



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**  
**OFFICIAL MEETING AGENDA OF THE PUBLIC WORKS & UTILITY COMMITTEE**

The following items were listed on the agenda in the Village Clerk's Office, in accordance with Chapter 2 of the Village's Municipal Code and will be ready for your consideration at the next regular meeting of the Public Works Committee which has been scheduled for MONDAY, SEPTEMBER 11, 2023, @ 4:30 P.M., in the Board Room, at the Weston Municipal Center 4747 Camp Phillips Rd.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) might attend the above-noticed meeting to gather information. Should a quorum of other government bodies be present at this meeting it would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W.2d 408 (1993). No official actions other than those of the Public Works Committee shall take place.

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.

**Join Zoom Meeting by Computer**

<https://zoom.us/j/5445915099>

**Join Meeting by Phone:**

+1 312 626 6799

**Meeting ID: 544 591 5099**

**AGENDA ITEMS**

1. Meeting called to order by Public Works & Utility Committee Chair Zeyghami
2. Welcome, introductions and acknowledgement of guests.
3. Roll Call by Recording Secretary
  - Public Works Committee: Hooshang Zeyghami {C}, Jasper Hartinger {VC}, Tom Hubbard, Luis Lopes-Serrao, Roy Mumper
4. PUBLIC COMMENTS
5. [Approval of 08/14/23 Public Works & Utility Committee Minutes](#)

**STAFF REPORTS**

6. [CIP Update](#)
7. [Street Operations Update](#)
8. [Utility Operations Update](#)
  - a) [Standard Operating Procedures](#)

**POLICY DISCUSSIONS AND RECOMMENDATIONS**

9. [Weston Avenue Change Order #1](#)
10. [Resolution 2023-015 – Northcentral Wisconsin Stormwater Coalition Cooperative Agreement](#)
11. [County Road X and Ross Ave Design Update](#)



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**  
**OFFICIAL MEETING AGENDA OF THE PUBLIC WORKS & UTILITY COMMITTEE**

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**FUTURE ITEMS**

**12.** Next meeting date(s):

- a) Monday, October 9, 2023, @ 4:30 p.m. Regular Meeting
- b) Monday, November 13, 2023, @ 4:30 p.m. Regular Meeting

**13.** Topics for future meetings

**14.** Remarks from Administrator

**15.** Remarks from Staff

**16.** Remarks from Committee members.

**17.** Announcements.

**ADJOURNMENT**

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**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**  
**OFFICIAL MEETING AGENDA OF THE PUBLIC WORKS & UTILITY COMMITTEE**  
**HELD ON MONDAY, AUGUST 14, 2023 @4:30 PM, IN THE BOARD ROOM AT 4747 CAMP PHILLIPS ROAD**

**AGENDA ITEMS**

1. Meeting called to order by Public Works & Utility Committee Chair Zeyghami at 4:30 p.m.
2. Welcome, introductions and acknowledgement of guests.
3. Roll Call of Village Public Work & Utility Committee (PW) by Secretary Gilmeister

Roll call indicated five PW members present.

<u>Member</u>	<u>Present</u>
Zeyghami, Hooshang {Chair}	YES
Hartinger, Jasper {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES – arrival time 4:33
Mumper, Roy	YES

Village Staff in attendance, in-person: Wodalski, Raczkowski, Swenson, Gilmeister, and Chibeya.

Village Staff in attendance, via Zoom: Hubbard, Donner

There were three audience members present in person: Matt Patterson from Becher Hoppe, Tonia Westfall from Clark-Dietz and Dave Diesen.

**4. PUBLIC COMMENTS**

None.

5. Approval of 07/10/23 Public Works & Utility Committee Minutes

***Motion by Mumper, second by Hartinger to approve the July 10, 2023, meeting minutes.***

Yes Vote: 4    No Votes: 0    Abstain: 0    Not Voting: 1    Result: PASS

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Hartinger, Jasper {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	---
Mumper, Roy	YES

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## **STAFF REPORTS**

### **6. CIP Update**

Wodalski updated the committee on Weston Ave. The water and sewer is in from Ryan St to Progress Way, the road should be ready for asphalt by the end of August. Contractor will continue from Progress Way to County Road J. Wodalski informed the committee of his discussion with Marathon County regarding repaving County Road J next year. To minimize the traffic disturbance this year and next year, Marathon County contacted AECOM to design an intersection plan to combine the two projects for completion this year. Zeyghami questioned the details of the work. Wodalski explained the excavation, geo fabric, breaker run, and new pavement design. Hartinger questioned lighting at intersection. Wodalski stated no lights will be installed. Wodalski stated a left turn lane will be installed. Hartinger questioned status of PGA future development. Wodalski stated there is no future development at this time. Zeyghami asked about the schedule of projects. Wodalski stated we are slightly ahead of schedule due to weather conditions. Hartinger requested schedule projection. Wodalski stated project Ryan to County J first phase of two Progress Way should be done at the August. The second phase of Progress Way to County Rd J is projected to be done by early October. Final design for Alderson to Birch is continuing. The right of way plat should be finished at the end of the month. Survey work is completed for East Jelinek and VonKanel. Survey is complete for Jelinek between the Junior High and Senior High. Marathon County has an RFP out for the reconstruction of Camp Phillips from Sternberg to Eau Claire Avenue. Zeyghami questioned the proposed work. Wodalski stated they would widen the roadway and a roundabout is proposed at the Ross and Camp Phillips intersection. Hartinger questioned if the project is determined or to be determined. Wodalski replied that was determined by the County Infrastructure Committee as well as the Village Board approved two years ago. Wodalski met with DOT regarding the Business 51 project, the project has been pushed back 2028/2029. Trustee Zeyghami states this project should be done sooner and thinks we should be contacting our state representatives regarding the project's delay. Mumper requested status of retention pond. Wodalski stated DOT would permit it but unsure about funding. Wells 7 and 8 should be operational by mid-September. Hartinger questioned SCADA and Well 7 and 8 completion date. Wodalski stated the contract date for completion of Well 7 and 8 is December.

### **7. Street Operations Update**

Raczkowski gave an update on the Windermere Oaks subdivision, American Asphalt will finish paving with the asphalt overlay. American Asphalt will start with the surface paving on Stone Ridge Drive, Wednesday. They are paving from Weston Ave to Ministry, once the surface is on the center stripe will be applied. Executive Estates off of north Apache, all the inlets have been looked at and repaired, manholes and water valves have been adjusted. Six driveway entrance curbs were replaced. Three driveway entrance curbs were replaced on Windemere Oaks at Sandgate Court. Due to the rain maintenance was done on the equipment. Repair work of the base will be done on North Apache Lane,

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after the repair work is complete, American Asphalt will complete the asphalt overlay on Executive Estates and North Apache Lane. Mill work to be done on Quentin Street from Ross Avenue by Machmueller Park to Creel Drive and replace 150' of deteriorated curb, look at inlets, adjust manholes and water valves then it will be ready for American Asphalt. Asphalt patching in raveled areas on Ross and Birch Street. Raczkowski informed the committee staff will be working with the City of Wausau on paver patching some areas on Birch Street in front of Colonial Gardens and also patching on River Pines Court to be done by the beginning of September.

