

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

Monday, March 7, 2016, at 4:30 p.m.

A. Opening of Session.

1. Meeting called to order by Acting Chairman Porlier at 4:30 p.m.
2. Clerk will take attendance and roll call.

Roll call indicated 3 Property & Infrastructure Members present.

<u>Member</u>	<u>Present</u>
Ziegler, Jon	No
Adams, Neal	Yes
Jensen, John	Yes
Ostrowski, Kevin	No
Porlier, Mark	Yes

Village staff present were DPW Keith Donner, Michael Wodalski, and Donna Van Swol. Trustee Loren White was present.

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 2/01/2016.

****M/S/P Jensen/Adams: to approve the minutes from the meeting of February 1, 2016 as presented.***

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

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Adams, Neal	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Porlier, Mark	Yes

6. Water/Sewer Permit LCON-2-16-6518 and LCON-2-16-6526.

****M/S/P Adams/Jensen: to approve water/sewer permit LCON-2-16-6518 and LCON-2-16-6526.***

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

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Adams, Neal	Yes
Jensen, John	Yes

Ostrowski, Kevin	-
Porlier, Mark	Yes

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

7. Mini Excavator Purchase. Wodalski reported that the purchase of a mini excavator was included in the 2016 Capital Equipment Plan. In the past this was a piece of equipment we rented. Last year between the streets and utilities we spent about \$8,000 in rental fees. It is getting more difficult to rent this equipment and our usage has gone up. The week of February 15, staff tried out two pieces of equipment a Bobcat and a CAT. Staff preferred the Bobcat from Swiderski Equipment. The Bobcat had better power, stability, and it was smoother to operate. The recommendation is to have street, stormwater, water, and sewer funds each pay 1/4 of the financing over the next 5 years. The first payment would be due in 2017.

Dealer / Brand	Total Price
Swiderski Equipment / Bobcat	\$61,392.00
Fabick / CAT	\$62,300.00

****M/S/P Adams/Porlier: to recommend to the Board of Trustees to purchase the mini excavator from Swiderski Equipment at a cost of \$61,392.00 to be financed by the streets, stormwater, water, and sewer funds over the next five years.***

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

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Adams, Neal	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Porlier, Mark	Yes

8. Summer Street Maintenance Plan. Wodalski reported every spring we try to re-evaluate our streets condition for maintenance needs. The surface patching on Weston Avenue between Alderson Street and Birch Street is starting to pop loose and break apart. In 2012 Rothschild had American Asphalt place a 3/4-inch ultrathin overlay with bonding fibers on their side of Weston Avenue. The overlay that Rothschild had put on has held up fairly well. We received an estimate for Weston's portion of Weston Avenue at a cost of \$22,000. We are also looking at applying an overlay to Callon Avenue. Weston Avenue has a PASER rating of 3 and Callon Avenue has a rating of 3 – 4. Both of these streets are posted at 35 m.p.h. We have also planned a joint micro-surfacing project with Rothschild on Volkman Street. Schofield Avenue will get some joint maintenance where we will be receiving some local road improvement funds. Wodalski briefly reviewed the chipseal and other projects.

****M/S/P Porlier/Jensen: to acknowledge the summer street maintenance plan.***

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

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Adams, Neal	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Porlier, Mark	Yes

9. Multi-Use Path Connection to Rothschild Discussion. Wodalski reported that Rothschild is looking at applying for a DNR stewardship grant to take the multi-use path from Lili Lane over the highway to Heuss Avenue and back around Shopko to get to the intersection of STH 29 ramp and Business 51. Last fall we were contacted by the principal of DC Everest Junior High School inquiring about improvements for walking and biking to the junior high school. We were asked by the Village of Rothschild if we would like to piggyback on the DNR stewardship grant for the connection of the Volkman Street multi-use path. The grant deadline is May 1.

