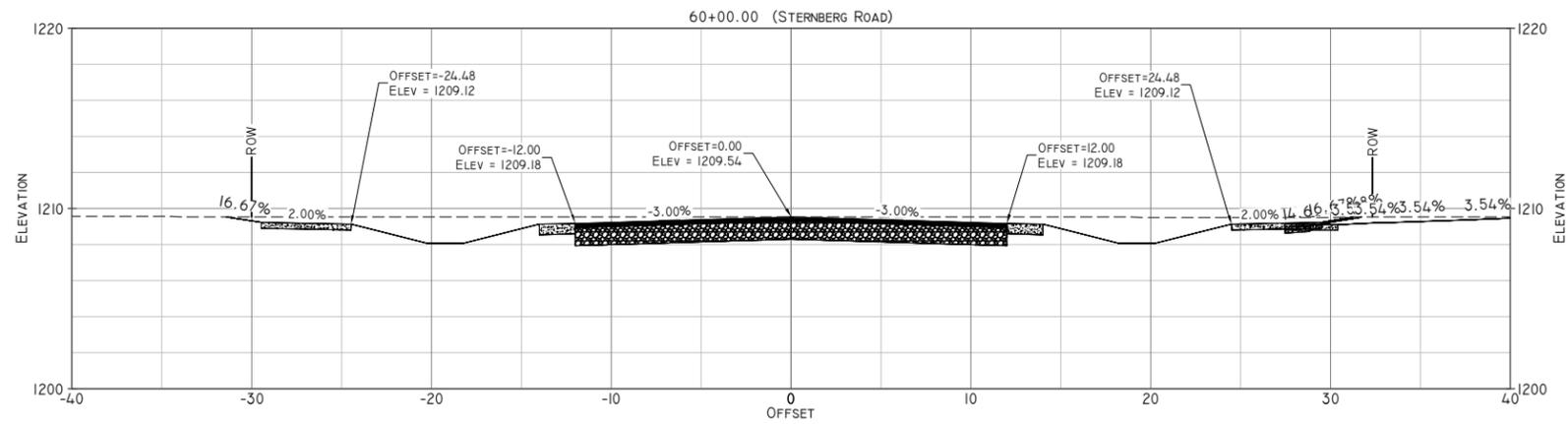
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DESIGNED BY: TAE CHECKED BY: JJB
 SURVEYED BY: OTHERS APPROVED BY: JJB
 DRAWN BY: _____ DATE: 08/18/16

CROSS SECTIONS - STERNBERG AVENUE
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET XS4-S

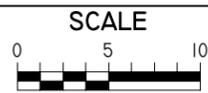
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 PLOTTED: Aug 18, 2016 - 4:14PM PLOTTED BY: TODD



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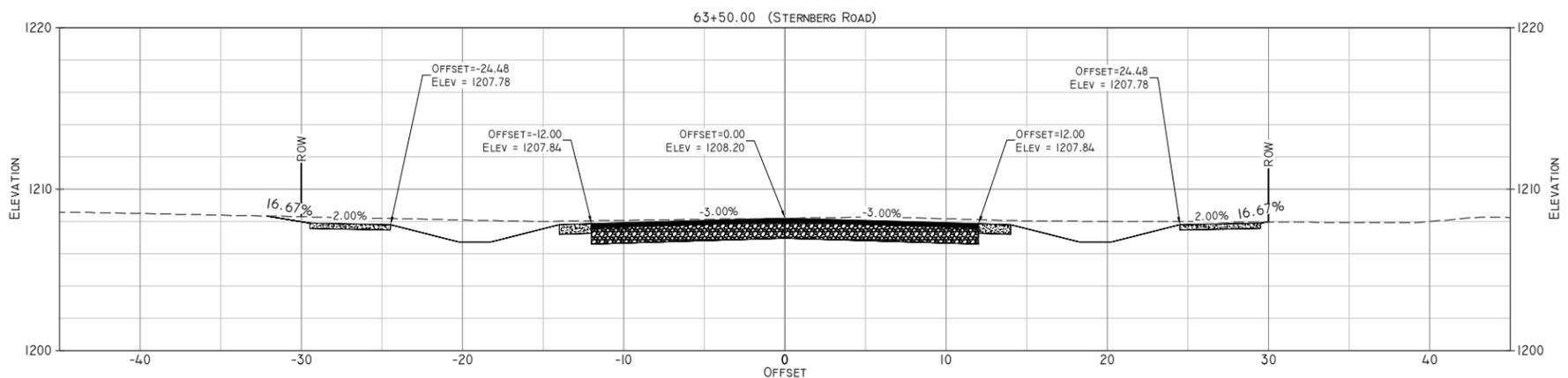
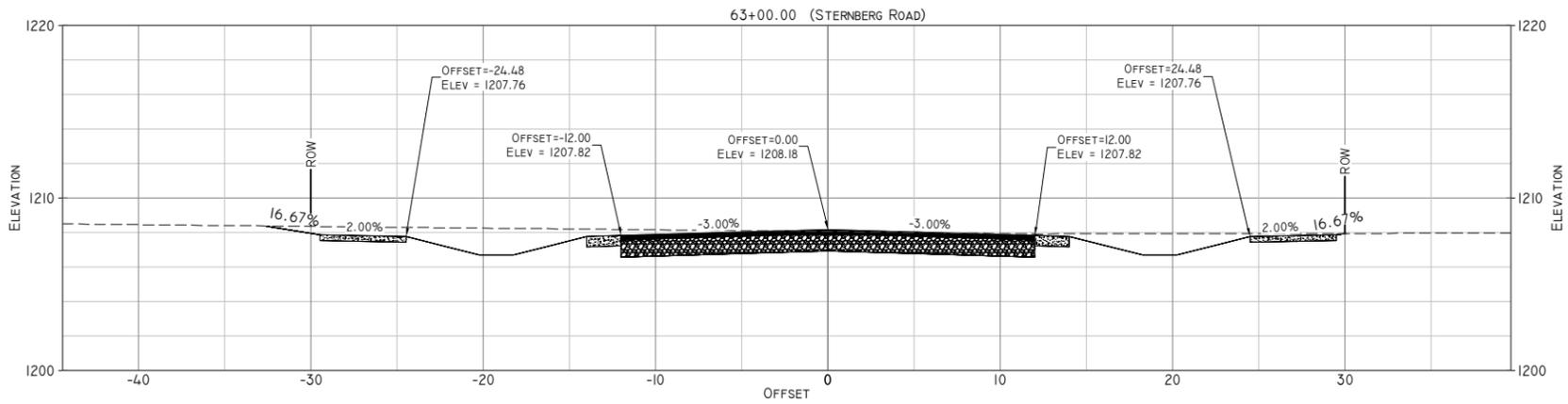
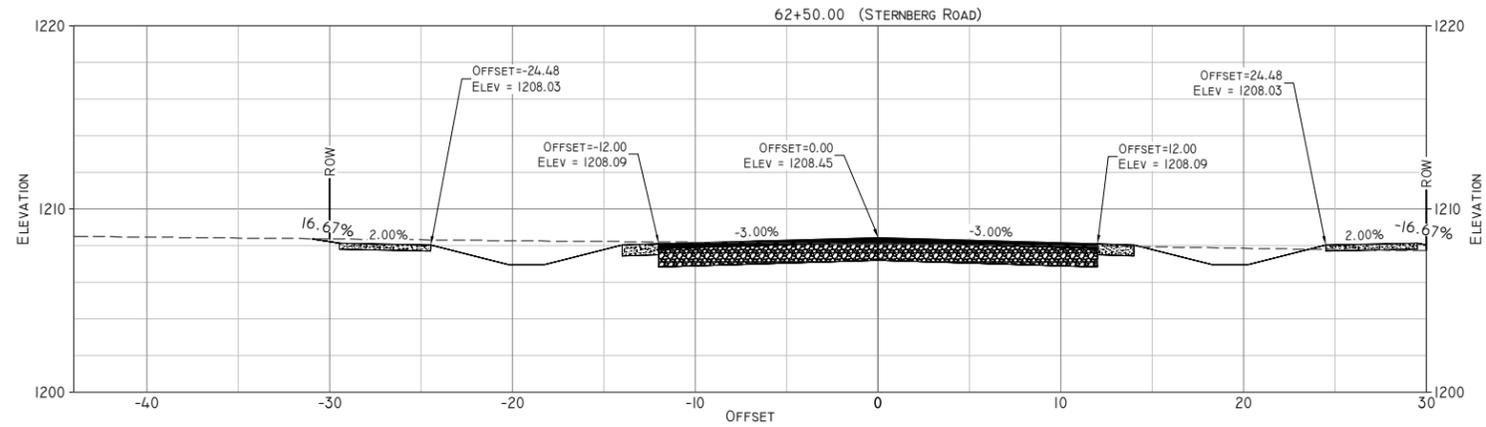
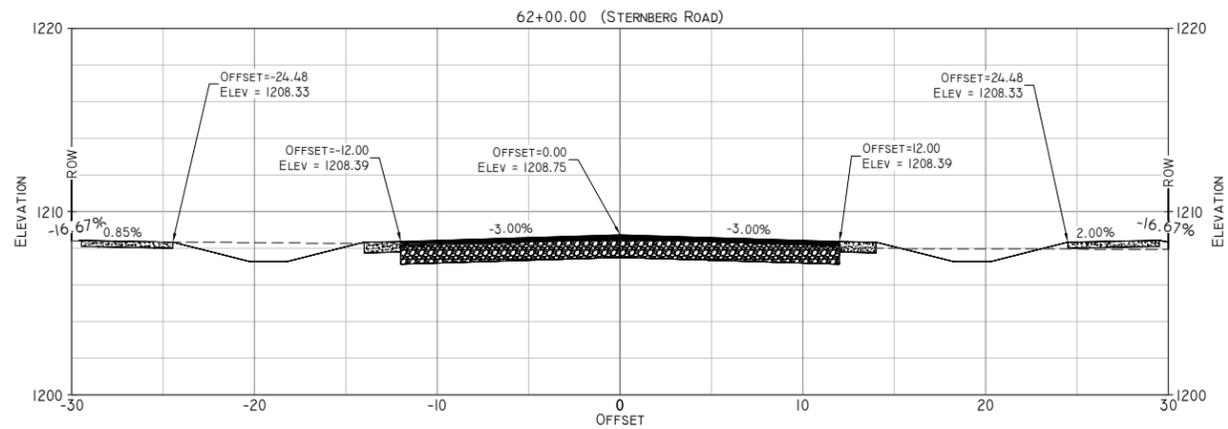
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Received on 08/19/2016

DESIGNED BY: TAE	CHECKED BY: JJB
SURVEYED BY: OTHERS	APPROVED BY: JJB
DRAWN BY:	DATE: 08/18/16

CROSS SECTIONS - STERNBERG AVENUE
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET XS5-S



DRAWING FILE: P:\17300-7399\7398 - MISTY PINES\DWG\PLANS\7398 Cross Sections.dwg LAYOUT: XS6-S
 PLOTTED: Aug 18, 2016 - 4:58PM PLOTTED BY: Todd

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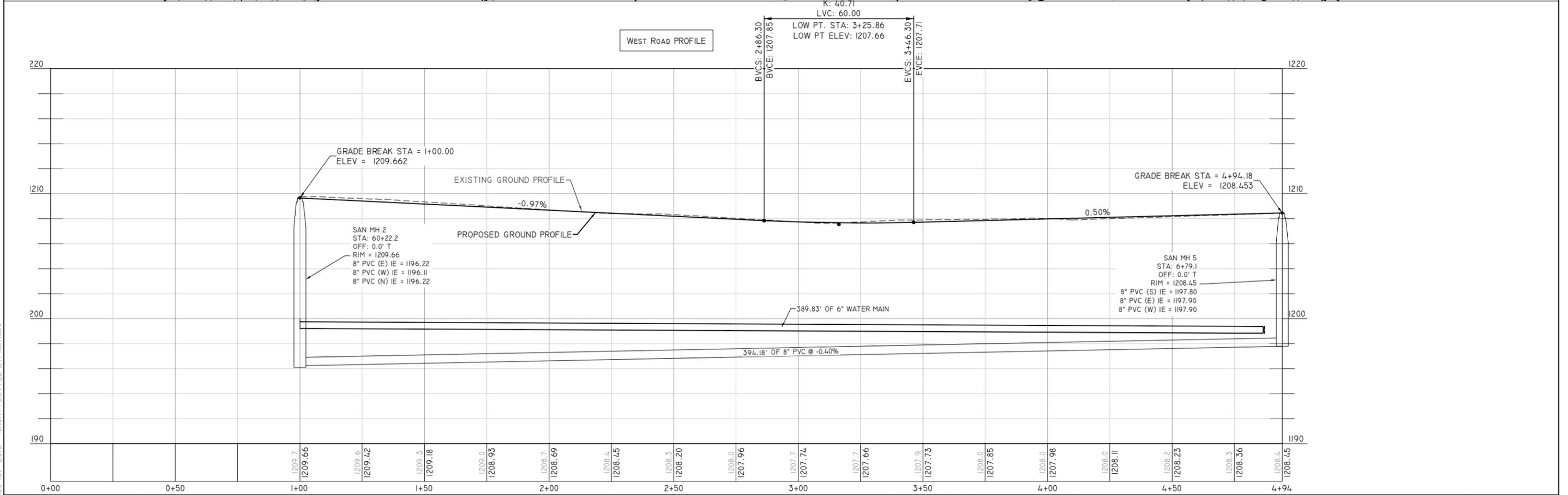
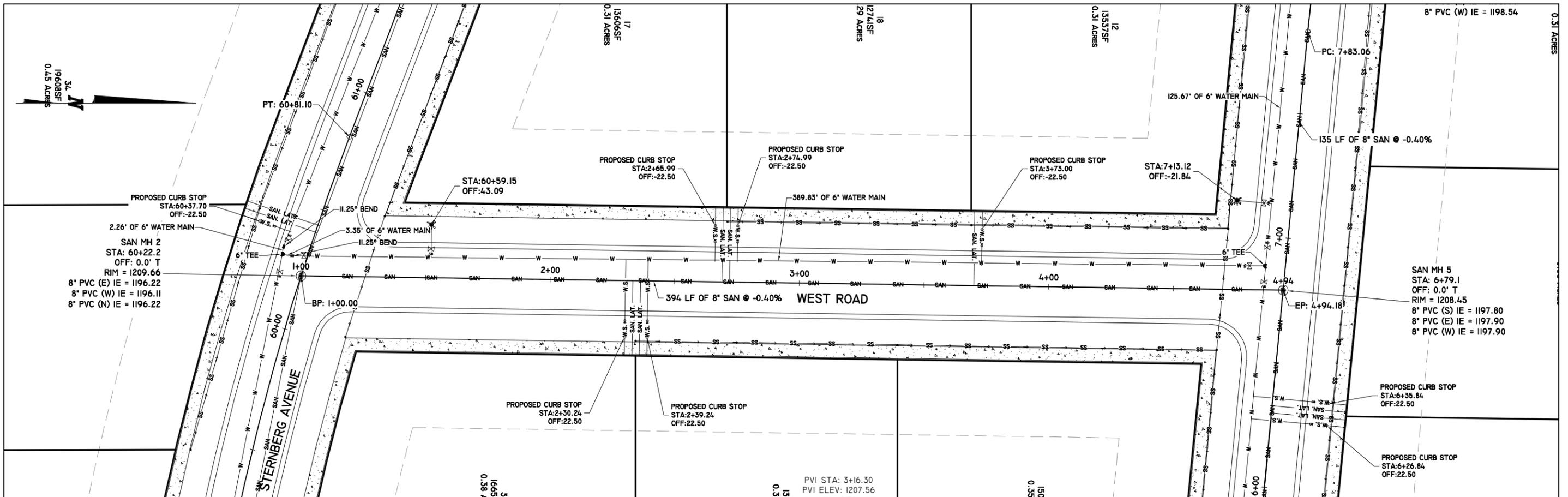
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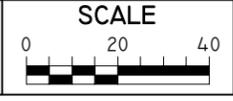
CROSS SECTIONS - STERNBERG AVENUE
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET XS6-S



DRAWING FILE: P:\17300-7399\7398 - MISTY PINES\DWG\PLANS\7398.PLAN & PROFILE.DWG LAYOUT: PPI-W
 PLOTTED: AUG 18, 2016 - 4:14PM PLOTTED BY: NATHAN

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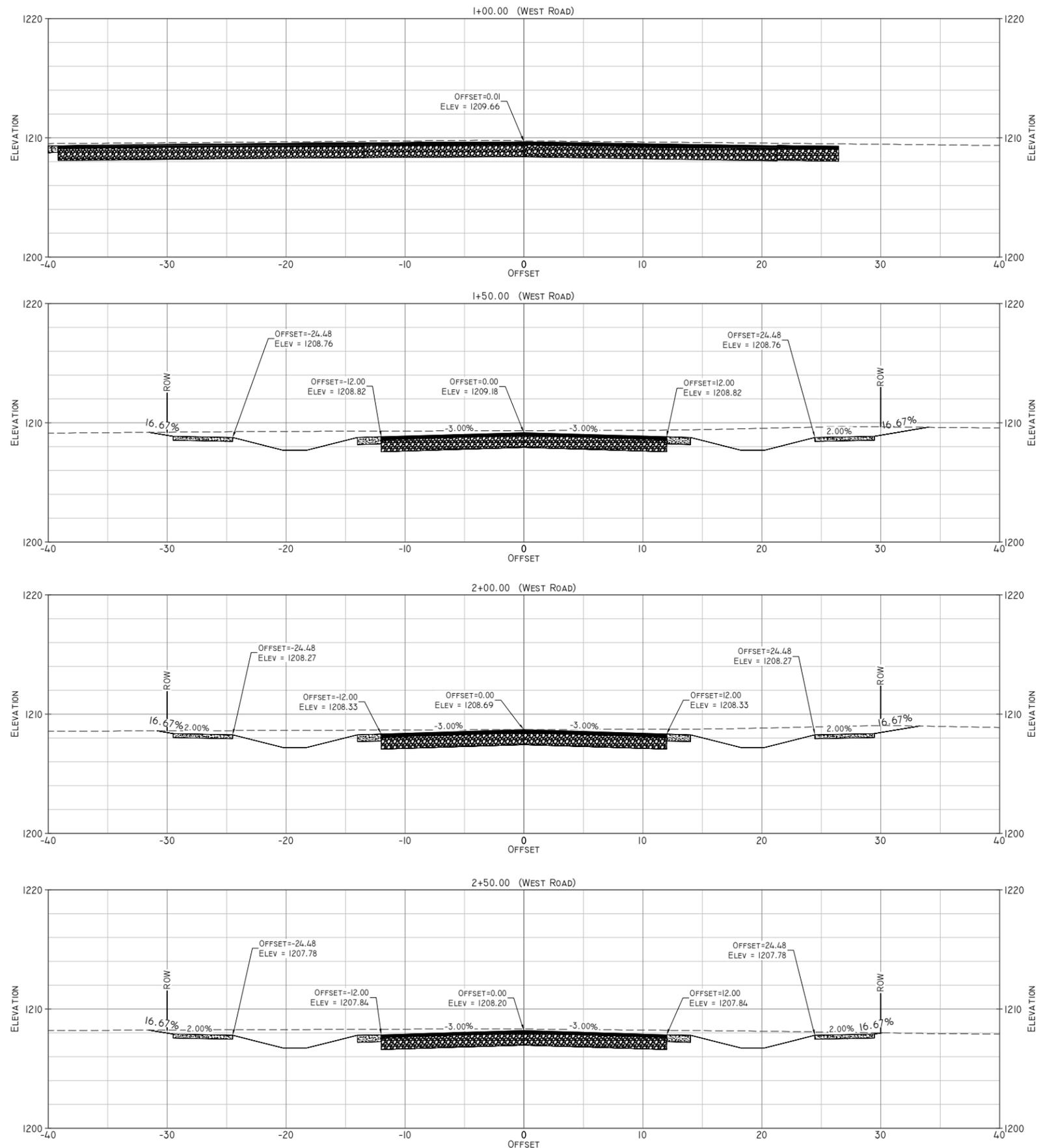
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DRAWN BY: NAP	DATE: 08/18/16

PLAN & PROFILE - WEST ROAD
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET PPI-W

