

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, AUGUST 20, 2013**

ROLL CALL: Chairman Craig Czarnecki called the City of Port Washington Board of Public Works meeting to order at 5:32 p.m. in the Common Council Conference Room at the City Hall. Members present: Alderman Mike Ehrlich, Alderman Paul Neumyer, Eric Ryer, Jason Wittek and Alderman Kevin Rudser. Also present were: City Administrator Mark Grams, City Engineer Rob Vanden Noven, and Wastewater Supt. Dan Buehler. Absent and excused: Water Supt. /Commissioner Dave Ewig.

Chairman's Business: Chairman Czarnecki invited new members, Eric Ryer and Jason Wittek to tell the Board a little about themselves.

Approval of Minutes: **MOTION BY ALDERMAN KEVIN RUDSER AND SECONDED BY ALDERMAN PAUL NEUMYER to approve the minutes of May 14, 2013 as presented. Motion carried unanimously.**

Public Comments/Appearances: There was none.

New Business:

A. Consider Request For Water-Sewer Bill Reduction at 605 W Grand Avenue: Donna Ferraino, owner of Gopher One, located at 605 W. Grand Avenue, is requesting a reduction on her water and sewer bill due to a faulty ice machine. The owner confirmed that the water was used; however, it was unclear if the water in question drained into the sanitary sewer. Wastewater Supt. Dan Buehler stated that he had been down the basement of Gopher One and noticed that a drain was several feet away from the ice machine. He also stated that there was no standing water on the floor. The Board discussed this issue and decided to table this item. **MOTION BY CRAIG CZARNECKI AND SECONDED BY ALDERMAN PAUL NEUMYER to table this item until the next meeting. Motion carried unanimously.**

B. Consider Proposals For Miscellaneous Gutter and Roof Repairs At The Street Department Garage: City Engineer Rob Vanden Noven reviewed this for Street Commissioner Dave Ewig. He stated that in August of 2012, Erik Krumholz from Tremco, Inc. provided a thorough inspection of the roof conditions present at the Street Department Garage facility on Moore Road. Upon completion a report was provided detailing the condition of the existing roof and gutter sections along with a recommended project budget of 2013. Recommendations include a number of miscellaneous roof repairs, and the replacement of 302 linear feet of failed gutter on the west side of the building. Erik observed that these gutters were a thin gauge residential quality type. Upon review of the 2005 specification put forth by the architect, 24 gauge industrial gutters were called for. Unfortunately, our recourse at this point is limited. The general contractor for the reconstruction project, WB Corporation, is out of business. In addition, the sub-contractor that provided and installed the gutters, JT Roofing, is no longer in business. Bonestroo Engineering, who provided the architectural services and periodic on site project inspection was purchased by Stantec Consulting Services two years ago. While Stantec has no legal obligation, they did provide payment in the amount of \$2,000.00 to help resolve the matter. Legal consultation was provided by City Attorney Eric Eberhardt. A technical specification was developed and two proposals were requested pertaining to the itemized repairs. All American Gutters, LLC proposal was for \$14,380.00 and Muza Sheet Metal Co., LLC's proposal was \$20,307.00. \$19,000 was budgeted for 2013 for this repair. Staff recommends awarding the project to All

American Gutters, LLC for \$14,380.00. **MOTION BY ALDERMAN PAUL NEUMYER AND SECONDED BY MIKE EHRLICH to award the project to All American Gutters, LLC for \$14,380.00 as presented. Motion carried unanimously.**

C. Consider Alley Improvements: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that in February, a resident from the alley bordered by Coe/Keeney/Michigan/Foster addressed the Board of Public Works with concerns of ice in the alley and on his driveway approach caused by the virtually flat grade of the alley adjacent to his garage. The BPW directed staff to rate all of the alleys in the City on a score of 1 – 10, 10 being the best. The condition of the Coe/Keeney/Michigan/Foster alley is a 7 (good condition), while there are approximately 20% of the alleys that are rated 3 or less. There are approximately 5 miles of alleys in the City. If all of the alleys rated 3- were reconstructed, one mile of replacement would be necessary. At an average of \$70/LF the cost would be around \$350,000 to reconstruct all the “3-‘s”. Given that the cost of next year’s street improvements are estimated to cost the entire amount budgeted in the borrowing (approx. \$1,750,000) Staff is uncertain as to how and when we address these alleys. There is currently one alley that will not make it through winter without reconstruction. It is the alley between South Spring Street and South Garfield Avenue, just south of Lincoln Avenue. The question staff would like to consider with the BPW is, do we reconstruct alleys in 2013, and cut back the 2014 street improvements if necessary to do so? Or, do we wait until 2014 to reconstruct the alleys if there is any money available after we receive the bids for street reconstruction? And, do we focus on reconstructing the lowest rated alleys or do we make it a priority to address problems with ice build-up on newer pavement? Staff recommends paving the alley off of Lincoln this year at a cost of approximately \$30,000 and wait until next year to determine if additional alley work can be performed after bids are opened for streets. Staff also recommends the lowest rated alleys be given priority. Ms. Patti Lemkuil of 828 W Larabee Street stated that her alley is in need of repairs. She has lived there for 18 years and she presented the Board with pictures of potholes. She stated there are three bad sections in the alley. This alley was rated a 3. Ms. Nancy Wilmot of 525 W Foster Street stated that her alley needs repair and that every winter ice was form on her driveway and in her garage. This alley was rated a 3. The Board Members reviewed this item and discussed several ideas. The Board Members decided to have staff evaluate all alleys rated 2 and 3 and to patch where necessary for the 2013-2014 winter season. Also to try to be creative with the Michigan/Foster alley and to determine which alleys need to be repaired in 2014. **MOTION BY CRAIG CZARNECKI AND SECONDED BY ALDERMAN KEVIN RUDSER to have staff evaluate all alleys rated 2 and 3, to patch alleys where necessary for the 2013-2014 winter season, to apply salt on the Michigan/Foster alley when necessary and to determine which alleys would need repairs in 2014 if money is left over from 2014 Street Improvements. Motion carried unanimously.**

