

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, FEBRUARY 9, 2016**

ROLL CALL: Vice-Chairman Paul Neumyer called the City of Port Washington Board of Public Works meeting to order at 5.35 p.m. in the Lower Level Conference room at the City Hall. Members present: Michael Ehrlich, Kevin Rudser, Jason Wittek, and Eric Ryer. Also present were: City Engineer Rob Vanden Noven, Wastewater Supt. Dan Buehler, and Water Supt./Commissioner Dave Ewig. Chairman Craig Czarnecki arrived at late. Absent and excused: City Administrator Mark Grams.

Chairman's Business: There was none.

Approval of Minutes for December 15, 2015: MOTION BY JASON WITTEK AND SECONDED BY ERIC RYER to approve the minutes as presented. Motion carried unanimously.

Public Comments/Appearances: Mr. John Sigwart of Theis Street requested that the Board Members consider a "No Left Turn" at the intersection of East Main Street and North Franklin Street where Harbour Lights construction is going on. He stated that it is very dangerous to make a left turn and it is hard to make a right turn. Vehicles have to creep up into the intersection to make these turns. (Chairman Craig Czarnecki arrived at 5:37 pm to take over the meeting from Vice-Chairman Neumyer). The Board Members told Mr. Sigwart that it was not their decision and that he should talk to the Safety Committee and City Administrator Mark Grams.

Old Business: There was none.

New Business:

A. Consider Booster Pump Installed For Clarifier Weir Cleaning At the Wastewater Treatment Plant: Wastewater Supt. Dan Buehler reviewed this item. He stated that in the past three years both clarifiers have been rebuilt to a like new condition. Both rebuilds included a new weir washer system that automated a task that the operators used to do manually. For the most part we are only getting a light cleaning performance of our clarifiers since the water pressure of our water reuse system drops too much at the back end of the plant where the clarifiers are located. A water booster pump system will eliminate that issue. In addition to lack of pressure, we also have to clean spray nozzles frequently due to contaminants in the recycled water. The new booster pump setup will have large filters upstream of the spray nozzles, reducing or eliminating the plugging problem. Crane Engineering has installed similar systems at other WWTP's. The quote to complete this project is as follows: Grundfos Booster Pump, \$4,300; SS Ball valves with electric actuator, \$850; Miscellaneous Pipe, fitting, \$500; Duplex Strainer Filter, \$2,600; Mechanical Labor, \$2,500; and Electrical – conduit, switches, etc., \$3,461. This is a planned Capital item for 2016. Staff recommends hiring Crane Engineering and Miller Electric to complete this project. **MOTION BY MIKE EHRLICH AND SECONDED BY KEVIN RUDSER to recommend to the Common Council to approve hiring Crane Engineering and Miller Electric to complete this project subject to the City Attorney reviewing the contracts. Motion carried unanimously.**

B. Consider Acceptance Of Hidden Hills Improvements: City Engineer Vanden Noven reviewed this item with the Board Members. He stated that per the City's Developer's Agreement with Bielinski

Homes, the Board of Public Works and Common council shall accept the public improvements constructed per the Developer's agreement, primarily, streets, street lights, water main, sanitary and storm sewer located within the public ROW or easements. The developer (Bielinski) has completed these item and met all requirements. With regard to the developer's responsibility to plant street trees, there are still 86 trees yet to be planted. Staff has negotiated with Bielinski that the City will plant these remaining trees as well as warranty them for a price of \$325/tree. Bielinski will deliver to the City a check for $86 \times \$325 = \$27,950$ to be relieved of the obligation of planting and warranting the remaining trees. The \$27,950 will be put toward the purchase of the trees for Bielinski this year, with an escrow account established to pay for the cost of trees in future years (not all 86 trees can be planted this year). The labor to plant the trees will be paid through the operating budget. The balance will be used to offset the cost of tree replacements throughout the City this year to cover the shortfall for this year (approximately \$15,000). Staff recommends acceptance of the public improvements within the Bielinski subdivision. Staff also recommends entering into an agreement with Bielinski to plant the remaining 86 trees in exchange for payment of \$27,950. **MOTION BY MIKE EHRlich AND SECONDED BY JASON WITTEK to recommend to the Common Council to accept the public improvements in Hidden Hills Subdivision, and approve the amendment to the developer's agreement to plant the remaining 86 trees in exchange for payment of \$27,950 as presented. Motion carried unanimously.**

