

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

Monday, April 4, 2016, at 4:30 p.m.

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.

Roll call indicated 4 Property & Infrastructure Members present.

| <u>Member</u> | <u>Present</u> |
|------------------|----------------|
| Ziegler, Jon | Yes |
| Jensen, John | Yes |
| Ostrowski, Kevin | Yes |
| Porlier, Mark | Yes |
| Vacant | No |

Village staff present were DPW Keith Donner, Michael Wodalski, Ken Ligman and Steve Opatik from Becher-Hoppe, Don Penza, 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 3/07/2016.

****M/S/P Porlier/Jensen: to approve the minutes from the meeting of March 7, 2016 as presented.***

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

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

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

6. **2015 MS4 Report.** Wodalski reported the MS4 (Municipal Separate Storm Sewer System) report is due at the end of March every year. The report was included as submitted with the meeting materials.
7. **LED Street Lighting Award.** Wodalski reported we received the submittals but they did not match the requirements of the RFP. The four respondents were allowed two additional weeks to meet the requirements of the RFP.

| Supplier | Fixture (wattage) | Total Price |
|------------------------|-------------------------------|--------------|
| Werner Electric Supply | Am. Elec. Autobahn ATB2 (91W) | \$117,654.46 |
| Etco Electric | Am. Elec. Autobahn ATB2 (91W) | \$118,752.00 |
| Crescent Electric | Leotek Green Cobra (105W) | \$114,434.00 |
| Solid Flux Lighting | Philips Street View (105W) | \$131,259.00 |

Staff recommends Werner Electric Supply using the 91-watt fixture at a cost of \$117,654.46. The Village received a grant from the State Energy Office for \$75,000 leaving an expenditure of \$42,654.46 for the Village. We anticipate an annual energy savings of \pm \$14,000 with the new fixtures. That will be about a 3-year payback on our expenditure. The Village Board already awarded the street lighting contract at their March 21, 2016 meeting.

****M/S/P Porlier/Ostrowski: to acknowledge the award of the street lighting contract with Werner Electric Supply in the amount of \$117,654.46.***

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

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

- 8. 2016 CORP Amendment.** Wodalski asked the committee if the Village Board should amend the Village's Comprehensive Outdoor Recreation Plan (CORP) to include the Volkman Street multi-use path project. The DNR requirements for the grant is to have the location specifically identified in the CORP. Staff recommends approval of the resolution amending our CORP to include a multi-use path project along Volkman Street to connect the DC Everest Junior High School to existing and planned paths located in the Village of Rothschild along Volkman Street.

****M/S/P Ziegler/Ostrowski: to recommend to the Board of Trustees to approve the resolution to amend the Village's Comprehensive Outdoor Recreation Plan to include the Volkman Street Multi-Use Path.***

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

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

- 9. Sewer Televising Camera Purchase.** Wodalski reported in the 2016 capital equipment plan we had a sewer televising camera included with the purchases. The existing camera is more than 20 years old, obsolete, and no longer works properly. The cost to upgrade and replace the camera was about \$50,000. After talking with the dealers it was determined the hose reel and other electronics should be replaced and upgraded. The weight of a new camera is about 25 pounds compared to the existing camera of 50 pounds. Wodalski added this was discussed with the Finance Committee and they recommended the additional amount (\$21,586.00) over budget to be taken from the Sewer Utility hook-up fees. Ostrowski questioned the warranty on the product wondering if it was more than the usual one-year warranty. He thought it might be a good idea to get an extended warranty depending on the cost. Wodalski will check into the warranty.

| Dealer / Brand | Total Price |
|----------------------------------|-------------|
| Envirotech Equipment (Aries) | \$71,586.00 |
| MacQueen Equipment (Envirosight) | \$90,200.00 |

***M/S/P Ostrowski/Portier: to recommend to the Board of Trustees to approve the purchase of a sewer televising camera from Envirotech Equipment in the amount of \$71,586.00.**

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

| <u>Member</u> | <u>Present</u> |
|------------------|----------------|
| Ziegler, Jon | Abstain |
| Jensen, John | Yes |
| Ostrowski, Kevin | Yes |
| Portier, Mark | Yes |
| Vacant | - |

10. Bid Results for Mesker/Colleen and Ross Avenue Lift Station Replacements and Recommendation for Award of Contract(s). Donner reported with the limited information available on Friday he did not make a recommendation. At the time of bidding the preferred equipment was Barnes/Crane through Energenecs. Hydromatic pump equipment and ABS Sulzer pump equipment were also approved for bidding. We received more information since Friday about the Hydromatic pump equipment which is a more robust, heavier built, pump than required in the specification. It also appears the differential cost between the different pump equipment is not solely due to pump equipment price.

Donner stated LW Allen (out of Madison) the distributor for Hydromatic pump equipment is a reputable company. LW Allen does pump stations, water treatment equipment, etc. all over the state. They have not had as good of relationship with the village utility operation's staff over the years but this can be improved on going forward. Donner recommended awarding the contracts to the low bidder utilizing the Hydromatic pump equipment, Haas Sons, Inc. on both contracts.

Ken Ligman from Becher-Hoppe reported Central Wisconsin Airport has had a positive experience with Hydromatic pumps. Also the City of Wausau has several lift stations utilizing Hydromatic pumps. Ligman checked with three references that are utilizing the proposed pump and has been in operation for a minimum of five years, without problems.

