

**CITY OF PORT WASHINGTON  
BOARD OF PUBLIC WORKS  
MINUTES  
TUESDAY, FEBRUARY 12, 2008**

**ROLL CALL:** Vice-Chairman John May called the City of Port Washington Board of Public meeting to order at 7:02 p.m. in the Lower Level Conference Room of the City Hall. Members present: Alderman Paul Neumyer, Alderman Chris Ross, Alderman Jim Vollmar, and Craig Czarnecki. Also present were: City Administrator Mark Grams, City Engineer Vanden Noven, Water Supt./Street Commission Dave Ewig and Wastewater Superintendent Dan Buehler. Chairman Tom Veale arrived at 7:07 p.m.

**Chairman's Business:** There was none.

**MOTION BY ALDERMAN JIM VOLLMAR AND SECONDED BY CRAIG CZARNECKI to approve the minutes from January 8, 2008. Motion carried unanimously.**

**Public Comments/Appearances:** There was none.

**New Business:**

**A. Consider Comments Received From Beutel PIM:** City Engineer Rob Vanden Noven reported that the Public Information Meeting for the reconstruction of East Beutel Road, North Lakeview Avenue, Wilson Avenue and Meadow Court was held from 5:00 p.m. to 7:00 p.m. in the lower level conference room. He was pleased to report that the PIM worked great. He gave the residents a lot of information and he received information in return. There are several problems that the City was not aware of such as: drainage issues with water in yards, drainage from St. Peter's property, sidewalks underwater and sump pumps that continue to run. Street Commissioner Dave Ewig and Dave Kleckner confirmed that there have been complaints regarding the drainage problem. A lot of the residents that were at the PIM stated that they wanted their sump pumps connected to the storm sewer at their expense. City Engineer Vanden Noven stated that to connect the sump pump to the storm sewer would cost approximately \$1,000. Staff reviewed the reconstruction of the streets with the residents that were present. City Engineer Vanden Noven recommended that the street width be narrowed to 32 feet (back to back). His reasoning for reducing the street width pavement is (in addition to following Common Council policy) includes: less cost, less imperviousness, greater area for parkway trees, more snow storage, less plowing/salting, reduced "heat island", more area for garbage, flatter driveway aprons, traffic calming and pedestrian safety. One resident was concerned about narrowing Meadow Court and several residents were concerned about the dead end streets. Staff would review the dead end street, possibly having a hammerhead at the end of the street or possibly connecting Lakeview and Wilson with a gravel utility road or alley. This road or alley would be 20 feet wide and permission would be needed from St. Peter's. Mr. Dennis R. Jung of 106 East Beutel Road commented on the drainage problem. Mr. Phillip A. Scarpace of 107 East Beutel Road was not in favor of narrowing the roads. He stated that the City should just replace the curbs. Mr. Jeff Tomkiewicz of 115 East Beutel Road and 862 Glenlyon stated that narrowing the road would create a traffic problem. He also stated that narrowing the street would create a bottle neck and that there were already problems with the curve in the road. City Engineer Vanden Noven stated the reconstruction would be completed before work started on North Wisconsin Street. The curbing would be standard

curbing and the City would replace all of it. Mr. Tomkiewicz stated that a lot of residents park in the street and not their driveway. He also complained about the snowplowing in the Lake Ridge Subdivision. The Board Members discussed this item. **MOTION BY ALDERMAN PAUL NUEMYER AND SECONDED BY CRAIG CZARNECKI to recommend to the Common Council to approve reconstruction East Beutel Road, North Lakeview Avenue, Wilson Avenue and Meadow Court to the City Standards set by the Common Council in 1999. Motion carried unanimously.**