## **8. Utility Operations Update**

Swenson updated the committee with Well updates with regards to communication fails, repairs, leaks. PJ Kortens repaired radios for better communication to SCADA. Kerry Well communication will be repaired with the SCADA upgrade. Hydrant maintenance is ongoing. Assisted watermain taps on Crestwood Ave for duplexes. Performed biweekly EPA/PFAS collections. TDS is connected to most stations; all calls come to the main phone line. Assisted sewer jetting for upcoming east Jelinek project. Found some issues with our sanitary cleaning, relocating our PH probes for compliance with the sewer ordinance. Kerry has complete shutdown of their plant this week. Kerry Well is shut down for switching out the discharge head and adding a VFD which will be done by the end of this week and back up in running by Monday of next week. Follow up with August Winter for schedule on meter pit project. Follow up on hydrant painting which was awarded last year. Interviewed three candidates for fifth Utility Operator, which was awarded to Jared Hoekstra who is currently in our Parks department, Jared will finish out the summer with the Parks department and transition with the Utility department through the end of summer/fall season. Zeyghami questioned the programming with TDS. Swenson stated the Utility operators programmed the phone calls. Zeyghami requested the status of the Cedar Creek easement. Wodalski stated we will be in contact with Cheryl Schroeder at Becher-Hoppe as she has worked with the lift station easement/acquisitions over the recent years. Zeyghami stated the need for someone in real estate. Wodalski stated Schroeder's role is real estate acquisitions. Zeyghami stated he would like to see something at the next meeting. Mumper questioned Well 7 and 8 being tested for PFAS. Swenson replied that Well 7 and 8 have been tested for PFAS and will have more testing before distributing. All wells have been tested for the first and second quarters. Swenson talked with Northern Lakes last week, as we do our own quarterly raw samples and will continue to raw sample for our trending and tracking. Wodalski stated that the wells were tested, and they are below what the EPA recommended level would be moving forward. Mumper asked if it would be another expensive system. Wodalski stated it shouldn't be. Zeyghami asked if the wells needed treatment. Wodalski stated Wells 7 and 8 do not need treatment. Zeyghami questioned the status of Wells 3 and 4. Wodalski stated that Wells 3 and 4 are still in the final design for iron and magnesium for Well 3 and PFAS removal for Wells 3 and 4. Zeyghami questioned the schedule. Wodalski stated the need for the funding information for the bidding process. Zeyghami requested the status of Wells 3 and 4 be

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on the agenda for the next meeting.

## **POLICY DISCUSSIONS AND RECOMMENDATIONS**

### **9. Fuller St Engineering Request for Proposals Submittals**

Wodalski explained his report. Received four proposals from: Becher Hoppe, Clark Dietz, MSA and Strand. Zeyghami questioned the water line being in the right of way. Wodalski stated that is a sewer line and is in the Utility easement right of way. Hartinger requested the design inclusion for Strand. Wodalski stated the Strand proposal was for design only. Zeyghami questioned the construction cost is based on the hours provided. Wodalski stated that the construction cost is based on the hours provided by Wodalski on the construction schedule. Hartinger requested the completion of the project timeline. Wodalski stated the proposed completion to be done 2025. Mumper questioned the preliminary plan for the intersection of Fuller and Schofield. Wodalski stated Schofield Ave corridor plan had a concept of moving it over to make it equal with Old Costa Lane. Hartinger questioned lighting. Mumper questioned the curb and gutter, walking paths or sidewalks on both sides. Wodalski stated in the Schofield Ave to Mountain Bay Trail area would likely be a path, but is still to be determined during the design process. Zeyghami questioned two different pavement designs. Wodalski confirmed there would be a truck pavement design and non-truck portion of the road. Hubbard questioned the path from (Arrow) Schofield Ave to Rogan Lane (dog park). Wodalski confirmed path proposal. Zeyghami questioned the intersection and negotiation with Arrow Bar. Wodalski stated the Village of Weston would be negotiating with Arrow Bar pending the traffic study results.

***Motion by Lopes-Serrao, second by Mumper move to recommend Becher Hoppe for the engineering services for the Fuller Street Reconstruction Project for the cost of \$328,100.00.***

Yes Vote: 5    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Hartinger, Jasper {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

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**10. Resolution 2023-014 (Final Resolution for the Ryan St/Apache Ln Utility Looping Project)**

Wodalski explained the Final Resolution. Zeyghami questioned the price of the black top. Wodalski explained pricing figures.

***Motion by Mumper, second by Hartinger move to recommend the Village Board approve Resolution 2023-014, Levying Special Assessments for Driveway Approaches, Sanitary Sewer Main and Water Main infrastructure for the Apache Lane Utility Extension project.***

Yes Vote: 5      No Votes: 0      Abstain: 0      Not Voting: 0      Result: PASS

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Hartinger, Jasper {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	---
Mumper, Roy	YES

**11. Wells 7 & 8 Change Order #5**

Wodalski explained his report. Changes were made to the landscaping and storm water final grading.

***Motion by Lopes-Serrao, second by Hubbard move to recommend the Village Board approve Change Order #5 for a project deduct of \$804.00.***

Yes Vote: 5      No Votes: 0      Abstain: 0      Not Voting: 0      Result: PASS

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Hartinger, Jasper {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

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**12. Weston Utility Operations Standard Operating Procedures**

Swenson explained his report. The committee requested this topic stay on the agenda every month.

*No action taken at this time.*

**13. County Road X Intersection Improvements at Schofield Ave and Weston Ave Discussion**

Zeyghami explained his discussion with President Maloney regarding the intersection of Camp Phillips and Weston Ave roundabout. Also discussed the roundabout at Schofield Ave and Camp Phillips. The project has to be completed before the TIF District closes. Wodalski explained the recent roundabout studies at Ross and Schofield Ave, Mesker and Schofield Ave. Hartinger questioned the County sharing costs with the Village of Weston. Zeyghami stated the need to discuss the project with the County. Wodalski stated the TIF expenditure period is March of 2026. Lopes-Serrao requested consideration of the property owner at the SE corner of Schofield Ave and Camp Phillips.

***Motion by Hartinger, second by Mumper move to recommend to the Board for discussion and design purposes.***

Yes Vote: 5    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Hartinger, Jasper {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES



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**14. Salt shed change order #1**

Wodalski explained his meeting and proposal with SD Ellenbecker and Structures Unlimited. Project will begin mid-August. The structure will be built in early September. Building will be able to house salt in October.

***Motion by Mumper, second by Hartinger move to recommend to accept Change Order request #1 for a deduct of \$14,000.00 for the Salt Shed.***

Yes Vote: 5    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Hartinger, Jasper {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

**FUTURE ITEMS**

**15. Next meeting date(s):**

- a) Monday, September 11, 2023, @ 4:30 p.m. Regular Meeting
- b) Monday, October 9, 2023, @ 4:30 p.m. Regular Meeting

**16. Topics for future meetings**

Fuller Street schedule

**17. Remarks from Administrator**

None.

**18. Remarks from Staff**

None.

**19. Remarks from Committee members**

None.

**20. Announcements**

None.

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## ADJOURNMENT

***Motion by Hartinger, second by Lopes-Serrao to adjourn the PW meeting at 5:53 p.m.***

Yes Vote: 5    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Hartinger, Jasper {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Public Works Committee – 9/11/2023</b>
<b>Description:</b>	<b>Capital Improvement Plan Update</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works</b>
<b>Question:</b>	<b>Solely an update on project status</b>

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## Background

### Current Capital Improvement Plan Projects

Below is an update on the status of the various Capital Improvement Plan Projects that are ongoing.

- **Street Projects:**

1. Weston Ave (CR-X to CR-J):

- East Construction Phase: ~65% Complete
  - Substantial Completion: Currently 10/15/2023
- Consultant: AECOM

Water and Sanitary Sewer have been installed from Ryan St to Progress Way East and this section is currently being paved. This is approximately 1.35 miles of roadway. Integrity will then be working on Progress Way to CR-J which is primarily just street work until they get closer to CR-J. This is roughly 3/4 of a mile.

Design on the west end (CR-X to Ryan) is continuing with the goal of having a plat ready in early Fall so we can begin the real estate process. I had a review meeting with AECOM last week and we have the goal of getting a draft plat done for the October meeting so we can begin the ROW process. We're still going over some design modifications as well to reduce ROW impacts as much as possible.

2. Weston Ave (Alderson to Birch):

- Construction scheduled for 2024
- Consultant: MSA

Final design is progressing on this item with an anticipated construction of next year. I'm told the ROW plat should be finished by the end of the month so we can get started on any acquisition that may need to take place. Primarily we'd have some property at the Weston Ave/Alderson St intersection.

