

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, OCTOBER 11, 2011**

ROLL CALL: Vice-Chairman Jim Vollmar called the City of Port Washington Board of Public Works meeting to order at 5:33 p.m. in the Lower Level Conference room at the City Hall. Members present: Alderman Mike Ehrlich, Alderman Jim Vollmar, Alderman Paul Neumyer, Peter Herrmann, and Kevin Rudser. Also present were: City Engineer Vanden Noven, City Administrator Mark Grams, Water Supt./Street Commissioner Dave Ewig, and Wastewater Supt. Dan Buehler. Absent and excused: Craig Czarnecki.

CHAIRMAN'S BUSINESS: There was none.

APPROVE MINUTES: MOTION BY KEVIN RUDSER AND SECONDED BY ALDERMAN MIKE EHRLICH to approve the minutes from August 9, 2011 as present. Motion carried unanimously.

PUBLIC COMMENTS/APPEARANCES: There was none.

NEW BUSINESS:

A. Consider Professional Services Agreement For Sauk And Mineral Springs Creek Naturalization: City Engineer Rob Vanden Noven reviewed the professional services agreement with Miller Engineers and Scientists for the Preliminary Engineering of the Sauk and Mineral Springs Creek Naturalization project. Earlier this year, the City was awarded a DNR River Planning Grant of \$10,000 to accomplish this work, so this contract will cost the City \$0. The City's required matching contribution (\$3,333) will be provided through "in-kind" services that Staff will provide. Of consequence, it is important to keep in mind that the Fund of Lake Michigan awarded the City a \$150,000 matching grant last year to construct these creek improvements. We are continuing to seek additional grants to complete this work; however, the City should be prepared to borrow funds to match the \$150,000 next spring in order to secure the grant in case we are unsuccessful in obtaining grants from additional source. Staff had originally estimated the construction and engineering total cost to be \$450,000, including utility relocation. However, staff has been working with WE Energies, and it appears that underground relocation of their facilities will be cost prohibitive (\$200,000+), so for now we will focus only on the creek improvements. Staff has identified ways we can lower the construction costs through value engineering and utilization of the City's DPW for the pedestrian path and bridge construction to complete the construction of the proposed improvements for approximately \$300,000. The environmental impact for this project would be the naturalization of the creeks that will improve fish and wildlife habitats, including natural trout reproduction. Staff recommends approval for Miller Engineers and Scientists' professional services agreement. Miller Engineers and Scientists have already donated many hours to the City, volunteering their time to prepare grants that the City has received. They are a qualified firm that can perform that required tasks. **MOTION BY ALDERMAN MIKE EHRLICH AND SECONDED BY KEVIN RUDSER to recommend to the Common Council to approve the Professional Services Agreement with Miller Engineers and Scientists as presented pending a review by the City Attorney. Motion carried unanimously.**

B. Consider LRIP Application: City Engineer Rob Vanden Noven reviewed this item with the discussed this item. He stated that the applications for LRIP (WDOT Local Road Improvement Program) funding in 2012-3 are due November 1, 2011. The City is entitled to receive \$41,500 in this

biennium. One year ago, the Board of Public Works toured the majority of streets which staff has given our lowest rating. Subsequently, Staff recommended a five year plan indicating the location of the proposed streets that needed improvements. Staff recommended that the 5 year plan be used in the selection of streets to be improved for the funding in 2013. The City is eligible for LRIP 2012-13 funding of \$41,500 for a project over the next biennium. The funding is based on a 50/50 formula, so the City would be responsible for paying a minimum of \$41,500 towards the improvement. The funding is capped at \$41,500, so the City is responsible for all costs excess of \$83,000. Staff recommends that the City apply for an LRIP grant to resurface Cedar Drive for its entire length, including Cedar Court and Cedar Circle. The total estimated cost of that improvement is \$195,200. **MOTION BY ALDERMAN PAUL NEUMYER AND SECONDED BY ALDERMAN MIKE EHRlich to recommend to the Common Council to approve applying for the LRIP 2012-13 grants for the resurfacing of Cedar Drive for its entire length including Cedar Court and cedar Circle as presented with funding based on a 50/50 formula. Motion carried unanimously.**

C. Consider Application For 2012 Forestry Grant: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that the applications for 2012 Urban Forestry Grant are due on October 3, 2011. Staff would like to submit a grant application for the purchase of additional parkway trees for planting in 2012 as part of our EAB (Emerald Ash Borer) preparedness plan. Grant applications which focus on EAB preparedness will be ranked higher this year, and because Ozaukee County is quarantined, our score on the grant should be higher than in other years. Our current EAB preparedness plan has two essential components: no longer planting Ash trees, and filling as many existing gaps as possible prior to the eventual arrival of the EAB. Then, once it does arrive, the trees planted now will have had the opportunity to mature, the negative impact on the environment will be lessened, and the economic strain on replacing the Ash trees will not be as great. The City annually budgets \$5,000 for the cost of purchasing approximately 100 bar root trees/year. The cost of planting the trees is covered by the operating budget. Staff recommends that we submit a grant application for \$10,000. The matching part of this grant would be paid by the \$5,000 already budgeted for the cost of the trees, plus the operational cost of planting the trees (approximately \$5,000 additional). Therefore, although this is a 50/50 grant, submission of this grant application will NOT require any additional funding in the budget. The environment impact will be that the street trees will reduce storm water runoff, improve air quality, and reduce cooling demands by providing shade. Staff recommends approval of a resolution to submit a 2012 Urban Forestry Grant for \$10,000. The match will be provided by the \$5,000 already included in the budget plus \$5,000 already included in the operating budget for City Labor. **MOTION BY KEVIN RUDSER AND SECONDED BY ALDERMAN PAUL NEUMYER to recommend to the Common Council to approve the application for the 2012 Forestry Grant as presented. Motion carried unanimously.**