**B. Review Sidewalk Snow Removal On North Wisconsin Street:** Street Commissioner Dave Ewig reviewed this item with the Board Members. He stated that in late December of 2007, the resident at 1501 North Wisconsin Street inquired as to why the city plows the sidewalk on the east side of North Wisconsin Street across from his residence at West Norport Drive and North Wisconsin Street. The response is, that a number of years ago, the residents on Meadow Court made a request to the Board of Public Works that it was a hardship for them to clear the sidewalks on the east side of North Wisconsin Street, and the north side of East Norport Drive. The reason being is that these residents would have to walk their snow blowers around the block in order to clear the sidewalk abutting their property. The Board agreed to have the DPW plow the snow for them, however, the cutting of the grass within the road right of way would continue to be their responsibility. Upon further review of our sidewalk plowing route, staff found that the DPW was also plowing the sidewalk on the east side of North Wisconsin Street from East Beutel Road north to East Seven Hills Road. It is staff understanding that a number of years ago, prior to the development of this area, the City had agreed to plow the sidewalk leading to Knellsville. In early January 2008, letters were mailed to a number of both businesses and residences stating that the City would no longer be plowing the sidewalk abutting their properties. Two residents are contesting this decision. The City Ordinance 07.09.010, section a, states that abutting properties are responsible for removing snow from sidewalks. Mr. Phillip A. Scarpace of 107 East Beutel Road and Mr. Dennis R. Jung of 106 East Beutel Road were present at the meeting to discuss their concerns regarding the decision to stop plowing the sidewalk at the corner of East Beutel Road and North Wisconsin Street. Both residents contend that their properties do not abut the sidewalks so they should not have to plow the sidewalks. The Board Members discussed this issue. Board Member Jim Vollmar suggested revising the ordinance for snow and ice removal. **MOTION BY ALDERMAN JIM VOLLMAR AND SECONDED BY CRAIG CZARNECKI to recommend to the Common Council to revise the snow and ice removal ordinance to read: “Every person in charge or control of any building or lot of land *fronting or abutting the City right of way in which a paved sidewalk has been constructed*, whether as owner, tenant, occupant, or otherwise, shall remove and clear away, or cause to be removed and cleared away, snow and ice from such sidewalk as is in front or abuts said building or lot of land within 24 hours of the cessation of any fall of snow, sleet, or freezing rain.” Motion carried unanimously. MOTION BY CRAIG CZARNECKI AND SECONDED BY ALDERMAN CHRIS ROSS to continue past practice of snow plowing until the revised ordinance is in affect. Motion carried unanimously.**

**C. Consider East Sauk Road Street Lighting Bid:** City Engineer Vanden Noven informed the Board Members that last year this project had only one bidder. This year we have re-bid the project and have received three bids. The lowest bid is from Outdoor Lighting Construction. Outdoor Lighting Construction’s bid was \$29,428.00, which will be paid by the adjacent parcels (Newport Vista, Woodridge, and Lakeside Commerce Center). There is no cost to the City for construction; however, the City will assume the future cost of power and maintenance. This light project will have coach lighting. **MOTION BY JOHN MAY AND SECONDED BY ALDEMAN CHRIS ROSS to recommend to the Common Council to award the bid from Outdoor Lighting Construction for**

**the East Sauk Road Street Lighting project in the amount of \$29,428.00 as presented. Motion carried unanimously.**

**D. Consider CTH LL Water Main Loop:** City Engineer Rob Vanden Noven reviewed this item with the Board members. As recommended by the 2007 water system study, the connection of the Thomas Drive Water Tower to the West Side Water Tower is required in order to paint the interior of the Mineral Springs Water Tower in 2009 and maintain system pressure. Proposals for the design of the approximately 10,000 LF connections between the two towers along CTH LL were received from 4 engineering firms. The request for proposals stated that the engineer would be selected based on: Project approach 33%; Personnel 33%; and Cost 33%. Proposals were received from the following consultants: Ruekert and Mielke - \$32,900; Earth Tech - \$38,908; Clark Dietz - \$46,450; and Bonestroo - \$46,950. The estimated total project cost is approximately \$1.5 million. Staff recommends Earth Tech for a cost of \$38,908. **MOTION BY JOHN MAY AND SECONDED BY CRAIG CZARNECKI to recommend to the Common Council to accept the proposal from Earth Tech for the CTH LL Water Main Loop for a cost not to exceed \$38,908 as presented. Motion carried unanimously.**