# REQUEST FOR CONSIDERATION

3. E Jelinek and Von Kanel:
  - Construction scheduled for 2024
  - Consultant: Clark Dietz

Survey work was completed this past month. Had a preliminary design meeting to go over planned typical sections and review any known drainage, traffic, utility, etc. issues along the corridor. There is some ROW questions that we need to get verified as well.

The pedestrian accommodations also were discussed. The original thought is we'd look at sidewalk on both sides of E Jelinek from Camp Phillips to Kirk St and then transition to a multi-use path from Kirk St to Von Kanel. On Von Kanel itself, from Schofield Ave to E Jelinek there are wetlands and a larger drainage way, so we may only be able to place a sidewalk or path on one side of the road and then as we head south to Barbican to connect to the sidewalk there and existing sidewalk on Crest Ridge Dr., it may make sense to just place sidewalk on the west side of the road due to grade and wetlands on the east side.

We'll be looking to hold a Public Information Meeting the week of October 9<sup>th</sup>, perhaps that Wednesday, would like to get feedback from the Committee Monday on if that would work. After the Public Information Meeting we should have better feedback from those in the area and can then proceed with final design elements.

4. Jelinek Ave (Machmueller to Alderson):
  - Construction scheduled for 2024
  - Consultant: Clark Dietz

Reviewed 60% plans with Clark Dietz this past week. This project is mainly repaving with replacement of existing curb ramps to make sure they're ADA compliant, replacing existing storm inlets to add sumps for better suspended solids removal and there will be several water valves replaced as we had begun replacing failing valves along this roadway in previous years and want to ensure we don't repave the road just to dig it up to replace a bad valve.

5. Ross Ave (Metro Dr/Pine St to Alderson St):
  - Anticipate Construction in 2027 per DOT agreement

The Request for Proposals (RFP) was sent out earlier this month with proposals being due at the beginning of October. This is a joint project with Schofield which we've received a grant from the Wisconsin DOT for \$2,635,011.

6. Birch St Reconstruction (Shorey Ave to Cross Pointe Blvd):
  - Construction: Substantially Complete
  - Consultant: Becher Hoppe

# REQUEST FOR CONSIDERATION

Project is substantially complete. Warranty work has been completed. Will get Special Assessments finalized for the October Meeting

7. Ross Ave and CR-X Intersection:

- Construction Year: ~2026 (Dependent on Grant Funding)
- Consultant: TBD

Proposals from 3 firms were received for design services. In the process of reviewing proposals with the County. This would include reconstruction of CR-X from Sternberg Ave north to Eau Claire Ave.

8. Schofield Ave and Mesker St:

- Construction Year: 2024
- Consultant: MSA

MSA was awarded the design on this project last month and we'll be working on design yet this month.

9. Ross Ave (River Bend to Pauls):

- Construction Year: TBD
- Consultant: TBD

Will be submitting a grant application for this project as part of the Surface Transportation Project – Urban funding this fall through the Department of Transportation (DOT) as well as through the Local Road Improvement Program. This would be a joint project with the Town and include improvements at the Ross/Kramer intersection.

10. Business 51 (Volkman St to Schofield Ave):

- Construction Year: 2028/29
- Consultant: Becher Hoppe

DOT has indicated this project has shifted now to a 2028/2029 construction year. The road is the DOT's but this project involves a replacement of our watermain and sanitary sewer main underneath the roadway.

- **Utility Projects:**

1. Wells 7 and 8:

- Construction: Substantial Completion is 12/23/2023, Project is ~90% Complete
- Consultant: AECOM

Construction of the pump house is continuing. The epoxy flooring should be completed by 9/15 and Mechanical, Electrical and Plumbing work will need to be touched up after flooring. It looks like that is going to stretch out now to the end of September. Wells may not be up and running until early October.

# REQUEST FOR CONSIDERATION

2. Ryan St/Apache Ln Utility Extension:

- Construction: Substantially Complete
- Consultant: Clark Dietz

The project is deemed substantially complete. There are still some minor restoration items to address. Special Assessments were approved last month and will be mailed out to residents this coming week.

3. SCADA:

- Construction: 2023-2024
- Consultant: AECOM

The fiber optic installation should be starting this month. The controls contractor is waiting on components.

4. Well 3 and 4 PFAS Treatment:

- Construction anticipated in 2024
- Consultant: AECOM

The Safe Drinking Water Loan was submitted at the end of June. The design is mostly done as that was a requirement for submitting the grant application. As part of the State Budget, there was money set aside for PFAS treatment and now that the budget is approved, we'll be looking at that funding potential as well.

5. Ryan St and Trotzer Lift Stations:

- Construction: Substantially Complete
- Consultant: Clark Dietz

Some punch-list items remain. Also will be working on getting some site improvements completed outside of the construction contract (fencing, paving of Ryan St lot, etc.)

6. Cedar Creek Interceptor Access Road:

- Construction: Anticipate 2024
- Consultant: Mi-Tech/Becher Hoppe

I am working with Becher Hoppe on a scope of services for the right-of-way/easement acquisitions. I hope to have that ready for the Board meeting on 9/18.

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**Attached Docs:**

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**Committee Action:** N/A

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**Fiscal Impact:**

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**Recommendation:**

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# REQUEST FOR CONSIDERATION

## Recommended Language for Official Action

**No Action is needed, solely a discussion item.**

**Or, Something else**

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Additional action:

### Capital Improvement Plan Project Status

Project	% Construction Complete	Sub. Compl.	Design Firm	Design Year	Const Year	Status
Northwestern	100%	Complete	Clark Dietz/EMCS	2022	2023	Completed Spring of 2023
Birch St (Shorey to Cross Pointe)	100%	Complete	Becher Hoppe	2021-2022	2022	Special Assessments to be calculated by October 2023
Ryan and Trotzer Lift Stations	95%	Complete	Clark Dietz	2021/22	2022/23	Punch list items remain and then will need to get fencing and other site items completed.
Wells 7 and 8	90%	12/23/2023	AECOM	2021-2022	2022-2023	Wells should be operational by September 2023
Weston Ave (CR-X to CR-J)	65%	10/15/2023	AECOM	2021-2023	2023-2024	East Phase is under construction with completion of Oct. 2023. West Phase still in design
E Jelinek and Von Kanel	0%	Oct. 2024	Clark Dietz	2023-2024	2024	Survey complete, in preliminary design phase
Fuller St	0%		Becher Hoppe	2023-24	2025	
Ross Ave (Metro to Alderson)	0%		TBD	2023-2026	2027	RFP is currently out to design firms
Jelinek Ave (Machmueller to Alderson)	0%	Aug. 2024	Clark Dietz	2023	2024	~60% plans complete, should have bid documents ready by Spring 2024. Project to be constructed while school is not in session in 2024.
Schofield Ave and Mesker St Intersection	0%	Oct. 2024	MSA	2023-24	2024	Survey work is scheduled for the week of 9/11.
Ross Ave (River Bend to Pauls)	0%		TBD	TBD	TBD	Grant applications for STP-U and LRIP to be submitted in October 2023
Business 51 (Volkman to Schofield Ave)	0%	2028/2029	Becher Hoppe	2022-???	2028?	Preliminary water and sewer plans are completed. Waiting for DOT to progress further in their design so we can finalize utility design.
SCADA	0%	2024	AECOM	2022-23	2023-2024	Fiber Optic installation should be done in September 2023. Controls upgrades and electrical upgrades will follow at each location.
Wells 3 and 4 / Treatment Plant	0%	2025	AECOM	2022-23	2024/25	Safe Drinking Water Loan was submitted to DNR in June 2023. Should get results in Fall 2023. Will bid project once status of loan application is known.
Cedar Creek Access Road	0%		Mi-Tech/Becher Hoppe	2020-2023	2024	Working on getting ROW and easements completed
Weston Ave (Alderson to Birch)	0%	Oct. 2024	MSA	2022-23	2024	Design is 60% done, working on getting ROW Plat completed



## **Village of Weston D.P.W. - Street Department 9-11-2023 Update**

### **In the months of August/September to date, work included:**

Continue moving materials to new municipal center and Ryan St site.