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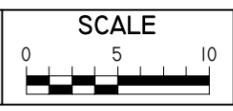
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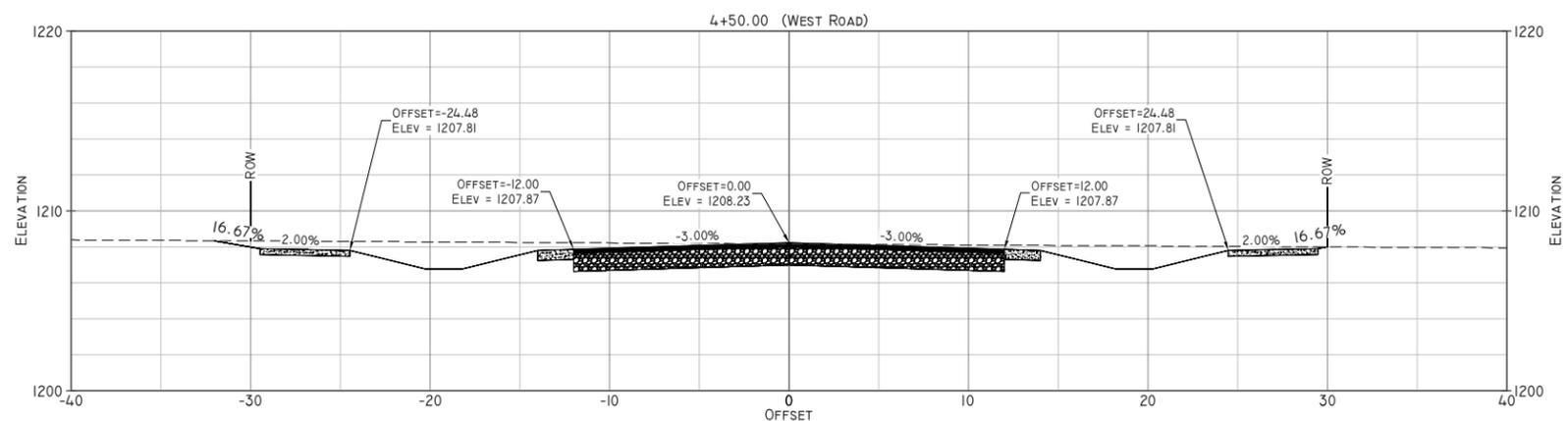
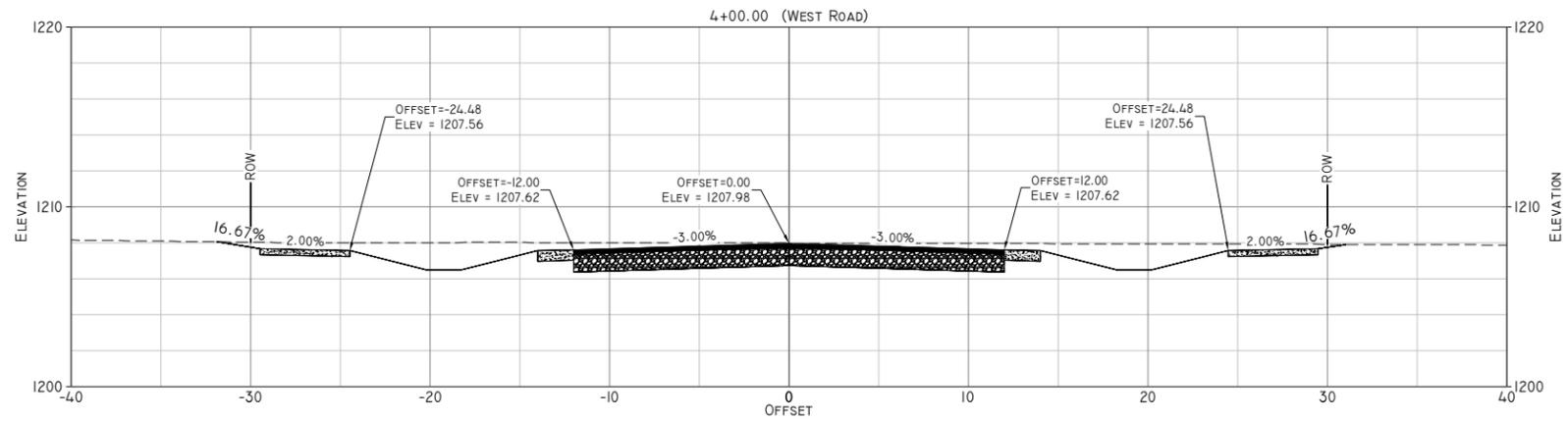
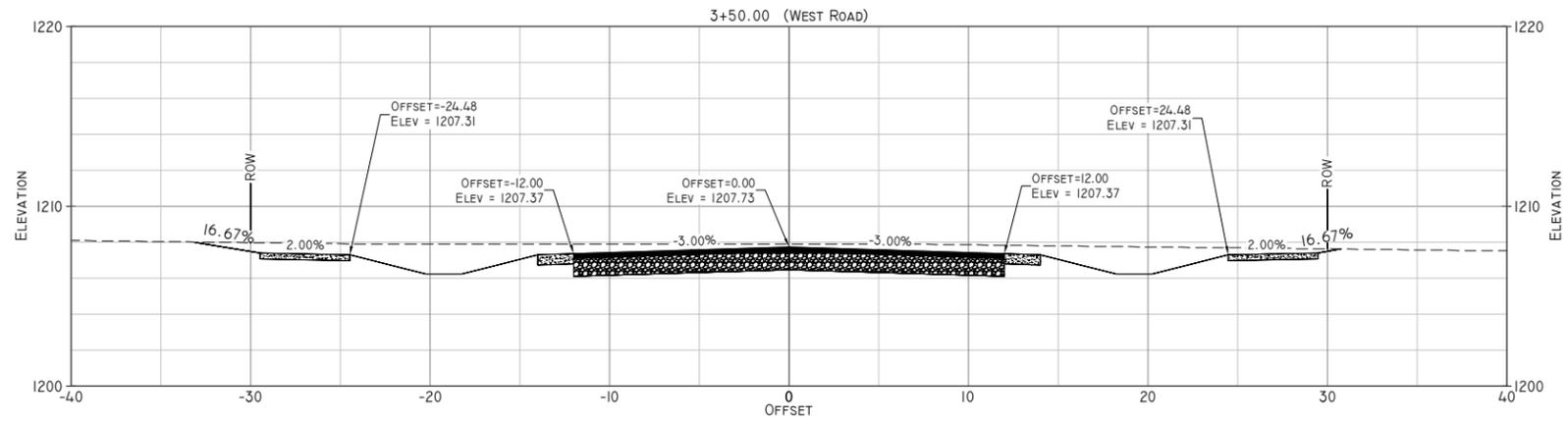
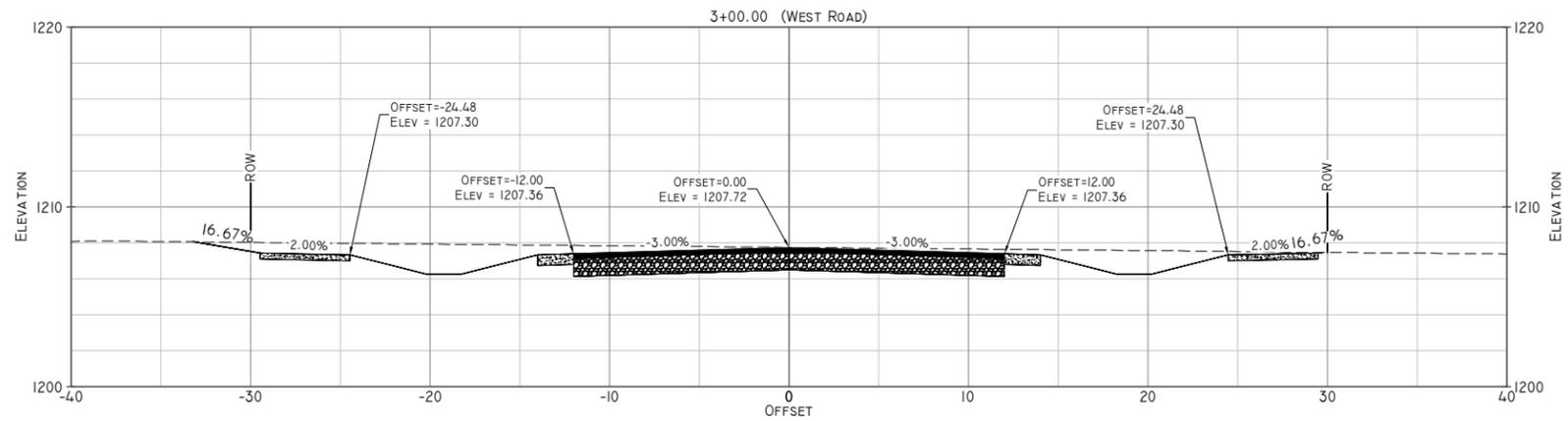
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CROSS SECTIONS - WEST
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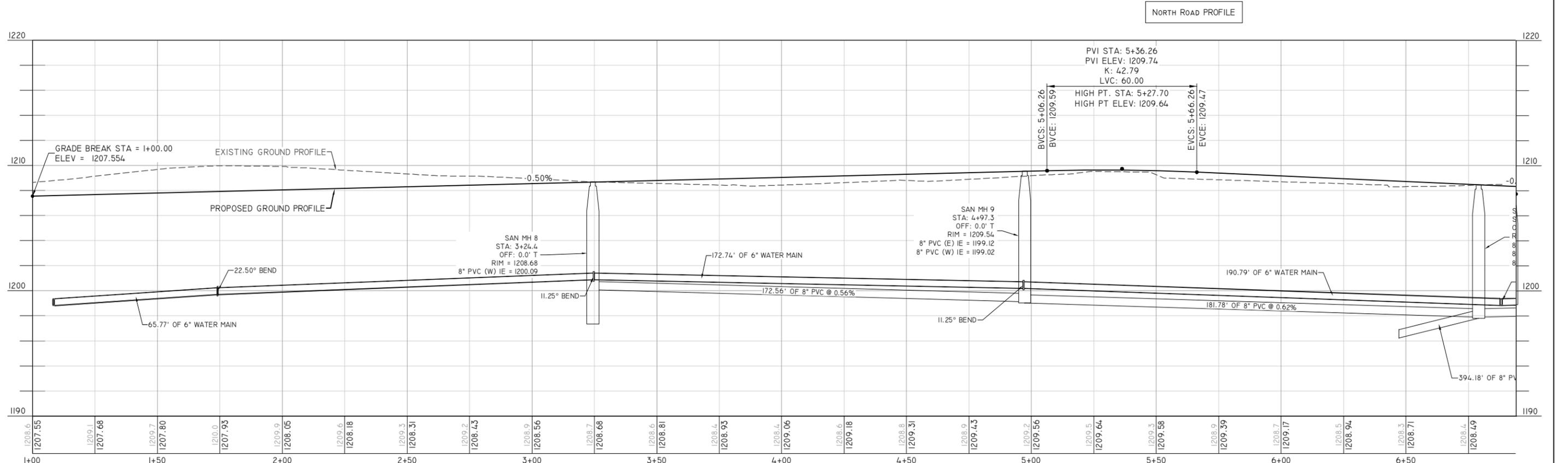
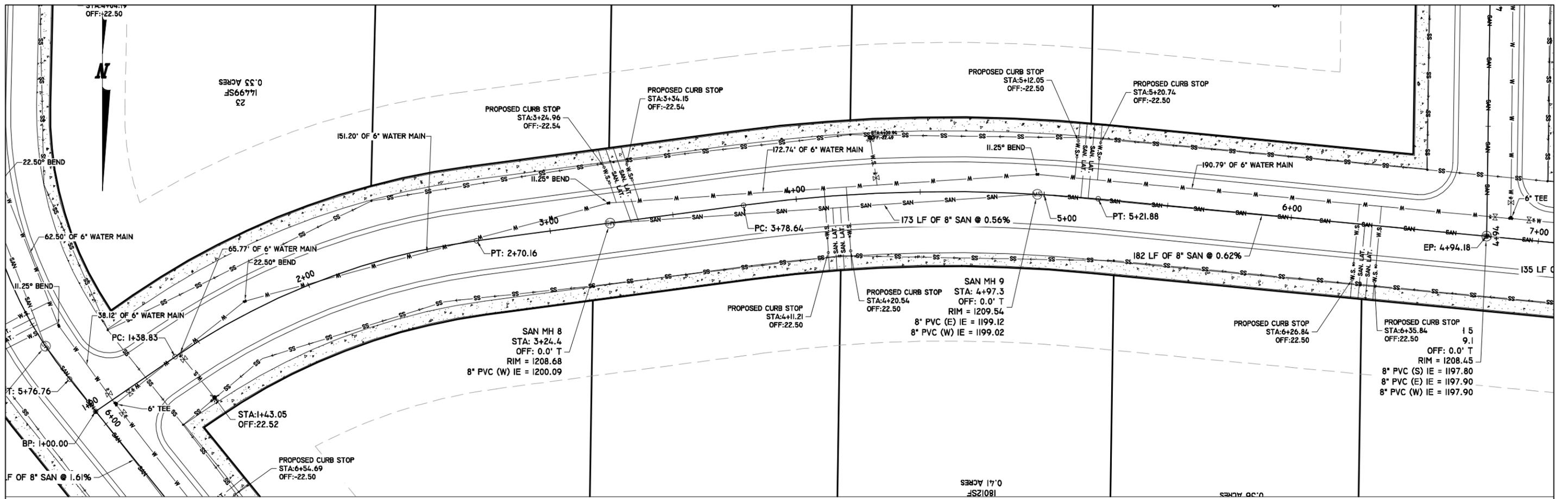


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CROSS SECTIONS - WEST
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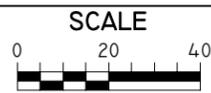


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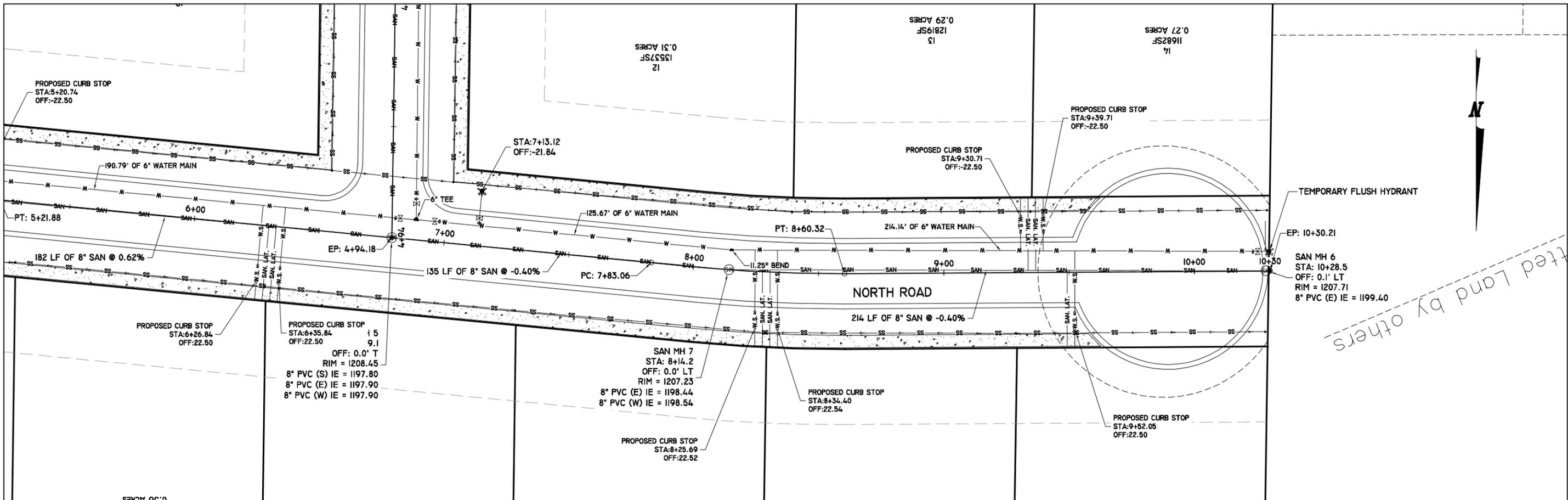


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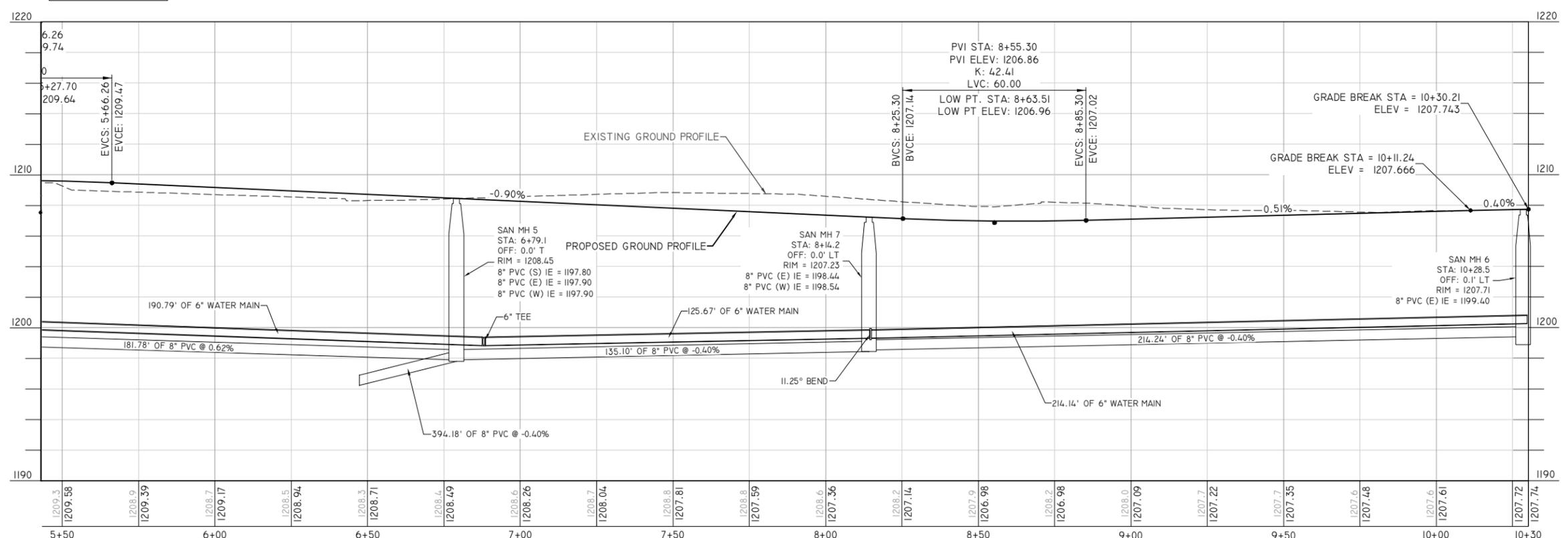
PLAN & PROFILE - NORTH ROAD
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

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Land reserved by others

NORTH ROAD PROFILE

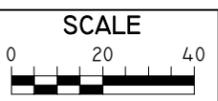


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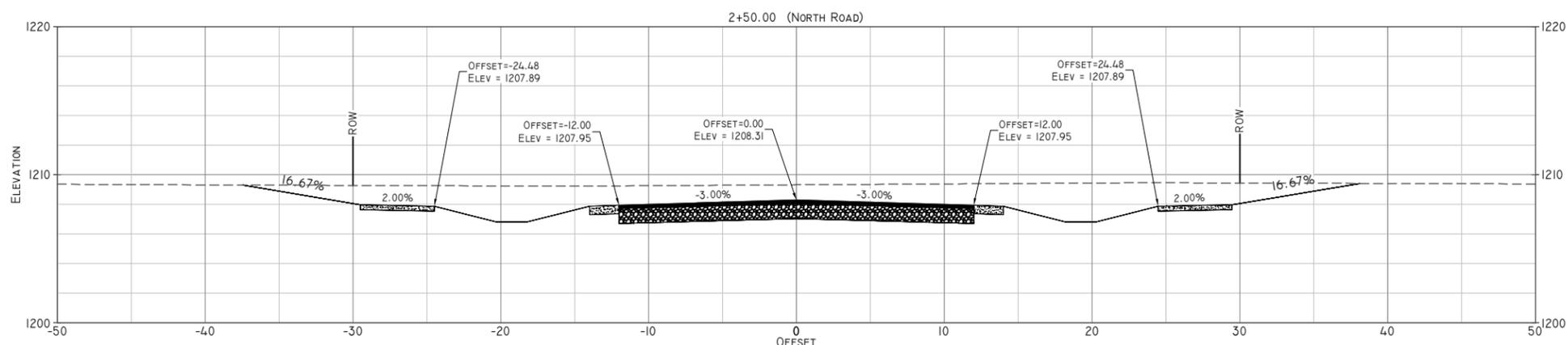
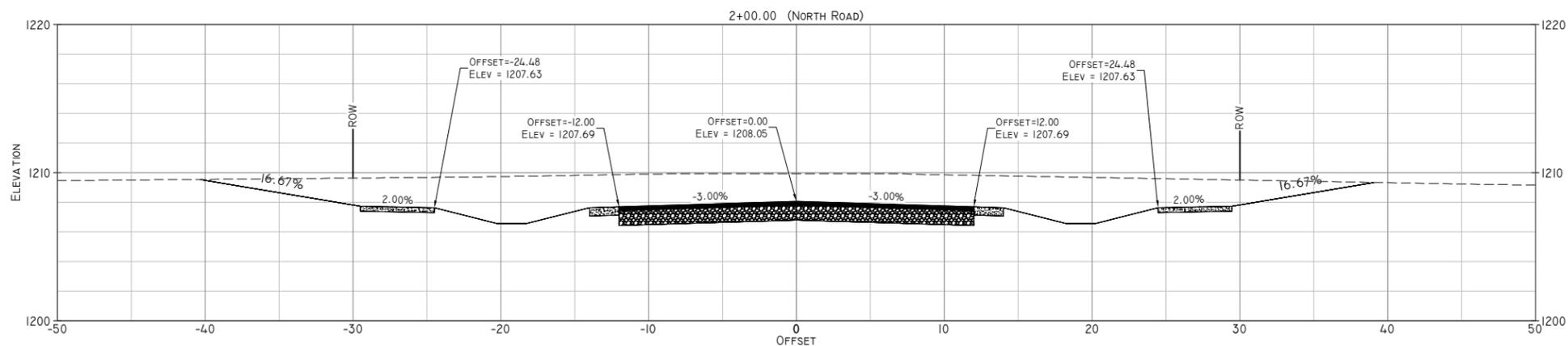
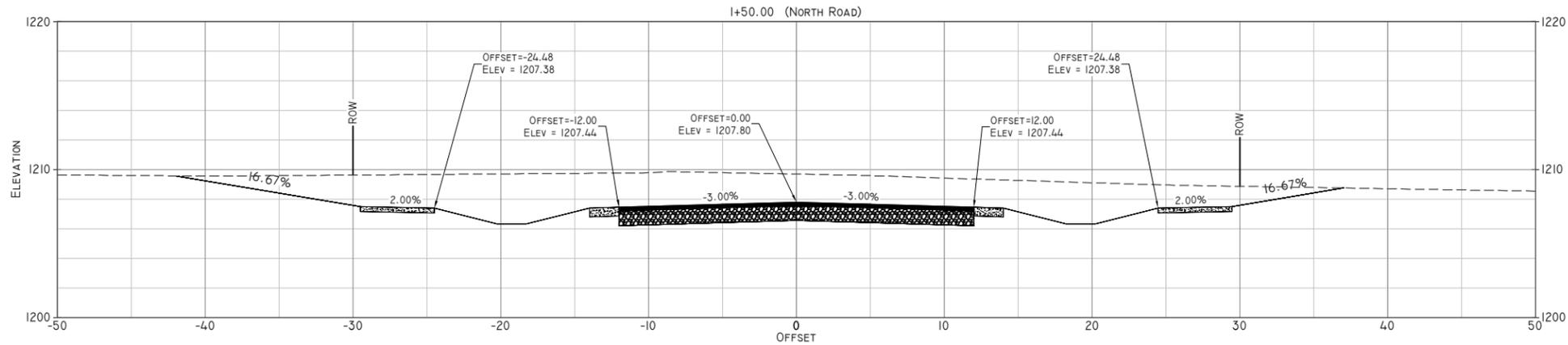
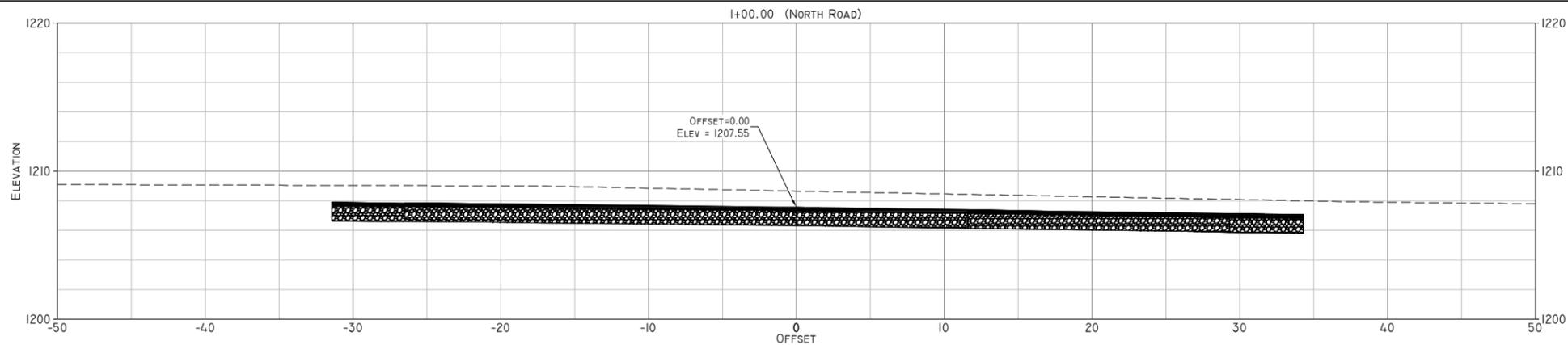
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PLAN & PROFILE - NORTH ROAD
MISTY PINES SUBDIVISION
VILLAGE OF WESTON
MARATHON COUNTY, WISCONSIN

