

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, FEBRUARY 12, 2019**

ROLL CALL: Vice-Chairman Michael Gasper called the Board of Public Works meeting to order at 5:34 pm in the Lower Level Conference room at the City Hall. Members present: Alderman Patrick Tearney, Phil Bruno, James Haley, and Alderman John Sigwart. Also, present were: City Engineer Rob Vanden Noven, Wastewater Supt. Dan Buehler, Park and Forestry Supt. Jon Crain (arriving at 5:55 pm) and Water Supt. Leo Duffrin. Absent and excused: Jason Wittek, Mayor Marty Becker, Street Commissioner James Hoile, and City Administrator Mark Grams. Alderman Dan Benning was in the audience.

Chairman's Business: There was none.

Approval of Minutes for December 11, 2018: MOTION BY PAT TEARNEY AND SECONDED BY PHIL BRUNO TO APPROVE THE MINUTES AS PRESENTED. Motion carried unanimously.

Public Comments/Appearances: There was none.

Old Business: There was none.

New Business:

A. CONSIDER STANTEC PROPOSAL FOR FLOOD CONTROL ON NORTH LAKE STREET: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He reviewed the Stantec proposal for 2D modeling of surface flow of storm water in the spillway over the culvert in Veteran's Park. The analysis will determine exactly where the overflows are carried in an extreme rain event. The second task in the proposal is to provide 4 concept alternatives based off the information gathered in task 2a. The total fee is based on time and materials not to exceed \$13,476. This money is not budgeted. Mr. Rich Klein from Stantec reviewed this proposal to the Board Members. The Board Members discussed the pros and cons of this proposal. **MOTION BY PATRICK TEARNEY AND SECONDED BY JAMES HALEY to recommend to the Common Council to approve task 2a, to be completed within 5 weeks of receiving survey information from City staff. This would be an amendment to the City's master services agreement with Stantec. Motion carried unanimously.**

B. DISCUSS LARABEE DRAINAGE AREA FLOOD REDUCTION STRATEGY: City Engineer Rob Vanden stated to the Board Members that we have been notified by FEMA that no proposed mitigation projects will be funded in the City during this cycle. FEMA's top priority for funding is for demolition of structures in a floodplain. None of the homes/buildings are in the floodplain, it is very unlikely that any of the proposed projects would be funded by FEMA. City Engineer Vanden Noven stated that based on the contracts he was able to make in the Larabee Drainage basin, none of the affected residents who had previously indicated in 2015 that they would not give the City an easement to construct the proposed improvements from the 2015 study will do so now. Meaning, to construct the proposed culvert enlargements, easements would have to be obtained through eminent domain for at least three properties. The estimated total cost in 2015 for the proposed

improvements would be \$1,085,800. No money is budgeted for design or construction. The Board Members discussed different solutions and ideas on how to deal with this item. The City Engineer will work on this item and bring it back to the Board. This was for discussion only.

C. REVIEW ANNUAL REPORT FOR ENGINEERING 2018: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He reviewed the reconstructed and resurfaced 1.4 miles of streets, improved storm sewer and re-laid water main. He reviewed the 2.1 miles of lined sanitary sewer. The City Engineer also spoke about the 2019 Street and Water Improvements, and the response to the August 27 rain event.

D. REVIEW 2019 BENCHMARKS FOR ENGINEERING: City Engineer Rob Vanden Noven reviewed his 2019 Bench Marks with the Board Members. He discussed the Alley and Sidewalk Improvements, along with the construction of the 2019 Street and Watermain Improvements, televising Sanitary Sewers for the 2020-2021 Street Improvements, and various other items.

E. REVIEW ANNUAL REPORT FOR WASTEWATER TREATMENT PLANT 2018: Wastewater Supt. Dan Buehler reviewed his Annual Report with the Board Members. He discussed the operating performance of the Wastewater Treatment Plant. He also discussed the capital purchases for the Wastewater and the Sanitary Sewer in 2018. WWTP Supt. Reviewed the sanitary sewer maintenance and repairs.

F. REVIEW 2019 BENCHMARKS FOR WASTEWATER TREATMENT PLANT: Wastewater Supt. Dan Buehler reviewed his 2019 Benchmarks with the Board Members. He stated that there was zero lost-time at the Wastewater Treatment Plant for accidents and injuries, and that they maintained an excellent record of compliance with WWTP permit. He wants to continue to search for continuous improvement projects to lower costs/improve efficiency. He discussed the 2019 projects that he wants to get done in 2019.