D. Consider Proposal For 2014 Street And Parking Lot Design: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that the Board of Public Works has approved plans to reconstruct Holden, Jackson, Van Buren, Milwaukee and Prospect Streets. Additionally, the Common Council has approved plans to reconstruct the parking lots behind Duluth and behind the Associated Bank. Staff has solicited a proposal from Gremmer and Associates to perform this design work. Staff has requested the proposal from Gremmer because they are by far our best consultant for street design and have consistently provided plans that are virtually error free and rarely have change orders during construction. They are extremely easy to work with, are very good with the public, and understand clearly the City’s goals and objectives. They also complete the work at a fair, if not inexpensive, price. Fees shall be paid out of borrowed funds for street and TIF Funds for the parking lots. **MOTION BY ALDERMAN MIKE EHRLICH AND SECONDED BY ALDERMAN PAUL NEUMYER to recommend to approve hiring Gremmer and Associated to provide Engineering and Design Services for the 2014 Street and Parking Lot Design Construction Project including**

Prospect Court (alley) as presented for a total not to exceed \$174,000. Motion carried unanimously.

E. Consider Sidewalks On CTH LL To Aster Street: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that the 2011-12 STH 33 improvements included the construction of sidewalk on both sides of CTH LL (Heritage Road) from STH 33 to the project limits (approximately 400 LF south of Aster Street). The ultimate plan is to connect the sidewalk from its terminus point north to Aster Street; however, this work has not yet been funded. The estimated cost to install sidewalks on both sides of CTH LL is approximately \$25,000 (\$12,500/side). Staff has spoken to Nick Didier (developer of Woods at White Pines) and he is willing to contribute \$4,000 towards construction of the sidewalk, as long as the City is willing to maintain it. Staff recommends budgeting for construction of sidewalks on both sides of CTH LL (or on just the east side at a minimum). Staff will continue to search for other funding opportunities. The Board Members discussed this item and one suggestion was for the Home Owners Association of this subdivision to help with the cost. Board Members decided to table this item until next year. **MOTION BY ALDERMAN KEVIN RUDSER AND SECONDED BY ALDERMAN PAUL NEUMYER to table this item until a future date. Motion carried unanimously.**

F. Consider Approval Of WWTP Study To Determine Best Approach For 2014 SCADA Upgrade Project: Wastewater Supt. Dan Buehler reviewed this item with the Board Members. He stated that the Wastewater would like to replace the old, obsolete controls equipment in 2014. This will be a project that will most likely cost in the range of \$350,000 to \$450,000. The proposed study will examine various options in upgrading the controls and allow the City to better evaluate the cost-benefits of those options moving forward. The City intends to use the results of this study to develop a RFP for the 2014 upgrade project. Donohue and Associates provided the quotation for an amount not to exceed \$4,800 to complete the attached Scope of Services. The cost would come from the Wastewater Treatment Plant reserve funds account. Staff recommends retaining Donohue and Associates to complete this project. **MOTION BY ALDERMAN MIKE EHRLICH AND SECONDED BY ALDERMAN KEVIN RUDSER to approve hiring Donohue and Associates to do a scoping service project for the SCADA system project upgrade not to exceed \$4,800 as presented. Motion carried unanimously.**

7. **Old Business:** There was none.

8. **Project Updates:** City Engineer Rob Vanden stated that the lighting project at the Wastewater Treatment Plant has been deferred until next year. The Coal Dock Park is now open to the public. The 2013 Street Reconstruction project is on schedule. The binder will be on at the end of next week. Paving will start in 2 weeks and the manholes are set.

9. **Forthcoming Events:** Maritime Heritage Festival is this weekend and Rock the Harbor is next weekend.

ADJOURNMENT: MOTION BY ALDERMAN MIKE EHRLICH AND SECONDED BY ALDERMAN PAUL NEUMYER to adjourn the meeting at 7:20 p.m. Motion carried unanimously.