

Village of Weston, Wisconsin
OFFICIAL MEETING AGENDA OF THE PROPERTY & INFRASTRUCTURE COMMITTEE
Monday, June 6, 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
Hubbard, Tom	No
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

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

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 5/02/2016.

****M/S/P Ostrowski/Jensen: to approve the minutes from the meeting of May 2, 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
Hubbard, Tom	-
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

6. Water/Sewer permit LCON-5-16-6754

****M/S/P Jensen/Ostrowski: to approve water/sewer permit LCON-5-16-6754.***

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

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes

Hubbard, Tom	-
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

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

7. **E. Everest Street Connection to Ridgeview.** Wodalski reported we received three bids for the East Everest street connection to Ridgeview subdivision project. The low bid was PGA in the amount of \$96,670. The amount budgeted for the total project was \$77,000, to be split between (\$60,000) Capital Improvement Projects, (\$12,000) Water Utility, and (\$5,000) Stormwater Utility. The bid came in higher due to the small size of the project. The largest difference in the bid amounts were in the street costs coming in \$17,870 over budget estimate. Wodalski recommended the overage come out of the CIP budget using some of the savings we realized from the grant for the LED street lighting project. Staff recommends awarding the contract to PGA in the amount of \$96,670 and the over budget costs coming from the street lighting project.

Contractor	Street Costs	Water Costs	Storm Costs	Total Costs
PGA	\$77,870.00	\$12,320.00	\$6,480.00	\$ 96,670.00
James Peterson	\$70,782.84	\$19,390.61	\$7,465.07	\$ 97,638.52
Switlick	\$87,202.50	\$15,422.00	\$7,608.00	\$110,232.50

****M/S/P Ostrowski/Jensen: to recommend to the Board of Trustees to award the E Everest street connection to Ridgeview subdivision to PGA in the amount of \$96,670.***

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

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

8. **Fleet Replacement Plan Update 2016 – 2020.** Wodalski reported in 2014 we started our fleet replacement schedule. The truck we are looking to purchase in 2017 would be used year round (swap loader) - one chassis with different box attachments. This would be about \$100,000 more than a typical dump truck. We would rearrange the fleet replacement schedule to move back the replacement of the grader and a one-ton truck. Making these changes would decrease the estimated equipment costs by ±\$103,500 over the next five years.

****M/S/P Ziegler/Ostrowski: to acknowledge the adjustments to the fleet replacement schedule and recommend review by the Finance Committee before proceeding to the Board of Trustees for approval.***

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

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

Mumper, Roy	Yes
Ostrowski, Kevin	Yes

9. Traffic Calming Policy. Wodalski reported he was working off of a draft policy that the City of Middleton has in place. Several times a year residents approach us regarding speeding in neighborhoods. We do not have a policy on how we handle these problems. We can ask EMPD to put up a speed board or do additional patrolling to monitor and temporarily reduce speeds. Traffic calming is more self-enforcing. We are trying to come up with a more formal approach on how we address these issues. Also a formal policy would address the steps necessary to get a traffic calming measure installed in a given neighborhood and what kind of funding would be needed. Wodalski added you would start with education and periodic enforcement to see if those will create any long term effects. The engineering of physical changes may start with adding a couple more speed limit signs or traffic striping to narrow the travel lanes. It starts with these steps as they begin to analyze the problem.

****M/S/P Jensen/Ostrowski: to recommend to the Board of Trustees approval of the traffic calming policy.***

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

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

10. Misty Pines Concept Plat. Donner reported this is a development south of Ross Avenue, west of Birch Street, north of Norma Avenue, and east of Fox Street. Misty Pines is the first subdivision to be reviewed since the revision of the Subdivision Ordinance. This is the first step (conceptual plat approval) in the process. We would be looking at extending Sternberg Avenue from Birch Street to Fox Street. There will also be a connection off of Ross Avenue to Sternberg Avenue. We are looking at the west end of the northern street to end with a temporary cul-de-sac because of the potential to develop the property to the northwest. Staff was okay with a 60- foot right-of-way for this plat. Other existing streets around the proposed subdivision have a 60-foot right-of-way. DPW is contemplating a narrower street cross section which could help with traffic calming efforts. Donner added we will be asking for sidewalk and street trees. There will likely need to be one or two of the lots dedicated for stormwater management. Donner recommended to approve conceptual plat with the understanding that all of the other requirements of Chapter 74 our Subdivision Ordinance are met and this item is referred to plan commission.

****M/S/P Ostrowski/Mumper: to recommend to Plan Commission approval of the Misty Pines conceptual plat.***

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

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

11. Recommend Contract with Water Technology, Inc. for Aquatic Facilities Assessment. Donner reported this is a proposed agreement with Water Technology, Inc. to make an evaluation of the existing aquatic center facilities. Water Technology is associated with Newman Pools who originally built the aquatic center. We have a proposal from Water Technology in the amount of \$6,800 to visit the aquatic center facilities and make an evaluation. Staff recommends approval of the contract.

****M/S/P Ziegler/Jensen: to recommend to the Board of Trustees to approve the contract with Water Technology, Inc. for aquatic facilities assessment in the amount of \$6,800.***

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

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

F. Reports.

12. Deputy Director, Public Works.

- Wodalski reported on the Ridgeview Subdivision (the portion that Denyon Homes is finishing up). After the base course was placed it was discovered there was a significant amount of clay coming up through the base course causing spongy conditions. The base course and clay were removed and about 2 feet of breaker run and the base course were installed.
- LED light fixtures were started to be installed today on Barbican Avenue. The LED light fixtures should be installed in about 4 weeks.
- Working together with other departments planting trees (Ross Avenue roundabout, canoe/kayak launch, and business park) and helping set up the temporary irrigation system to water them.
- Repairing inlets prior to the overlay projects.
- Hydrant flushing has finished.
- Assisting with park maintenance (mowing and weeding).
- Fahrner’s will start crack sealing next week.
- Ross Avenue bridge deck repair is scheduled to start the week of July 18.
- On May 21st it was the end of National Public Works Week, we had several staff members at the Farmer’s market and six pieces of equipment. Kids enjoyed climbing on the equipment. We received a lot of positive feedback from the parents.
- Additional safety training was completed last month.
- Starting to have more drainage calls with all of the recent rain.
- With the storm damage over the weekend we are giving residents 1 week to get limbs to the street to be picked up starting June 13.

13. Director, Public Works and Utilities.

- Donner reported our newest employee in the Utility Department, Trevor Skerven, has passed his water supply operator exams for distribution, VOC removal, and groundwater. He will now be added to the “on call” rotation as of this week.
- Ongoing work for the southeast quadrant neighborhood planning. We received the preliminary transportation impact analysis from JSD Professional Services.

- There are four lots on the first quarter mile on the south side of Weston Avenue east of Camp Phillips Road that only have direct access to Weston Avenue. We want to create an access to Transport Way at about the mid-point and would give these lots rear access to Transport Way.
- We will be sending out the 2015 Consumer Confidence Report out by the end of the month.
- Discussed Crystal Finishing having some impact on our sewer downstream to their facilities requiring some additional cleaning. Crystal Finishing indicated they will eliminate the discharge of material from their extrusion process to our sewer. Talked to Schofield about televising the main interceptor sewer (that services some Weston sanitary sewer) that goes through Schofield to Wausau and hopefully draft a long term agreement addressing ongoing maintenance.

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, August 1, 2016 @ 4:30 p.m.

I. Adjourn.

Ziegler adjourned the meeting at 5:25 p.m.

Donna Van Swol, Utility Clerk