C. Consider Cross Connection Control Program Proposal: Street Commissioner David Ewig reviewed this item with the Board Members. He stated that Wisconsin Administrative Code (NR810.15) requires Cross Connection inspections in industrial, commercial, public authority, and residential buildings periodically for potential cross connections. A cross connection is an unprotected direct connection between potable water piping and a contaminated source. An example includes supply lines connected to boilers, process equipment, or a garden hose with a pesticide attachment. Under certain conditions, these cross connections can allow tainted water to flow backward through the piping system and contaminate the drinking water. Once a hazard has been identified, the proper backflow prevention device is installed by the owner as required. Many cross connections can be corrected with a simple hose bib (faucet) vacuum breaker. In other instances, more elaborate protective devices may be necessary. Hydro Corp is proposing to provide the required site survey inspections for 431 commercial sites, 56 industrial sites, and 51 government/public authority sites, over a 2 year period. The proposed services include postal notifications and a toll free phone hotline to their office for water customer's questions and inspection coordination. The 4,298 residential properties, Hydro Corp proposes to train Water Utility personnel to conduct these inspections at the time of existing water meter replacement. Hydro Corp recently provided this training for the cities of Sheboygan, Racine, and Kenosha. This is a 2016 budget water utility expense. \$35,000 was allocated for the first year and \$34,416 will be allocated for the 2nd year. Staff recommends approval of the proposal submitted by Hydro Corp. The company was founded in 1983, employs a staff of over 40 full time employees, and conducts over 25,000 inspections annually for over 140 municipal water systems in Wisconsin. Hydro Corp is an independent inspection firm and does not utilize their staff to perform sales, backflow equipment repairs or other plumbing related services. The cost would be \$34,416 for the first year (2016) and \$34,416 for the 2nd year (2017) for a total of \$68,832. **MOTION BY KEVIN RUDSER AND SECONDED BY PAUL NEUMYER to recommend to the Common Council to approve the proposal submitted by Hydro Corp subject to the review by the City Attorney. Motion carried unanimously.**

D. Consider Tree Removals at 302 East Johnson Street: The City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that this past fall, Jon Crain and he approached the residents at 302 East Johnson Street, Tom and Judy Griffin, to discuss the possibility of select tree removal on their property. One tree in particular has grown to a height that completely blocks the view

of the Light Station from the marina area, and the remaining trees will also soon cause the same problem. The Griffins are agreeable to the work, so the trees have been identified with pink ribbons for removal. The stumps will be left in place. If approved by the Board of Public Works, the City Attorney will draft a one page release form for the Griffins to sign prior to the work taking place. Staff has spoken to Rick Smith from the Light Station and he stated that he has been hoping the City would remove the trees for the past two years. He is happy that we are taking action. The cost of labor by City personnel will be less than \$1,000, to be absorbed by the operating budget. Staff recommends approval. **MOTION BY MIKE EHRLICH AND SECONDED BY PAUL NEUMYER to recommend to the Common Council to approve the selected trees from behind 302 East Johnson Street as presented. Motion carried unanimously.**

E. Consider Purchase of Pipe and Manhole Inspection Camera For Storm and Sanitary Sewer Inspection: Wastewater Supt. Dan Buehler reviewed this item with the Board Members. He stated that this a product that staff has been considering to purchase for quite some time, this is a tool that will eventually pay for itself through the speed at which inspections can be done and the avoidance of having to hire outside for a camera crew or borrow the shared sewer camera for every single inspection. One person can operate the unit and confined space entries will become less common and necessary. The unit has zoom capabilities of 175 feet down, a 10 inch line and 350 feet down, a 48 inch line. Included is a hand held video display capable of recording up to 32 GB of real time video and images to an SD card. The camera is mounted on a 24 foot collapsible carbon fiber pole (extension is available to over 30 feet) and a tripod is included for taking pictures. There is a 5 year warranty on Wisconsin sales and service. The cost from Bruce Equipment is \$18,000. This is a 2016 budgeted item. Staff recommends possible share the cost with the Water Department. **MOTION BY MIKE EHRLICH AND SECONDED BY PAUL NEUMYER to recommend to the Common Council to approve the purchase of the Envirosight Quickview camera for \$18,000 as presented. Motion carried unanimously.**

Project Updates:

A. 2016 Street and Alley Improvements: City Engineering Vanden Noven reported that in three weeks bids will be opened for the 2016 Street and Alley Improvements. At the next meeting we will review the bids.

Forthcoming Events: There will be Fish Frys on Friday nights and Ash Wednesday is coming up.

ADJOURNMENT: MOTION BY ERIC RYER AND SECONDED BY MIKE EHRLICH to adjourn the meeting at 6:40 p.m. Motion carried unanimously.