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SHEET PP2-N

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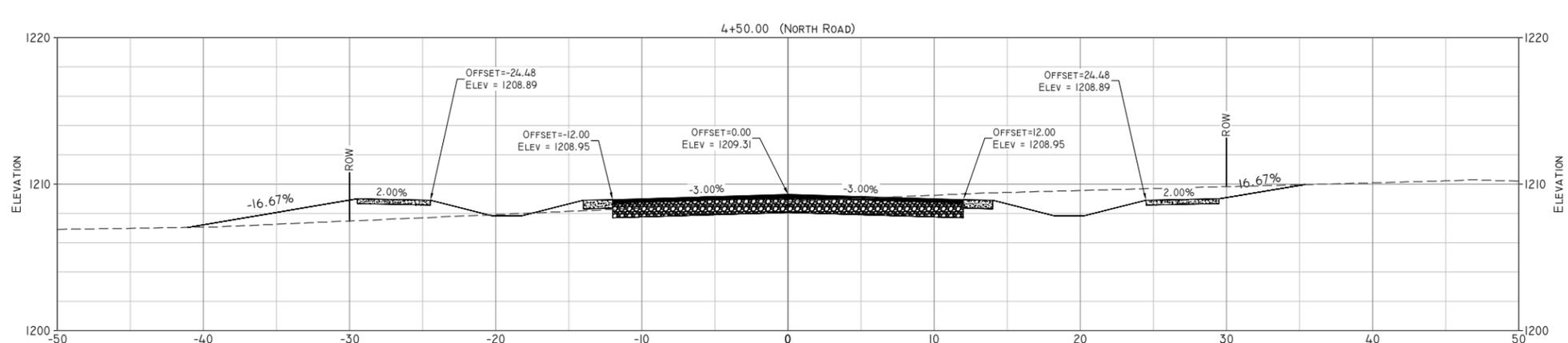
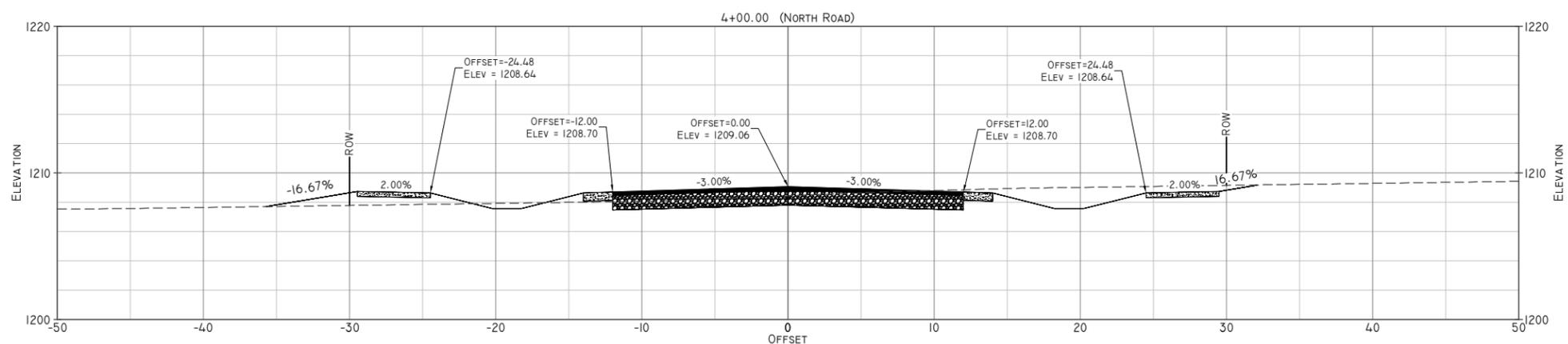
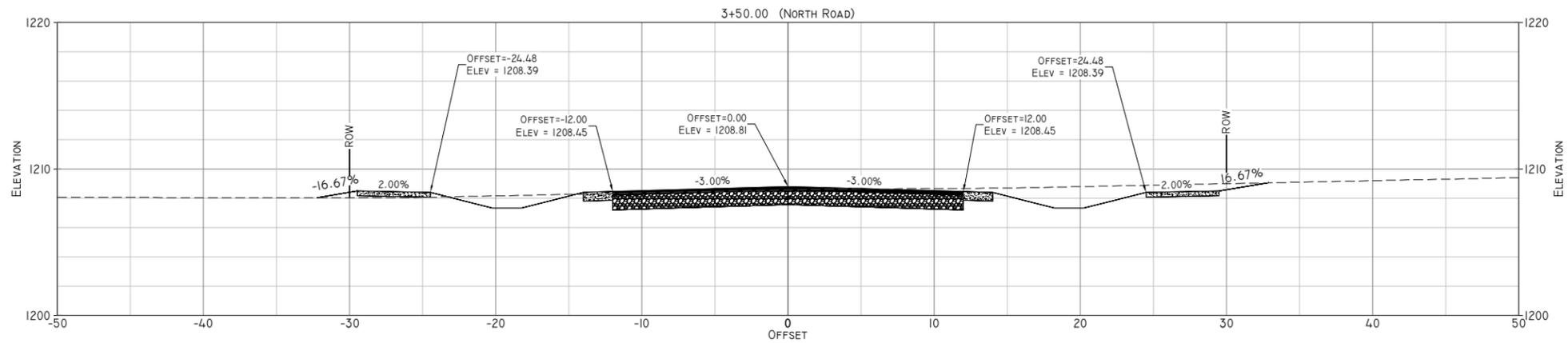
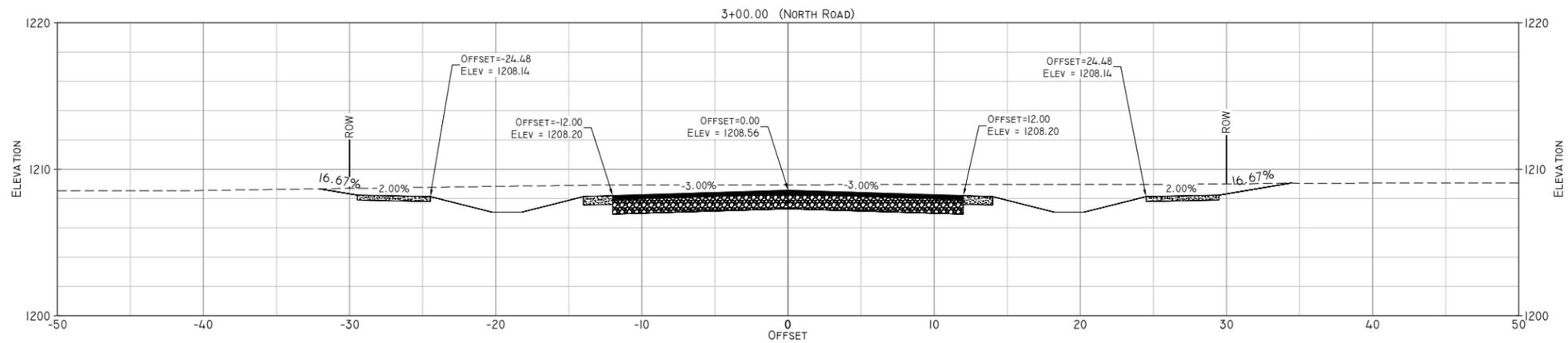
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CROSS SECTIONS - NORTH
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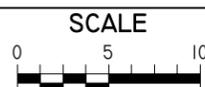
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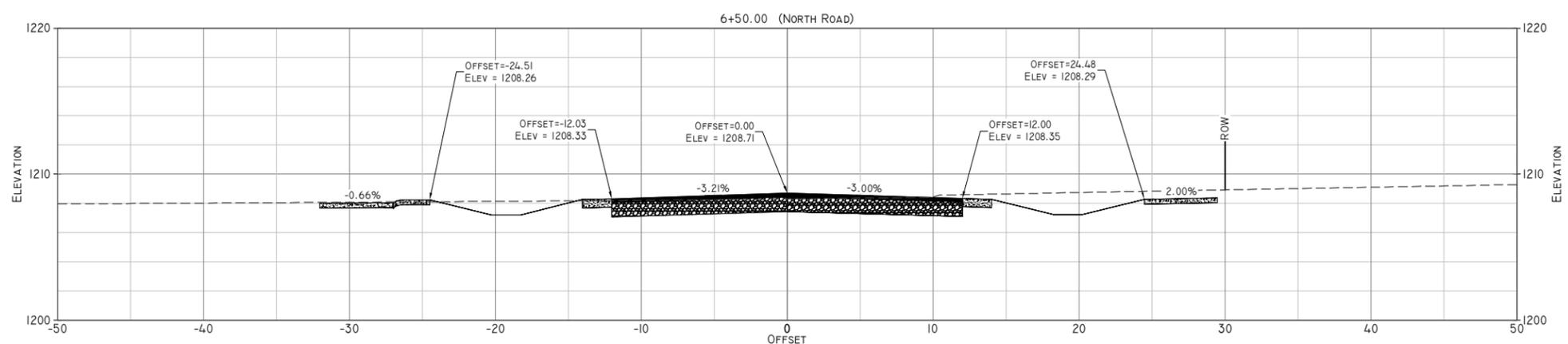
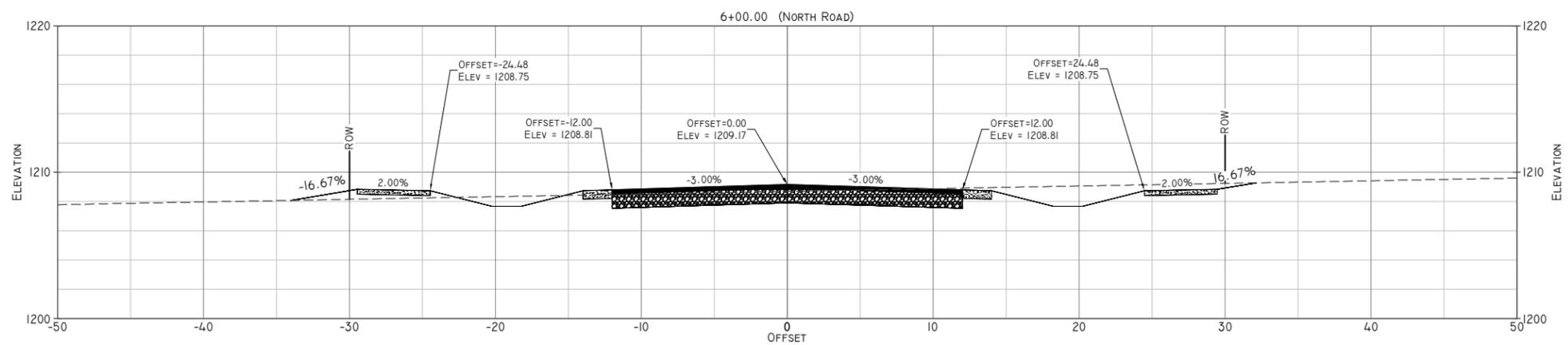
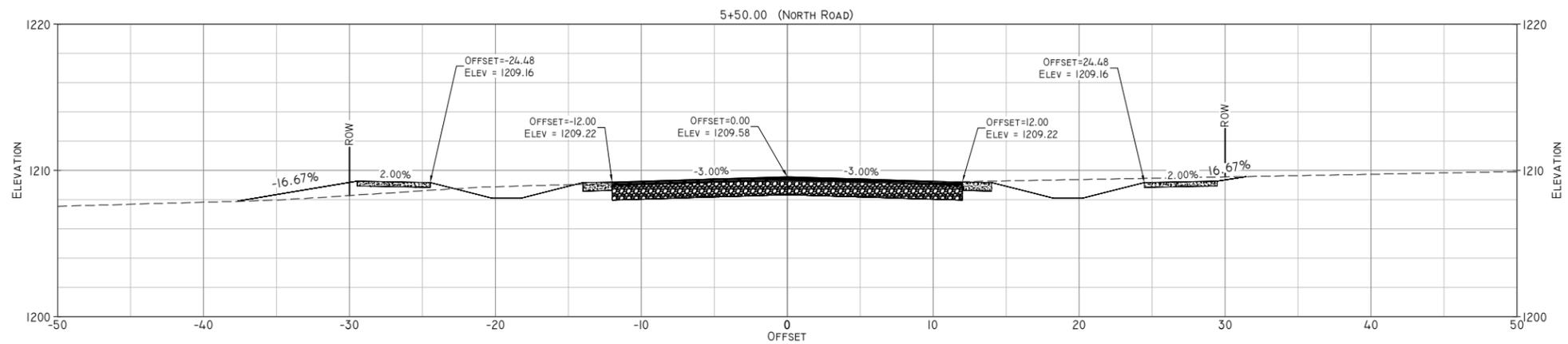
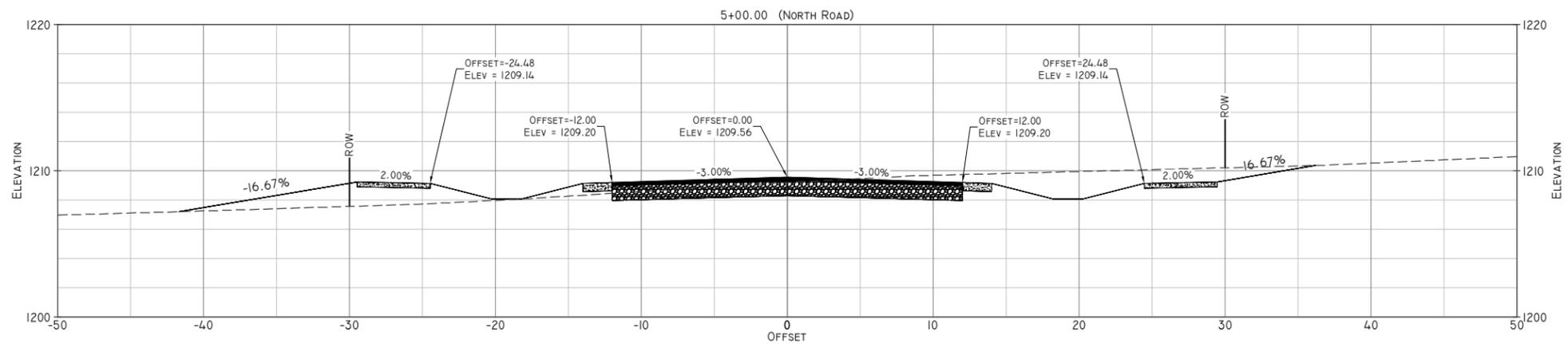
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CROSS SECTIONS - NORTH
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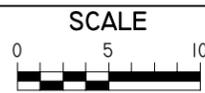
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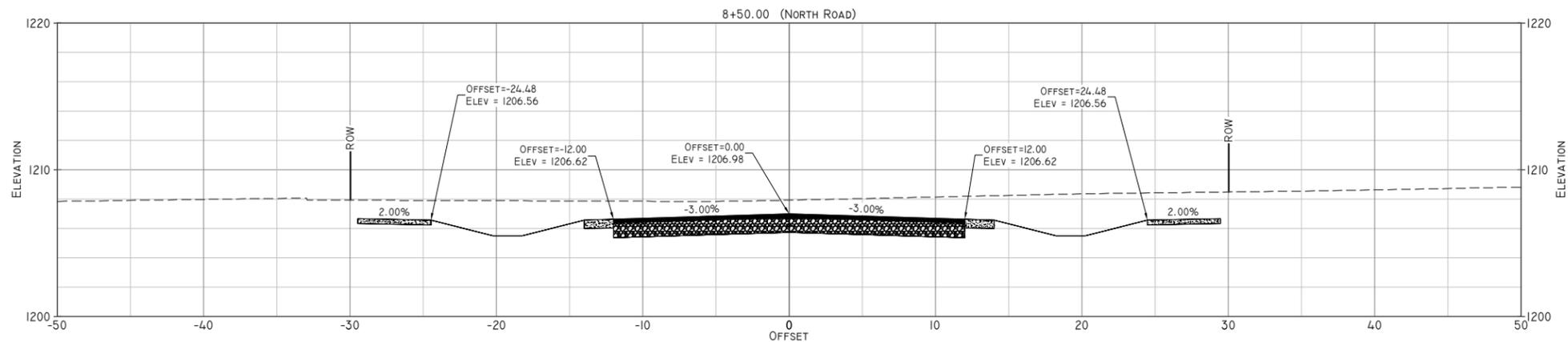
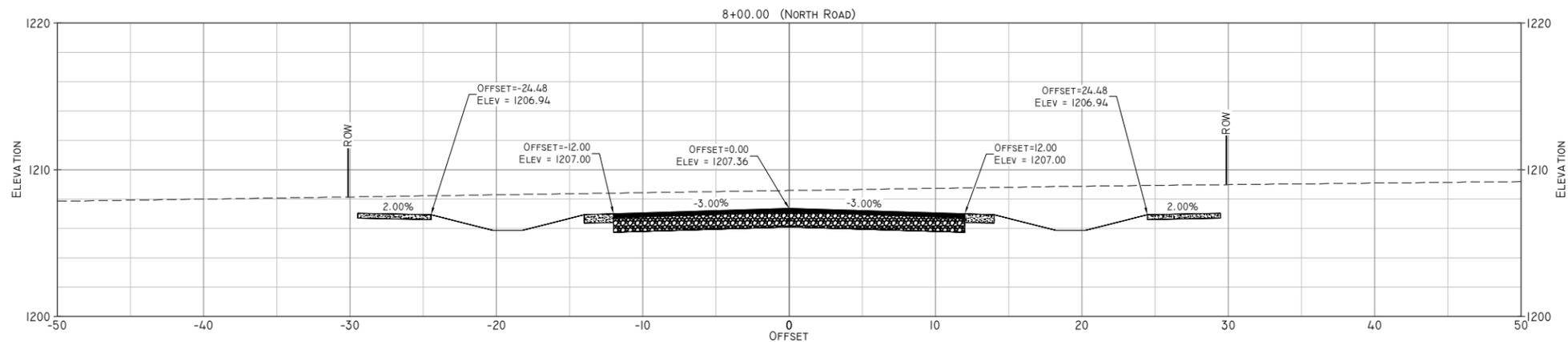
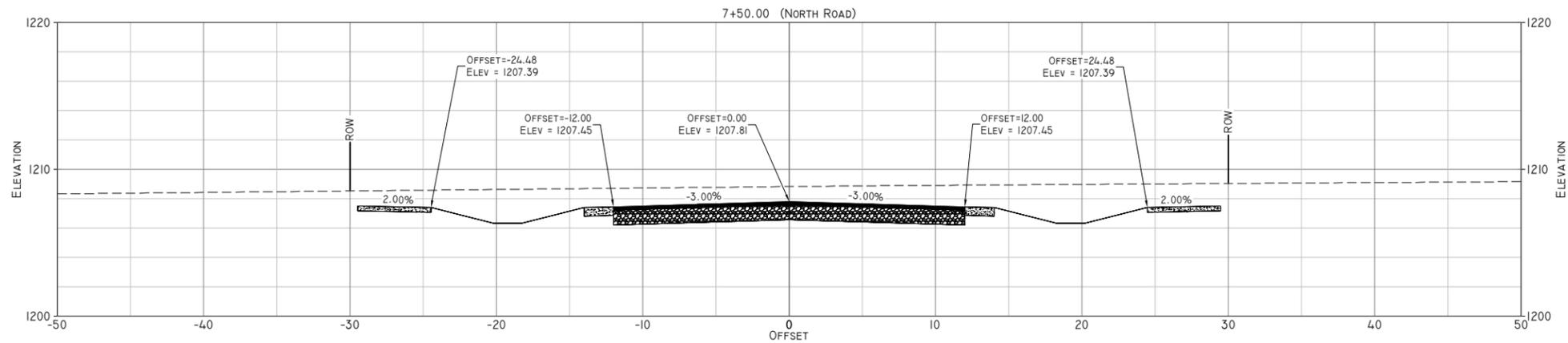
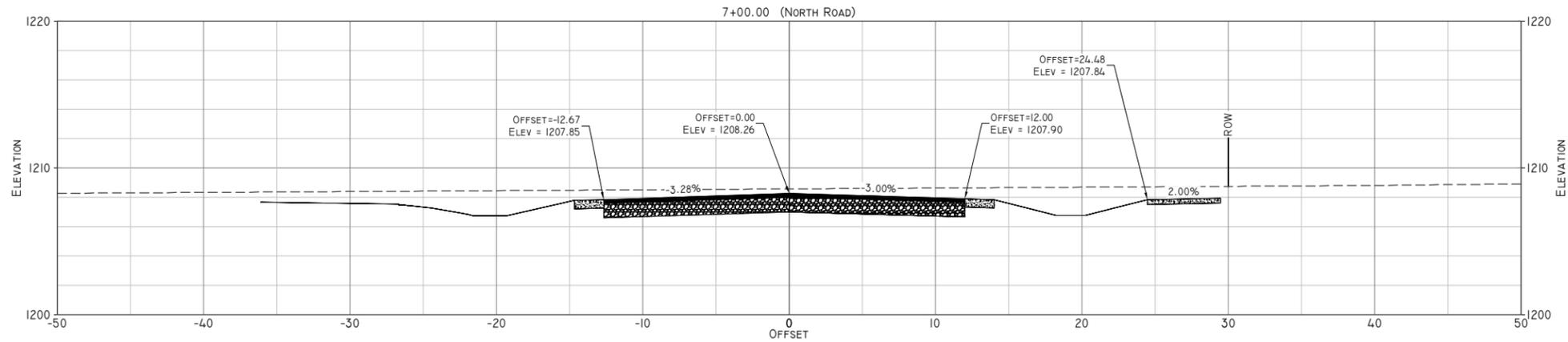
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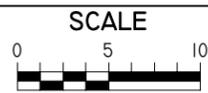
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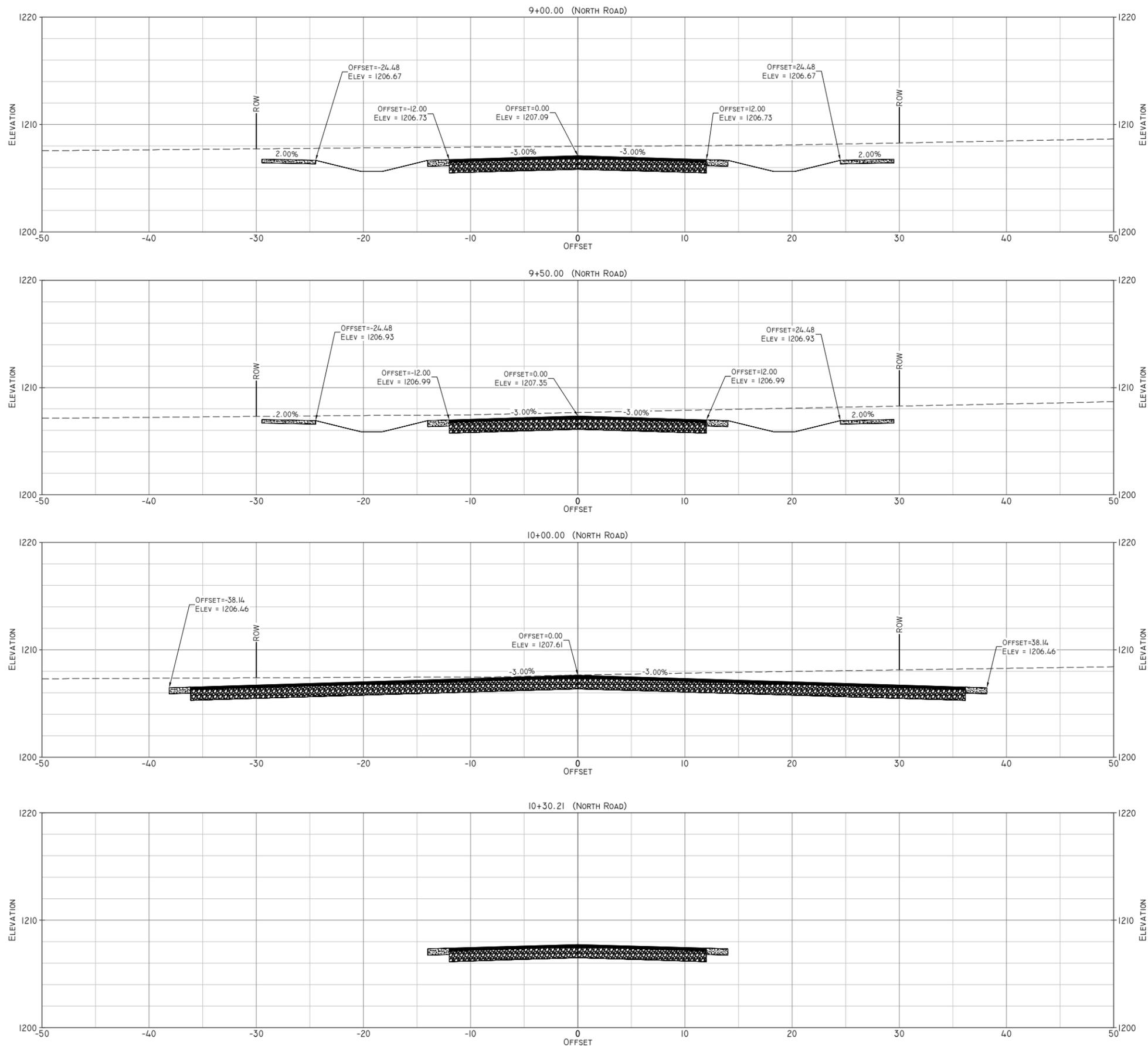
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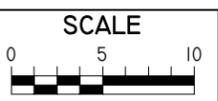
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KEYED NOTES

1. TEMPORARY CONSTRUCTION ENTRANCE/EXIT. SEE DETAIL A/C2.1.
2. INSTALL SILT FENCE. SEE DETAIL B/C2.1.
3. PROVIDE INLET PROTECTION. (EXISTING LOCATIONS ARE APPROXIMATE. FIELD VERIFY) SEE DETAIL C/C2.1.

SUGGESTED SEQUENCING:

- PROVIDE CONSTRUCTION ACCESS.
- INSTALL SILT FENCE AS SHOWN AND ON THE DOWNSIDE SLOPE OF STOCKPILED MATERIAL.
- INSTALL INLET PROTECTION ON EXISTING STORM STRUCTURES.
- ROUGH GRADING.
- INSTALL EROSION BALES IN SWALES AT OUTLET POINTS.
- SITE UTILITY INSTALLATION
- INSTALL INLET PROTECTION ON NEW STORM STRUCTURES
- FINISH GRADING
- PAVING
- FINAL STABILIZATION

NOTES:

(A) CONTRACTOR IS RESPONSIBLE FOR LOCATING & VERIFYING ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION, AND IS RESPONSIBLE FOR ANY DAMAGE TO THEM DURING CONSTRUCTION.

(B) CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES AND COORDINATING ALL PROPOSED UTILITY RUNS, INSTALLATIONS AND RELOCATIONS.