****M/S/P Adams/Jensen: to recommend to the Board of Trustees moving forward with Rothschild and applying for the DNR stewardship grant for the multi-use path.***

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

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Adams, Neal	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Porlier, Mark	Yes

10. Weston Avenue and Ryan Street Seasonal Posting. Donner reported staff is recommending to suspend seasonal road limits on Weston Avenue from Ryan Street to Zinser Street and on Ryan Street from Weston Avenue to Shorey Avenue. From 2009 – 2011 these sections of road were not posted for seasonal weight limits. During 2012 – 2015 seasonal weight restrictions were placed on these areas causing objections by property owners (Tito, Inc., Gary Guerndt, etc.). Last year the village retained CWE to perform testing and boring analysis include these areas. The report indicated these sections of the pavement, underlying gravel, and fill are capable of accommodating truck traffic during all seasons. Donner further recommended the pavement condition be monitored for signs of stress which may cause us to again consider posting weight limits.

****M/S/P Jensen/Adams: to acknowledge suspending seasonal posting of Weston Avenue Ryan Street and monitor the condition of the pavement.***

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

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Adams, Neal	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Porlier, Mark	Yes

11. Construction Representative Agreement for Ridgeview Subdivision Connections MTS. Donner reported the village agreed to make the street and utility connection between E. Everest Avenue and Ridgeview Subdivision. Marathon Technical Services (MTS) had completed the infrastructure plans. Staff recommends entering into a contract with MTS to take care of bidding for the public facilities portion and construction representative services for an estimated amount of \$6,030.

****M/S/P Adams/Jensen: to recommend to the Board of Trustee to approve the construction representative agreement for Ridgeview Subdivision connections with Marathon Technical Services at an estimated cost of \$6,030.***

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

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Adams, Neal	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Porlier, Mark	Yes

F. Reports.

12. Deputy Director, Public Works.

- Wodalski reported we received the LED light proposals and staff was disappointed in the proposals we received. We are extending the due date for the RFP's to Monday, March 14. Wodalski will work with the vendors so they submit a complete RFP. Grant funds need to be spent by June 30.
- Continue to do work load needs for the services division (streets/utilities/parks). This will be an ongoing process.
- Creating a street maintenance plan.
- Seventh snow plow truck arrived.
- Sewer camera specifications are out. Wodalski and Dave Krause met with two vendors.
- Continue to work on brush and leaf pick up routes.
- In a discussion today with Fleet Foreman Behnke the idea to purchase a future snow plow truck "swap loader" was brought up. This equipment accommodated changing to different boxes (V-box, leaf unit, flat bed, etc.) on the same truck chassis depending on the season.

13. Director, Public Works and Utilities.

- Donner reported we had a sewer back up on Highland Avenue on February 27. There was a build-up of disposable wipes in a manhole downstream of two homes. This information will be forwarded to our insurance provider and the adjuster will review whether or not there was negligence by the village.
- Working with JSD Professional Services regarding the master plan study for the southeast quadrant of County Road X/STH 29.
- Continue to work on the main extension policy. A letter went out to Gary Guernndt who is proposing to acquire an 80-acre parcel off Gusman Road (currently in the Town of Weston). It is not near existing village infrastructure. Wodalski worked on an estimate for two different routes to service the property. One route would come from the existing Edgewood Estates Subdivision and an extension down Gusman Road. The other route would come from Fieldcrest Subdivision down Callon Avenue, to Willard Lane, to Kostuck Lane, crossing the river to this development. Either of the routes would require a lift station. The existing water main extension policy on file with the Public Service Commission addresses the municipality either requiring the developer to extend those facilities off site or the village could consider financing the project and special assessing the portions off site. The estimate provided to Guernndt did not discuss cost share or financing of other site improvements.
- Continue to work on the water rate case.
- The lift station project is out for bids.
- Continue to work on Request for Proposals for automatic meter reading system with advanced metering infrastructure. This will allow reading the meters with fixed based hardware and software system. If we implement this project, we would likely go to monthly billing. We received a cost estimate of \$1.7M from one of the vendors to update the system with radio transmitters and meter replacements. We have a significant fund balance that we could potentially be used to help pay for this project. Some of the money could also come out of rates. We have given this information to Ehlers, our consultant preparing the Water Utility rate case for the Public Service Commission.
- Donner thanked Neal Adams for his years of serving on the Property & Infrastructure Committee.

14. Report from Administrator. None

G. Communications and Recommendations from Committee Members. None.

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

I. Adjourn.

Porlier adjourned the meeting at 5:45 p.m.

Donna Van Swol, Utility Clerk