Patching streets with Hot Mix Asphalt as required.

Sign installations, repairs & replacements – various areas

Quentin St from Ross Ave to Creel Dr – Mill along curb lines, replace approximately 200 lineal feet of deteriorated curb, repair storm sewer inlets, adjust manholes and water valves in advance of asphalt overlay.

Maintain Ryan St recycling site – water Ryan St site and gravel roads

Urban Lizzard and Rural Boom mowing of grass

Excavate and remove sub-standard base on N. Apache lane in advance of asphalt overlay. Pave in open cut area.

Patching of raveled areas on stripped - seal coated streets and other areas by applying tack oil and using hot mix asphalt fines/sand mix.

Perform lane wedging on Weston Ave – CR-X to the Von Kanel, Ross Ave from River Bend to Kramer Lane and paver patches on Birch St and other areas

### **.2023 Street Maintenance Contract Summary**

2023 Asphalt Overlay Contract – Janice Ave, Windemere Oaks subdivision, Executive Estates Sub Division and N. Apache Lane have had overlays completed. Once staff has completed the curb replacement on Quentin St, American Asphalt will be performing the overlay work.

Stone Ridge Dr rehabilitation project Phase 1 and Phase 2, have been completed from Weston Ave to Ministry Parkway.

Eau Claire River Bridge – Epoxy overlay repairs – Norcon Construction has completed the repairs of the delaminated epoxy overlay areas for an approximate cost of \$10,000.00.

Portage County Highway Dept – will be performing the long-line waterborne pavement marking on various Village streets and is anticipating it to be done in September. 2023.

## **Fall Street Maintenance Prioritization – September / October 2023**

- 1 – Complete repairs – tacking & wedging of asphalt stripped areas. Enterprise Way, Commerce St, Eau Claire Ave, Alderson St - Shorey to Howland, Huess St, Jelinek Ave. and additional other areas.
  - 2 – Paint special pavement markings on GSB-88 sealed and other streets.
  - 3– Complete 6 storm sewer inlet repairs including curb and asphalt replacements.
  - 4 – City of Wausau - Paver patches, Birch St & River Pines St.
  - 5 – Shoulder Asphalt overlay streets and other roads
  - 6 – Relay & lower the cross culvert on the south end of Wesenick St
  - 7 – Install catch Basin and Storm sewer pipe on Kiowa Lane at River Bend.
  - 8 – Install cross culvert on E. Nick Ave & relay existing culvert on east end.
  - 9 – Start Leaf/Brush Pickup on October 16<sup>th</sup>, 2023 (will take approximately 4 weeks to complete). Requires, 2 – Leaf Vac trucks, 1 loader and up to 2 Haul trucks for brush pickup per day - (5 staff members required)
  - 10 – Complete removal of materials, etc from 5500 Schofield Ave site
- Submitted by Dan Raczkowski – Deputy Director D.P.W. 9-6-2023

### **600 Gallon Rental Tack Sprayer Trailer**





Asphalt Stripping / Raveling - Jacob St & Michael Dr intersection



Hot Mix Asphalt wedging / repairs - Jacob St & Michael Dr intersection





Executive Ct. – Driveway Curb Replacement & Asphalt Overlay



Mallard Ct – Asphalt Stripped areas & Asphalt Wedging Repair



# **UTILITY REPORT FOR** **AUGUST 2023**

## **1. Superintendent Comments**

### **a. Water**

- Well #1 (Alta Verde) caustic pump replacement
- Well #1 (Alta Verde) dehumidifier repair
- Well #2 (Kerry) completed well upgrades (VFD, Head, etc.)
- Well #5 (Bloedel) chlorine leak repair
- Well #6 (Rippling Creek) chlorine leak repair
- Well #6 (Rippling Creek) acrylic head replacement
- Well #6 (Rippling Creek) overhead door repair
- Well #6 (Rippling Creek) exhaust manifold repair
- Treatment Plant chlorine line replacement
- Hydrant Maintenance continued
- Hydrant Mod. Kits measured for future work
- Perform bi-weekly EPA PFAS sample collection
- Large meter testing completed
- Assist Streets with hydro. excavating
- Lead and Copper sampling completed

### **b. Sewer**

- Mesker/Colleen Lift Station wiring repair
- Eau Claire River Lift Station block heater replaced
- Eau Claire River Lift Station panel lock mechanism repair
- Eau Claire River Lift Station hinge replacement
- Trotzer Lift Station locks installed
- Sanitary Sewer jetting operations continue
- TDS connection to Lift Stations ongoing
- #4 Vac Truck general maintenance
- #4 Vac Truck suction tube replacement
- Gather pH probe data of sanitary sewer to track trends

### **c. Storm**

- None

**d. SCADA**

- SCADA (PJ Kortens) and Fiber Optic (A-1) projects awarded. Project(s) should get underway shortly.

**e. Diggers Hotline Locates**

- Village Utility Operators marked approximately 278 locates.

**f. Work Orders**

- Village Utility Operators completed 57 Work Orders. The majority of work orders were for various water meter installs, meter communication issues, lateral inspections and water quality responses.

**g. Miscellaneous Activities Completed/Upcoming**

- Well 3 (May 27<sup>th</sup>) and Well 4 (June 21<sup>st</sup>) were turned off due to PFAS.
- Temp. Treatment for Well #4 (Sternberg) began pumping water to the distribution system on December 9<sup>th</sup>, 2022.
- Entered Monthly well data to DNR
- Watermain flushing was completed on June 22<sup>nd</sup>
- Sanitary sewer jetting is ongoing
- Hydrant maintenance is ongoing

**h. Contract Work (Some overlap from part of July and into September)**

- Kerry Well flushing and maintenance program created through Water Quality Investigations (WQI). Will look to implement plan this fall/spring.
- Municipal Well completed additional upgrades at Well #2. Upgrades included adding a VFD, replacing discharge head, and upsizing well vent and raising concrete bench to meet DNR sanitary survey noted deficiencies.
- Tommy Wash, Village and WQI need to follow up with corrosion issues.
- Cedar Creek Interceptor Project easement letters sent to property owners. Working with AECOM to move project along.
- Well 7/8 construction continues. Approaching full operation soon.
- AECOM SCADA and Fiber Optic projects awarded. Work should begin soon.
- Meter Pit(s) Project to begin early October.
- Weston Ave projects ongoing.
- Trotzer and Ryan St. Lift Station projects continue and should be completed soon. Residents are beginning to connect sanitary system.
- Hinner Springs subdivision continues.

- Hydrant Painting project awarded to Ferguson. Contacted Ferguson and awaiting an updated schedule for the work to take place.

## 2. Customers Added

Village added a total of 77 new customers during the month of August.

Type	No. of Customers
Residential Single Family/Condo's	69
Multi Family	5
Commercial/Industrial	3
<b>Total</b>	<b>77</b>

\*A new customer includes new connections and change in residencies

## 3. Water Pumped in 1,000s of gallons (Last 4 Months)

Well 3 (5/27/22) shutdown for PFAS concerns. Well 4 (3/10/23) was brought back online and running through temp. PFAS removal system.

	Alta Verde (#1)	Foremost (#2)	Mesker (#3)	Sternberg (#4)	Bloedel (#5)	Rippling Creek (#6)
<b>May</b>						
Total	7,529	2,690	-	20,049	11,419	4,621
Peak	531	849	-	725	930	435
<b>June</b>						
Total	12,803	15,777	-	19,488	15,500	11,686
Peak	668	788	-	796	1,000	635
<b>July</b>						
Total	9,498	21,483	-	19,740	14,814	8,495
Peak	422	835	-	746	643	483
<b>August</b>						
Total	9,443	13,916	-	19,398	14,320	8,617
Peak	517	894	-	727	676	426
	<b>39,273</b>	<b>53,866</b>	-	<b>78,675</b>	<b>56,053</b>	<b>33,419</b>
					<b>Total gal X 1000</b>	<b>261,286</b>
					<b>Total gal X 1000 (Less Foremost)</b>	<b>207,420</b>

## 4. Wastewater Flows (Last 4 Months)

Rib Mountain Metropolitan Sewerage District Flow Charge Totals.