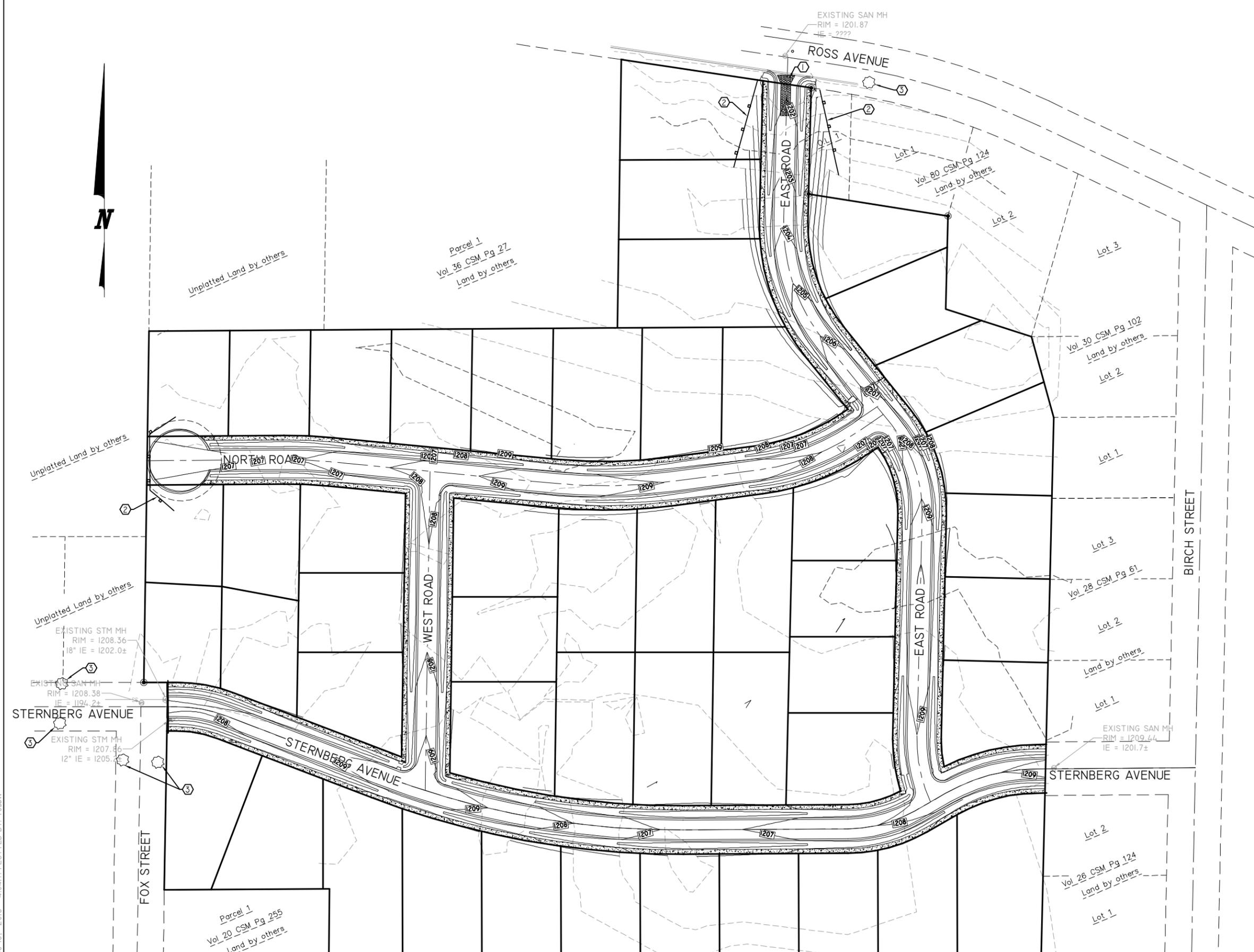
(C) CALL DIGGERS HOTLINE @ 811 OR 1-800-242-8511 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATING.

(D) ADJUST ALL MANHOLES, INLETS, AND VALVE BOXES TO FINISH GRADE.

(E) INSTALL EROSION MAT ON ALL REVEGETATED SLOPES 4:1 OR GREATER AND WITHIN SWALE BOTTOM.

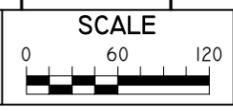
(F) CONTRACTOR SHALL ABIDE BY THE WDNR CONSERVATION PRACTICE STANDARDS FOR INSTALLATION AND MAINTENANCE OF EROSION CONTROL.

(G) GRADING CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE BETWEEN PROPOSED IMPROVEMENTS AND EXISTING CONTOURS.



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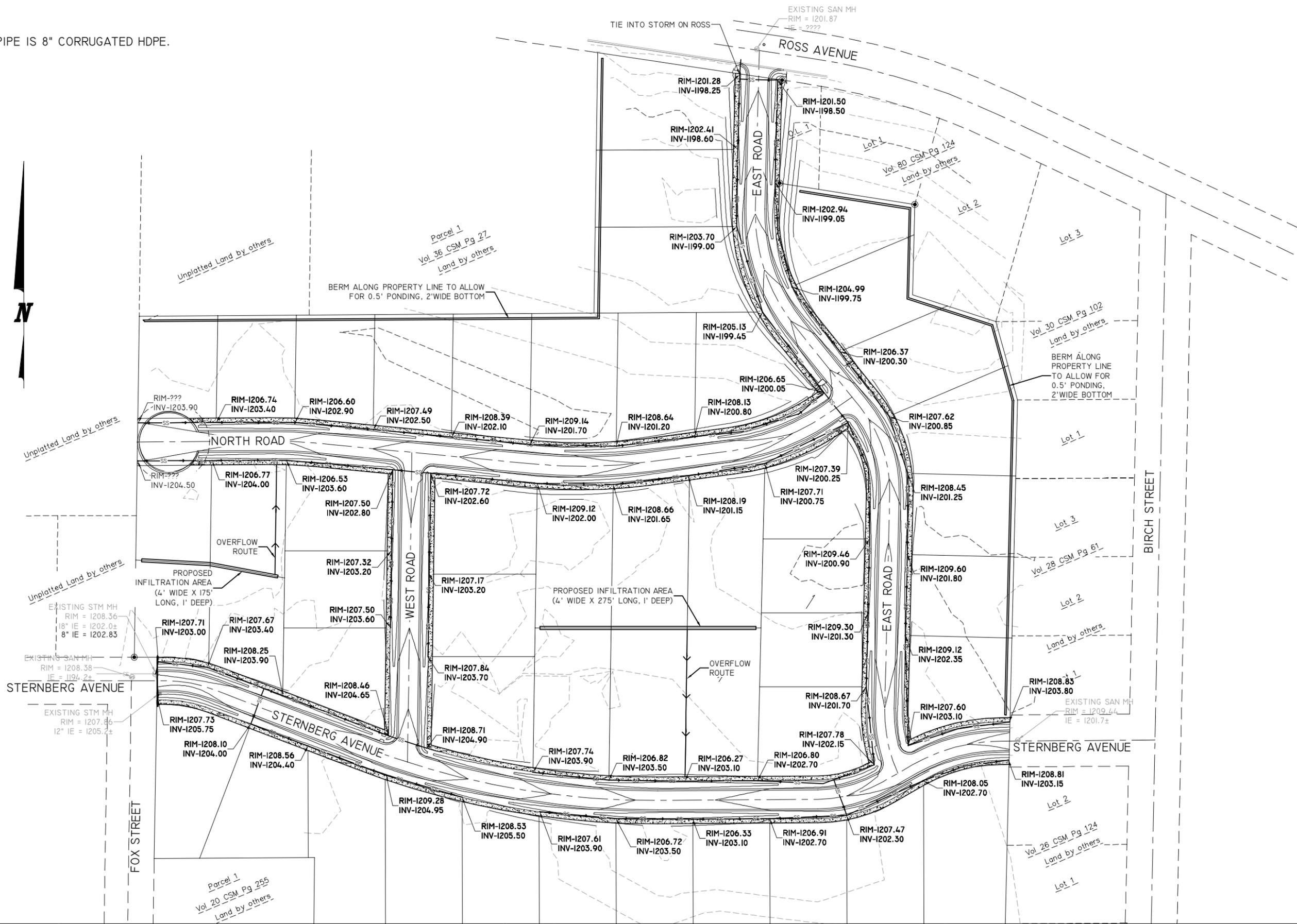
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GRADING AND EROSION CONTROL
MISTY PINES SUBDIVISION
VILLAGE OF WESTON
MARATHON COUNTY, WISCONSIN

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NOTES:
 1. ALL PIPE IS 8" CORRUGATED HDPE.

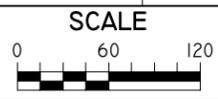


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STORMWATER MANAGEMENT
 MISTY PINES SUBDIVISION
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 MARATHON COUNTY, WISCONSIN

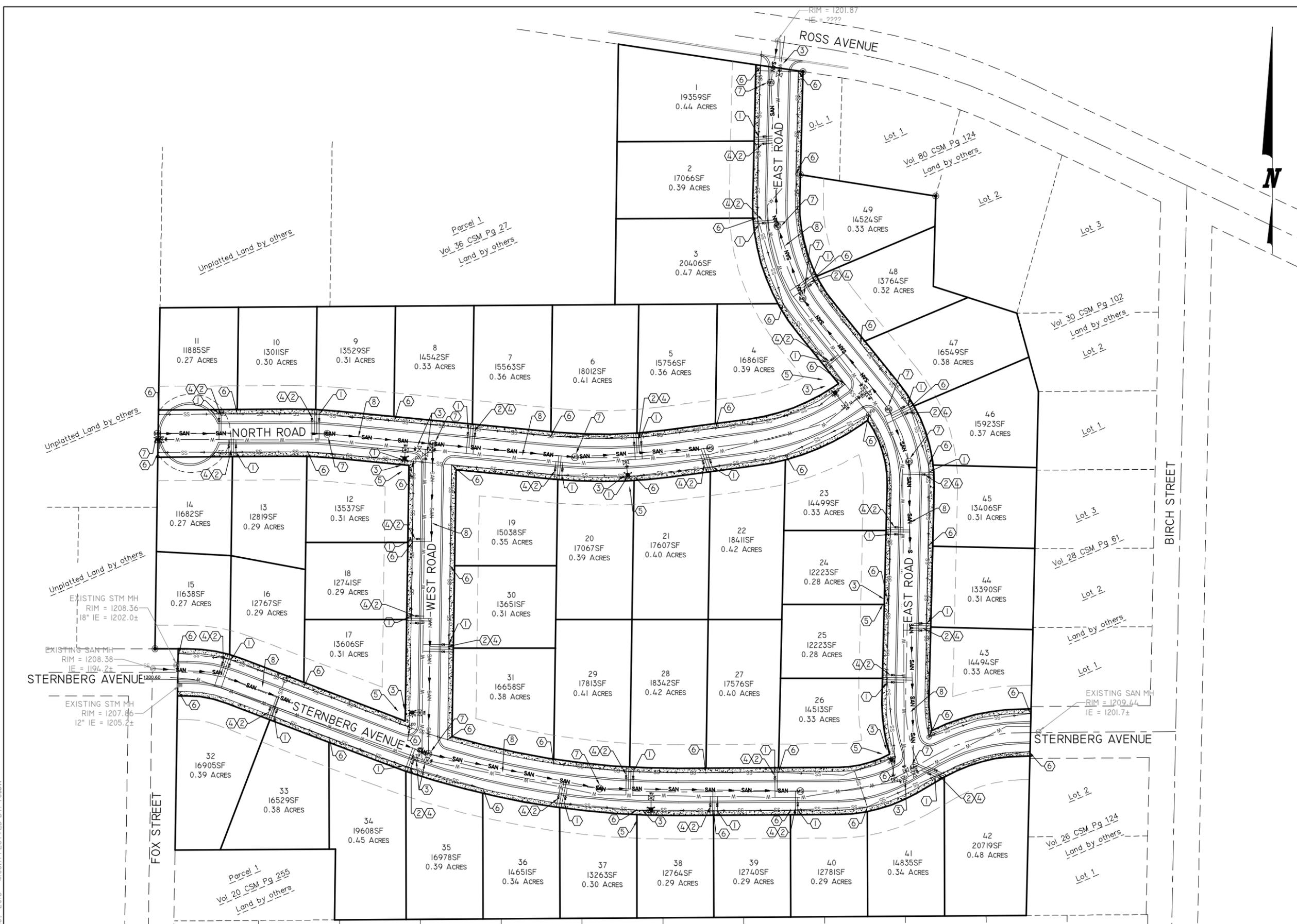
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KEYED NOTES

1. INSTALL INSULATION OVER WATER PIPE AT CROSSING. SEE DETAIL A/C3.1.
2. INSTALL WATER AND SANITARY SERVICE LATERAL. SANITARY AND WATER EXISTING SERVICE 5' INTO PROPERTIES. CAP AND MARK.
3. INSTALL WATER GATE VALVE. SEE DETAIL C/C3.1.
4. SANITARY SEWER & WATER SERVICE TRENCH. SEE DETAIL D/C3.1.
5. INSTALL PROPOSED HYDRANT. SEE DETAIL E/C3.1.
6. INSTALL PROPOSED 8" INLINE DRAIN NYLOPLAST. SEE DETAIL F/C3.1.
7. PROPOSED SANITARY MANHOLE. SEE DETAIL H/C3.2.
8. SANITARY AND WATER SERVICE TRENCH. SEE DETAIL G/C3.1.

NOTES:

- (A) CONTRACTOR RESPONSIBLE FOR MAINTAINING A MIN. COVER OF 7.5' GRADE OVER PROPOSED WATER LINE.
- (B) CONTRACTOR IS RESPONSIBLE FOR LOCATING & VERIFYING ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION, AND IS RESPONSIBLE FOR ANY DAMAGE TO THEM DURING CONSTRUCTION.
- (C) CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES AND COORDINATING ALL PROPOSED UTILITY RUNS, INSTALLATIONS AND RELOCATIONS.
- (D) CONTRACTOR IS RESPONSIBLE FOR MAINTAINING A MINIMUM HORIZONTAL CLEARANCE OF 8' BETWEEN SEWER AND WATER LINES MEASURED CENTER TO CENTER. WATER CROSSING OVER SEWER SHALL HAVE 12" MINIMUM VERTICAL CLEARANCE AND WATER CROSSING BENEATH SEWER SHALL HAVE A MINIMUM VERTICAL CLEARANCE OF 18". SEE DETAIL G/C3.1. VERTICAL CLEARANCES ARE MEASURED FROM OUTSIDE PIPE DIAMETER.
- (E) SEE DETAIL I/C3.2 FOR PIPE BEDDING.
- (F) CALL DIGGERS HOTLINE @ 811 OR 1-800-242-8511 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATING.
- (G) CONTRACTOR IS RESPONSIBLE FOR PROVIDING A MEANS TO LOCATE NON-METALLIC WATER AND SEWER (SANITARY AND STORM) PER SPS 382.
- (H) PRIOR TO INSTALLATION OF SANITARY AND WATER SERVICES, CONFIRM SIZE AND LOCATION WITH GENERAL CONTRACTOR.
- (I) THE CONTRACTOR RESPONSIBLE FOR THE INSTALLATION OF SITE UTILITIES SHALL PROVIDE A TEMPORARY CAP OR PLUG AT BUILDING TERMINATION. REFER TO PLUMBING PLANS FOR CONTINUATION OF WORK INSIDE THE BUILDING.

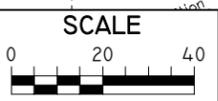


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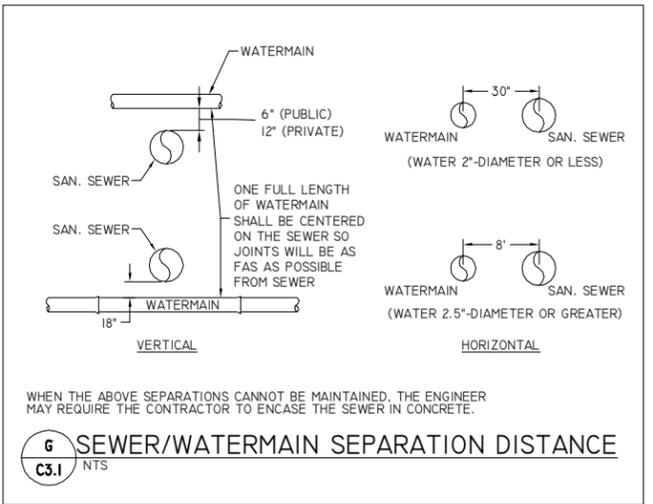
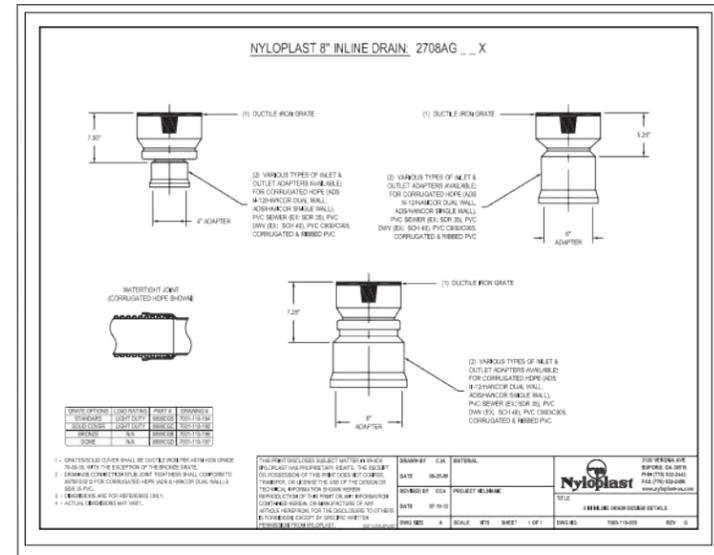
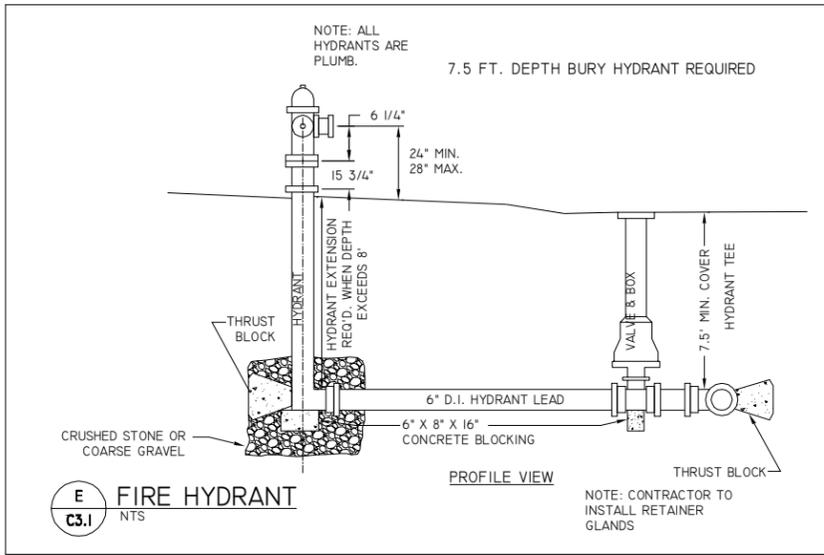
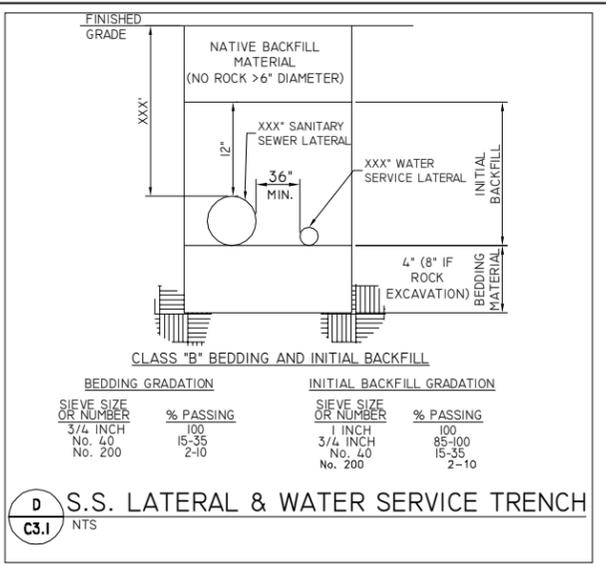
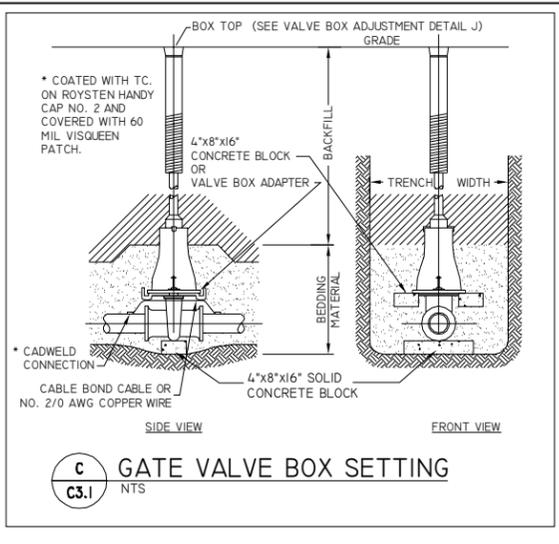
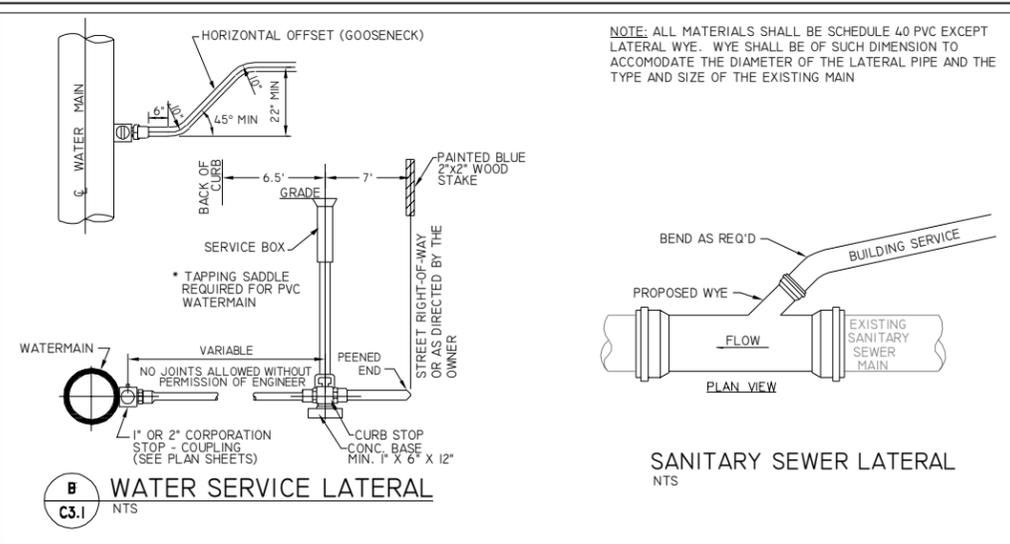
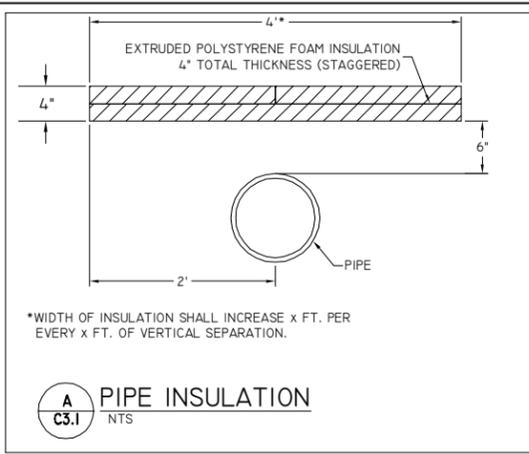
DATE	REVISION	BY	CHK'D

Received on 08/19/2016

DESIGNED BY: TAE	CHECKED BY: JJB
SURVEYED BY: OTHERS	APPROVED BY: JJB
DRAWN BY:	DATE: 08/18/16

UTILITY PLAN
 MISTY PINES SUBDIVISION
 VILLAGE OF WESTON
 MARATHON COUNTY, WISCONSIN

REI
 REI No. 7398
 SHEET C3



Received on 08/19/2016

DRAWING FILE: P:\17300-7399\7398 - MISTY PINES.DWG\PLANS\7398-C3.1.DWG LAYOUT: C3.1 PLOTTED: Aug 18, 2016 - 4:06pm PLOTTED BY: TODD

