

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, DECEMBER 15, 2020**

ROLL CALL: Chairman Jason Wittek called the Board of Public Works meeting to order at 5:35 pm in the Common Council Chamber at the City Hall. Members present: Alderman Mike Gasper, Alderman Pat Tearney, Jim Haley, Phill Bruno, and Alderman John Sigwart. Also, present were: City Engineer Rob Vanden Wastewater Supt. Dan Buehler and Street Commissioner JD Hoile. Absent and excused: Leo Duffrin and Forestry Supervisor Jon Crain. Also present in the audience was: City Administrator Tony Brown, Mayor Becker, Alderman Dan Benning, and Alderman Paul Neumyer.

Chairman's Business: There was none.

Approval of Minutes for November 17, 2020: MOTION BY JIM HALEY AND SECONDED BY PHILL BRUNO TO APPROVE THE MINUTES AS PRESENTED. Motion carried unanimously.

Public Comments/Apearances: There was none.

Old Business: There was none.

New Business:

A. CONSIDER ADDENDUM TO THE 2021 STREET DESIGN AGREEMENT WITH GREMMER AND ASSOCIATES: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that in conjunction with the reconstruction of Newport Shores, the east half of Lake Street south of Jackson Street will need to be reconstructed. Because the street is in poor condition, the water main needs repair, the storm sewer outfall at the marina is failing, and the City has a Stewardship Grant for extending a multi-use path from the Interurban Trail to the Lakefront on Jackson Street, now is the time to completely reconstruct the road from Jackson Street to the north side of the north slip. Staff is working with Ansay on coordinating the work, as well as their financial contribution toward this project. Additionally, because we will have construction crews in the area, staff believes that this would be an ideal time to pursue the Lake Street re-profiling, as recommended by Stantec and approved earlier by the BPW. Gremmer's cost to redesign would be time and material not to exceed \$27,000. The estimated cost for water main replacement, including design, inspection, and construction would be about \$100,000. The estimated cost for street reconstruction including design, inspection, and construction is about \$200,000 with Ansay to cover approximately 25% of the cost. This project is already included in the TIF plan. The cost to reprofile Lake Street with associated grading work is estimated at \$80,000 to \$100,000. Staff recommends approval of an amendment with Gremmer to design and include the described Lake Street improvements in the 2021 Street Improvement Plan. The Board Members discussed this item. **MOTION BY JOHN SIGWART AND SECONDED BY JIM HALEY to approve the amendment with Gremmer to design and include the described Lake Street improvements in the 2021 Street Improvement Plan from Jackson Street to South of Washington Street and improve and raise the grade on North Lake Street for the Filtration Plant's protection. Motion carried (5 Ayes: 1 Nay (Bruno)).**

B. CONSIDER AMENDMENT FOR ADDITIONAL WORK NECESSARY TO COMPLETE WASTEWATER TREATMENT FACILITIES PLANNING PROJECT: Wastewater Super. Dan

Buehler reviewed this item with the Board Members. He stated that Strand recently completed a Wastewater Facilities and Rate Study project. Additional work was identified at the end of the study to be accomplished before plant engineering for the facilities upgrade could begin. This amendment to the original study addresses what was identified at the end of the project. The cost for amendment to the original project would cost \$7,500. This is a planned budget item. The Board Members discussed this item. **MOTION BY MIKE GASPER AND SECONDED BY PAT TEARNEY to approve having Street complete the remainder of the project with a cost of Time and Material not to exceed \$7,500 as presented and to have the City Attorney review the contract. Motion carried unanimously.**

C. CONSIDER STRAND ENGINEERING FOR DESIGN, BIDDING, AND CONSTRUCTION RELATED SERVICES FOR UV DISINFECTION UPGRADE: Wastewater Super. Dan Buehler reviewed this item with the Board Members. He stated that replacing an old, obsolete disinfection system is a planned capital project for 2021. Strand will be looking at Trojan and Wedeco Equipment for replacement. The Project Scope and cost breakdown were reviewed by the Board Members. The overall project will cost approximately \$375,000 to \$450,000. Strand's services will cost \$44,000. Staff recommends retaining Strand Engineering services for this project and having the City Attorney review their contract. Board Members discussed this item. **MOTION BY JOHN SIGWART AND SECONDED BY MIKE GASPER to approve hiring Strand Engineering for design, bid, and construction related services for the UV disinfection upgrade for a cost of \$44,000 as presented and with the City Attorney's review. Motion carried unanimously.**

D. CONSIDER ELIMINATION OF THE SUMMER SEWER CREDIT: City Engineer Rob Vanden Noven reviewed this item with the Board Members. Staff reviewed the memo from Stacie Nelson regarding the elimination of the summer sewer credit. The summer sewer credit results in lost revenue for the sewer utility because it is estimated that much of the increased summer water usage is actually being sent down the drain, and the amount being applied to lawns is not accurately accounted. Any customer who uses large quantities of water outside of the residence or building may install a deduct meter that is owned by the Utility and must be installed by a licensed plumber. An average of over \$55,000 per year of lost revenue to the sewer utility will be captured by eliminating the summer sewer credit, enabling the City to delay and/or reduce future rate increases. Staff recommends staff amend City ordinances to eliminate the existing sewer service credit and prescribe requirements for installing a deduct meter. Board Members discussed this item and requested more information. This item was tabled until next month.

E. CONSIDER PUBLIC COMMENTS ON 2021 STREET IMPROVEMENTS: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that letters were sent to all the residents in the project area. He had received some comments back from the residents and reviewed several of them for the Board Members. Some residents do not want change, and some residents have water issues that they want fixed. Board Members recommended: 1) Resurface Michael Court per current configuration as recommend by staff; 2) Reconstruct Thomas Circle with a 30-foot radius and 28-foot wide street per staff recommendation; 3) Reconstruct Randy and Viola Circles with a 44-foot radius (existing is 47-feet) per staff recommendation; 4) Place sidewalk on the south side of Thomas Drive between North Benjamin Street and North Wisconsin Street; and 5) Reach out to Cindy Circle residents for more feedback and discuss at January Board of Public Works meeting.

F. CONSIDER ADOPTING CITY OF PORT WASHINGTON SNOW AND ICE POLICY: Street Commissioner JD Hoile reviewed this item with the Board Members. He stated that the City has never had a clear, laid out snow and ice policy. This policy highlights the general practices and procedures we use to make decisions and execute a plan when dealing with winter storms. This will

also be the first year the City will be using the strategies of anti-icing, de-icing, and pre-wetting salt using salt brine and Beet Heet. These strategies are defined and explained in the policy which is important to help educate the citizens of Port Washington. The policy also explains the changes we are making to help reduce salt usage by only salting hills, curves, and intersections on residential streets to be more environmentally friendly and reduce costs. Board Members were very happy to see a policy like this. They encouraged the Street Commissioner to review this policy every year for changes. **MOTION BY JOHN SIGWART AND SECONDED BY PHILL BRUNO to approve the Snow and Ice Policy for the City of Port Washington as presented and to annual review any changes by the Street Commissioner and City Engineer. Motion carried unanimously.**

Project Updates:

- a. **LIFT STATION 5:** Wastewater Supt. Dan Buehler stated that the work will be concluded at the end of the week. The generator and training will be done tomorrow.
- b. **LAKE STREET HEADWALL:** The concrete will be poured soon, and all is going according to the plans.

Forthcoming Events: There were none.

ADJOURNMENT: MOTION BY PAT TEARNEY AND SECONDED BY MIKE GASPER to adjourn the meeting at 7:33 p.m. Motion carried unanimously.