

**Village of Weston, Wisconsin
OFFICIAL MEETING AGENDA OF THE PUBLIC WORKS COMMITTEE**

Monday, February 12, 2018, at 4:30 p.m.

AGENDA ITEMS.

1. Meeting called to order by Acting Chairman Ostrowski.
2. Welcome, introductions and acknowledgement of guests.
3. Roll Call by Recording Secretary.

Roll call indicated 4 Property & Infrastructure Members present.

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

Village staff present were Keith Donner, Michael Wodalski, Daniel Guild, and Donna Van Swol. Board member present was Trustees White. In the audience was Florin Sandru.

4. Approval of minutes from previous meeting: January 29, 2018.

****M/S/P Hubbard/Priebe: to approve the minutes from the meeting of January 29, 2018 as presented.***

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

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

5. Approval of permits and applications.

****M/S/P Jensen/Hubbard: to approve water/sewer permit 201800089.***

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

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

6. Public Comments.

- a. **Florin Sandru, 6405 River Bend Road re: Automated Meter Reading.** Florin Sandru, 6405 River Bend Road addressed the committee with his concerns about the installation of a smart point transmitter and water meter with regards to health, privacy and abuse. Sandru read the letter he

had previously mailed to the Committee. He cited possible health affect and privacy abuse. He urged the committee to be discerning as whether or not to use the wireless technology. Sandru added that other communities like the City of Madison have added the opt out option.

Guild questioned Mr. Sandru if he has requested Wisconsin Public Service for the opt out option of their radio read program? Guild asked him about Wisconsin Public Service collecting electric and gas usage through electronic meter reading. Sandru was not aware until recently that Wisconsin Public Service was already using this technology.

ACKNOWLEDGE WORK PRODUCT TRANSMITTALS.

7. Village Web Site Posting of Utility Rate Presentations. Donner reported the information presented at the last meeting has been posted on the village website.

****M/S/P Jensen/Priebe: to acknowledge posting of the utility rate presentations on the village web site.***

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

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

8. Village Web Site Posting of Utility Capital Improvement Planning Presentation.

****M/S/P Jensen/Priebe: to acknowledge posting of the utility capital improvement planning presentation on the village web site.***

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

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

9. Village Web Site Posting of Street Maintenance and Capital Improvement Needs.

****M/S/P Jensen/Priebe: to acknowledge posting of street maintenance and capital improvement needs on the village web site.***

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

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

EDUCATIONAL PRESENTATIONS & REPORTS.

10. Fleet Condition Update – Wodalski. Wodalski reported on our fleet looking at our main equipment. In 2013-2014 we created an equipment replacement plan. Prior to that our purchases were more reactionary. Purchases were made on what was available rather than what our needs were. We looked at the consequences of these purchases to our overall fleet and made a push to create a plan. We looked at the bulk of our equipment: our 1-ton pickup trucks, single axle, tri and quad axle trucks, and front-end loaders our main workhorse vehicles. We wanted to replace our equipment close to the expected life of the vehicle. We created a seven-year plan of equipment that we wanted to replace. Wodalski reviewed the equipment that has been replaced over the last several years. In 2018 the funding for the planned 2018 fleet purchase was not included in the budget for the village. We can't afford to let our equipment slide and get back to where we were with obsolete equipment. The only equipment being purchased this year will be a utility van and the sewer vac truck which are both funded by the utilities.

11. Tax Increment District #1 Amendment 2, Project Plan. Donner reported a tax increment district was created in 1998 with expenditures needing to be complete in 18 years (2016) and the TIF district would need to be closed in 23 years. In 2015 Administrator Guild worked with the legislature to be able to extend the life of the TIF and incur costs for a longer period of time and also close the TIF later. Part of this process leads us to do a formal plan amendment updated with a lot of help from some of our partners (Mark Roffers, Ehlers & Associates, JSD Development). We have 24 projects included in the plan at an estimated \$95M of TIF eligible cost. The village likely can't afford all of this so we need to prioritize. The priority 1 projects are estimated at \$31M, priority 2 projects are estimated at \$45M and priority 3 projects are estimated at \$19M. Prior to approval of the amendment there is a process for approval by the review board comprised of members of Marathon County, the DC Everest School District, Northcentral Technical College, and any other stakeholders in the TIF who would normally receive tax revenue if the improvements weren't in a TIF District. There are amounts that the village would potentially be financing in partnership with the developers and potential utility contributions. The major areas targeted for improvements are the Camp Phillips Centre (the southeast quadrant of the interchange STH 29 and County Road X), the corridor from Weston Avenue to Ross Avenue on County Road X, and the Weston Avenue corridor that is going to connect the Camp Phillips Centre to County Road J. The Camp Phillips Centre itself is going to be a significant amount of money for site preparation and street construction. Donner's presentation included slides of two street layouts of Camp Phillips Centre. The main street layout would be connecting Westview Boulevard over to Von Kanel Street and another connecting street from the mid-point of Weston Avenue north to a center street. This is the largest geographical TIF district in the state. The reason we include all the potential projects is because if we don't include them with the TIF District amendment they would not be eligible for funding.