	Bus. 51 Flow (X1000)	Cedar Creek Flow (X1000)	Total Flow Charge (X1000)
<b>May</b>			
Total	20,889	17,439	38,328
<b>June</b>			
Total	15,507	14,194	29,701
<b>July</b>			
Total	15,956	13,521	29,477
<b>August</b>			
Total	15,758	13,739	29,497
	<b>68,110</b>	<b>58,893</b>	<b>127,003</b>

## 5. Lift Station Hours

Summary of Lift Station Hours for July and August 2023.

Lift Station Hours									
2023	Harlyn		Fox St.		Mesker/Jelinek			Kathleen	
Month	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump3	Pump 1	Pump 2
Jul	79	70	96.7	90.7	140.8	16.9	34	6.9	17.8
Aug	78.3	68.3	88.5	82.6	59.6	65.3	69	14.7	18.2

2023	E.C. River		Tanya/Tricia		Progress Way		Pointe		Park Terrace	
Month	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2
Jul	34.5	40.7	40.7	34.7	3.8	5.7	13.1	16.7	11.9	18.5
Aug	33.4	40.5	43.7	32.9	4	5.3	12.5	13	9.3	15.8

2023	Ryan St.			Heritage Hills		Ross Ave.		Mesker/Colleen	
Month	Pump 1	Pump2	Pump 3	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2
Jul	51.3	25.6	24.8	20.1	19	27.2	27.4	104.4	110
Aug	53.7	25.1	24.5	18.5	18.4	27.1	27.3	111.4	114.5



## WESTON UTILITIES STANDARD OPERATING PROCEDURES

- 1 Well Inspection - Site Specific (8 Wells, Treatment Plant)
- 2 Chemical Feed Pump Repair/Maintenance - Product Specific
- 3 Watermain Flushing
- 4 Watermain Break Repair
- 5 Watermain/Service Lateral Freeze Ups
- 6 Leak Detection
- 7 Water Towers
- 8 Valve Exercising WITH Power Valve Turner
- 9 Valve Exercising WITHOUT Power Valve Turner
- 10 Hydrant Maintenance
- 11 Hydrant Flushing
- 12 Hydrant Fire Flow Test
- 13 Lift Station Inspection - Site Specific (14 Stations)
- 14 Lift Station Cleaning
- 15 Sewer Jetting
- 16 Sewer Televising
- 17 Standby Generator Inspection and Maintenance
- 18 pH Probe Install and Data Retrieval
- 19 Lateral Inspection - Water and Sewer
- 20 Curb Stop Adjustments
- 21 Treatment Systems (PFAS, Iron/Manganese)
- 22 Digger Hotline Locates
- 23 Line Locating
- 24 Barrel Filling
- 25 MXU Installs
- 26 Meter Installs
- 27 Meter Change Outs
- 28 Meter Programming
- 29 Water Turn On/Off
- 30 Residential Service Lateral Flushing
- 31 Water Sample Collections (PFAS, Flouride, Bac-T, etc.)
- 32 Vac Truck Operations (Vacuum, Jetting, Hydro. Excav.)
- 33 SCADA System Operation
- 34 Overhead Fill Maintenance

# Village of Weston Standard Operating Procedures



Procedure: DIGGERS HOTLINE TICKETS – UTILITY LOCATE

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Steps to perform the work:

1. On your Teams application - Crew Communication Channel click on the Diggers tab and/or log into email for Diggers ticket list
2. Review “Locate Request for WWS01” portion of ticket to determine the type of ticket (Standard, Priority Relocate, Planning or Emergency) to prioritize ticket urgency. Also find Start Date and Call Date to make sure ticket is completed on time
3. Review “Contact Information” portion of ticket to determine who called in the locate and who the work is going to be completed for. This portion of the ticket will be of assistance if questions come up during marking process
4. Review “Work Information” portion of ticket to determine location and type of work being performed
5. Review “Marking Instructions” portion of ticket to determine the boundaries of the area to be marked.
6. Review the “Remarks” portion of the ticket to determine if there are any special instructions to be aware of during marking process
7. When approaching the work location observe water valve stack covers, fire hydrants, sanitary and storm sewer manhole covers to assist in understanding As-Built or GIS mapping
8. Determine what, if any, facilities might be within the “Marking Instructions” boundaries. Mark all WATER facilities with BLUE paint or flags, all SANITARY SEWER and/or STORM SEWER facilities with GREEN paint or flags. If there are problems locating storm sewer contact Streets Dept. for assistance.
9. If work being performed is near the surface mark curb stacks, water valve stacks, manholes and inlet grates. If work includes excavation then line locate service laterals, water mains, sanitary sewer mains, sanitary sewer force mains and storm sewer mains
10. Review GIS mapping for any Village owned street lights or traffic lights. If it is determined lights are present contact Scott Tatro with a copy of Diggers Ticket.
11. Review GIS mapping for any Village owned Right-of-Way irrigation systems. If it is determined that irrigation is present locate what you can. If there are issues contact Parks Dept. to assist with locating sprinkler heads, control boxes and mains. Mark these facilities with PURPLE paint or flags.
12. After Diggers ticket is marked in the field note what facilities are marked, date, and initial. If it is determined that there are no conflicting facilities note NO CONFLICT in the comments section in the spreadsheet located in the Diggers tab

### Equipment Needed

Equipment:	Quantity
Utility Vehicle	

**Tools Needed**

<b>Tool:</b>	<b>Quantity</b>
Line Locator	
Metal Detector	
Device for accessing tickets and GIS mapping	

**Materials Needed**

<b>Material:</b>	<b>Quantity</b>
Spray Paint (Blue, Green, Purple, etc.)	
Flags (Blue, Green, Purple, etc.)	

**Personnel Needed**

<b>Personnel:</b>	<b>Quantity</b>
Utility Operator	

**PPE Needed**

<b>PPE:</b>	<b>Quantity</b>
Gloves	
Safety Glasses	
Safety Vest	

## Village of Weston Standard Operating Procedures



Procedure: METER CHANGE OUT

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Steps to perform the work:

1. Locate Meter
2. If copper service line, make sure it has grounding strap going across each side of meter. If not, install grounding strap using grounding clamps and 6 strand
3. Turn ball or gate valves off on both sides of meter
4. Remove meter seal wire
5. Remove remote wire from meter register
6. Remove meter and catch drained water into a container
7. Make sure gaskets are removed from meter connections
8. Install meter with new gaskets. Verify water flow direction is correct. DO NOT OVER TIGHTEN
9. Turn water back on using ball or gate valves and check for leaks
10. Install connector on top of meter
11. Strip meter side and existing wire about 3/8" using UY connectors. Connect the two wires together and tape them together
12. Seal meter going through meter flange and top of meter
13. Always put remote (MXU) on outside of building unless unable to get wire outside
14. 3 wire MXU strip wire and install into MXU in correct color location
15. Touch couple MXU install touch couple remote and then install into back of MXU. Make sure metal tabs are pressed into remote
16. Dual port MXU same as 3 wire but will hook up two different meters need 2 separate wires
17. All MXU need to have 2 screws attaching them onto the building
18. Install programmer on left side of MXU and program MXU to the meter, when finished remove programmer
19. Leave cross connection information

### Equipment Needed

<b>Equipment:</b>	<b>Quantity</b>
Meter Programmer	

### Tools Needed

<b>Tool:</b>	<b>Quantity</b>
Wire cutter/stripper	
Channel Lock	
UY Connector Crimper	
Electrical Tape	
Flashlight	
Screw Driver – Flat/Phillips	

Hammer drill for concrete with concrete drill bits short and long	
Regular drill and bits	
Side cutter	
Containers for water	

**Materials Needed**

<b>Material:</b>	<b>Quantity</b>
Meter	
MXU	
Wire	

**Personnel Needed**

<b>Personnel:</b>	<b>Quantity</b>
Utility Operator	

**PPE Needed**

<b>PPE:</b>	<b>Quantity</b>
Gloves	
Safety Glasses	

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	<b>Public Works Committee – 9/11/2023</b>
<b>Description:</b>	<b>Weston Ave (Ryan St to CR-J) Change Order #1</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works</b>
<b>Question:</b>	<b>Should the Public Works Committee Recommend the Village Board approve Change Order #1 for a deduct of \$15,967.40?</b>

## Background

Attached is Change Order #1 for the Weston Ave (Ryan St to CR-J) Project. This change order is for a reduction in total contract price of \$15,967.40.