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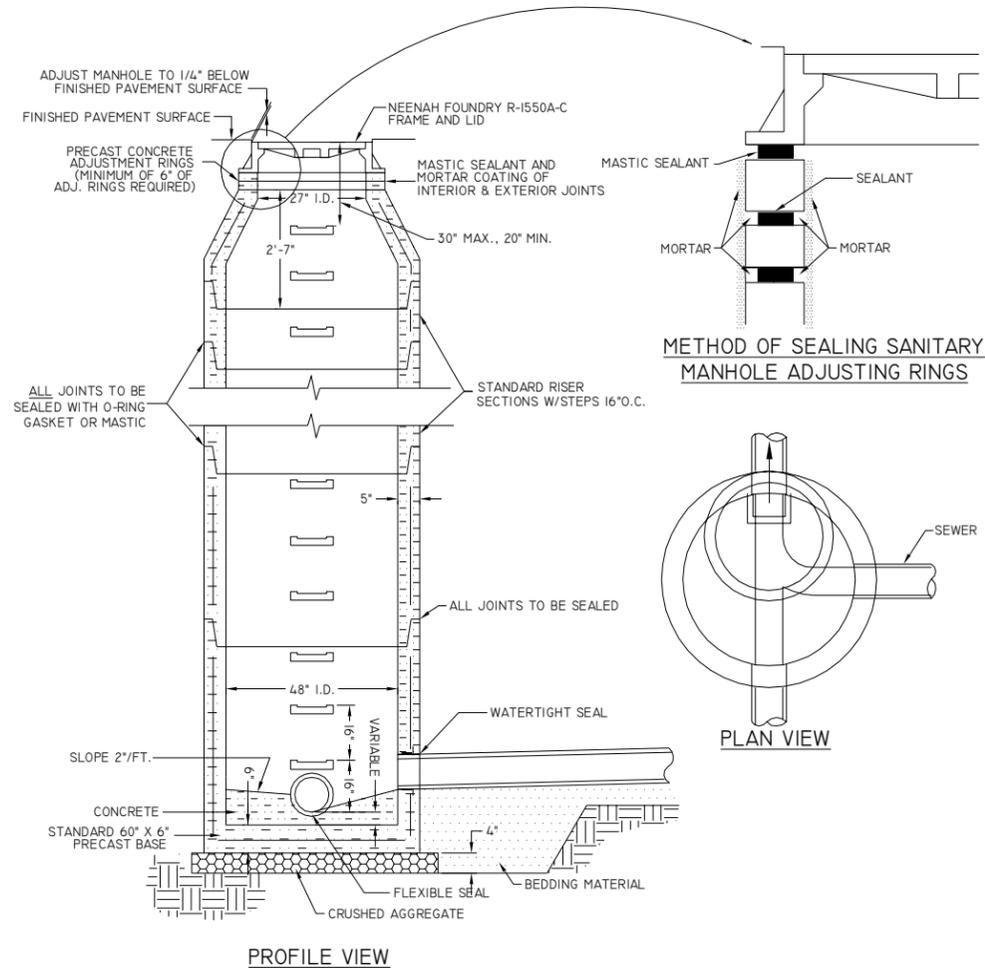
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DATE	REVISION	BY	CHK'D

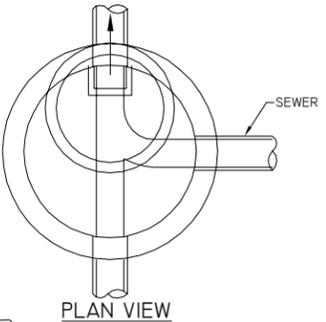
DESIGNED BY: TAE	CHECKED BY: JJB
SURVEYED BY: OTHERS	APPROVED BY: JJB
DRAWN BY: NAP	DATE: 08/18/16

UTILITY DETAILS
MISTY PINES SUBDIVISION
VILLAGE OF WESTON
MARATHON COUNTY, WISCONSIN

REI
REI No. 7398
SHEET C3.1



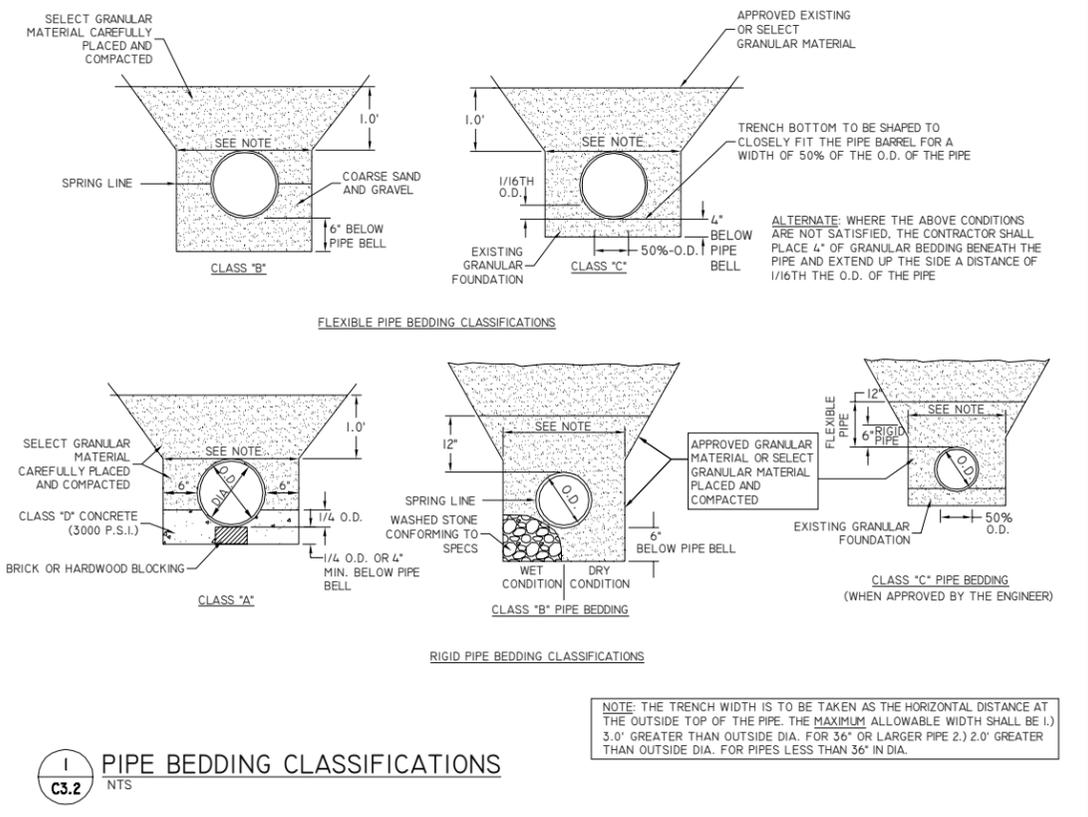
METHOD OF SEALING SANITARY MANHOLE ADJUSTING RINGS



PLAN VIEW

PROFILE VIEW

H SANITARY MANHOLE
C3.2 NTS



FLEXIBLE PIPE BEDDING CLASSIFICATIONS

RIGID PIPE BEDDING CLASSIFICATIONS

C3.2 PIPE BEDDING CLASSIFICATIONS
NTS

NOTE: THE TRENCH WIDTH IS TO BE TAKEN AS THE HORIZONTAL DISTANCE AT THE OUTSIDE TOP OF THE PIPE. THE MAXIMUM ALLOWABLE WIDTH SHALL BE 1.) 3.0' GREATER THAN OUTSIDE DIA. FOR 36" OR LARGER PIPE 2.) 2.0' GREATER THAN OUTSIDE DIA. FOR PIPES LESS THAN 36" IN DIA.

Received on 08/19/2016

DRAWING FILE: P:\7300-7399\7398 - MISTY PINES.DWG\PLANS\7398-C3.1.DWG LAYOUT: C3.2
PLOTTED: Aug 18, 2016 - 4:06pm PLOTTED BY: TODD

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NO SCALE

DATE	REVISION	BY	CHK'D	DESIGNED BY: TAE	CHECKED BY: JJB
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UTILITY DETAILS
MISTY PINES SUBDIVISION
VILLAGE OF WESTON
MARATHON COUNTY, WISCONSIN

REI
REI No. 7398
SHEET C3.2

GENERAL NOTES/SPECIFICATIONS

1. SITE USAGE WILL BE PERMITTED ONLY WITHIN REASONABLE LIMITS TO FACILITATE CONSTRUCTION OF PROPOSED IMPROVEMENTS AND THE CONTRACTOR SHALL NOT UNREASONABLY ENCUMBER THE PREMISES WITH HIS/HER EQUIPMENT AND MATERIALS. MATERIAL STORAGE SHALL BE CONFINED TO SUCH LIMITS AS MAY BE JOINTLY AGREED UPON BY OWNER AND CONTRACTOR.
2. ALL SUB-CONTRACTORS SHALL BE UNDER THE DIRECTION OF THE GENERAL CONTRACTOR (OR OWNER'S REPRESENTATIVE) WHO WILL BE HELD RESPONSIBLE FOR THE COORDINATION OF ALL WORK ON THIS PROJECT AND THE PROPER EXECUTION OF THE SAME.
3. THE CONTRACTOR SHALL FURTHER ENFORCE THE OWNER'S INSTRUCTIONS OF SUCH NATURE, INCLUDING PARKING, USE OF ROADS, SAFE ACCESS TO FACILITIES, FIRE PREVENTION, AND PROJECT PHASING, WHICH THE OWNER MAY DEEM NECESSARY OR DESIRABLE ON THE OWNER'S PROPERTY.
4. CONTRACTOR SHALL KEEP A CLEAN SITE DURING CONSTRUCTION AND THROUGH FINAL ACCEPTANCE.
5. ALWAYS FOLLOW WRITTEN DIMENSIONS. DO NOT SCALE. IF DISCREPANCY EXISTS, CONTACT THE ENGINEER.
6. REMOVE ALL TREES WITHIN THE GRADING LIMITS, INCLUDING ROOT STRUCTURES, EXCEPT THOSE SPECIFICALLY NOTED TO REMAIN AND THOSE ON PROPERTY LINES. DO NOT CLEAR SITE PRIOR TO COORDINATING WITH THE OWNER TO LOCATE ALL TREES TO REMAIN.
7. PROTECT TREES, UTILITY POLES, ABOVE AND BELOW GRADE UTILITIES, AND OTHER FEATURES THAT ARE TO REMAIN. THE REPAIR OF ANY DAMAGE TO FEATURES TO REMAIN IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR WITH NO PAYMENT DUE FOR SUCH REPAIRS.
8. PROTECT ABOVE AND BELOW GRADE UTILITIES THAT ARE TO REMAIN.
9. ADJUST ANY UTILITY ELEMENT MEANT TO BE FLUSH WITH GRADE (CLEAN OUT MANHOLES, CATCH BASINS, INLETS, WATER VALVES, ETC.) THAT IS AFFECTED BY SITE WORK OR GRADE CHANGES, WHETHER SPECIFICALLY NOTED ON PLANS OR NOT. REFER TO THE SITE GRADING PLAN SHEET.
10. PROTECT BENCHMARKS, REFERENCE SURVEY POINTS AND OTHER PROVIDED CONSTRUCTION STAKES.
11. CALL DIGGER'S HOTLINE @ 811 OR 1-800-242-8511 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATING.
12. CONTRACTOR IS RESPONSIBLE FOR LOCATING AND VERIFYING ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION, AND IS RESPONSIBLE FOR ANY DAMAGE TO THEM DURING CONSTRUCTION.
13. CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES AND COORDINATING ALL PROPOSED UTILITY RUNS, INSTALLATIONS, AND RELOCATIONS.
14. NOTIFY ELECTRIC UTILITY AT LEAST ONE WEEK PRIOR TO WORKING IN AREAS WHERE UTILITY POLES EXIST. UTILITY COMPANY WILL PROTECT POLES AS NECESSARY.
15. DURING CONSTRUCTION THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR INSPECTION AND DOCUMENTATION OF THE EROSION CONTROL DEVICES AS REQUIRED BY THE WPDES PERMIT. IF CHANGES TO THE EROSION CONTROL PLAN ARE REQUIRED, THE CONTRACTOR SHALL RECORD THOSE CHANGES ON THE PLAN. UPON COMPLETION OF WORK AND PRIOR TO LEAVING THE SITE, THE CONTRACTOR AND OWNER'S DESIGNEE SHALL COORDINATE ONGOING RESPONSIBILITY UNTIL THE SITE'S WPDES PERMIT IS TERMINATED BY THE WDNR.
16. EROSION CONTROL DEVICES SHALL ABIDE BY THE WDNR CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL STANDARDS. [HTTP://DNR.WI.GOV/TOPIC/STORMWATER/STANDARDS/CONST_STANDARDS.HTML](http://DNR.WI.GOV/TOPIC/STORMWATER/STANDARDS/CONST_STANDARDS.HTML)
17. CONFIRM THAT ALL TOPSOIL HAS BEEN STRIPPED FROM AREAS TO RECEIVE EMBANKMENT BEFORE PLACING EMBANKMENT MATERIAL.
18. EMBANKMENT MATERIAL SHALL BE EXCAVATED SITE MATERIAL AND/OR IMPORTED MATERIAL DEEMED SUITABLE BY THE OWNER AND/OR HIS/HER REPRESENTATIVE, AND CONFORM TO THE REQUIREMENTS OF SUB-SECTION 207.2 OF THE WISDOT STANDARD SPECIFICATIONS. THE CONTRACTOR SHALL MODIFY WATER CONTENT OF THE MATERIAL AS NECESSARY TO OBTAIN SPECIFIED COMPACTION FOR ALL EMBANKMENT MATERIAL.
19. CONSTRUCT ALL EMBANKMENT THAT WILL SUPPORT ROADWAYS OR ASPHALT PARKING IN ACCORDANCE WITH THE APPLICABLE REQUIREMENTS OF SUB-SECTION 207.3.6.3 (SPECIAL COMPACTION) OF THE WISDOT STANDARD SPECIFICATIONS EXCEPT: THE MAXIMUM DENSITY SHALL BE DETERMINED IN ACCORDANCE WITH ASTM D1557, WITH METHOD B OR C; AND MAXIMUM LIFT THICKNESS SHALL BE 8 INCHES FOR ALL SOILS, GRANULAR, OR COHESIVE.
20. CONSTRUCT UTILITY TRENCHES IN EMBANKMENT AREAS AFTER CONSTRUCTION OF EMBANKMENT.
21. BORROW MATERIAL SHALL BE IMPORTED MATERIAL MEETING THE ABOVE REQUIREMENTS FOR EMBANKMENT. THE CONTRACTOR SHALL IDENTIFY ITS BORROW SOURCES TO THE OWNER'S CONSTRUCTION REPRESENTATIVE AT LEAST TWO WEEKS IN ADVANCE OF HAULING MATERIAL TO THE PROJECT SITE SO THE OWNER'S CONSTRUCTION REPRESENTATIVE CAN OBTAIN SAMPLES AND PERFORM THE DESIRED TESTING.
22. STRUCTURAL FILL IS REQUIRED IN ALL AREAS THAT WILL SUPPORT PRESENT OR FUTURE BUILDING STRUCTURES, AND WITHIN AREAS EXTENDING DOWNWARD AND OUTWARD FROM THE BUILDING LIMITS AT FINISHED GRADE ON A I-TO-I (HORIZONTAL TO VERTICAL) SLOPE TO THE BOTTOM OF THE FILL. CONFIRM THAT ALL UNSUITABLE MATERIAL HAS BEEN REMOVED FROM AREAS TO RECEIVE STRUCTURAL FILL BEFORE PLACING MATERIAL. SUB GRADES MAY NOT RECEIVE STRUCTURAL FILL IF FROZEN, AND FROZEN STRUCTURAL FILL IS NOT ACCEPTABLE FOR USE. PROVIDE ADEQUATE ADVANCED NOTIFICATION, ACCESS, EQUIPMENT, AND OPERATOR TO PERMIT TESTING AGENCY TO OBSERVE COMPACTING OF SUB GRADE PRIOR TO PLACEMENT OF STRUCTURAL FILL MATERIAL. PROVIDE ADEQUATE ADVANCE NOTIFICATION, ACCESS AND COOPERATION TO TESTING AGENCY TO PERFORM DENSITY TESTING ON EACH LIFT OF FILL PLACED, PRIOR TO PLACING FILL ABOVE THE LIFT. THE TESTING FREQUENCY WILL BE DETERMINED BY THE OWNER OR HIS/HER DESIGNATED REPRESENTATIVE. CONSTRUCT ALL STRUCTURAL FILL IN ACCORDANCE WITH THE APPLICABLE REQUIREMENTS OF SUB-SECTION 207.3.6.3 (SPECIAL COMPACTION) OF THE WISDOT STANDARD SPECIFICATIONS EXCEPT: THE MAXIMUM DENSITY SHALL BE DETERMINED IN ACCORDANCE WITH ASTM D1557, WITH METHOD B OR C; ALL LIFTS SHALL BE COMPACTED TO AT LEAST 95 PERCENT OF THE MAXIMUM DRY DENSITY DETERMINED IN ACCORDANCE WITH ASTM D1557; MAXIMUM LIFT THICKNESS SHALL BE 8 INCHES FOR ALL SOILS, GRANULAR, OR COHESIVE; THE LIMIT OF STRUCTURAL FILL FOR PURPOSES OF COMPACTION REQUIREMENTS IS DEFINED AS THE AREA ENCOMPASSED BY PLANS EXTENDING DOWNWARD AND OUTWARD FROM THE EDGES OF THE STRUCTURE OR CONCRETE SLAB AT 45-DEGREE ANGLES RELATIVE TO HORIZONTAL (I.E. 1:1 SLOPES).
23. THE CONTRACTOR SHALL PREPARE THE SITE TO SUPPORT THE PROPOSED SURFACE PER SEC. 211 OF THE WISDOT STANDARD SPECS.
24. DENSE GRADED BASE SHALL CONFORM TO THE APPLICABLE REQUIREMENTS OF SECTION 305 OF THE WISDOT STANDARD SPECIFICATIONS FOR DENSE GRADED BASE, CONSISTENT WITH THE DESIGNATIONS SPECIFIED ON THE PLANS.
25. OPEN GRADED BASE SHALL BE CRUSHED MATERIAL MEETING THE REQUIREMENTS AS DESCRIBED IN SECTION 310 OF THE STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION.
26. HOT MIX ASPHALT PAVEMENT SHALL CONFORM TO THE APPLICABLE REQUIREMENTS OF SECTION 460 OF THE WISDOT STANDARD SPECIFICATIONS FOR PAVEMENT, CONSISTENT WITH THE DESIGNATIONS SPECIFIED ON THE PLANS.
27. CONCRETE PAVEMENT AND CURBING SHALL CONFORM TO THE APPLICABLE REQUIREMENTS OF SECTION 501 OF THE WISDOT STANDARD SPECS, TYPE A OR A-FA.
28. REINFORCED CONCRETE PIPE SHALL CONFORM TO THE APPLICABLE REQUIREMENTS OF SUB-SECTION 608.2 OF THE WISDOT STANDARD SPECIFICATIONS. UNLESS SPECIFICALLY NOTED OTHERWISE, ALL REINFORCED CONCRETE STORM SEWER PIPE SHALL BE CLASS III OR STRONGER.
29. STORMWATER PIPE SHALL BE CORRUGATED HDPE NYLOPLEX PIPE.
30. NON-PRESSURE POLYVINYL CHLORIDE PIPE SHALL BE SCHEDULE 40 PVC PIPE. ALL BENDS OR OTHER FITTINGS SHALL BE SCHEDULE 40.
31. WATER TUBING SHALL BE OF MATERIALS SPECIFIED IN 8.24.1 OF THE LATEST EDITION OF THE WISCONSIN SEWER & WATER SPECIFICATIONS AND ALL CURRENT SUPPLEMENTAL SPECIFICATIONS AND ADDENDA.
32. DUCTILE IRON PIPE SHALL CONFORM TO THE REQUIREMENTS OF THE LATEST REVISION OF ANSI A21.51 (AWWA C151). DUCTILE IRON PIPE SHALL BE CEMENT-MORTAR LINED AND COATED IN ACCORDANCE WITH THE LATEST REVISION OF ANSI A21.4 (AWWA C104). ALL DUCTILE IRON PIPE SHALL BE PRESSURE CLASS 350 UNLESS OTHERWISE SPECIFIED.
33. PIPE INSTALLATION SHALL BE COMPLETED IN ACCORDANCE WITH THE APPLICABLE REQUIREMENTS OF THE LATEST EDITION OF THE WISCONSIN SEWER & WATER SPECIFICATIONS AND ALL CURRENT SUPPLEMENTAL SPECIFICATIONS AND ADDENDA.
34. PAVEMENT MARKING PAINT SHALL BE PRE-MIXED WATERBORNE EMULSION APPLIED TO A CLEAN SURFACE AT MANUFACTURER'S RATES TO PROVIDE A MINIMUM WET FILM THICKNESS OF 15 MILLIMETERS. CONFIRM COLOR WITH OWNER PRIOR TO APPLICATION.
35. AFTER FINAL STABILIZATION, ACCUMULATED SEDIMENT SHALL BE REMOVED SUCH THAT THE BOTTOM OF ANY STORM WATER FACILITY IS AT PLAN ELEVATION. SEDIMENT SHALL BE DISPOSED OF LEGALLY OFFSITE.
36. AT A MINIMUM RESTORE SITE BY SEEDING & MULCHING ALL DISTURBED AREAS TO BE VEGETATED AND ENSURE ESTABLISHMENT OF ADEQUATE VEGETATION. SEED IS TO BE OF A SINGLE URBAN LAWN MIX TYPE INTENDED FOR THE EXISTING SITE SOILS AND CONFORMING WITH SECTION 630 OF THE WISDOT STANDARD SPECIFICATION.
37. SITE AND IMPORTED TOPSOIL MATERIAL SHALL CONFORM TO THE REQUIREMENTS OF SECTION 625 OF THE WISDOT STANDARD SPECIFICATIONS, GRADED FREE OF STONES AND LUMPS LARGER THAN 1 INCH AND FREE OF ROOTS, VEGETATION, AND OTHER UN-DECOMPOSED ORGANIC MATERIAL.
38. CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND LEGALLY DISPOSING OF ALL EXCESS AND UNUSED MATERIALS FROM THE SITE FOLLOWING COMPLETION OF THEIR WORK.

Received on 08/19/2016

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PLOTTED: Aug 18, 2016 - 4:07 PM PLOTTED BY: ToddW

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NO SCALE

DATE	REVISION	BY	CHK'D

DESIGNED BY: TAE	CHECKED BY: JJB
SURVEYED BY: OTHERS	APPROVED BY: JJB
DRAWN BY: NAP	DATE: 08/18/16

SITE SPECIFICATIONS
MISTY PINES SUBDIVISION
VILLAGE OF WESTON
MARATHON COUNTY, WISCONSIN

REI
REI No. 7398
SHEET SP







**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

August 29, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – E.9.**



Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS

ITEM DESCRIPTION: RECOMMENDATION TO PURCHASE A COMBINATION TRI-AXLE PLOW TRUCK AND VACUUM TRUCK

DATE/MTG: PROPERTY & INFRASTRUCTURE COMMITTEE; MONDAY, AUGUST 29, 2016
VILLAGE BOARD OF TRUSTEES MEETING; MONDAY, AUGUST 29, 2016

POLICY QUESTION: Should the Property and Infrastructure Committee Recommend/Village Board approve the purchase of a replacement Plow Truck/Vacuum Truck utilizing a Swaploader Hooklift System with the chassis coming from Scaffidi Trucks, the body and attachments built by Casper's Truck, the Vacuum Unit coming from ODB and the dual steer component from a truck builder to be determined for total price not to exceed \$360,000.00 with the cost of the truck being split between the CIP Fund and the Refuse & Recycling Fund?

RECOMMENDATION TO: I make a motion to approve/recommend the purchase of a replacement Plow Truck/Vacuum Truck utilizing a Swaploader Hooklift System with the chassis coming from Scaffidi Trucks, the body and attachments built by Casper's Truck, the Vacuum Unit coming from ODB and the dual steer component from a truck builder to be determined for a total price not to exceed \$360,000.00 with the cost of the truck being split between the CIP Fund and the Refuse & Recycling Fund.

LEGISLATIVE ACTION:

- | | | |
|---|---------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Resolution |
| <input checked="" type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | |
| | <input type="checkbox"/> Proclamation | |
-

FISCAL IMPACT ANALYSIS:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Budget Line Item: | Capital Improvement Fund / Refuse & Recycling Fund |
| <input type="checkbox"/> Budget Line Item: | |
| <input checked="" type="checkbox"/> Budgeted Expenditure: | 2017 Purchase of \$350,000 for entire truck |
| <input type="checkbox"/> Budgeted Revenue: | |
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|--|--|
| <input checked="" type="checkbox"/> WI Statute: | 61.54: Public Works Bidding is not required for equipment, but the Village did advertise and receive competitive quotes. |
| <input type="checkbox"/> WI Administrative Code: | |
| <input type="checkbox"/> Case Law / Legal: | |
| <input type="checkbox"/> Municipal Code: | |
| <input type="checkbox"/> Municipal Rules: | |
-

PRIOR REVIEW:

Capital Equipment Plan for 2016-2020 has been approved previously by the Property & Infrastructure Committee and Finance Committee which included the purchase of this combination plow truck / vacuum truck for 2017.