Utilizing Barnes/Crane Pump Equipment

| Lift Station | Low Bidder | Low Bid |
|----------------|----------------------|------------------|
| Ross Avenue | Kruczek Construction | \$285,000 |
| Mesker/Colleen | Haas Sons, Inc. | \$233,930 |
| | Total Cost | \$518,930 |

Utilizing Hydromatic Pump Equipment

| Lift Station | Low Bidder | Low Bid |
|----------------|-------------------|------------------|
| Ross Avenue | Haas Sons, Inc. | \$281,177 |
| Mesker/Colleen | Haas Sons, Inc. | \$205,955 |
| | Total Cost | \$487,132 |

Utilizing ABS Sulzer Pump Equipment

| Lift Station | Low Bidder | Low Bid |
|----------------|-------------------|------------------|
| Ross Avenue | Haas Sons, Inc. | \$273,177 |
| Mesker/Colleen | Haas Sons, Inc. | \$197,955 |
| | Total Cost | \$471,132 |

****M/S/P Porlier/Jensen: to recommend to the Board of Trustees to approve Haas Sons, Inc utilizing Hydromatic pump equipment at a cost of \$281,177 for the Ross Avenue lift station and \$205,955 for the Mesker/Colleen lift station totaling \$487,132.***

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

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

- 11. Condition of Jones Street.** Donner reported last week he was contacted by Trustee Ostrowski regarding the condition of Jones Street. Jones Street is a gravel road about 1-mile long south of Weston Avenue and about 1 mile west of Hwy J. The southern half of the road was reconstructed by the street operations crew. There is heavier soil and shallow bedrock in this area and the drainage is not as good causing rutting and breaking up of the road. The recommendation is to reconstruct about 2,000 feet of Jones Street. This project could be done with our own staff and is estimated to take about three weeks. We could use our own recycled base course and we have a large quantity of sand at Ryan Street. The committee would like to have a revised street maintenance plan brought back for review.
- 12. Snow & Ice Policy.** Donner reported that Administrator Guild would like staff to update the snow and ice policy. We need to add our new equipment, indicate we can add brine, etc. Wodalski added staff is evaluating the existing snow plow routes. With the addition of our seventh snow plow truck the routes will be modified. We have one loader with a wing that works well in a cul-de-sac. Wodalski added he has been tracking our complaints since 2012 – 2013 and the quantity of complaints have gone down fairly significantly. This year we tried to get the snowplow drivers out by 3:00 a.m. versus 4:00 a.m. or 5:00 a.m. in the past. This allows the snow to be plowed in the residential areas before people typically leave for work in the morning. We need to simplify our message to the residents.
- 13. Brush & Leaf Policy.** Donner reported we seem to always to have timing issues where residents have expectations once the weather is favorable to start putting material on the side of the road. In the policy we have tried to address that we don't want material out too soon or after we are done. We need to communicate better to the residents as to when we are picking up certain areas of the village. If we are more structured with the dates and areas where we will be picking up and include maps with the newsletter it should help reduce the confusion. In the past we have catered more to the residents by revisiting areas that were supposed to be completed. More recently we are trying to get more disciplined to stick to the schedule otherwise it makes completing other activities more difficult. Donner asked the committee if this is the direction they would like to see us move forward with.

Wodalski reviewed the proposed yard waste pick up schedule/map. This could be a good application for a swap loader. A swap loader would give us the ability to have a multi-faceted piece of equipment that can be used as a plow truck in winter, leaf truck in spring/fall, and a dump truck in summer.

F. Reports.

14. Deputy Director, Public Works.

- Wodalski reported he is working with Nate to get mobile access (Beehive software) for the operations staff so we can keep better work tracking records.

- Staff has been out patching roads, street sweeping, repairing equipment, updating street signs, etc.
- Last week street staff attended an asphalt pavement maintenance class through the UW Transportation Information Center.

15. Director, Public Works and Utilities.

- Donner reported there was discussion at the March 7 Village Board meeting of a sewer back-up on Camp Phillips Road that was the result of resurfacing of the Camp Phillips Road / Schofield Avenue completed by the County. It took almost a year before the back-up occurred after asphalt material dropped in the manhole during reconstruction. With the utility having a routine maintenance schedule we are rarely considered to be negligent and responsible for damages.

We could potentially have two residents on Highland Avenue file a claim against the village for the sewer back-up that occurred Saturday, February 27. The adjuster has already sent his letter to the village to disallow the claim. Staff is following up with our insurance agent on getting a quote for no-fault sewer back-up insurance. We had gotten an estimate of about \$70,000-\$80,000/year in additional cost for this insurance in the past.

- Working with JSD Professional Service and the planning and development staff on the SE quadrant of STH 29 and County Road X. In March we were reviewing data on household and employment projections and traffic generation for the Wisconsin DOT. We are expecting to get traffic modeling results back from the DOT later this week.
- Working on finalizing the easement with Old Castle Glass for the lift station.
- Working on the RFP for automated meter reading.
- Fehr Graham will be coming in to follow-up on our safety training. Training was postponed waiting to get new employees on board.
- Included with the meeting materials was a thank you letter from the Wisconsin Dental Hygienists' Association for fluoridating our water.

16. Report from Administrator. None.

G. Communications and Recommendations from Committee Members. None.

H. Set next meeting date and discuss items for next agenda - Monday, May 2, 2016 @ 4:30 p.m.

I. Adjourn.

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

Donna Van Swol, Utility Clerk