

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, MARCH 10, 2009**

ROLL CALL: Vice-Chairman Tom Veale called the City of Port Washington Board of Public meeting to order at 7:01 p.m. in the Lower Level Conference room at the City Hall. Members present: Alderman Paul Neumyer, Alderman Chris Ross, Board Member Craig Czarnecki, and Alderman Jim Vollmar. Also present were: City Administrator Mark Grams, City Engineer Vanden Noven, Wastewater Supt. Dan Buehler, and Water Supt./Street Commissioner Dave Ewig. Absent and excused: Chairman John May.

Chairman's Business: There was none.

MOTION BY CHRIS ROSS AND SECONDED BY CRAIG CZARNECKI to approve the minutes from February 10, 2009. Motion carried unanimously.

Public Comments/Appearances: There was none.

New Business: Mrs. Pat Pride from West Beutel Street voiced her concerns regarding her parkway tree. She stated that her tree was a Honey Locust tree and it was dropping pods. Mrs. Pride had to hire someone to clean up this mess. She would like the tree to be taken down.

A. CONSIDER APPROVAL OF GREASE ORDINANCE: Wastewater Supt. Dan Buehler reviewed this item with the Board Members. He stated that as a result of the last Board of Public Works meeting, revisions were added to the proposed Grease ordinance to address unresolved items. These revisions included: an implementation section to define the grease trap approval and inspection processes; the addition of the "refusal to renew an operators' license" penalty to the penalty section of the ordinance. Mr. Buehler also stated that this item had been reviewed by the City Attorney. Alderman Vollmar had concerns regarding the owners of facilities and permit owners. The Board Members reviewed this item and decided to table it until the next meeting.

B. CONSIDER CONTRACT AWARD TO THE SELMER COMPANY FOR THE SEPTAGE RECEIVING STATION UPGRADE: Wastewater Supt. Dan Buehler reviewed this item with the Board Members. He stated that the Selmer Company was the low bidder out of 5 companies that bid on the Septage Receiving Station Upgrade project. Donohue Engineering's estimate for this project was very similar to the Selmer Company's bid price of \$188,900.00. Mr. Buehler reviewed all the bids with the members. Mr. Buehler also stated that the City was pursuing a 20 year interest free loan from the State Clean Water Fund Loan Program. Staff recommends proceeding with using the Selmer Company as our primary contractor for the project. **MOTION BY PAUL NEUMYER AND SECONDED BY CRAIG CZARNECKI to approve The Selmer Company bid for \$188,900 for the Septage Receiving Station Upgrade as presented. Motion carried unanimously.**

C. CONSIDER APPROVAL OF BLOWER #2 UPGRADE/AERATION STUDY: Water Supt. Dave Ewig reviewed this item with the Board Members. He stated that we have been offered a \$45,000 grant from the Wisconsin Focus on Energy to upgrade our Blower #2 and Aeration Basin diffusers (Blower #2 is currently in need of repairs. There are many Blower/Aeration systems on the

market and to make the best determination of what is best for our application, an engineering evaluation needs to be completed. In addition to the above grant, Wisconsin Focus on Energy will pay for 50% or up to \$5,000 for the evaluation. Quotes were obtained from Ruckert and Mielke, AECOM (formerly Earth Tech) and Donohue and Associates. The Board Members reviewed the bids. This would be a 2009 Capital Item. **MOTION BY CRAIG CZARNECKI AND SECONDED BY CHRIS ROSS to approve AECOM's (formerly Earth Tech) bid for \$8,300 of which the City would be \$4,150 responsible. Motion carried (4 Ayes, 1 Abstained, (Vollmar)).**

D. REVIEW 2008 ANNUAL REPORT FOR WASTEWATER DEPARTMENT: Wastewater Supt. Dan Buehler reviewed his 2008 Wastewater Utility Annual Report for the Board Members. **MOTION BY JIM VOLLMAR AND SECONDED BY PAUL NEUMYER to approve the 2008 Wastewater Utility Annual Report as presented. Motion carried unanimously.**

E. DISCUSSION PERTAINING TO HONEY LOCUST TREES: Street Commissioner Dave Ewig reviewed this item for the Board Members. He stated that at the February Board Meeting, there was a discussion pertaining to large pods that had dropped from a number of Honey Locust trees in the fall of 2008. Staff has contacted McKay Nursery and was informed that some mature Honey Locust trees will occasionally drop these pods when they are under stressed conditions. Specifically, these trees are of an older variety, not considered seedless. The Honey Locust tree that we have been planting for the past several years is the seedless, Skyline Honey Locust. Per our tree inventory, there are 132 Honey Locust trees in the city, with an average value of \$1,370. The Honey Locust tree located at the NW corner of North Benjamin Street and West Beutel Road as an example. To remove and replace this tree would cost the City \$2,320. Staff recommends keeping the tree at the NW corner of North Benjamin Street. The City has a long standing policy of removing only dying and hazardous trees. We occasionally get requests to remove healthy trees for various reasons. Examples include roots having sidewalks or blocked sewer laterals. We do not wish to set this precedent based on the infrequent nuisance of seeds dropping. The Board Members agreed not to remove the tree. This item will be re-evaluated next year if the problem persists.

