

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, DECEMBER 15, 2015**

ROLL CALL: Chairman Craig Czarnecki called the City of Port Washington Board of Public Works meeting to order at 5:34 p.m. in the Lower Level Conference room at the City Hall. Members present: Kevin Rudser, Jason Wittek, and Eric Ryer. Also present were: City Engineer Rob Vanden Noven, and Water Supt./Commissioner Dave Ewig. Absent and excused: Michael Ehrlich, Paul Neumyer, City Administrator Mark Grams, and Wastewater Supt. Dan Buehler. Also present at the meeting was Jon Crain from the Street Department.

Chairman's Business: There was none.

Approval of Minutes for November 10, 2015: MOTION BY ERIC RYER AND SECONDED BY KEVIN RUDSER to approve the minutes as presented. Motion carried unanimously.

Public Comments/Appearances: There were none.

Old Business: There was none.

New Business:

A. Review Larabee Street Stormwater Study PIM: City Engineer Vanden Noven reviewed this item with the Board Members. He stated that the stormwater study that was performed in response to the flooding event of April 9, 2015 was shared with approximately 16 people who attended the PIM on Tuesday, December 1, 2015 at City Hall. In general, the audience appeared to appreciate the study and supported its conclusions. The next decision is how to move forward, as the cost estimate to implement the proposed improvements is in excess of \$1M. Before proceeding with grant writing, Staff would like to discuss the Board of Public Works the priority that should be given to this project, assuming that in the best case scenario, there will be a local share/cost required for the improvements, and how this would be financed. Staff recommends proceeding with the pursuit of grant funding for this project and determining a plan for payment of any required local share. Mr. Richard Klein from Stantec was present at the meeting and gave comments on this project and grant funding.

B. Consider Temporary Street Light Removal On North Franklin Street In Front Of Harbour Lights Building: City Engineer Vanden Noven reviewed this item with the Board Members. He stated that the contractor working on the Harbour Lights project has asked permission to remove the existing street light on the SE corner of Franklin and Main Street until the building is constructed. This is being brought to the Board of Public Works because staff has received some complaints that the area is already poorly lit and dangerous, as people are walking in the street around the construction fencing. Staff recommends that we allow the contractor to remove the street light, but require that temporary flood lights be installed for safety reasons. **MOTION BY KEVIN RUDSER AND SECONDED BY JASON WITTEK to approve the temporary street light removal on the SE corner of Franklin and Main until constructing is complete and adding flood lights to the construction fence. Motion carried unanimously.**

C. Consider Purchase Of Trees: Street Commissioner David Ewig reviewed this item with the Board Members. He stated that a technical specification was developed and that five (5) quotations were requested pertaining to the purchase of 397 trees. Street Commissioner reviewed the

specifications for the trees. He stated that this is a budgeted item. Street Arborist Jon Crain discussed the EAB project with the Board Members. He also reviewed the number of trees that have been lost due to old age and diseases. Mr. Crain reviewed the trees that are dying of draught (Northway Maples) and he also discussed the slow decline of the Silver Maples. Also discussed were the bare root trees and the ball and burlap trees for planting. Street Commission Ewig and Mr. Crain discussed the variety of trees that are purchased. Staff recommends purchasing from Wayside Nursery 89 trees for \$9,135.00; McKay Nursery 44 trees for \$2,185.00; Leaves Inspired Nursery 56 trees for \$5,207.00; Meacham Nursery 177 trees for \$17,634.00 and Johnsons Nursery 31 trees for \$5,552.50. A total of 397 trees would cost about \$39,714.00. The monies for this purchase would come from 2016 Budget and from the DNR grant money. The Board Members discussed this item. **MOTION BY JASON WITTEK AND SECONDED BY ERIC RYER to recommend to the Common Council to approve the purchase of trees for 2016 as presented. Motion carried unanimously.**

D. Consider Modifications To 2016-2017 Street Improvements Plan: The City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that at the November 17, 2015 Common Council meeting, Alderman Larson suggested that we include Summit Drive between Tower and Lincoln in the 2016-2017 Street Improvement Plan. After reviewing the plan, it made good sense to include this 500' section of street (Paser rating 3/10) located between two roads already slated for improvements. The additional cost for this is approximately \$150,000. Staff recommends including the reconstruction of Summit Drive from Tower to Lincoln. The cost of this addition may result in the delay of street improvements currently proposed for 2017 (Harrison, Dodge, Montgomery, Walters and/or the resurfacing of Lincoln from Portview to Summit). The approximate vehicle count on Summit is 600 vpd. Current street width is 34' and the proposed street width would be 32'. **MOTION BY CRAIG CZARNECKI AND SECONDED BY KEVIN RUDSER to recommend to the Common Council to approve the addition of Summit Drive from Tower to Lincoln to be included in the 2016-2017 Street Improvement Plan as presented. Motion carried unanimously.**

E. Consider Sale Of Water Utility Property: City Engineer Rob Vanden Noven stated that recently under the direction of Alderman Driscoll, City Staff was directed to make a list of City properties that would be eligible for sale and development. One parcel, owned by the Port Washington Water Utility, which is located between West Grand Avenue and West Larabee Street and could be divided into two residential lots, approximately 61' x 201' each. The estimated value of the 2 residential lots would be \$80,000 to \$120,000. Payment would be made to the Water Utility. Staff recommends that the Plan Commission declare this land as surplus property. Obtain a value from the City Assessors and offer right of first refusal to adjacent property owners, and sell property on the market, if the adjacent property owners are not interested. The Board Members discussed this item. **MOTION BY CRAIG CZARNECKI AND SECONDED BY ERIC RYER to recommend to the Plan Commission to declare this land as surplus property and that it can be sold as presented. Motion carried unanimously.**

Project Updates:

- A. Stanford Street Update: The concrete work is complete, ready to grade and they pave on Friday (weather permitting), the landscapers will be J J Landscapes. They do a nice job with a nice price.
- B. Prospect Street Storm Sewer Replacement: This project was completed.
- C. Canyon Creek Improvements: There are two places near the sanitary sewer currently being repaired and should be completed by the end of the week.

Forthcoming Events: There was none.

ADJOURNMENT: MOTION BY KEVIN RUDSER AND SECONDED BY JASON WITTEK to adjourn the meeting at 7:05 p.m. Motion carried unanimously.