As we are getting closer to restoration on the site, it was noticed there was a large amount of erosion mat called out for in the plans. We took a second look at the plans and identified that only 3,000 of the 69,452 SY of topsoil restoration requires erosion mat due to the slope of the ground.

Instead of erosion mat, a crimped mulch will be used on the slopes for seed protection and soil stabilization. This reduces the majority of the square yardage price from \$1.20 for the original erosion mat to \$0.75/SY for the mulch. There is an additional mobilization for the specialized mulch equipment to be brought to the site.

**Attached Docs:** - Change Order #1

**Committee Action:** -

**Fiscal Impact:** - The contract price would be reduced by \$15,967.40

**Recommendation:** Staff recommends approval

## Recommended Language for Official Action

**I move to recommend the Village Board approve Change Order #1 for a project deduct of \$15,967.40 for a new contract price of \$6,697,732.17.**

**Or, \_\_\_\_\_**

**Additional action:**

Date of Issuance: September 7, 2023	Effective Date: September 7, 2023
Owner: Village of Weston	Owner's Contract No.:
Contractor: Integrity Grading & Excavating	Contractor's Project No.:
Engineer: AECOM	Engineer's Project No.: 60707530
Project: Weston Ave Reconstruction (East)	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description: Eliminate item 628.2004 Erosion Mat Class I Type B. Elimination of 69,452 SY at \$1.20/SY for a decrease of \$83,342.40.

Add item 628.2004.S Erosion Mat Class I Type B at an estimated quantity of 3,000 SY. At \$2.00/SY, the estimated total for this item is \$6,000.00.

Add item 627.0200 Mulching at and estimated quantity of 66,500 SY. At \$0.75/SY, the estimated total for this item is \$49,875.

Add item 619.1000.S Mobilization Restoration to account for the additional equipment required to install mulching. The estimated total for this item is \$11,500.00.

Attachments: Smith Restoration Justification.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>6,713,699.57</u>	Original Contract Times: Substantial Completion: <u>October 15, 2023</u> Ready for Final Payment: <u>November 1, 2023</u>
Increase/Decrease from previously approved Change Orders No. <u>0</u> to No. <u>0</u> : \$ <u>0.00</u>	Increase from previously approved Change Orders No. <u>0</u> to No. <u>0</u> : Substantial Completion: _____ Ready for Final Payment: _____
Contract Price prior to this Change Order: \$ <u>6,713,699.57</u>	Contract Times prior to this Change Order: Substantial Completion: <u>October 15, 2023</u> Ready for Final Payment: <u>November 1, 2023</u>
Increase/ <u>Decrease</u> of this Change Order: \$ <u>15,967.40</u>	Increase of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____
Contract Price incorporating this Change Order: \$ <u>6,697,732.17</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>October 15, 2023</u> Ready for Final Payment: <u>November 1, 2023</u>

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u>Dillon Schmeck</u>	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: <u>Project Leader</u>	Title: _____	Title: _____
Date: <u>September 7, 2023</u>	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

INTEGRITY GRADING & EXCAVATING, INC.

Job Code:2307 - VISTA

Description:WESTON AVE

**Job Description**

**WESTON AVE RECONSTRUCTION**

Line No.	Pay Item No.	Description	Quantity	Unit of Measure	Unit Price	Total Price
#	627.0200	MULCHING	66,500	SY	\$0.75	\$49,875
	628.2004	EMAT CLASS 1 TYPE 3	3000	SY	\$2.00	\$6,000.00
	619.1000	MOB	1	LS	\$11,500.00	\$11,500.00

<b>GRAND TOTAL:</b>	<b>\$67,375</b>
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**Proposal Certification**

**Submitted By:** LOGAN GRIESMER  
PROJECT MANAGER  
INTEGRITY GRADING & EXCAVATING

**Signed:** \_\_\_\_\_

**Title:** \_\_\_\_\_



# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Public Works Committee – 9/11/2023</b>
<b>Description:</b>	<b>Resolution 2023-015 – A Resolution Approving the North Central Wisconsin Stormwater Coalition Cooperative Agreement</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works</b>
<b>Question:</b>	<b>Should the Public Works Committee Recommend the Village Board approve Resolution 2023-015?</b>

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## Background

The Village has been and currently is a member of the North Central Wisconsin Stormwater Coalition. The purpose of the coalition is to develop and implement a single information and outreach program for all participating members to help the communities meet the requirements of the Wisconsin Administrative Code to increase awareness of stormwater impacts on waters of the state.

This approach has worked well in keeping costs down and has allowed our communities to pool our funds and efforts together to have a better regional reach along the Wisconsin River Watershed. In the past the coalition has worked together to update storm water ordinances, provide educational workshops and literature, broadcast public service announcements regarding stormwater and has sponsored various water clean up efforts.

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**Attached Docs:** - Resolution 2023-015

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**Committee Action:** - Village Board Previously approved Resolution 2018-041 to extend the Village's involvement in the Coalition through 1/31/2024. This Agreement will extend the Village's involvement with the Coalition for another 5-years.

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**Fiscal Impact:** - Annual fees have ranged from \$1,500 to \$2,000 per year. These costs are likely less due to the Village being a part of the coalition as compared to trying to comply with the stormwater requirements on our own.

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**Recommendation:** Staff recommends approval

## Recommended Language for Official Action

**I move to recommend the Village Board approve Resolution 2023-015.**

**Or, \_\_\_\_\_**

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Additional action:

**RESOLUTION 2023-015**

**APPROVING NORTHCENTRAL WISCONSIN STORMWATER COALITION COOPERATIVE AGREEMENT**

**WHEREAS**, the Wisconsin Department of Natural Resources regulates municipal storm sewer systems discharging water to surface or groundwaters through the Wisconsin Pollutant Discharge Elimination System (WPDES) permit program, and

**WHEREAS**, the goal of the WPDES Storm Water Program is to prevent the transportation of pollutants to Wisconsin's water resources via stormwater runoff, and

**WHEREAS**, the The Village of Weston owns stormwater facilities that are required to be permitted under the Wisconsin Pollutant Discharge Elimination System (WPDES), and

**WHEREAS**, the Stormwater Management Cooperative Agreement is between Marathon County; the cities of Baraboo, Marshfield, Merrill, Mosinee, Schofield, Stevens Point, Wausau, and Wisconsin Rapids; the villages of Kronenwetter, Plover, Rothschild and Weston; the town of Rib Mountain; and the University of Wisconsin - Stevens Point herein referred to as the Northcentral Wisconsin Stormwater Coalition, and

**WHEREAS**, the purpose of the Agreement, which is authorized pursuant to ss.66.0301, Wis. Stats., is to develop and implement a single information and outreach program meeting the requirement of the Wisconsin Administrative Code and to increase awareness of stormwater impacts on waters of the state while avoiding duplication of efforts and saving costs, and

**WHEREAS**, the coalition will cooperate to adapt and revise operating procedures and municipal ordinances to comply with the requirements of the WPDES General Permits held by each party to the agreement and any changes made to the Wisconsin Administrative Code; now therefore

**BE IT RESOLVED**, the Village of Weston hereby authorizes and executes a Stormwater Management Cooperative Agreement between Marathon County, the cities of Baraboo, Marshfield, Merrill, Mosinee, Schofield, Stevens Point, Wausau, and Wisconsin Rapids; the villages of Kronenwetter, Plover, Rothschild, and Weston; the town of Rib Mountain; and the University of Wisconsin - Stevens Point.