**E. Consider Late Payment Penalty For Haulers Of Septage/Holding Tank Waste, Etc.:** This item was tabled

**F. Consider Purchase Of Trees:** Street Commissioner Dave Ewig informed the Board Members that the technical specifications were developed and sent out for the purpose of purchasing trees for 2008. Five quotations were requested for the purchase of 176 trees. Only three quotations were received and they were from: McKay Nursery, 176 trees quoted for \$14,312.00; Don Larson Landscaping, 176 trees quoted for \$20,628.00; and Wayside Nurseries, 80 trees quoted for \$9,175.00. Johnson Nursery and Fransee Nursery did not quote. 176 trees will be need for the following projects: Sauk Road Project, 39 bare root trees for a cost of \$2,412.00; Portview Drive Project, 4 bare root trees for a cost of \$247.00; North Benjamin Street Project, 22 bare root trees for a cost of \$1,360.00; City Tree Replacements, 25 bare root trees for a cost of \$1,546.00; North Franklin Street DOT Project, 23 balled and burlapped trees for a cost of \$2,761.00 and North Wisconsin Street DOT Project, 63 balled and burlapped trees for a cost of \$5,986.00. Staff recommends accepting the quotation for McKay Nursery for 176 trees in the amount of \$14,312.00. **MOTION BY ALDERMAN JIM VOLLMAR AND SECONDED BY JOHN MAY to approve purchasing 176 trees from McKay Nursery in the amount of \$14,312.00 as presented. Motion carried unanimously.**

**G. Review Salt Supply From Ozaukee County:** City Engineer Vanden Noven and Street Commissioner Ewig informed the Board Members of the latest salt usage summary from the Ozaukee County Highway Department. The City of Port Washington, like all Ozaukee County communities, purchased and stores its salt with the County. The County has informed all communities that we have used record levels of salt to combat these winter conditions. Over 33,000 tons of salt were available this winter and the County is now limiting the use of salt. City of Port Washington has 342 tons of salt available for the rest of the winter season. Staff is recommending restricting salt usage to hills, around schools, and STH 32 only. The intersections would be salted less frequently. Additional salt would be purchased based on an as needed basis, depending on the results of lowering salt usage. The Street Department will begin using a 3 to 1 mixture of sand and salt. More sand will be delivered to the Street Department within a couple of days. This is for informational purposes only.

**H. Consider Change Order No. 1 For The Benjamin Street Watermain Relay:** City Engineer Vanden Noven informed the Board Members that there is one change order for the North Benjamin

Street Watermain Relay Project. Staff is currently finalizing the contract and this is an accounting item towards that end. The cost of the increase is \$1,325.68 and is to be paid out of the Water Utility. The reason for the change order was for the following items: 1) Add two 4" 45 degree bends for water service; 2) Add high early strength concrete at the apartment driveways; 3) Re-excavate tie-in point on Theis Street; and 4) Delete 1 chimney seal for sanitary sewer manhole. Staff recommends approval of this change order. **MOTION BY JOHN MAY AND SECONDED BY ALDERMAN CHRIS ROSS to recommend to the Common Council to approve Change Order No. 1 for the North Benjamin Street Watermain Relay Project in the amount of \$1,325.68 to be paid by the Water Utility. Motion carried unanimously.**

**I. Consider Acceptance Of Phase 2 Improvements To The Woods At White Pines:** City Engineer Vanden Noven informed the Board Members that the developers of the Woods at White Pines are requesting acceptance of certain improvements. Ruekert and Mielke have inspected the sanitary lateral in Lot 45 on Evergreen Terrace. They stated in their letter that the leaking sanitary lateral in Lot 45, on Evergreen Terrace, has now been satisfactorily repaired and tested. All of the other infrastructure in Woods at White Pine II have previously been completed and tested. Staff recommends the City accept the storm sewer, sanitary sewer, water main, and street with the exception of the final asphalt surface. **MOTION BY ALDERMAN CHRIS ROSS AND SECONDED BY CRAIG CZARNECKI to recommend to the Common Council to approve acceptance of improvements to the Woods at White Pines, Phase 2 as presented. Motion carried unanimously.**

**J. Review Water Utility 2007 Annual Report:** Water Utility Super Dave Ewig reviewed his 2007 Annual Water Utility Report with the Board Members. This is for informational purposes only.

**K. Review Engineering Annual Report 2007 and Benchmarks 2008:** City Engineer Rob Vanden Noven reviewed his 2007 Annual Engineering Report and 2008 Benchmarks with the Board Members. This is for informational purposes only.

**Old Business:** There was none.

**Project Updates:** There was none.

**ADJOURNMENT: MOTION BY ALDERMAN PAUL NEUMYER AND SECONDED BY ALDERMAN CHRIS ROSS to adjourn the meeting at 9:05 p.m. Motion carried unanimously.**