

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, SEPTEMBER 12, 2017**

ROLL CALL: Chairman Craig Czarnecki called the Board of Public Works meeting to order at 5:30 p.m. in the Lower Level Conference room at the City Hall. Members present: Alderman Mike Gasper, Eric Ryer, and Jason Wittek. Also present were: City Engineer Rob Vanden Noven, City Administrator Mark Grams, Dave Kleckner, and JD Hoile. Absent and excused: Alderman John Sigwart, Alderman Paul Neumyer, and Dan Buehler.

Chairman's Business: There was none.

Approval of Minutes for July 11, 2017: MOTION BY Jason Wittek and Mike Gasper to approve the minutes as presented. Motion carried unanimously.

Public Comments/Appearances: Mr. Gertjan Van den Broek was present.

Old Business: There was none.

New Business:

A. Consider Design Agreement With Gremmer And Associates For 2018-2019 Street/Water Improvements: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that the City requested proposals for the 2018-2019 Street Improvements. Gremmer and Associates was the design consultant on similar projects in 2014, 2016, and 2017. They have consistently provided work that is virtually error free with very few change orders. They provide excellent service at a relatively low cost. Their proposal for the 2018-2019 biennium is actually less expensive on a "per foot" comparison basis than their 2016-2017 proposal. Their proposal included the following: Design (and Geotechnical) = \$154,508 (LS). This includes Streets for \$92,705; Water for \$54,078; and Sanitary for \$7,725. Staking - \$55,000 (T&M). This includes Streets for \$33,000; Water for \$19,250; and Sanitary for \$2,750. Funding for 2018 design would be paid primarily with remaining funds from the 2016 borrowing. Any shortfall would come out of a 2018 borrowing or from the proceeds of selling City land. Staff recommends awarding of the 2018-2019 Street Improvement design to Gremmer and Associates. **MOTION BY ERIC RYER AND SECONDED BY CRAIG CZARNECKI to recommend to the Common Council to approve Gremmer and Associates for the 2018-2019 Street Improvement design as presented. Motion carried unanimously.**

B. Consider Proposals For 2017-2018 Sanitary Sewer Televising: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that proposals were received for televising the sanitary sewers that are part of the 2018-2019 Street Improvement Plan as well as sewer located within various easements in the City. Proposals were received from Northern Pipe, Inc. and Visu-Sewer. We have worked with Visu-Sewer in the past but not with Northern Pipe. Their references will be checked. With anticipated costs for heavy cleaning, root cutting, etc., the total project cost is estimated at \$25,000 to be paid by the Sanitary Sewer Utility out of their contractor budget. **MOTION BY MIKE GASPER AND SECONDED BY JASON WITTEK to recommend to the Common Council to approve awarding the contract to Northern Pipe, Inc as presented. Motion carried unanimously.**

C. Consider Purchase Of Survey Equipment: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that in late July of this year, the City's robotic survey instrument stopped functioning. Given that the age of the instrument is 14 years old, the estimated cost of the repair of \$10,000 made the repair option undesirable. Because this is an instrument that is used virtually every day (survey, as-built, general data collection, staking, property corner/ROW determinations, etc.) by our Engineering Technician, Ross Kroeger, it needs to be replaced immediately. Ross obtained 2 quotes, one from Leica and one from Seiler. While Seiler instrument is slightly less expensive, the Leica has newer technology, more features, and works faster than Seiler or other competitors. Additionally, the instrument being replaced is also a Leica, so Ross is completely familiar with how to use all the features. The cost will be \$29,925 to be split between the Sewer and Water Utility reserve funds. Staff recommends approval of the purchase of the Leica survey equipment as proposed. **MOTION BY CRAIG CZARNECKI AND SECONDED BY ERIC RYER to recommend to the Common Council to approve the purchase of the Leica Survey Equipment for \$29,925 to be split between the Sewer and Water Utility reserve funds as presented. Motion carried unanimously.**

D. Consider Change Order For Sanitary Sewer/Forcemain Relocation Project: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that there was a conflict discovered between the storm sewer and sanitary sewer elevations on the sanitary sewer relocation project. The most cost effective solution proposed by Ruckert and Mielke was to siphon the storm sewer under the proposed sanitary gravity main. The change order proposal from the contractor eliminating an extra bend in the force main (separate issue) and the cost of lowering the storm sewer would be an extra expense to the contract as proposed. This will be less than indicated on the change order because its eliminates the existing bid item for the storm manhole and 24" sewer (\$9,154), so the net increase is approximately \$13,998 rather than \$23,152. The contractor is treating this like a "time and materials" increase for the storm sewer because the added depth combined with the high lake levels (the pipe will be below the current lake level) adds uncertainty. This is just his estimate. This work is scheduled for Monday, September 11, 2017. **MOTION BY CRAIG CZARNECKI AND SECONDED BY MIKE GASPER to recommend to the Common Council to approve the Change Order for Sanitary Sewer/Forcemain Relocation as presented. Motion carried unanimously.**

E. Consider Construction Access Plan And Proposed Street/Sidewalk Closures For Lakepoint Townhome Construction: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that Mr. Gertjan Van den Broek has broken ground on his project at the Old Boat/Trailer Lot on October 1, 2017. They are planning to build this project in phases. The Phase 1 will be 3 units on East Washington Street and all are sold out. The Phase 2 will be the East Pier Street Unit and they hope to keep the sidewalks open. They have had a lot of interest in these units. The last phase, Phase 3 will be on North Lake Street. They would like permission to close the sidewalks on Washington, Lake, and Pier Streets in phases. Any broken sidewalk will be repaired by the contractor. A chain link fence will surround the whole property. **MOTION BY MIKE GASPER AND SECONDED BY JASON WITTEK to approve the temporary closing of the sidewalk during each phase as presented. Motion carried unanimously.**

Project Updates:

a. 2017 Street Improvements: City Engineer Rob Vanden Noven stated that the 2017 Street Improvement Project was completed on time.

Forthcoming Events: None

ADJOURNMENT: MOTION BY ERIC RYER AND SECONDED BY CRAIG CZARNECKI to adjourn the meeting at 6:12 p.m. Motion carried unanimously.