Respectfully submitted this \_\_\_\_\_ day of September 2023

Signature of Representative

# STORMWATER MANAGEMENT COOPERATIVE AGREEMENT

This Agreement is entered into pursuant to Wis. Stat. § 66.0301 to specify those certain responsibilities of the parties hereto in the implementation of an intergovernmental stormwater management program during the term of this Agreement.

## I. PARTIES

Any entity that is required to obtain a WPDES general permit may become a “member” of the Northcentral Wisconsin Stormwater Coalition (the Coalition).

This Agreement is among the following members: the cities of Baraboo, Marshfield, Merrill, Mosinee, Schofield, Stevens Point, Wausau, and Wisconsin Rapids; the villages of Kronenwetter, Plover, Rothschild, and Weston; the Town of Rib Mountain; Marathon County; and the University of Wisconsin-Stevens Point, herein referred to as the Northcentral Wisconsin Stormwater Coalition.

Each party shall be responsible for assigning appropriate designees to participate as members of the Northcentral Wisconsin Stormwater Coalition on behalf of each party. Duties and responsibilities are set forth below.

## II. TERM OF AGREEMENT

This Agreement shall commence on February 1, 2024, and continue through January 31, 2028. Any party may withdraw on thirty (30) days written notice to the coalition, subject only to the payment of any obligations due to the coalition under this Agreement.

## III. PURPOSE OF AGREEMENT

The purpose of this Agreement is to develop and implement a single information and outreach program for all participating members meeting the requirements of the Wisconsin Administrative Code to increase awareness of stormwater impacts on waters of the state while avoiding duplication of efforts and saving costs. The Coalition will also be tasked with cooperating to adapt and revise operating procedures, and municipal ordinances to comply with the requirements of Wisconsin Pollutant Discharge Elimination System (WPDES) General Permits held by each of the parties and any changes made to pertinent Wisconsin Administrative Code and to review changes to legislation and policies regarding stormwater and provide recommendations and options to members as well as state or federal policy makers and officials.

The parties to this Agreement may seek to improve the quality of local stormwater management programs by mutually agreeing to contract for services that would evaluate institutional arrangements for long-term program delivery and develop marketing and/or educational materials about stormwater impacts. The general WPDES permit terms and conditions, as currently held by all participating parties, are incorporated by reference. Said permits are subject to change.

## IV. PROGRAM SUMMARY

The activities required to complete this program include, but are not limited to the following:

- A. Review current research about stormwater impacts on waters of the state.
- B. Assess the public’s current knowledge of the causes of stormwater pollution.
- C. Develop marketing/educational materials to encourage reduction of the causes of stormwater pollution.
- D. Provide information directly to the public to influence changes in the behavior and encourage best practices for stormwater management.
- E. Evaluate collaborative efforts and institutional arrangements which may be used to implement

a long-term information and outreach program to meet the interests of the participating agencies.

- F. Work collaboratively to revise current ordinances to address the requirements of WPDES General Permits held by each of the participating parties.
- G. Work collaboratively to develop new procedures and revise existing agency practices to comply with and address the requirements of WPDES General Permits held by each participating party.

**V. SCOPE OF SERVICES**

Northcentral Wisconsin Stormwater Coalition duties shall include the following:

- A. Research, evaluate and develop a public education and outreach program, which will meet the requirements of WPDES permits held by the participating parties.
- B. Develop procedures and modify ordinances as necessary to comply with the WPDES permit, and the Administrative Code and changes made to the code and permit requirements.
- C. Collect funds from members to implement the education and outreach plan developed by the coalition and distribute these funds as voted upon by the membership to target educational goals of the WPDES program. Funding levels required shall be determined by the coalition members based upon educational activities and research planned by the members.
- D. Marathon County shall act as administrative and fiscal agent for the coalition and may delegate all or part of the necessary duty to a partner agency or organization.
- E. Create and administer bylaws to govern its operation.

**VI. INSURANCE**

Each party to this Agreement shall maintain its own liability and worker's compensation insurance sufficient to insure against the risks arising from each party's responsibilities under this Agreement. Events and activities sponsored by the Northcentral Wisconsin Stormwater Coalition shall be considered as work time by the personnel of all participating parties and shall be construed to carry with it all worker's compensation and liability insurance coverage for any claims arising from acts or omissions of said personnel.

**VII. MUTUAL INDEMNIFICATION**

The parties agree fully to indemnify and hold one another harmless from and against all claims, actions, judgments, costs, and expenses, arising out of damages or injuries to third persons or their property, caused by the fault or negligence of the said party, its agents, or employees, in the performance of this Agreement. The parties shall give to each other prompt and reasonable notice of any such claims or actions and shall retain the right to investigate, compromise and/or defend same.

**VIII. WAIVER OF BREACHES**

No waiver of any breaches of this Agreement shall be held to be a waiver of any other or any subsequent breaches. All remedies afforded in this Agreement shall be considered to be cumulative and in addition to any other remedies provided by law.

**IX. APPLICABLE LAW**

This Agreement shall be governed under the laws of the State of Wisconsin.

**X. SECTION HEADINGS**

The headings of the several sections, and any table of contents appended hereto, shall be solely for convenience of reference and shall not affect the meaning, construction or effect hereof.

**XI. NON-ASSIGNMENT OF AGREEMENT**

The participating parties agree that there shall be no assignment or transfer of this Agreement, nor any interests, rights or responsibilities herein contained, except as agreed in writing by all participating parties.

**XII. MODIFICATIONS TO AGREEMENT**

There shall be no modifications to this Agreement except by a two-thirds (2/3) vote of the membership.

**XIII. INTEGRATION OF AGREEMENT**

The entire agreement of the parties is contained herein, and this Agreement supersedes all previous agreements, whether written or oral, and all negotiations as well as any previous agreements presently in effect between the participating parties relating to the subject matter of this Agreement.

All parties hereto having read and understood the entirety of this Agreement consisting of three (3) typewritten pages hereby affix their duly authorized signatures.

**XIV. APPROVAL**

This Stormwater Management Cooperative Agreement shall be adopted by resolution (or by other acceptable means by the University) by each member.

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	<b>Public Works Committee – 9/11/2023</b>
<b>Description:</b>	<b>CR-X and Ross Ave Intersection Engineering Design Services</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works</b>
<b>Question:</b>	<b>Request for Engineering Services for the County Road X and Ross Ave intersection</b>

## Background

The proposals for the County Road X Reconstruction Project from Sternberg Ave to Eau Claire Ave were received on August 24. The County Highway Commissioner received proposals from 3 firms (Becher Hoppe, JT Engineering and SEH). Proposals are being evaluated on:

- 1) General Requirements (Org Capabilities and Staff Qualifications) (20%);
- 2) Technical Requirements (Project Understanding, Past Experience, etc.) (40%);
- 3) Performance (Present Workload, Completion Date) (25%);
- 4) Cost (15%);

At time of the packet going out, staff is still working with the Marathon County Highway Department to score the proposals.

<b>Attached Docs:</b>	<b>- RFP</b>
<b>Committee Action:</b>	<b>- Committee previously endorsed sending out RFPs for this project</b>
<b>Fiscal Impact:</b>	<b>-</b>
<b>Recommendation:</b>	<b>Staff will update the Committee on any new information Monday</b>

## Recommended Language for Official Action

**I Move to recommend \_\_\_\_\_.**

**Or, Something else**

Additional action:

# **REQUEST FOR PROPOSALS (RFP) FOR:**

## **Professional Services in the Design of County Road “X” and Ross Avenue Intersection Marathon County**

Issued By:

Marathon County Highway Department

Proposals must be submitted  
No later than **12:00 pm Central Standard Time**  
**August 24, 2023**

**LATE PROPOSALS WILL BE REJECTED**

For further information regarding this RFP, contact:  
Kevin Lang Marathon County  
Assistant Highway Commissioner at (715) 261-1809

Issued: August 1<sup>st</sup>, 2023

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# **I. GENERAL INFORMATION**

## **A. Introduction**

The purpose of this document is to provide interested parties with information to enable them to prepare and submit proposals for the design and preparation of final plans, specifications and estimates for the reconstruction of County Road “X” from Sternberg Avenue to Eau Claire Avenue, including the reconfiguration of the Ross Avenue intersection based on a Phase II: ICE Report completed on 8/13/2021.

