

**CITY OF PORT WASHINGTON  
BOARD OF PUBLIC WORKS  
MINUTES  
TUESDAY, FEBRUARY 13, 2007**

**ROLL CALL:** Chairman Tom Veale called the City of Port Washington Board of Public meeting to order at 6:35 p.m. in the Lunch Room of the Municipal Garage. Members present: Alderman Karl Leicht, Alderman Ed Johnson, John May, and Craig Czarnecki. Also present were: City Administrator Mark Grams, City Engineer Vanden Noven, Water Supt./Street Commission Dave Ewig and WWTP Supt. Kris August. Absent and excused: Alderman Schwanz.

**MOTION BY ALDERMAN LEICHT AND SECONDED BY CRAIG CZARNECKI to approve the minutes as presented. Motion carried unanimously.**

**Chairman's Business:** There was none.

**Public Comments/Apearances:** There was none.

**New Business:**

**A. Review of Updated Water Utility Master Plan by Bonestroo Eng.:** Mr. Tom Nennig of Bonestroo presented a PowerPoint presentation on the updated Water Utility Master Plan. The presentation reviewed the goals and objectives of the Water Utility. **MOTION BY JOHN MAY AND SECONDED BY CRAIG CZARNECKI to accept the Updated Water Utility Master Plan as presented. Motion carried unanimously.**

**B. Consider Proposal for Water Distribution System Leak Detection Survey:** Water Supt. Dave Ewig stated that two (2) proposals were requested to conduct a water leak detection survey of approximately 55 miles of water main in the City. The purpose of the survey is to identify specific points of leakage that are repaired by our staff, ultimately reducing water losses and increasing our accountability. Water loss through the first five (5) billing periods of 2006 is 10.1%. The Public Service Commission requires that unaccountable water not exceed 15%. The survey is conducted with sonic detection and computer correlation equipment at all fire hydrants and/or water main valves. A report will be provided identifying the location and size (GPM) of each leak found. Water Leak Locators' proposal was for \$4,500 for hydrants only. Earth Tech's proposal was for \$4,800 for hydrants only and \$5,500 for hydrants and valves. This is a budgeted item. Staff recommends accepting Earth Tech's proposal for \$5,500 for both hydrants and valves. **MOTION BY JOHN MAY AND SECONDED BY ALDERMAN LEICHT to recommend approval to the Common Council to accept the contract with Earth Tech for an amount not to exceed \$5,500 for 55 miles of water mains as presented. Motion carried unanimously**

**C. Consider Request to Attend American Water Works Association Conference:** Water Supt. Dave Ewig is requesting to attend the AWWA conference in Toronto, Canada from June 24 to June 28, 2007. This is a budgeted item. **MOTION BY ED JOHNSON AND SECONDED BY JOHN MAY to approve the request for the Water Superintendent to attend AWWA conference. Motion carried unanimously.**

**D. Approve Change Order #7 For Municipal Garage:** City Engineer Rob Vanden Noven informed the Board Members that these changes were already completed. These changes were reviewed with Bonestroo and he reviewed the changes with the Members. He recommended deleting the "item G" (electrical upgrades) so the revised Change Order cost is \$43,365.54. This should be the last change order for the Municipal Garage. **MOTION BY JOHN MAY AND SECONDED BY ED JOHNSON to recommend approval to the Common Council to accept Change Order #7 for the amount of \$43,365.54 as presented. Motion carried unanimously.**

**E. Approve Change Order #1 For East Sauk Road:** City Engineer Rob Vanden Noven reviewed Change Order #1 with the Board Members. The majority of the additions were requested by the developer of the Grafton State Bank building and Woodridge Condominiums after the contract was awarded. Although this change order increases the contract by \$26,266.34, it should be noted that the Biofiltration Swale (quantity 0) decreased the contract cost by \$30,000. The Biofiltration Swale was changed to a rain garden and will be placed in the median. The entire cost of this project is being paid by the developers. **MOTION BY CRAIG CZARNECKI AND SECONDED BY JOHN MAY to recommend approval to the Common Council to accept Change Order #1 for the amount of \$26,266.34 as presented. Motion carried unanimously.**

**F. Review of Water Utility and Street Department 2006 Annual Report:** Street Commissioners Dave Ewig reviewed his 2006 Annual Street Department Report with the Board Members. **MOTION BY JOHN MAY AND SECONDED BY ALDERMAN LEICHT to accept the 2006 Annual Street Department report as presented. Motion carried unanimously.** Water Supt. Dave Ewig reviewed his 2006 Annual Water Utility Report with the Board Members. **MOTION BY CRAIG CZARNECKI AND SECONDED BY ALDERMAN LEICHT to accept the 2006 Annual Water Utility report as presented. Motion carried unanimously.**

**G. Consider Acceptance of Improvements for Phase I of Fiduciary:** City Engineer Rob Vanden Noven informed the Board Members that Fiduciary is requesting acceptance of improvements for Phase I of the subdivision. Ruerkert and Mielke have certified that the infrastructure improvements are complete. **MOTION BY ED JOHNSON AND SECONDED BY JOHN MAY to accept Fiduciary's infrastructure improvements of Phase 1 as presented. Motion carried unanimously.**

**H. Consider Reduction of Letter Of Credit for Bielinski:** City Engineer Rob Vanden Noven informed the Board Members that Bielinski Homes is requesting a Letter of Credit reduction from the City of Port Washington. Staff reviewed the improvements and stated that the Letter of Credit should be reduce to \$148,235.00. **MOTION BY JOHN MAY AND SECONDED BY ALDERMAN LEICHT to reduce Bielinski's Letter of Credit to \$148,235.00 as presented. Motion carried unanimously.**

**Old Business:** There was none.

#### **Project Updates:**

**A. DPW Building:** Board Members toured the Municipal Building after the meeting.

**B. Franklin Streetscape/Hwy. 32 Design:** City Engineer Vanden Noven stated that there have been a few changes to the street lighting. Earth Tech recommended that the City should continue using WE Energies system as it is now, with a few minor modifications.

**C. Update on Installation of Screw Pumps:** Wastewater Super. Kris August stated that the screw pump installation was delayed by the weather. This project should be completed by mid-March.

**D. Street Improvement Report:** City Engineer Vanden Noven stated at the last Common Council meeting the Mayor asked for a revised street improvement list. The last street improvement list was done three (3) years ago. Staff will redo the list as soon as the streets are clear of snow and ice.

**Forthcoming Events:**

**A. April Meeting:** City Engineer Vanden Noven stated that he will be on vacation in April and we will either cancel the April meeting or reschedule it.

**Tour of Municipal Garage:** Board Members toured the Municipal Garage with Street Commissioner Dave Ewig.

**ADJOURNMENT: MOTION BY JOHN MAY AND SECONDED BY CRAIG CZARNECKI to adjourn the meeting at 8:45 p.m. Motion carried unanimously.**