G. REVIEW ANNUAL REPORT FOR STREET DEPARTMENT 2018: This item was tabled.

H. REVIEW 2019 BENCHMARKS FOR STREET DEPARTMENT: This item was tabled.

I. REVIEW ANNUAL REPORT FOR FORESTRY AND PARKS 2018: Parks and Forestry Supervisor Jon Crain reviewed his Annual Report for the Board Members. He reviewed the EAB, future pruning, the tree nursery, and an overview of the park system. He stated that Al Evenson was Certified in Playground Equipment.

J. REVIEW 2019 BENCHMARKS FOR FORESTY AND PARKS: Parks and Forestry Supervisor Jon Crain reviewed his 2019 Benchmarks for the Board Members. He stated that he has already taken down over 300 Ash trees along Valley Creek between Parkway and Parkview. He discussed the other street trees and park trees that would be removed. He also discussed the Board Members the number of trees that would be pruned, the number of trees to be planted, new play structures at Antoine Park, asphalt removal at Stacker Park, the planting of native grasses at Coal Dock Park.

K. REVIEW AND APPROVE BIRCHWOOD/VALLEY CREEK PROJECT: Parks and Forestry Supervisor Jon Crain reviewed this item with the Board Members. He stated that there were hundreds of dead and dying Ash trees located long Valley Creek between Parkway Drive and Parkview Lane on City property. The trees were on an average of 60 tall and becoming a hazard that could fall onto residential property. It was decided that the trees must come down before they became too dangerous to work with. The area is very difficult to reach with any equipment which makes removing the

material next to impossible. Residents in the area of Valley Creek have expressed concerns about the debris of down trees and branches moving into the creek and backing it up, which would end up flooding their yards and homes. The City does not have the equipment nor the manpower to remove the downed trees. Staff is looking into moving these items from the south end by the creek to the north end of the property. Jim's Excavating would remove the downed trees and debris for \$7,000. **MOTION BY JOHN SIGWART AND SECONDED BY JAMES HALEY to approve removing the trees from the flood plain area and moving them north of the creek using Jim's Excavating for an amount not to exceed \$7,000.00. Motion carried unanimously.**

L. REVIEW ANNUAL REPORT FOR WATER UTILITY 2018: Water Supt. Leo Duffrin reviewed his annual report with the Board of Public Works. He reviewed the monthly pumpage between 2017 and 2018; the chemical usage between 2017 and 2018; the number of water mains repaired; new water mains installed; new hydrants installed; and other various items.

M. REVIEW 2019 BENCHMARKS FOR WATER UTILITY: Water Supt. Leo Duffrin reviewed his 2019 Benchmarks with the Board Members. He stated that he wants to operate the Water Utility within the 2019 Budget, train plant operators in chemical feed pump calibration; replace Plant #1 Meters to help improve accountability; clean shorewells, and various other tasks.

N. REVIEW INCREASING THE PRICE OF WATER METER PERMITS: Water Supt. Leo Duffrin reviewed this item with the Board Members. He stated the Water Utility charges a fee for water meter permits that are required for new or upgraded meter installations. These fees are meant to reflect the Utility's cost for these assemblies. The current fees are \$91 for ¾" valve assemblies, \$123 for 1" valve assemblies, and \$165 for 1-1/4" valve assemblies. The current costs have increased, and he is requesting the Board to consider raising these permits to cover the Utility's cost. The Board Members discussed this item and decided to increase the valve assemblies as follows: \$100 for ¾" valve assemblies; \$130 for 1" valve assemblies, and \$175 for 1-1/4" valve assemblies. **MOTION BY PATRICK TEARNEY AND SECONDED BY PHIL BRUNO to approve increasing the price of water meter permits to the following: \$100 for ¾" valve assemblies; \$130 for 1" valve assemblies, and \$175 for 1-1/4" valve assemblies as discussed. Motion carried unanimously.**

O. DISCUSS AND POSSIBLE ACTION ON RELOCATION OF STORM SEWER (HARBORVIEW HOTEL): City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that there is a storm sewer that runs under the Holiday Inn's parking area. The owner would like to have the City relocate it. This pipe is 11 feet deep. The City has inspected this pipe and it looks in good shape. City could just leave it where it is. Staff recommends televising it again. The Board recommended to leave it there, it is an easement, possibly get an easement for the east side of the building, or televise it and if it looks good, leave as is. This was for discussion only.

Project Updates: There was none.

Forthcoming Events: Valentine's Day is on Thursday.

ADJOURNMENT: MOTION BY PATRICK TEARNEY AND SECONDED BY PHIL BRUNO to adjourn the meeting at 8:55 p.m. Motion carried unanimously.