BACKGROUND:

The Village has been in the process of updating the Public Works Fleet to provide reliable equipment for staff to provide the necessary services that residents expect. This truck is an opportunity to provide multiple functions on just one chassis, thus reducing the actual number of trucks in the Village's Fleet moving forward while keeping the same amount of functionality due to the use of a hook lift system for the body components.

Supplemental Briefer for Agenda Items under Consideration?

Attachments

Capital Equipment Plan

Village of Weston Wisconsin
VILLAGE BOARD BRIEFER
Michael Wodalski; Deputy Director of Public Works

Date: Monday, August 29, 2016

Re: Purchase a combination Tri-Axle Plow Truck and Vacuum Truck

1. Policy Question:

Should the Property and Infrastructure Committee Recommend/Village Board approve the purchase of a replacement Plow Truck/Vacuum Truck utilizing a Swaploader Hooklift System with the chassis coming from Scaffidi Trucks, the body and attachments built by Casper's Truck, the Vacuum Unit coming from ODB and a dual steer component from a truck builder to be determined for a total price not to exceed \$360,000.00 with the cost of the truck being split between the CIP Fund and the Refuse & Recycling Fund?

2. Purpose:

The purpose is to replace a 2000 Sterling Single Axle Plow Truck as well as supplement our yardwaste pickup efforts with a new and more reliable piece of equipment.

3. Background:

The Village has an established a fleet replacement plan and has been following the plan since 2014. As part of the plan a single axle plow truck was scheduled to be replaced in 2017. The plan also had a new chassis scheduled to be bought for a new vacuum truck in 2020.

In June, the Village advertised for quotes for the truck chassis, the truck body and attachments, the vacuum unit and the dual steering component.

The truck chassis quotes came in at:

Dealer	Total Price
Mid-State – International	\$ 124,250.00
Scaffidi – Mack	\$ 119,700.00
Truck Country – Freightliner	\$114,582.00

The recommendation is to move forward with the chassis from Scaffidi. Unfortunately, Truck Country was not able to provide a truck that had the suspension and braking system that was specified, due to that they were not able to meet the spec and is the reason why Scaffidi is the recommendation over the lower price of Truck Country.

The Truck Body quotes came in at:

Dealer	Total Price
Casper's	\$ 119,311.00
Monroe	\$ 140,401.00
Truck Equipment	\$ 123,118.00

The recommendation is to move forward with Casper's Truck Equipment installing the body and attachments for the truck, this consists of the plow, sander/salter, dump box, etc. along with the wiring and hydraulic connections.

There was only one quote received from Vacuum Unit Dealers which was ODB with a price of \$69,636.00

As far as the dual steering component, a quote was received from Monroe for \$15,199, however it appears that there may be a different option so at this point staff is not committing to Monroe, but will reserve that dollar amount in the purchase price.

The other component is then the Swaploader itself, which the local dealer for Swaploader is V&H Automotive, the cost there is \$28,000 for the Swaploader system and then we are also looking at a flatbed for hauling equipment and materials which we are estimating to not exceed \$8,000. Thus, the total Swaploader cost is \$36,000.

This gives a total truck value of just under \$360,000.

4. Issue Analysis:

As we looked at the replacement scheduled it appeared that the vacuum truck chassis would need to be replaced sooner than 2020. We have been running into issues with the availability of parts as well as an increase in maintenance on a machine that is 20+ years old for the chassis and vacuum unit itself. In an effort to reduce maintenance efforts as well as improve the reliability of this equipment it appeared that the use of a hook lift system (Swaploader) would be beneficial for this next truck. This is a system that the City of Wausau has been using for several years and is something that most people would be familiar with the roll off system that you can get for roofing or siding projects where a large container gets dropped off and then picked up later.

We will be able to have the truck mounted with the snow plowing attachments in the winter, vacuum unit in the spring and fall, and then a flat bed or box for the summer. This one truck will be able to have 3-4 distinct options and will provide better flexibility in just one chassis.

5. Fiscal Impact:

The inclusion of this unique vehicle as well as a few other minor modifications were made to the equipment schedule earlier this year. The actual change to the Capital Improvements Fund is fairly minor though moving forward. The total difference over the next 5 years is actually a decrease in estimated equipment costs of \$84,316.20.

6. Statutory Reference:

Wis. Stat. §61.54 describes the requirements for public works bidding, in which equipment purchases are not required to be. However, staff does seek competitive quotes and then recommends purchase of equipment based off of price, quality of construction, ease of operation and maintenance, etc.

7. Prior Review:

- Equipment plan is approved annually.
- PIC and Finance both approved the revised equipment plan earlier this summer.

8. Attachments:

- Previous information regarding the 2016-2020 Capital Purchases

9. Policy Choices:

- 1) Recommend/Approve the purchase of the truck per staff recommendation.
- 2) Not recommend/approve the purchase of the truck per staff recommendation.
- 3) Recommend/Approve that staff look at other options for the truck.

10. Recommendation:

I recommend approval/approve the purchase of the triaxle plow/vacuum truck per staff's recommendation for a not to exceed price of \$360,000.

11. Legislative Action:

I move to recommend approval/approve the purchase of the triaxle plow/vacuum truck per staff's recommendation for a not to exceed price of \$360,000.

Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS

ITEM DESCRIPTION: UPDATE ON VILLAGE FLEET REPLACEMENT SCHEDULE (2016 – 2020)

DATE/MTG: FINANCE COMMITTEE; WEDNESDAY, JULY 27, 2016

POLICY QUESTION: Should the Finance Committee acknowledge the fleet replacement schedule from 2016 – 2020 and recommend that staff move forward with purchases for 2017 based on the proposed replacement schedule?

RECOMMENDATION TO: I make a motion to acknowledge the 2016 – 2020 fleet replacement schedule and recommend that staff move forward with purchases for 2017.

LEGISLATIVE ACTION:

- Checkboxes for Acknowledge/Approve, Administrative Order, Expenditure, Ordinance, Policy, Procedure, Proclamation, Reports, Resolution.

FISCAL IMPACT ANALYSIS:

- Checkboxes for Budget Line Item, Budgeted Expenditure, Budgeted Revenue with associated text and lines.

STATUTORY / RULEMAKING / POLICY REFERENCES:

- Checkboxes for WI Statute, WI Administrative Code, Case Law / Legal, Municipal Code, Municipal Rules with associated text and lines.

PRIOR REVIEW:

The Fleet Replacement plan is a living plan that adjusts annually as needs are reassessed and then presented regularly for agreement.

BACKGROUND:

The Capital Equipment Plan was created initially in 2014 and has been implemented for several years now. As this is a living document, staff has looked at the proposed schedule and realized that an effort needs to be made to replace our existing vacuum truck sooner rather than later.

Supplemental Briefer for Agenda Items under Consideration?

Attachments

Updated 2016-2020 Fleet Plan with annual cash flows; August 2015 Fleet Plan

Village of Weston Wisconsin
FINANCE COMMITTEE BRIEFER
Michael Wodalski; Deputy Director of Public Works

Date: Wednesday, July 27, 2016

Re: Update on Village Fleet Replacement Schedule (2016 – 2020)

1. Policy Question:

Should the Finance Committee acknowledge the revised 2016-2020 Village Fleet Replacement Schedule and recommend that staff move forward with purchases for 2017 based on the proposed replacement schedule?

2. Purpose:

The purpose is to acknowledge the modified fleet replacement plan for the Village of Weston from 2016 to 2020. With the acknowledgement and recommendation to approve the plan, staff can then move forward with obtaining quotes for the various pieces of equipment knowing that there is support by the Committee and the Board to make those purchases.

3. Background:

In 2014 the Fleet Replacement Schedule was initially approved and adopted as part of the Village of Weston's fy2015 budget. Since then, subsequent updates have been made based on refined equipment costs as well as various changes in operational needs.

4. Issue Analysis:

The main change that is being made is to accommodate a combination truck that would function as a snow plow in winter, leaf/material vacuum truck in spring/fall and a dump truck in the summer. This effort is being made in a large part to some of the deficiencies that are experienced with our current leaf truck and mainly the age of that truck and the maintenance required. However, it did not seem prudent to purchase a new chassis for a vehicle that is only utilized 2-3 months out of the year. Thus, by utilizing a hook lift system, various body attachments can be interchanged to provide multiple functions on the same chassis.

The City of Wausau and various contractors throughout the area have this technology on their trucks. You might be most familiar with these functions as roll-offs you'd order from a garbage company for a roofing project. They drop off a container, which essentially is a box of a dump truck and then once it is full it is picked up. We'd be doing the same thing, except instead of a garbage dumpster that is being dropped off or picked up it would be a V-box and spreader for salting operations, or a leaf vacuum for material collection, etc.

In addition to the combination truck, items such as the grader have been bumped back a year in an effort to better smooth out the equipment costs moving forward.

5. Fiscal Impact:

The main cost difference with the new schedule is the additional cost of the combination truck. However, since this truck will be utilized for spring and fall pick up, a portion of the cost is recommended to be covered by the Refuse and Recycling Fund. As such, the actual change to the Capital Improvements Fund is

Summer 2016 Update

fairly minor moving forward. The table below shows the expected fiscal year costs moving forward under the revised plan versus what the plan was at the end of 2015.

Capital Improvement Fund Yearly Cost Comparison With Summer 2016 Revisions			
Fiscal Year	End of 2015 Estimate	Updated June 2016 Estimate	Difference (Current Estimate – End of 2015)
2016	\$ 476,619.13	\$ 469,164.25	-\$ 7,454.88
2017	\$ 598,750.13	\$ 597,105.58	-\$ 1,644.55
2018	\$ 705,351.11	\$ 714,445.56	\$ 9,094.45
2019	\$ 686,164.40	\$ 605,519.85	-\$ 80,644.55
2020	\$ 600,021.80	\$ 596,355.13	-\$ 3,666.67

*Note: above costs include estimates from SAFER from end of 2015 and those numbers have not been changed.

The total difference then over the next 5 years is a decrease in estimated equipment costs of \$84,316.20. There are not any projected changes for the remainder of 2016, but as we begin to spec and order equipment for 2017 staff would like to gain confirmation from elected officials that the proposed changes are appropriate and should be followed.

6. Statutory Reference:

Wis. Stat. § 61.54 describes the requirements for public works bidding, in which equipment purchases are not required to be. However, staff does seek competitive quotes and then recommends purchase of equipment based off of price, quality of construction, ease of operation, etc.

7. Prior Review:

- 6/6/2016: PIC reviewed and recommended that the updated plan be forwarded to the Board
- The equipment replacement plan was presented last August and was included in the fy2016 budget.

8. Attachments:

- Revised 2016 – 2020 cash flows showing changes made

9. Policy Choices:

- 1) Acknowledge the revised 2016 – 2020 fleet replacement schedule and recommend Board approval.
- 2) Do not acknowledge the revised 2016 – 2020 fleet replacement schedule and do not recommend Board approval.

10. Recommendation:

I acknowledge the revised 2016 – 2020 fleet replacement schedule and recommend the Board approve the plan so staff can move forward with fy2017 purchases.

11. Legislative Action:

I move to acknowledge the revised 2016 – 2020 fleet replacement schedule and recommend the Board approve the plan so staff can move forward with fy2017 purchases.

Summer 2016 Update

	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
FY2014 Purchases	Capital Equipment	\$ 75,133.85	\$ 57,836.22	\$ 57,836.22	\$ 57,836.22	\$ 41,678.20							\$ 290,320.71
	SAFER												\$ -
FY 2015 Purchases	Capital Equipment		\$ (7,163.51)	\$ 103,159.52	\$ 103,159.52	\$ 103,159.52	\$ 103,159.52	\$ 27,020.80					\$ 432,495.37
	SAFER		\$ 141,839.00										\$ 141,839.00
FY 2016 Purchases	Capital Equipment			\$ 129,900.51	\$ 89,988.51	\$ 89,988.51	\$ 40,000.00	\$ 40,000.00					\$ 389,877.53
	SAFER			\$ 178,268.00	\$ 106,983.00	\$ 106,983.00	\$ 73,199.00	\$ 73,199.00	\$ 73,199.00				\$ 611,831.00
FY 2017 Purchases	Capital Equipment				\$ 72,333.33	\$ 88,333.33	\$ 88,333.33	\$ 48,333.33	\$ 48,333.33				\$ 345,666.67
	SAFER				\$ 166,805.00	\$ 155,654.00	\$ 91,465.00	\$ 67,568.00					\$ 481,492.00
FY 2018 Purchases	Capital Equipment					\$ 35,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00			\$ 147,000.00
	SAFER					\$ 93,649.00	\$ 46,065.00	\$ 46,065.00	\$ 46,065.00				\$ 231,844.00
FY 2019 Purchases	Capital Equipment						\$ 36,750.00	\$ 115,250.00	\$ 115,250.00	\$ 115,250.00	\$ 65,000.00		\$ 447,500.00
	SAFER						\$ 98,548.00	\$ 68,919.00	\$ 68,919.00	\$ 68,919.00	\$ 68,919.00		\$ 374,224.00
FY 2020 Purchases	Capital Equipment							\$ 82,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00	\$ 254,000.00
	SAFER							\$ 59,291.00	\$ 48,142.00	\$ 48,142.00	\$ 48,142.00		\$ 203,717.00

Committed FY Cost	Capital Equipment	\$ -	\$ 57,836.22	\$ 160,995.74	\$ 250,984.25	\$ 430,142.56	\$ 470,221.85	\$ 445,436.13	\$ 310,847.33	\$ 143,250.00	\$ 65,000.00	\$ -
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Total FY Cost	Capital Equipment	\$ 75,133.85	\$ 192,511.71	\$ 469,164.25	\$ 597,105.58	\$ 714,445.56	\$ 605,519.85	\$ 596,355.13	\$ 422,766.33	\$ 255,169.00	\$ 176,919.00	\$ 43,000.00
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	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
FY 2014 Purchases	Ref & Recy Fund		\$ 64,632.06	\$ 64,632.06	\$ 64,632.06							
FY 2015 Purchases	Ref & Recy Fund		\$ 33,908.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 33,776.00	\$ -	\$ -	\$ -	\$ -
FY 2016 Purchases	Ref & Recy Fund											
FY 2017 Purchases	Ref & Recy Fund				\$ 24,166.67	\$ 24,166.67	\$ 24,166.67	\$ 24,166.67	\$ 24,166.67			
FY 2018 Purchases	Ref & Recy Fund											
FY 2019 Purchases	Ref & Recy Fund						\$ 7,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -
FY 2020 Purchases	Ref & Recy Fund							\$ 17,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00

Committed FY Cost	Ref & Recy Fund	\$ -	\$ 64,632.06	\$ 132,316.59	\$ 132,316.59	\$ 91,851.20	\$ 91,851.20	\$ 82,942.67	\$ 49,166.67	\$ 25,000.00	\$ -	\$ -
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Total FY Cost	Ref & Recy Fund	\$ -	\$ 98,540.59	\$ 132,316.59	\$ 156,483.26	\$ 91,851.20	\$ 98,851.20	\$ 99,942.67	\$ 64,166.67	\$ 40,000.00	\$ 15,000.00	\$ 15,000.00
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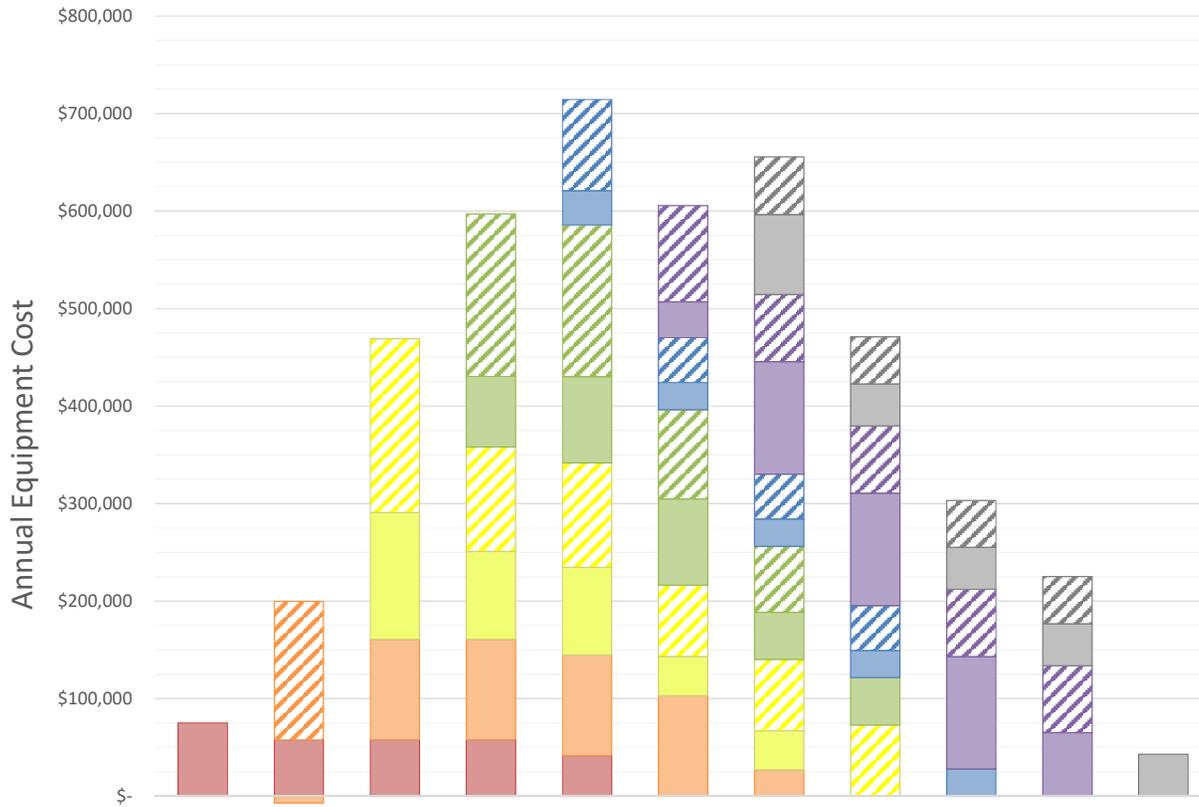
	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
FY 2014 Purchases	Sewer & Water	\$ 15,046.00										
FY 2015 Purchases	Sewer & Water		\$ -	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -
FY 2016 Purchases	Sewer & Water			\$ 137,586.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY 2017 Purchases	Sewer & Water				\$ 18,000.00							
FY 2018 Purchases	Sewer & Water					\$ 203,000.00						
FY 2019 Purchases	Sewer & Water						\$ 23,250.00					
FY 2020 Purchases	Sewer & Water											

Committed FY Cost	Sewer & Water	\$ -	\$ -	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -
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Total FY Cost	Sewer & Water	\$ 15,046.00	\$ -	\$ 144,341.20	\$ 24,755.20	\$ 209,755.20	\$ 30,005.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -
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Funding Source Net Expense	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Capital Equipment Fund	\$ 75,133.85	\$ 192,511.71	\$ 469,164.25	\$ 597,105.58	\$ 714,445.56	\$ 605,519.85	\$ 596,355.13	\$ 422,766.33	\$ 255,169.00	\$ 176,919.00	\$ 43,000.00
Refuse and Recycling Fund	\$ -	\$ 98,540.59	\$ 132,316.59	\$ 156,483.26	\$ 91,851.20	\$ 98,851.20	\$ 99,942.67	\$ 64,166.67	\$ 40,000.00	\$ 15,000.00	\$ 15,000.00
Sewer and Water Utility Funds	\$ 15,046.00	\$ -	\$ 144,341.20	\$ 24,755.20	\$ 209,755.20	\$ 30,005.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -
Storm Water Utility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00
Total Net Expense	\$ 90,179.85	\$ 291,052.30	\$ 745,822.04	\$ 778,344.04	\$ 1,016,051.96	\$ 734,376.25	\$ 739,803.00	\$ 523,683.00	\$ 331,919.00	\$ 228,669.00	\$ 94,750.00

Capital Equipment Fund Fleet Replacement Plan (Village of Weston Equipment and Village share of SAFER Purchases)



(\$100,000)	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
2020 SAFER							\$59,291.00	\$48,142.00	\$48,142.00	\$48,142.00	
2020 VOW Cap Eq							\$82,000.00	\$43,000.00	\$43,000.00	\$43,000.00	\$43,000.00
2019 SAFER						\$98,548.00	\$68,919.00	\$68,919.00	\$68,919.00	\$68,919.00	
2019 VOW Cap Eq						\$36,750.00	\$115,250.00	\$115,250.00	\$115,250.00	\$65,000.00	
2018 SAFER				\$166,805.00	\$93,649.00	\$46,065.00	\$46,065.00	\$46,065.00			
2018 VOW Cap Eq					\$35,000.00	\$28,000.00	\$28,000.00	\$28,000.00	\$28,000.00		
2017 SAFER				\$72,333.33	\$88,333.33	\$88,333.33	\$48,333.33	\$48,333.33			
2017 VOW Cap Eq				\$106,983.00	\$106,983.00	\$73,199.00	\$73,199.00	\$73,199.00			
2016 SAFER			\$178,268.00	\$129,900.51	\$89,988.51	\$40,000.00	\$40,000.00				
2016 VOW Cap Eq			\$103,159.52	\$103,159.52	\$103,159.52	\$103,159.52	\$27,020.80				
2015 SAFER		\$141,839.00									
2015 VOW Cap Eq		\$(7,163.51)									
2014 VOW Cap Eq	\$75,133.85	\$57,836.22	\$57,836.22	\$57,836.22	\$41,678.20						

Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS

ITEM DESCRIPTION: ACKNOWLEDGE FY2015 BUDGETED VILLAGE FLEET REPLACEMENT PURCHASES AND REVISED FY2016 REPLACEMENT SCHEDULE

DATE/MTG: PROPERTY & INFRASTRUCTURE COMMITTEE; MONDAY, AUGUST 3, 2015
VILLAGE BOARD OF TRUSTEES; MONDAY, AUGUST 3, 2015

POLICY QUESTION: Should the Property & Infrastructure Committee/Village Board of Trustees acknowledge the fy2015 and the revised fy2016 Village Fleet Replacement Purchases?

RECOMMENDATION TO: I make a motion to acknowledge the fy2015 and revised fy2016 fleet replacement purchases.

LEGISLATIVE ACTION:

- Checkboxes for Acknowledge/Approve, Administrative Order, Expenditure, Ordinance, Policy, Procedure, Proclamation, Reports, Resolution.

FISCAL IMPACT ANALYSIS:

Budget Line Item: Capital Projects Fund
Budgeted Expenditure: \$219,636.00
Budgeted Revenue: \$48,370.00

STATUTORY / RULEMAKING / POLICY REFERENCES:

- Checkboxes for WI Statute, WI Administrative Code, Case Law / Legal, Municipal Code, Municipal Rules with corresponding text.

PRIOR REVIEW: The 2015 Capital Equipment Plan was acknowledged at the 3/25/2015 Finance Committee Meeting
Acknowledged by Finance Committee at 7/29/15 Meeting

BACKGROUND:

The Capital Equipment Plan was created in 2014 and has been implemented for 2 years now. There is one more purchase to be made for fy2015 which is included in the packet for the 7/22/15 Finance Meeting. In addition to the final fy2015 purchase there is an update to the fy2016 purchases and equipment from SAFER has also been included to give a holistic view of the equipment purchases heading into the future.

- Checkboxes for Supplemental Briefer for Agenda Items under Consideration? Attachments?

Village of Weston, Wisconsin
AGENDA ITEM LEGISLATIVE ANALYSIS
Supplemental Briefer for Agenda Items under Consideration

From: Michael Wodalski, Deputy Director of Public Works
Date/Mtg: Monday, August 3, 2015 / Property & Infrastructure Committee/Village Board of Trustees
Re: Acknowledgement of the fy2015 and revised fy2016 Village Fleet Replacement Purchases

1. Policy Question:

Should the Property & Infrastructure Committee/Village Board of Trustees acknowledge the fy2015 and the revised fy2016 Village Fleet Replacement Purchases?

2. Purpose:

The purpose is to acknowledge the fy2015 and the revised fy2016 fleet replacement purchases for the Village of Weston and to update the committee on the current status of those purchases as compared to the fy2015 budget.

3. Background:

In 2014, the Fleet Replacement Schedule was approved and adopted as part of the Village of Weston's fy2015 budget. This report is an update on those purchases as well as a revised outlook on the upcoming years. Information from SAFER has been included in the replacement schedule to show the Village's portion of those future costs as well.