This is a locally funded design and anticipated to be a Wisconsin DOT funded construction project that is to be designed to the appropriate Marathon County standards and standards found in the Wisconsin Department of Transportation current edition of the Facilities Design Manual and Standard Construction Specifications.

County Road “X” is a Minor Arterial with a 2019 ADT of 9,400.

## **B. General Scope**

1. The Marathon County Highway Department and the Village of Weston have scheduled an improvement project based on a Phase II ICE report. A roundabout large enough to accommodate large wheelbase trucks, the typical section to the south shall be long enough to tie into the existing facility. The typical section to the north should be a 5-lane facility to tie into the existing highway in the area of the former RR tracks.
2. Survey task to include:
  - a. Permanent Control Establishment
  - b. Digger’s Hotline Locates
  - c. Preliminary ROW research
  - d. Field survey (includes centerline, edge of pavement, driveway match point at existing R/W, signs, utilities, existing culverts and other data deemed necessary by the designer to generate final PS&E package)

3. Other

- a. One public Informational Meeting
- b. Multiple scoping and plan development meets with the Village and County.
- c. Preliminary Plan Development
- d. Agency coordination and Permits
- e. Utility Coordination
- f. Hazardous Material Investigation (Phase 1)
- g. Pavement Design Report
- h. Environmental Documentation
- i. Final Plans, Specifications and Estimate (PSE) to be reviewed and approved by the Wisconsin Department of Transportation if required if funding becomes available, otherwise reviewed by County and Village staff.

The County will provide:

- Existing County construction and/or as-built plans (available on Department website)
- Phase II: ICE Report

Questions for clarification concerning the RFP should be submitted to:

Kevin Lang  
Deputy Highway Commissioner  
Phone: (715) 261-1809  
Email: [Kevin.Lang@co.marathon.wi.us](mailto:Kevin.Lang@co.marathon.wi.us)

or

Michael Wodalski  
Director of Public Works  
Phone (715) 359-6114  
Email [mwodalski@westonwi.gov](mailto:mwodalski@westonwi.gov)

Any questions or comments are due prior to August 20<sup>th</sup> 2023, 3:00 PM

### C. Site Visit and Project Location

Prospective proposers have the responsibility to completely inspect the proposed site prior to submitting a proposal to determine all requirements associated with the contract. Failure to do so will in no way relieve the consultant from the necessity of providing, without additional cost to Marathon County, all necessary services which may be required to carry out the intent of the resulting contract.

## II. PREPARING AND SUBMITTING PROPOSAL

### A. General Instructions

The evaluation and selection of a consultant will be based on the information submitted in the proposal plus references. Proposers should respond clearly and completely to all requirements. Failure to respond completely may be the basis for rejecting a proposal.

### B. Incurring Costs

Marathon County will not be liable for any cost incurred by proposers in responding to this RFP.

### C. Submitting Proposal

Proposers must submit three hard copies and one electronic pdf version of all materials for acceptance of their proposal on or before **12:00 PM, August 24, 2023** to:

James M. Griesbach  
Marathon County Highway Commissioner  
1430 West Street  
Wausau, WI 54401

Proposals must be received in the above office. Proposals may not be sent by facsimile machine or email. Proposals shall be a **MAXIMUM OF 20 PAGES.**

## III. PROPOSAL SELECTION AND AWARD PROCESS

### A. Evaluation Team

The Evaluation team will consist of members from Marathon County and the Village of Weston, who have been selected because of their special expertise in procurement of the product(s) and/or service(s) which are subject of this RFP, and because of their knowledge of the requirements for these product and/or services(s). Proposers may only contact persons described in Section I, Part B.

## B. Evaluation

The proposals will first be reviewed to determine if all requirements are met. Failure to meet all requirements may result in the proposal being rejected. Accepted proposals will be reviewed by the evaluation committee and scored against the stated criteria. The committee may review references. The evaluation committee's scoring will be tabulated and proposals ranked based on the numerical scores received.

## C. Evaluation Criteria

The proposals will be evaluated and ranked on the following criteria.

<b>Criterion</b>	<b>Points</b>
1. General Requirements	
a. Organization Capabilities	<u>5</u>
b. Staff Qualifications	<u>15</u>
2. Technical Requirements	
a. Project Understanding & Approach	<u>20</u>
b. Schedule of Tasks	<u>5</u>
c. Past experience with similar projects	<u>15</u>
3. Performance Requirements	
a. Present Workload	<u>5</u>
b. Committed Workload	<u>5</u>
c. Completion Date	<u>15</u>
4. Cost	
a. Estimated Lump sum cost	<u>15</u>

Consultant interviews are not anticipated.

## D. Award and Final Offers

Award will be granted to the highest scoring responsive and responsible proposer.

## E. Right to Reject Proposals and Negotiate Contract Terms

Marathon County reserves the right to reject any and all proposals. Marathon County reserves the right to negotiate the terms of the contract, including the award amount, with the selected proposer prior to entering

into contract. If contract negotiations cannot be concluded successfully with the highest scoring proposer, Marathon County may negotiate a contract with next highest scoring proposer.

#### **IV. GENERAL PROPOSAL REQUIREMENTS**

##### **A. Organization Capabilities**

Describe the firm's experience and capabilities in providing similar services. Be specific and identify projects, for whom and dates.

##### **B. Staff Qualifications**

For each project team member submit a resume including name, responsibilities for proposed project, professional registration, and brief description of related past experience including time contribution in this capacity to past projects.

Indicate the names and addresses of any sub-consultants or associate proposed to be used to complete the project. State the capacity they would be used in, the approximate percentage of total services they would provide and past experience in their field.

##### **C. Proposer References**

Proposers must include in their RFPs a list of organizations, including contact name, address, and telephone number, which can be used as references for work performed in the area of service required. Selected organizations may be contacted to determine the quality of work performed and personnel assigned to the project. The results of the reference check will be provided to evaluators and used in scoring the written proposal.

#### **V. TECHNICAL REQUIREMENTS**

##### **A. General Technical Requirements**

###### **Project Understanding & Approach**

Provide a description of the engineering, environmental and public involvement problems you anticipate in this project and how you propose

to address them. Provide a list of similar projects your team has experience working on.

#### Scheduling

Provide a timetable that includes a sequence and relationship of tasks within your proposal which are necessary to complete the project. **Provide a timetable which includes your proposed completion date.**

### B. Standard Specifications

Work under this project shall be performed in accordance with Wisconsin Department of Transportation's Facilities Development Manual (FDM) and must be reviewed and approved by the Wisconsin Department of Transportation and/or their management consultant.

## **VI. PERFORMANCE REQUIREMENTS**

#### Current Workloads and Availability

Provide a list of present and committed engineering projects of a similar nature that your firm is undertaking. The list should include a project description, measure of the project size (length, value, complexity, etc), areas of work remaining, staff committed and time remaining to completion of the project.

## **VII. PAYMENT**

Proposals submitted in response to this RFP should include an estimated lump sum fee, with the final lump sum fee to be negotiated with the firm selected by the County.

## **VIII. SUPPLEMENTAL DATA**

- Link to project record drawings; see X005 2002 and 2011 (<http://www.co.marathon.wi.us/Departments/HighwayDepartment/CountyHighwayPlans.aspx>)
- 2' contours and aerial photo are available on the County's GIS site
- Phase II ICE Report