F. CONSIDER CONSTRUCTION/STAKING INSPECTION SERVICE AGREEMENT FOR NORTH SPRING STREET WATER MAIN AND SANITARY SEWER: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He reviewed the proposed agreement for construction inspection and staking services for the proposed sanitary sewer and water improvements on North Spring Street. Gremmer and Associates were chosen by the City several years ago to provide design services for the reconstruction of this street under the DOT's State Transportation Program (STP), and more recently, hired to design water main improvements. Construction of this project is scheduled to begin in early April. The DOT hired Gremmer to inspect the road construction, however, for this project the City is required to provide staking and inspection of the water main replacement and sanitary sewer manhole rehabilitation and spot line repair under a separate agreement. The inspection and staking cost, time and materials is not to exceed \$19,707. The total construction cost of the water main project is \$203,500, and \$20,000 for spot sanitary sewer replacement and manhole rehabilitation. This money has been budgeted by the sewer and water utilities. Staff recommends sending to the Council for approval per City Attorney's acceptance. **MOTION BY CHRIS ROSS AND SECONDED BY CRAIG CZARNECKI to recommend to the Common Council to approve the agreement with Gremmer and Associates for a cost not to exceed \$19,707 as presented. Motion carried unanimously.**

G. CONSIDER CONTRACT AMENDMENT FOR SUNSET ROAD SEWER AND WATER EXTENSION DESIGN: City Engineer Rob Vanden Noven reviewed this item with the Board

Members. He stated that in May, the LDS Church plans to build on the portion of the former Freier Farm that was annexed into the City approximately 2 years ago on Sunset Road next to Greystone Subdivision. Their building requires that sewer and water be extended to their property, and so this work needs to be designed and constructed in 2009. Gremmer was originally hired by the City in 2004 to design street improvements to Sunset Road; however, the construction has been postponed due to financing issues as well as consideration of proposed improvements at Kleen Test. Gremmer is still under contract for this work, however, extending the sewer and water beyond Greystone was not part of the original agreement. The agreement has been amended. Half of the design and construction costs will be assessed to the LDS Church, and the other half will be assessed to Kleen Test. Staff recommends approval. **MOTION BY CRAIG CZARNECKI AND SECONDED BY JIM VOLLMAR to recommend to the Common Council to approve the agreement with Gremmer and Associates as presented. Motion carried unanimously.**

H. CONSIDER APPLICATION FOR STIMULUS FUNDING FOR STREET IMPROVEMENTS: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that a letter was received from Transportation Secretary Busalacchi which outlines the requirements for proposed transportation projects soliciting federal funds as part of the ARRA. Only collector and arterial streets are eligible for funding under this program. In addition to the road classification requirement, it is also required that all projects be designed and constructed according to federal standards. This greatly reduces the City's ability to control the design, while significantly increasing the cost of the design and construction. Therefore, reconstruction of streets such as Holden, Division, Pierre, Dodge, and Chestnut would require widening under Federal guidelines if parking was maintained, likely eliminating the street trees, however, Staff is investigating if we can get an exception to standards if we only mill and overlay a street. Streets such as Norport, Walters, Oakland and Wisconsin are already sufficiently wide and would meet federal guidelines if the City wants to maintain those widths. If the City decides to apply for federal funds, it needs to rank the order of importance of each street. It is very important to understand that in order to be eligible for funding; the design must be complete by December 1. That is not only very tight, but the City has budgeted no money for the design work, and would likely have to postpone the Portview project in order to pay for the engineering. Once the engineering is done, there is absolutely no guarantee that project will get funded, so careful consideration is due. The engineering costs are typically approximately \$50/lineal foot, for reconstruction, and about \$10/LF for a mill and resurface project. There is about \$225,000 borrowed for the Portview Drive project. The Board Members discussed this item. **MOTION BY JIM VOLLMAR AND SECONDED BY PAUL NEUMYER to forgo the Portview project for 12 months, use the money for designing roads for a list of eligible roads for stimulus funding and to submit an application for funds by April 1, 2009. Motion carried unanimously.**

Old Business: There was none.

Project Updates:

A. FISHERMAN'S PARK BRIDGE: City Engineer Rob Vanden Noven stated that this project is complete. There is a small punch sheet with a few items that need to be completed. Ms. Shirley Schanen Gruen is working on a sign for the bridge.

b. COAL DOCK: City Engineer Rob Vanden Noven stated that the preferred strategy was presented to the Common Council. Staff is working on negotiating the engineering contract. Earth Tech is working with WE Energies.

c. 2009 STREET IMPROVEMENTS: City Engineer Vanden Noven stated that this project is coming along. He had met with St. Mary's Parish Council to discuss the improvements.

d. PARK RESTROOMS: City Engineer Vanden Noven stated that this project is out for bids. This project should be completed July 4th.

Forthcoming Events: Happy Birthday to Alderman Vollmar.

**ADJOURNMENT: MOTION BY CHRIS ROSS AND SECONDED BY JIM VOLLMAR
adjourn the meeting at 9:00 p.m. Motion carried unanimously.**