4. Issue Analysis:

The Fiscal Impact section will take care of the Issue Analysis.

5. Fiscal Impact:

I have attached a budget to actual/estimated comparison for the purchases made by the Public Works and Parks Departments in 2015. The main item to note is that for fy2015 the Capital Equipment purchases for the Public Works and Parks Departments in regards to the general fund are projected to come in at **\$140,000 Under Budget**. This is primarily due to the Village obtaining more value in trade-ins/sales of equipment than initially anticipated (**revenue increase of \$110,000**). Additionally, the Excavator that was scheduled to be purchased in fy2015 has a financing option to be paid for in arrears, so the first payment for that piece of equipment will not be realized until fy2016, thus reducing the expenses for fy2015 (**reduced expenses by \$30,000**).

There is one minor change to the fy2015 budget. Staff had not included initially a new sewer televising camera, however the existing equipment is in need of replacement as it no longer has full functionality and finding a contractor to come and televise sewers this summer has been extremely difficult. As a result, staff recommends that a sewer televising camera be added to the fy2015 plan and be fully funded by the Sewer Utility.

The change then to the fy2016 budget includes the purchase of a new fleet vehicle to be used by staff which will replace the Buick and Minivan currently in the Village's fleet. These two vehicles have been primarily known as the Administrator's car and then as a conference/meeting vehicle for staff to use. I have had preliminary discussions with new SAFER Chief Matt Savage about the Minivan possibly serving as the SAFER Fire Inspection Vehicle which would reduce a fy2016 SAFER expense, but I have not made that change yet to the replacement schedule.

The other item that has been added is the addition of the SAFER equipment. This was their preliminary equipment replacement schedule and I do not believe this schedule has been officially approved by any boards at this time. I have included the SAFER schedule solely for your information.

6. Statutory References:

- Wis. State Stat. §61.54 describes the requirements for public works bidding, in which equipment purchases are not subject to state bidding laws.

7. Prior Review:

- 2015 Budget
- Status Update at the 3/25/2015 Finance Committee Meeting
- Acknowledged at 7/29/2015 Finance Committee Meeting

8. Policy Choices:

- Acknowledge the fy2015 purchases and revised fy2016 schedule
- Do not acknowledge the fy2015 purchases and revised fy2016 schedule

9. Recommendation:

I acknowledge the fy2015 and revised fy2016 schedules and updates.

10. Legislative Action:

I move to acknowledge the fy2015 and revised fy2016 schedules and updates.

11. Attachments:

- 2015 Capital Equipment Update (Capital Equipment Fund)
- Capital Equipment Plan (Revised with SAFER and fy2016 changes)
- Fy2015 Capital Projects Budget

2015 Capital Equipment Update

CAPITAL EQUIPMENT FUND EXPENSES

<u>Equipment</u>	<u>Budgeted Amount</u>	<u>Actual/Estimated Amount</u>
PLOW TRUCK 10 (2014 LEASE)	\$ 41,678.00	\$ 41,678.00
END LOADER 32 WING (2014 LEASE)	\$ 16,158.00	\$ 16,158.00
PLOW TRUCK 9 (2015 LEASE)	\$ 42,000.00	\$ 40,845.59
PICKUP TRUCK 59 (2015 PURCHASE)	\$ 31,000.00	\$ 32,913.00
BALL DIAMOND MACHINE (2015 PURCHASE)	\$ 20,000.00	\$ 22,768.00
EXCAVATOR #23 (2015 LEASE)	\$ 18,800.00	\$ -
STREET SWEEPER (2015 LEASE)	\$ 50,000.00	\$ 35,271.00
Expense Totals	<u>\$ 219,636.00</u>	<u>\$ 189,633.59</u>
	<u>\$ 30,002.41</u>	Under Budget

CAPITAL EQUIPMENT FUND REVENUES

<u>Equipment</u>	<u>Original Estimate</u>	<u>Actual/Estimated Amount</u>
TRADE IN/SALE PRICES		
PLOW TRUCK 9	\$ 7,255.00	\$ 24,000.00
END LOADER 32	\$ 14,680.00	\$ 20,410.23
PICKUP TRUCK 59	\$ 245.00	\$ 500.00
DUMP TRUCK 25	\$ 5,100.00	\$ 22,000.00
BALL DIAMOND MACHINE	\$ 4,180.00	\$ 7,573.00
EXCAVATOR #23	\$ 8,230.00	\$ 25,000.00
STREET SWEEPER	\$ 8,680.00	\$ 60,000.00
Revenue Totals	<u>\$48,370.00</u>	<u>\$ 159,483.23</u>
	<u>\$111,113.23</u>	In Extra Revenue
	<u>\$ 141,115.64</u>	Extra 2015 Fund Balance going into 2016

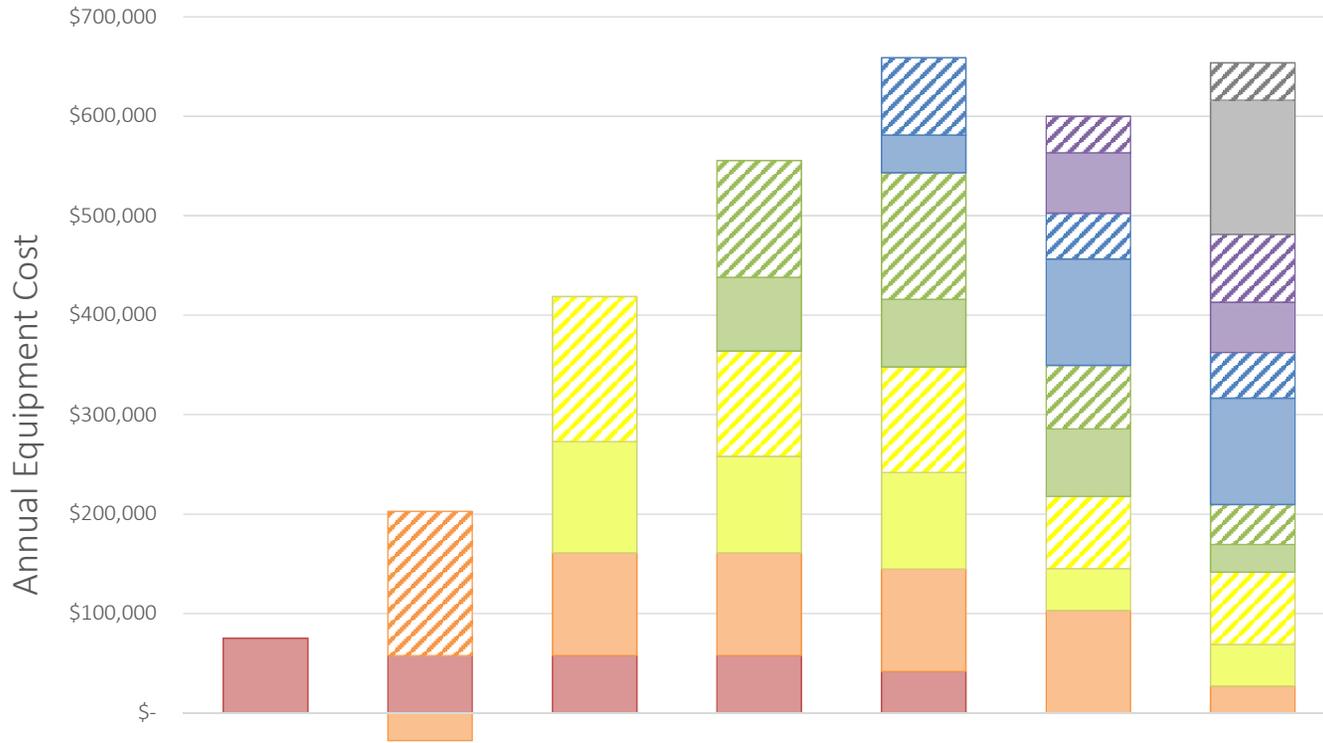
Yellow areas are estimated costs as these pieces of equipment have not yet been bought/sold

Summer 2015 Update

Village of Weston Street, Utility, Parks and Village Share of SAFER Capital Equipment Replacement Schedule
Financing of Equipment Cash Flows Up To 2020

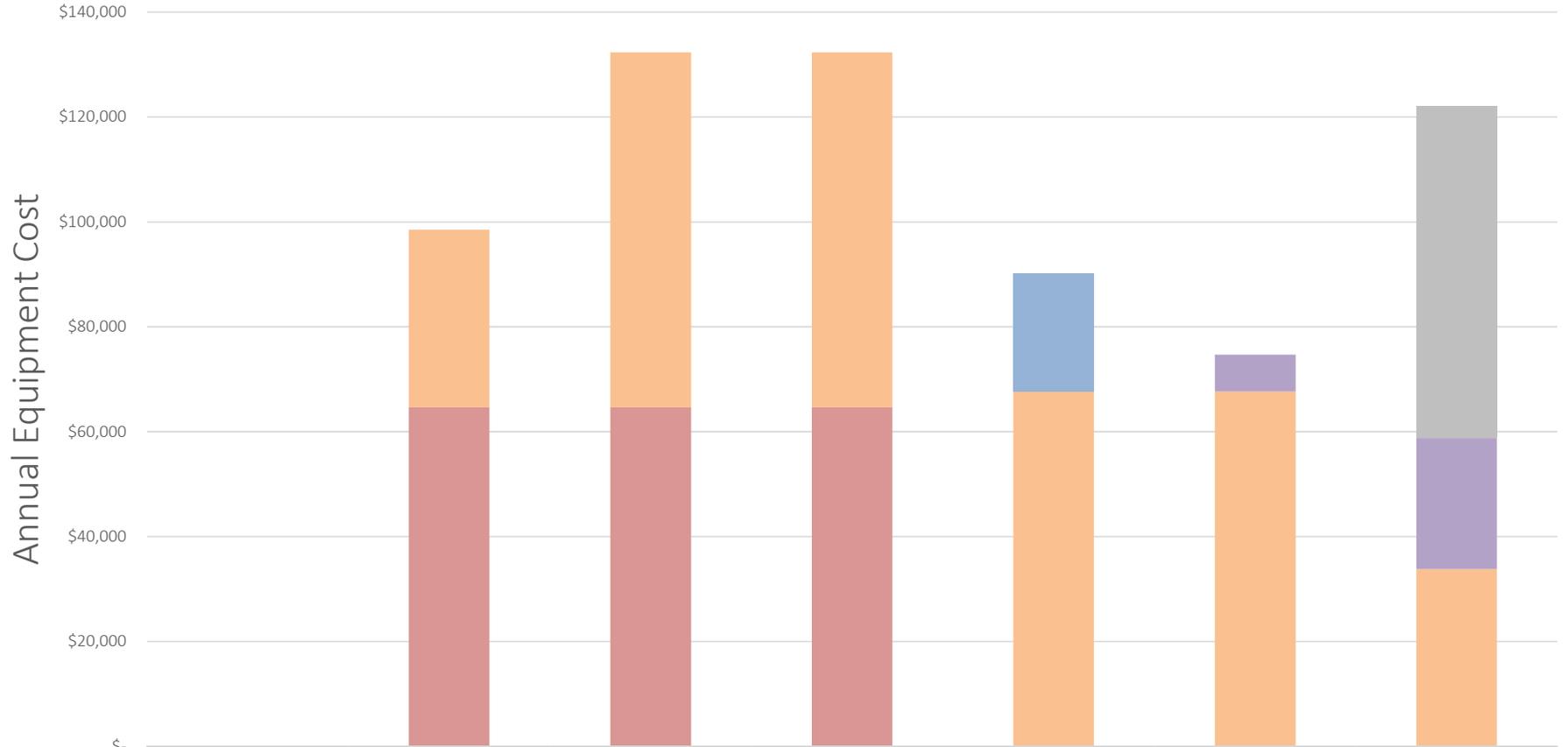
Funding Source	2014	2015	2016	2017	2018	2019	2020	Trade In / Sale Value	Notes
2014 Purchases									
Plow Truck 10 (5-yr Finance)	Capital Equipment	\$ 41,678.20	\$ 41,678.20	\$ 41,678.20	\$ 41,678.20	\$ 41,678.20	\$ -	\$ -	\$ 24,671.50
New End Loader #32 (3-Yr Lease in Arrears)	Ref & Recy Fund	\$ -	\$ 64,632.06	\$ 64,632.06	\$ 64,632.06	\$ -	\$ -	\$ -	
Wing/Plow and Broom for New End Loader (3-yr in Arrears)	Capital Equipment	\$ -	\$ 16,158.02	\$ 16,158.02	\$ 16,158.02	\$ -	\$ -	\$ -	
Utility Van 88	Sewer & Water	\$ 26,046.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000.00
Portable Hoist System	Capital Equipment	\$ 28,575.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Parks Pickup 122 with Power Liftgate and Front Plow	Capital Equipment	\$ 32,121.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
Blower Attachment for Skidsteer	Capital Equipment	\$ 7,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,118.85 Tractor
Boom Truck	Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,750.00
2014 Trade In/Equipment Sales	Capital Equipment	\$ (34,540.35)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2014 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2014 Trade In/Equipment Sales	Sewer & Water	\$ (11,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2015 Purchases									
Plow Truck 9 (5-yr Finance)	Capital Equipment	\$ -	\$ 40,845.59	\$ 40,845.59	\$ 40,845.59	\$ 40,845.59	\$ 40,845.59	\$ -	\$ 24,000.00 Estimate
Pickup Truck 59	Capital Equipment	\$ -	\$ 32,913.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00 Auctioned
Dump Truck 25 (5-Yr Finance R&R Fund)	Ref & Recy Fund	\$ -	\$ 33,908.53	\$ 33,908.53	\$ 33,908.53	\$ 33,908.53	\$ 33,908.53	\$ -	\$ 22,000.00 Estimate
Ball Diamond Machine	Capital Equipment	\$ -	\$ 22,768.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,573.00 Traded-In
Excavator 23 (5-yr in arrears split 50% R&R, 40% CEF, 10% S/W)	RR, CEF, S&W	\$ -	\$ 67,552.00	\$ 67,552.00	\$ 67,552.00	\$ 67,552.00	\$ 67,552.00	\$ 67,552.00	\$ 25,000.00 Offered
Street Sweeper (5-yr buy back program)	Capital Equipment	\$ -	\$ 35,271.01	\$ 35,271.01	\$ 35,271.01	\$ 35,271.01	\$ 35,271.01	\$ -	\$ 60,000.00 Sold
Sewer Televising Camera	Sewer Fund	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New End Loader #32 (3-Yr Lease in Arrears)	Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,410.23 Auctioned
SAFER - Medic-11	Capital Equipment	\$ -	\$ 144,940.00	\$ -	\$ -	\$ -	\$ -	\$ -	
2015 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (159,483.23)	\$ -	\$ -	\$ -	\$ -	\$ -	
2015 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2015 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2016 Purchases									
Plow Truck 60 (5-yr Finance)	Capital Equipment	\$ -	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ 24,000.00
Snow Blower to replace 1957 Snow Blower (3-yr finance)	Capital Equipment	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	\$ -	\$ 1,000.00
Parks Mower #143 (11' mower)	Capital Equipment	\$ -	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000.00
Staff Vehicle (Conferences, Meetings, etc.)	Capital Equipment	\$ -	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
Utility Van B	Sewer & Water	\$ -	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
SAFER - Rescue-21 (R-21 & E-22) (6-yr finance)	Capital Equipment	\$ -	\$ 72,585.00	\$ 72,585.00	\$ 72,585.00	\$ 72,585.00	\$ 72,585.00	\$ -	
SAFER - Car-21	Capital Equipment	\$ -	\$ 26,130.00	\$ -	\$ -	\$ -	\$ -	\$ -	
SAFER - Fire Inspection Vehicle	Capital Equipment	\$ -	\$ 16,750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
SAFER - Medic-23 (IFT) (3-yr finance)	Capital Equipment	\$ -	\$ 33,500.00	\$ 33,500.00	\$ 33,500.00	\$ -	\$ -	\$ -	
SAFER - Computer Server Upgrade	Capital Equipment	\$ -	\$ 16,750.00	\$ -	\$ -	\$ -	\$ -	\$ -	
2016 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (40,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2016 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2016 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2016 Trade In/Equipment Sales SAFER	Capital Equipment	\$ -	\$ (20,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2017 Purchases									
Plow Truck 17 (5-yr Finance) (Just Truck Chassis)	Capital Equipment	\$ -	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ -	\$ 10,000.00
Utility Van C	Sewer & Water	\$ -	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Parks Mower 115 (72" mower)	Capital Equipment	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00
Parks Walk Behind Mower 142	Capital Equipment	\$ -	\$ 5,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00
Multi-Purpose Mower/Blower (#113) 3-yr finance	Capital Equipment	\$ -	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ 8,000.00
SAFER - Station 2 update (2-yr finance)	Capital Equipment	\$ -	\$ 26,800.00	\$ 26,800.00	\$ -	\$ -	\$ -	\$ -	
SAFER - Chief's Car (2 yr finance)	Capital Equipment	\$ -	\$ 20,100.00	\$ 20,100.00	\$ -	\$ -	\$ -	\$ -	
SAFER - Deputy Chief's Car (2 yr finance)	Capital Equipment	\$ -	\$ 16,750.00	\$ 16,750.00	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
SAFER - Medical Equipment (3 yr finance)	Capital Equipment	\$ -	\$ 23,785.00	\$ 23,785.00	\$ 23,785.00	\$ -	\$ -	\$ -	
SAFER - Replace Airpacs (4-yr lease)	Capital Equipment	\$ -	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	
2017 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (24,500.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2017 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2017 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2017 Trade In/Equipment Sales SAFER	Capital Equipment	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2018 Purchases									
Parks Zero Turn Mower	Capital Equipment	\$ -	\$ 22,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Plow Truck 69 (5-yr Finance)	Capital Equipment	\$ -	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ 24,000.00
One Ton Pickup 21	50% CEF, 50% RR	\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Grader (5-yr finance)	Capital Equipment	\$ -	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ -	\$ 80,000.00
Utility Vac Truck Replacement	Sewer & Water	\$ -	\$ 360,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000.00
Utility Van 1	Sewer & Water	\$ -	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
SAFER - Car-11	Capital Equipment	\$ -	\$ 28,478.00	\$ -	\$ -	\$ -	\$ -	\$ -	
SAFER - Furniture/Fixtures (SAFER)	Capital Equipment	\$ -	\$ 18,325.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
SAFER - Medic-22 (4-yr finance)	Capital Equipment	\$ -	\$ 46,065.00	\$ 46,065.00	\$ 46,065.00	\$ 46,065.00	\$ -	\$ -	
2018 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (114,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2018 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2018 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ (185,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2018 Trade In/Equipment Sales SAFER	Capital Equipment	\$ -	\$ (15,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2019 Purchases									
Pickup Truck 2	75% CEF, 20% RR, 5% S/W	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
End Loader 14 (3-yr in arrears finance)	67% CEF, 33% RR	\$ -	\$ -	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 31,000.00
Utility Van 88	Sewer & Water	\$ -	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Parks One Ton Pickup #6	Capital Equipment	\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Pickup Truck 55 (Sign Truck)	90% CEF, 10% S/W	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
SAFER - Engine-11 (5-yr finance)	Capital Equipment	\$ -	\$ 68,340.00	\$ 68,340.00	\$ -	\$ -	\$ -	\$ -	
SAFER - Furniture/Fixtures (SAFER)	Capital Equipment	\$ -	\$ 18,325.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
2019 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (42,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2019 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2019 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2019 Trade In/Equipment Sales SAFER	Capital Equipment	\$ -	\$ (50,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2020 Purchases									
One Ton Pickup 31	75% CEF, 25% RR	\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Plow Truck 29 (5-yr Finance)	Capital Equipment	\$ -	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ 24,000.00
Street Sweeper (5-yr buy back program)	Capital Equipment	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
Quad Axle 15 (5-yr finance)	50% CEF, 50% RR	\$ -	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ -	\$ 24,000.00
Chassis for new Leaf Vac Truck	Ref & Recy Fund	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00
Skidsteer	Capital Equipment	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
SAFER - Medic-12 (4 Yr finance)	Capital Equipment	\$ -	\$ 47,738.00	\$ 47,738.00	\$ 47,738.00	\$ 47,738.00	\$ 47,738.00	\$ -	\$ 10,000.00
2020 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (58,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2020 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2020 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2020 Trade In/Equipment Sales SAFER	Capital Equipment	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
Summary - Capital Equipment									
FY 2014 Purchases	Capital Equipment	\$ 75,133.85	\$ 57,836.22	\$ 57,836.22	\$ 57,836.22	\$ 41,678.20	\$ -	\$ -	
FY 2015 Purchases	SAFER	\$ -	\$ (27,685.63)	\$ 103,137.40	\$ 103,137.40	\$ 103,137.40	\$ 103,137.40	\$ -	\$ 27,020.80
FY 2016 Purchases	Capital Equipment	\$ -	\$ 144,940.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY 2017 Purchases	Capital Equipment	\$ -	\$ 112,000.00	\$ 97,000.00	\$ 97,000.00	\$ 97,000.00	\$ 42,000.00	\$ 42,000.00	\$ -
FY 2018 Purchases	Capital Equipment	\$ -	\$ 145,715.00	\$ 106,085.00	\$ 106,085.00	\$ 106,085.00	\$ 72,585.00	\$ 72,585.00	\$ -
FY 2019 Purchases	Capital Equipment	\$ -	\$ 74,000.00	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	\$ 28,000.00	\$ -
FY 2020 Purchases	Capital Equipment	\$ -	\$ 117,435.00	\$ 127,435.00	\$ 63,785.00	\$ 40,000.00	\$ -	\$ -	\$ -
Committed FY Cost	Capital Equipment	\$ -	\$ 57,836.22	\$ 160,973.62	\$ 257,973.62	\$ 415,900.60	\$ 456,507.40	\$ 412,920.80	\$ -
Total FY Cost	Capital Equipment	\$ 75,133.85	\$ 175,090.59	\$ 418,688.62	\$ 555,493.62	\$ 658,703.60	\$ 599,987.40	\$ 616,010.80	\$ -
Summary - Ref & Recy Fund									
FY 2014 Purchases	Ref & Recy Fund	\$ -	\$ 64,632.06	\$ 64,632.06	\$ 64,632.06	\$ -	\$ -	\$ -	\$ -
FY 2015 Purchases	Ref & Recy Fund	\$ -	\$ 33,908.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 33,776.00	\$ -
FY 2016 Purchases	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY 2017 Purchases	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY 2018 Purchases	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ 22,500.00	\$ -	\$ -	\$ -	\$ -
FY 2019 Purchases	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00	\$ 25,000.00	\$ -	\$ -
FY 2020 Purchases	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,250.00	\$ -	\$ -
Committed FY Cost	Ref & Recy Fund	\$ -	\$ 64,632.06	\$ 132,316.59	\$ 132,316.59	\$ 67,684.53	\$ 67,684.53	\$ 58,776.00	\$ -
Total FY Cost	Ref & Recy Fund	\$ -	\$ 98,540.59	\$ 132,316.59	\$ 132,316.59	\$ 90,184.53	\$ 74,684.53	\$ 122,026.00	\$ -
Summary - Sewer & Water									
FY 2014 Purchases	Sewer & Water	\$ 15,046.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY 2015 Purchases	Sewer & Water	\$ -	\$ 50,000.00	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ -
FY 2016 Purchases	Sewer & Water	\$ -	\$ 18,000.00	\$ -	\$ -				

Capital Equipment Fund Fleet Replacement Plan (Village of Weston Equipment and Village share of SAFER Purchases)