D. Consider Upper Lake Park Sanitary Sewer Improvements: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that recently, it was discovered that the sanitary lateral that serves the restroom at Upper Lake Park has collapsed. The pipe is 6" in diameter, and runs down the wooded hillside between a manhole on the south edge of the park and a manhole located in Guenther Park. We have televised the line as far as possible, and there are numerous offset joints and fractures, as well as significant root intrusion. To excavate and repair the line at its point of failure would require extensive tree removal, and the repair would be complicated due to the steep slope of the hill. Removal of the vegetation may also increase the risk of slope failure; therefore, Staff is recommending complete replacement of the 275' line through directional drilling. The estimated cost of directional drilling a new 4" sanitary sewer lateral, 275' @ \$100/LF plus contingencies = \$30,000. This is an unbudgeted item. Currently, no flow is going beyond the collapsed pipe, so the wastewater is not being treated. These repairs will allow the wastewater to be conveyed to the WWTP where it will be treated. Staff recommends approval to solicit bids for replacement of the 275' sanitary sewer

lateral. **MOTION BY ALDERMAN PAUL NUEMYER SECONDED BY KEVIN RUDSER to approve the soliciting of bids for the replacement of the 275' sanitary sewer lateral as presented. Motion carried unanimously.**

E. Review 2012 Street Department Budget: Street Commissioner Dave Ewig reviewed his 2012 Street Department Budget with the Board Members.

F. Review 2012 Water Utility Budget: Water Utility Super. Dave Ewig reviewed his 2012 Water Utility Budget with the Board Members.

G. Review 2012 Wastewater Treatment Plant Budget: Wastewater Treatment Plant Super. Dan Buehler reviewed his 2012 Wastewater Treatment Plant Budget with the Board Members.

H. Consider Installation Of Pressure Transmitter/Controller For Operation Of Water Reuse Pumps At Wastewater Treatment Plant: Wastewater Super. Dan Buehler reviewed this item with the Board Members. He stated that they are currently operating their effluent water reuse pumps in an on/off mode based on a system pressure set point. A VFD (variable frequency drive) is available for use for each pump, but based on this on/off mode of operation, we are not using the capability of the VFD to slow or speed the pump based on operating pressure. The installation of a pressure transmitter and VFD controller will allow us to use the VFD as it was originally intended. The new operation of the pumps using the VFD's will be less wear and tear on the pumps and will save energy also. This is a Budgeted Expense for 2011. Staff recommends approval of Option 1 for \$3,598.14. It will be less money to use an outside electrician versus Gregg Martin Instrumentation. **MOTION BY ALDERMAN MIKE EHRlich AND SECONDED BY PETER HERRMANN to recommend approval for Option 1 as presented for \$3,598.14 and using an outside electrician. Motion carried unanimously.**

I. Review 2012 Engineering Budget: City Engineer Rob Vanden Noven reviewed his 2012 Engineering Budget with the Board Members.

OLD BUSINESS: Vice-Chairman Jim Vollmar brought this item up before the Board Members. He stated that there are springs on the side of the bluff that are leaking and sludge is running over the sidewalk near the Wastewater Treatment Plant. He stated that City should be looking into this. The Board Members discussed this item.

PROJECT UPDATES:

- a. Hwy. 33 Project:** City Engineer Rob Vanden Noven stated the Hwy. 33 is coming along. He stated that the curbing is in on Hwy. LL going south. The curbing is in on the eastbound lane. The contractor stated that paving will begin around the 2nd week in October. Traffic will then move to the south side and the pond was completed last week. City Engineer Vanden Noven also stated that the rain isn't helping with the construction.
- b. North Lake Street:** City Engineer Vanden Noven informed the Board Members that the gas and electric are done, curb and gutter is almost done, pedestals are installed and work is coming along. He stated that there was a slight problem with a storm sewer lateral that wasn't deep enough but all in all things are going fine.

FORTHCOMING EVENTS: There was none.

ADJOURNMENT: MOTION BY ALDERMAN MIKE EHRLICH AND SECONDED BY KEVIN RUDSER to adjourn the meeting at 6:58 p.m. Motion carried unanimously.

TEN YEAR REVIEW BY CITY ENGINEER VANDEN NOVEN – City Engineer Vanden Noven reviewed the last 10 years of various project with the Board Members with a PowerPoint presentation. He stated that on September 10, 2011, he completed his 10th year of working for the City of Port Washington and along with Ross Kroeger, who has recently completed his 9th year. City Engineer Vanden Noven stated that he had produced a PowerPoint Presentation to review with the Board Members what has been accomplished in the last 10 years.