Guild reported if you take the two options for the Camp Phillips Centre layout 1a has more usable land and infrastructure compared with 1b that has significantly less usable land, and the infrastructure cost is relatively the same. We are currently working with the DNR on wetland issues.

POLICY ISSUES – DISCUSSIONS/RECOMMENDATIONS.

12. Should an opt-out provision be explored for automated meter reading? This discussion took place after Mr. Sandru's public comments. Donner reported we did not offer an opt-out provision and it is not mandatory by the Public Service Commission. From the utility's perspective we felt it was best practice to implement the automated meter reading in the whole system and not offer the opt-out option. The new technology will allow us to see unusual water usage.

The committee thought we were so far along into this program and there is so much other technology out there for other service providers right now that tracks what we do. They also thought the technology would be beneficial to a customer to be alerted if there was a spike in their water usage.

****M/S/P Hubbard/Jensen: recommend to the Board of Trustees to deny the request to pursue further exploration of the opt-out option for automated meter reading.***

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

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

13. Bid Results, recommendation of award for Schofield Avenue streetscape revitalization. Wodalski reported this is in TIF #2 Schofield Avenue from Normandy Street to Birch Street. We are looking to re-do the landscaping in the medians and create a more easily maintainable thoroughfare for staff. The project was originally bid in late 2017 and only one bid was received from Revi Design for \$92,000. We rebid it this past month and received two bids one from Landart in the amount of \$86,771 and Revi Design in the amount of \$90,104.

****M/S/P Priebe/Hubbard: to recommend to the Board of Trustees to award for Schofield Avenue streetscape revitalization to Landart in the amount of \$86,771.***

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

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

14. Non-Compliance Notice from Wisconsin DNR, Monitoring Violation. Donner reported this is a notice we received last week and had already been discussed with the area Water Supply Engineer during the sanitary survey for the Water Utility in January. We took well 6 out of service in late 2017 and we did not take a compliance sample prior to taking it out of service. Technically we did not pump water to the distribution system from that well for the remainder of the year due to a number of circumstances. We will need to notify our customers in our 2017 annual water quality report which needs to be published by June 2018.

****M/S/P Jensen/Hubbard: to acknowledge the non-compliance notice from Wisconsin DNR monitoring violation.***

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

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

15. Deny Request to purchase outlot on Riverfront Place From Village. Donner reported the outlot at the end of Riverfront Place was dedicated to the village for right-of-way and access. When the village incorporated the town did a quit claim deed to the village for this outlot. The property owner at 4901 Riverfront Place requested to purchase the property outright because of the easement for his driveway across the outlot to access his property. Attorney Yde has advised we cannot sell the property because it was deeded to the village as part of a subdivision process.

***M/S/P Hubbard/Priebe: recommend to the Board of Trustees to deny request to purchase the outlot on Riverfront Place from the village.**

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

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

RESOLUTIONS/ORDINANCES.

16. Resolution 2018-008 50-Year Service to the Water Industry Award by American Water Works Association. Donner reported we received a letter in the mail from American Water Works Association acknowledging our 50-year membership with them.

FUTURE ITEMS.

17. Next meeting date(s):

- a. **Monday, March 12 @ 4:30 p.m.**
- b. **Monday, April 9 @ 4:30 p.m.**
- c. **Tuesday, April 17 @ 6:00 p.m. – 2nd Annual Leadership & Service Awards Banquet.**

18. Topics for future meetings.

- a. **Select Consultant for Sewerage System Study.**
- b. **Select Consultant for Water System Study.**
- c. **Visit by DNR Area Water Supply Engineer, Glenn Falkowski.** Donner reported we have a standing offer to attend a committee meeting from Glenn Falkowski our DNR area Water Supply Engineer.
- d. **Policy/Procedure for disposal of real estate.**

19. Remarks from staff. None.

20. Remarks from Committee members. None.

21. Announcements. None.

- a. **Chamber Business PM @ Patron on 3/20. Let Renee know if you wish to attend.**

22. Adjournments.

Acting Chairman Ostrowski adjourned the meeting at 5:54 p.m.

Donna Van Swol, Utility Clerk