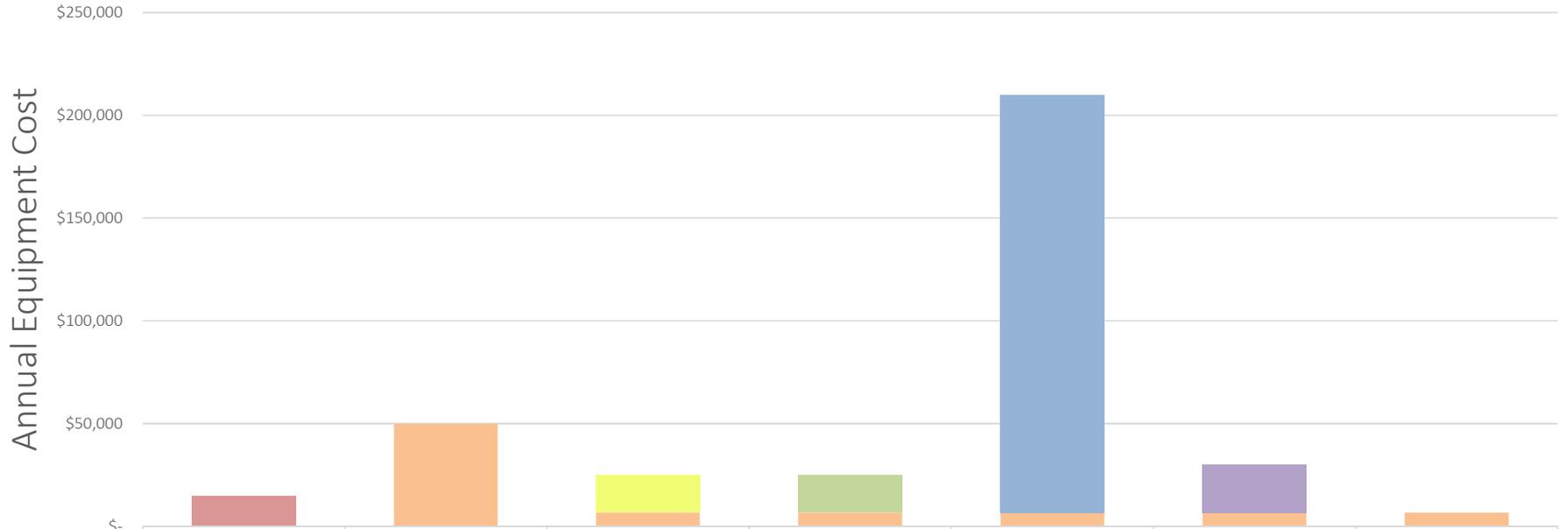
(\$100,000)	2014	2015	2016	2017	2018	2019	2020
2020 SAFER							\$37,738.00
2020 VOW Purchases							\$134,750.00
2019 SAFER						\$36,665.00	\$68,340.00
2019 VOW Purchases						\$60,750.00	\$50,250.00
2018 SAFER					\$77,868.00	\$46,065.00	\$46,065.00
2018 VOW Purchases					\$37,500.00	\$107,000.00	\$107,000.00
2017 SAFER				\$117,435.00	\$127,435.00	\$63,785.00	\$40,000.00
2017 VOW Purchases				\$74,000.00	\$68,000.00	\$68,000.00	\$28,000.00
2016 SAFER			\$145,715.00	\$106,085.00	\$106,085.00	\$72,585.00	\$72,585.00
2016 VOW Purchases			\$112,000.00	\$97,000.00	\$97,000.00	\$42,000.00	\$42,000.00
2015 SAFER		\$144,940.00					
2015 VOW Purchases		\$(27,685.63)	\$103,137.40	\$103,137.40	\$103,137.40	\$103,137.40	\$27,020.80
2014 VOW Purchases	\$75,133.85	\$57,836.22	\$57,836.22	\$57,836.22	\$41,678.20		

Refuse and Recycling Fund Fleet Replacement Plan



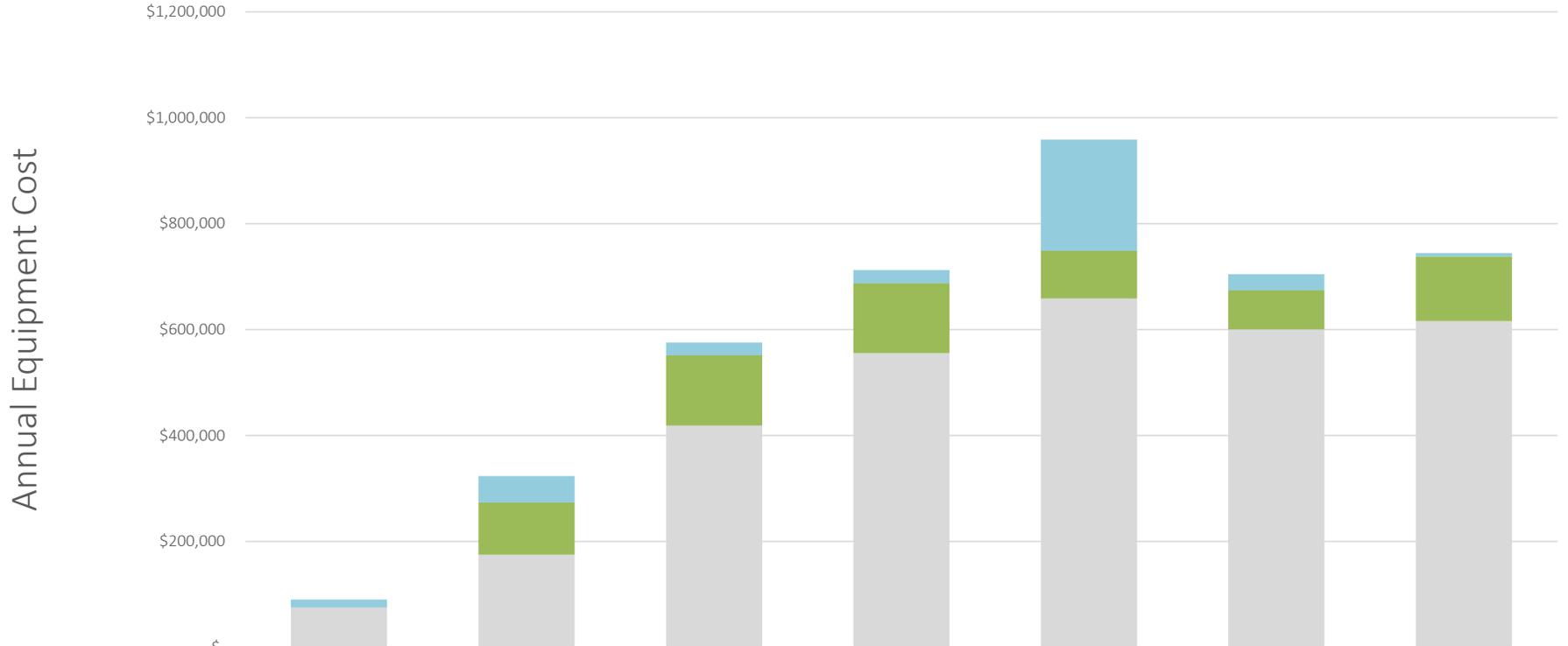
	2014	2015	2016	2017	2018	2019	2020
2020 Purchases							\$63,250.00
2019 Purchases						\$7,000.00	\$25,000.00
2018 Purchases					\$22,500.00		
2017 Purchases							
2016 Purchases							
2015 Purchases		\$33,908.53	\$67,684.53	\$67,684.53	\$67,684.53	\$67,684.53	\$33,776.00
2014 Purchases		\$64,632.06	\$64,632.06	\$64,632.06			

Utility Fund Fleet Replacement Plan



	2014	2015	2016	2017	2018	2019	2020
2020 Purchases							
2019 Purchases						\$23,250.00	
2018 Purchases					\$203,000.00		
2017 Purchases				\$18,000.00			
2016 Purchases			\$18,000.00				
2015 Purchases		\$50,000.00	\$6,755.20	\$6,755.20	\$6,755.20	\$6,755.20	\$6,755.20
2014 Purchases	\$15,046.00						

2014-2020 Fleet Replacement Plan by Funding Source



	2014	2015	2016	2017	2018	2019	2020
Storm Water Utility Fund	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Sewer and Water Utility Funds	\$15,046.00	\$50,000.00	\$24,755.20	\$24,755.20	\$209,755.20	\$30,005.20	\$6,755.20
Refuse & Recycling Fund	\$-	\$98,540.59	\$132,316.59	\$132,316.59	\$90,184.53	\$74,684.53	\$122,026.00
Capital Equipment Fund	\$75,133.85	\$175,090.59	\$418,688.62	\$555,493.62	\$658,703.60	\$599,987.40	\$616,010.80

VILLAGE OF WESTON
2015 CIP BUDGET REQUEST
AND 2016 FINANCIAL PLAN
PROGRAM COMMENTS

Department/Office: Finance	Budget: Capital Improvements Fund
Program: Capital Projects Funds	Submitted by: Keith Donner/John Jacobs

Summer 2015 Update

CAPITAL IMPROVEMENTS FUND

2015 Capital Improvements Program (CIP) Budget – 2016 Financial Plan

A capital projects fund has been created to account for the financing and acquisition of certain equipment for the Public Works, Park and Recreation, Fire, Police, Utilities, and Administration Departments of the Village of Weston and Everest Metro Police Department. In addition, this capital projects fund has been created to account for the financing and project costs for the construction and major repairs of specific Village building facilities and for the purchase and development of Village parkland areas. Finally, this capital projects fund has been created to account for the financing and project costs for the construction of new streets, sidewalks, curb/gutters, stormwater infrastructure, and for major improvements to existing streets that are designated in the Village's annual Capital Improvements Program (CIP) Budget.

The primary financial resources of this fund are the proceeds of general obligation debt, special assessments that are assessed to benefited property owners, contributions/donations, transfers from room tax or other funds, and state/federal grants. The capital projects fund is a part of the Village's 5-year Capital Improvements Program (CIP) Budget.

	2013 Actual	2014 Budget	2014 Estimate	2015 Proposed Budget
Fund Balance, January 1			\$ -	\$ 469,505
REVENUES				
Property Tax Levy			\$ -	\$ 93,326
Capital Borrowing Proceeds			-	-
Intergovernmental Revenue - State/County Grants			-	73,500
Equipment Rental			-	-
Transfer from Other Funds:				
General Fund			-	125,930
Refuse / Recycling Fund			-	62,440
Street Projects Fund			191,060	-
Capital Equipment Fund			278,445	-
Total Revenues			\$ 469,505	\$ 355,196
EXPENDITURES				
Fire - Replace Ambulance/Med. #1 (Station #1) - Village of Weston % only			\$ -	\$ 141,839
Public Works - New Plow Truck (LEASE)			-	41,678
Public Works - End Loader with Wing/Plow (LEASE)			-	16,158
<i>Additional Portion Funded in Refuse/Recycling Fund (2015 budget amount = \$64,632)</i>				
Public Works - Replace Plow Truck #9 (LEASE)			-	42,000
Public Works - Replace Pickup Truck #59			-	31,000
Public Works - Replace Dump Truck #25 (LEASE)			-	-
<i>100% Funded by Refuse/Recycling Fund (2015 budget amount = \$30,000)</i>				
Parks - Ball Diamond Machine			-	20,000
Public Works - Replace Excavator #23 (LEASE)			-	18,800
<i>Additional Portion Funded in Refuse/Recycling Fund (2015 budget amount = \$23,500)</i>				
<i>Additional Portion Funded in Water Utility Fund (2015 budget amount = \$4,700)</i>				
Public Works - New Street Sweeper (LEASE)			-	50,000
Less: Estimated Trade-In Values on Equipment			-	(48,370)
Parks - Canoe Launch Facility			-	147,000
Public Works - Kmiecik Culvert/Bridge Replacement			-	100,000
Public Works - Schofield Ave./Ryan to CTH J (WDOT invoice balance)			-	20,629
Public Works - Pedestrian Bridge (WDOT invoice balance)			-	4,017
Total Expenditures			\$ -	\$ 584,751
Excess Revenues Over (Under) Expenditures			\$ 469,505	\$ (229,555)
Fund Balance, December 31			\$ 469,505	\$ 239,950

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

August 29, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – F.10.**



Village of Weston, Wisconsin
Report for the month of July 2016
MONTHLY DEPARTMENT REPORT FROM DEPUTY DIRECTOR OF PUBLIC WORKS

Monthly Department Briefer #2016-08
Michael Wodalski, Deputy Director of Public Works
Monday, August 29, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

2. STRATEGIC PLAN PROJECT STATUS.

- Strategies for Reduced Energy Consumption.
 - **LED Light Fixtures:** All Village owned street lights have been converted now to LED. I've driven through the areas over the past month and think everything looks really good with the new lights. This should help reduce our yearly operating expenses as well by reducing our electric costs on those systems.
 - **Mobile Access/Maintenance Management Software:** We'll be going over the expectations for staff with the Beehive software, but we are getting the fleet portion ironed out currently and soon we'll have a better system to track everything we do and be able to better tell our story of what it is Public Works really provides the community.
- Workload and Labor Needs Analysis in Services Division
 - Working with the operations team on manpower allocations for the various tasks assigned to the traditional departments of parks, streets and utilities.
 - The goal is to have an annual calendar created to identify times of the year where certain departments have greater needs than others and we can better utilize staff to complete these tasks.
- Infrastructure Master Plans
 - The E Everest Ave connection to the Ridgeview Subdivision project is underway. There is curb and gutter as well as sidewalk poured out there. The landscaping and street trees will likely be completed next week and American should be getting in there soon to pave the binder.
 - Have been working with Keith as well as representatives from REI and PGA regarding the Misty Pines Subdivision. There is preliminary plan review on the PIC agenda for Monday.
 - Draft Capital Improvement Plan is completed, working with K Donner on prioritizing and working through the projects.
 - Working through the TIF 1 projects as well as the rest of the CIP for the Village. Should have that in front of everyone by the end of September/early October meeting.
- Street Maintenance Plan
 - Hopefully when you're reading this, Sandy Ln will be paved. American Asphalt stated they would have that as their first priority coming into Friday afternoon/the weekend. After Sandy Ln, Weston Ave will be paved from Alderson to Birch and there is some work on Heeren to still do between Shorey and Weston Ave. This work should all be done the week of August 29.

- The Schofield Ave pavement maintenance work has begun. After factoring in the reduction in available funds, the project limits have been set at Willow St. instead of going further east this year to the Target/Ace entrance (project still begins at Normandy St. heading east).
- Ross Ave Bridge deck is currently in the curing stage. In mid-September Norcon will be back to perform the polymer overlay over the deck to seal in the repairs as well as the rest of the bridge deck.
- Chip sealing is officially scheduled for Tuesday August 30th. The main concern there is with the school area on Jelinek, Machmueller and McIntyre. Century Fence is then scheduled to restore the pavement markings on those streets the week of September 12 as we have to wait roughly 2 weeks for the excess chips to be swept off before we can apply new markings.
- The microsurfacing on Volkman St. from STH 29 to BUS 51 has been completed. Included with this project was a revised pavement marking plan to help the street better transition into Rothschild once you cross the STH 29 bridge. The existing markings had a 4 lane road on the bridge and we've reduced that down to 2 lanes with a wide painted center median as well as bike lanes on the side. This new scheme seems to transition well and should improve the safety of vehicles as they come to the crest of the hill just south of the highway.
- Vehicle and Equipment Fleet Replacement
 - There is a request for consideration in the packet for a new plow truck / vacuum truck. This vehicle will be able to be used year round and have more versatility than any other vehicle in our fleet.
- Policy and Ordinance Development/Revisions
 - Need to get back to the Street Maintenance Packet for residents.
- Wage & Compensation Plan Advancement Guidelines – see item 5.
- Technology Integration
 - As mentioned above with the mobile technology, staff has mobile tablets and better access to maps as well as the ability to record real-time data for work completed.
- Implement/Improve Outreach/Public Education
 - As noted above, working on a street maintenance packet for the website as well as integration with a future newsletter.

3. BUDGET AND FINANCIAL PLAN STATUS.

- CIP is being updated.
- Street Maintenance plan is being updated for 2017 – 2020 for the budget process.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Staff is currently working on their reviews and we will be going over the Strengths Profiles and several of the Q12 questions with staff during reviews. By the end of the day Friday I will have completed reviews with 4 of the 9 Street Operations Employees. The goal is to get all of the reviews done by September 9.

5. PERFORMANCE AND METRICS.

- Continue to work with K Donner and the Operations Foreman on the Wage and Compensation Matrix, specifically how one moves up the ladder as well as horizontally. Once completed staff should have a clear picture of what needs to be accomplished in order to move through the steps and grades of the various positions. This task should be completed by this fall so staff can better understand how they fit into the organization heading into the Pay For Performance plan.

6. COMMUNITY FEEDBACK

- Received regular phone calls from residents regarding the paving on Sandy Ln.
- There are still several drainage concerns coming in, especially with how wet this summer has been and staff is working on addressing these as time allows.

7. IDENTIFIED NEEDS.

- As we have been utilizing social media to announce when projects are starting, we've been receiving feedback from other citizens questioning why we aren't doing anything on their street this year. In one case, we actually ended up cutting the project this spring as it no longer fit within the budget. If possible, we need to see if we can get more street maintenance accomplished each year.

8. NEW IDEAS & OPPORTUNITIES.

- Cooperation amongst the traditional departments of Parks, Streets and Utilities continues to improve. As noted above, there was a utility employee who spent the majority of July mowing for parks and "street" staff helped "parks" staff mulch the medians in our landscaping areas. We're working on ensuring we're utilizing our manpower in the best ways possible.

9. MISCELLANEOUS COMMENTS / ISSUES.

- As an FYI, I will be out of the office this coming Monday thru Wednesday to attend the APWA National Conference (referred to as PWX) in Minneapolis as part of my requirements for the Emerging Leaders Academy through APWA.

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

August 29, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – F.11.**



Village of Weston, Wisconsin
Report for the months of August 2016
MONTHLY DEPARTMENT REPORT FROM DIRECTOR OF PUBLIC WORKS & UTILITIES

Monthly Department Briefer #2016-07

Keith Donner, Director of Public Works & Utilities

Monday, August 29th, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

- Metropolitan Planning Organization – Administrator Guild gave presentation about SE Quadrant and Camp Phillips Corridor planning to MPO, County Highway, and DOT staff on Monday, August 15. Also gave presentation at regular MPO meeting on 8/16.
- Staff is working with PGA on review of plat and infrastructure plans for Misty Pines Subdivision.
- Rothschild is making final preparations to begin water main project parallel to Business Highway 51 and which required the easement from Weston on the Foremost site. Foremost is interested in a fire line connection to Rothschild's distribution system. I have contacted PSC relative to this request. There should be nothing to prevent us from having an agreement with Rothschild for providing the fire service, but Rothschild does not provide metered service to Foremost unless we have maintenance events at the present time. This is an opportunity to better articulate conditions of the operation of the interconnection. Met with Foremost on 8/4. Rothschild is willing to work on issues cooperatively.

2. STRATEGIC PLAN PROJECT STATUS.

- J. Higgins, M. Wodalski, S. Osterbrink, and K. Donner continue to collaborate as Services Division.
- Comprehensive Plan Update
 - Reviewed Chapters for TIF plan and Priorities for project implementation.
 - Continuing to participate in periodic meetings with team from JSD Professional Services and J. Higgins, et. al. of Village re: SE Quadrant of STH 29/CTH X; a.k.a. "Camp Phillips at 29."
 - All committee members and BOT have been furnished documents related to planning for SE Quadrant and Camp Phillips Corridor plan through Administrator Guild. Feedback is sought.
 - Administrator Guild is also forwarding planning information to various stakeholder groups in the area including Marathon County and various committees for the County. See #1 above.
- Transport Way/Weston Avenue
 - Addressed questions at open house for SE neighborhood at transportation station on 5/09
 - Proposal by Keller on behalf of Lamer's for developing site at end of Transport Way has been abandoned due to extent of wetlands.
 - Have received permission forms for survey and wetland delineation from Bruce Flora, Jason Blenker (4103 Weston Avenue), Gibbs family, and Wausau Child Care. (Will be seeking proposals for wetland and topographic survey within the next few weeks).
 - Steve Meinel commented on 5/09 at the open house he was not in favor of the rear access road and returned his form indicating he does not give us permission to perform surveys on his property. Guild, Higgins, and I met with him on June 23. He remains opposed to Village proceeding with surveys on his property at this time.
- Intergovernmental agreements.

- Discussed status of cleaning and televising of Ross Avenue sewer and long term agreement with M. Thuot of Schofield on 8/16. Will follow up as our consultant (MSA) is now working on our user ordinance.
- Resolution to develop intergovernmental agreement for Foremost interconnection and Foremost private fire protection service by Rothschild is non 8/29 agenda.
- Strategies for Reduced Energy Consumption.
 - M. Wodalski coordinating LED street lights installation and reporting on status.
- Water Rate Case
 - Greg Johnson of Ehlers met with staff on 7/27. Rate increase of approx. 15% is needed for current estimated O & M projects. Refinement needed to spread costs over multiple years, factor in capital, and use of fund balance. Anticipate bringing recommendations to 2nd board meeting in September to have rates in place at beginning of 2017. Conference call set up with J. Cameron on 8/31.
- Workload and Labor Needs Analysis in Services Division
 - Services Division Management and Supervisory team worked on surge of workload to clean up medians in June & July. Wodalski is developing spreadsheet for annual schedule. Deficiency of manpower is most critical in early mowing season before seasonal help arrives and during water utility spring distribution system flushing.
- Infrastructure Master Plans
 - Construction in progress for Ross Avenue and Mesker-Colleen lift station replacements.
 - R. Roth preparing RFP for sewer condition assessment.
 - Staff reviewing final draft of facilities evaluation by Kueny.
 - Ryan Nachreiner of Water Technology, Inc., visited the Aquatic Center on 7/27 for the on-site assessment inspection. A report will be completed to support Capital Improvement Planning.
 - CIP for infrastructure is in process and will include TIF project plan. Wodalski was tasked with obtaining update of "Plan-It" software (MS Access based tool) for compiling projects. The software has been used for previous versions of the Village CIP. CIP is a priority in August.
- Policy and Ordinance Development/Revisions
 - Sewer Utility Ordinance update – MSA began work on 8/8.
 - Preparing recommendations for formalizing water and sewer main extension policy. Reviewed policies from other communities, but not substantial differences in principles that customer/developer pays for costs of extensions and financial burden to existing customers for extensions is minimized. 2 recent requests for estimates in boundary areas of utility system (Howland Ave. and Ross/Schoonover)
- Wage & Compensation Plan Advancement Guidelines
 - Provided a memo and back-up on wage recommendations for streets and utilities personnel to Administrator on 5/12. Additional fine tuning needs to take place with team to tie in with recommended wage adjustments and reviews. Team needs to take next step of articulating criteria better referenced to job descriptions. Possibly think about reducing number of job titles in wage and compensation matrix. This is a priority item for Public Works & Utilities for August
- Technology Integration
 - K. Donner completing RFP for Automated Meter Reading and Advanced Metering Infrastructure (AMR/AMI). Updated estimate for full implementation with meter replacements is approx. \$1.7 M. Costs to be included in projected utility expenses for rate case analysis.
- Safety Manual Update and Training

- Have discussed CPR and First Aid training with Brad Mroczenski and elected to defer until after Aquatic Center closes for the season.

3. BUDGET AND FINANCIAL PLAN STATUS.

- Water rate case and CIP will be completed in September. See #2 above.
- Worksheets distributed by Finance for 2017 operating budget preparation.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Continue to emphasize need to collaborate on maintenance needs affecting park and R.O.W. aesthetics in weekly scheduling meetings with Operations Foremen (Behnke, Skrzypchak, Borth), S. Osterbrink and M. Wodalski. Attended MPO meeting on 8/16
- Met with Kurt Kluck, Marathon County Infrastructure Committee Chair on 8/22 with Guild and Wodalski.
- Attended "Structure of Local Government and Ethics" course for Public Works Supervisory Academy track in Madison on 8/24 with Wodalski, Borth, Skrzypchak, and Behnke.
- Completed performance review with Administrator Guild with some follow up yet regarding job description and strategic plan. Reviews of staff to follow.

5. PERFORMANCE AND METRICS.

- Meeting weekly with Administrator bi-weekly to discuss priorities.
- Working with Deputy Director Wodalski and staff on Wage and Compensation Plan training and competency matrix with goal of establishing advancement guidelines for Services Division Employees.
- Reviewed and edited first Annual Report for Weston Municipal Utilities containing informational articles.

6. COMMUNITY FEEDBACK

- Responded to complaint about condition of Ross Avenue and damage to vehicle.
- Responded to water quality inquiry from customer on Bloedel Avenue.

7. IDENTIFIED NEEDS.

- Prepare letter affirming RCA/REU assessment for all properties in assessment district
- R.O.W. maintenance policy addressing limits of Village involvement and responsibilities of property owners.

8. NEW IDEAS & OPPORTUNITIES.

- Wheel tax is getting a lot of local discussion

9. MISCELLANEOUS COMMENTS / ISSUES.

- Completed site plan review for CoVantage Credit Union on Schofield Avenue.
- Reviewed plat and infrastructure plans for Misty Pines Plat with Services staff.
- DNR has asked all utilities to review their approved sites for lead and copper rule compliance sampling. This involves review of assessor's information re: single family home construction between 1/1/1983 and September 1984 to determine if Village has more sites of highest interest in monitoring for lead levels in water supply. Homes to be researched are those which were not on public water circa 1992/1993 and which have copper plumbing with lead based solder. Wehner asked to conduct data base research.

