

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, OCTOBER 14, 2008**

ROLL CALL: Vice-Chairman Tom Veale called the City of Port Washington Board of Public meeting to order at 7:03 p.m. in the Lower Level Conference room at the City Hall. Members present: Alderman Paul Neumyer, Board Member Craig Czarnecki, and Alderman Jim Vollmar. Also present were: City Administrator Mark Grams, City Engineer Vanden Noven, Wastewater Supt. Dan Buehler, and Water Supt./Street Commissioner Dave Ewig. Absent and excused: Chairman John May, and Alderman Chris Ross.

Chairman's Business: There was none.

MOTION BY JIM VOLLMAR AND SECONDED BY PAUL NEUMYER to approve the minutes from August 12, 2008. Motion carried unanimously.

Public Comments/Appearances: There was none.

New Business:

A. CONSIDER POLICY ON THE EMERALD ASH BORER: City Engineer Rob Vanden Noven reviewed this item with the Board members. He stated that this summer, the Emerald Ash Borer was discovered in the Village of Newburg. It is a near certainty that the EAB will eventually make its way to Port Washington. The recent investigation by the Department of Agriculture in Port Washington yielded no findings of the EAB. With human intervention (i.e., movement of firewood), EAB could spread to Port at anytime. Without intervention, Port may not see EAB for another 10 years due to the limited distance the bug can travel and the high density of Ash in Ozaukee County. The City's existing policy on EAB is a moratorium on planting Ash trees. Currently, there are 1,159 Ash trees planted in the ROW of the 6,782 total ROW trees in the City (17%). Ash trees in the City range from a 1" diameter to a 37" diameter. The "Management Strategies" portion of the *Wisconsin EAB Response Plan*, created by the Department of Agriculture was given to the Board members to review. The estimated cost of treatment for one tree per year would be \$100.00. The estimated total cost of removal and replacement of a tree is approximately \$500 to \$1,000 per tree, not including the lost value of a mature tree. However, the majority of the cost of removal and planting is covered by operational expenses. Staff recommends offering treatment options to residents at their cost as treatments become available. More effective treatments are anticipated to be available next spring. Staff also recommends continuing the moratorium on planting Ash, and monitoring existing Ash trees for infestations and removing immediately if an infected tree is discovered. Board members discussed this item. The City Staff will give residents a list of tree people to call for help with their Ash Tree. Information will be placed in the City newsletter, cable channel and on the City's website. The City will not treat resident's trees. This item is informational only and will be reviewed in 6 months or 1 year.

B. CONSIDER DESIGN SERVICES PROPOSALS FOR PROPOSED RESTROOMS AT VETERANS PARK AND UPPER LAKE PARK: City Engineer Vanden Noven reviewed this item with the Board Members. He stated that requests for proposals were sent out to 3 firms for

architectural services for the design of restrooms at Upper Lake Park to serve the Possibility Playground, and in Veterans Park to serve the Park, skating rink, and beach. The facility in Upper Lake Park will be a new facility instead of a retrofit of the existing pump house at the request of the Possibility Playground. They will cover the cost of the facility beyond the \$100,000 which was budgeted. The proposals were all for time and material with Groth Design Group proposing a cost not to exceed of \$19,300. GAS proposed \$33,200, and Haag-Muller proposed \$38,000. The total design and construction budget for both facilities is \$300,000. The proposal submitted by Haag-Muller included a project approach and experience that Staff believes is superior to Groth and GAS. Haag-Muller also has an excellent track record in Port Washington and they are active in the community. However, Groth's references have been very good, so it is difficult to ignore the large disparity in professional fees. Board members discussed this item and recommended Groth Design Group for a cost not to exceed \$19,300. **MOTION BY JIM VOLLMAR AND SECONDED BY CRAIG CZARNECKI to approve Groth Design Group for design services for the proposed restrooms at Veterans Park and Upper Lake Park for a cost not to exceed \$19,300 as presented. Motion carried unanimously.**

C. CONSIDER SLUDGE HAULING CONTRACT FOR WASTEWATER: Wastewater Supt. Dan Buehler reviewed this item with the Board members. He stated that the three years Sludge Hauling Contract for the WWTP needs to be renewed as the existing contract is completed at the end of this year. We have received five quotes from southeast Wisconsin companies to serve our hauling needs for the next three years. Diamond F Corporation leads the bidding with an estimated of \$139,350 to haul sludge for three years. Three clients for Diamond F Corporation were checked for references and the results were positive. Staff recommends Diamond F Corporation for hauling sludge for 2009 through 2011. The Board members discussed this item and agreed with the recommendation. **MOTION BY CRAIG CZARNECKI AND SECONDED BY PAUL NEUMYER to approve Diamond F Corporation to haul sludge for 2009 through 2011 (a three year contract) for \$139,350 as presented. Motion carried unanimously.**

D. REVIEW DEPARTMENT HEAD'S 2009 BUDGETS: City Engineer Rob Vanden Noven reviewed his 2009 Budget with the Board members. **MOTION BY CRAIG CZARNECKI AND SECONDED BY PAUL NEUMYER to approve the 2009 Engineering Budget as presented. Motion carried unanimously.** Wastewater Supt. Dan Buehler reviewed his 2009 Budget with the Board members. **MOTION BY PAUL NEUMYER AND SECONDED BY CRAIG CZARNECKI to approve the 2009 Wastewater Budget as presented. Motion carried unanimously.** Water Supt. Dave Ewig reviewed his 2009 Budget with the Board members. **MOTION BY JIM VOLLMAR AND SECONDED BY CRAIG CZARNECKI to approve the 2009 Water Utility Budget as presented.** Street Commissioner Dave Ewig reviewed his 2009 Street Department Budget with the Board members. **MOTION BY CRAIG CZARNECKI AND SECONDED BY JIM VOLLMAR to approve the 2009 Street Department Budget as presented. Motion carried unanimously.**

Old Business: There was none.

Project Updates:

A. STH 32 Project: City Engineer Rob Vanden Noven stated that this project is a week behind schedule. West Walter Street will be opened by Friday. Phase 3's deadline is October 31. Phase 4, work is being done in bits and pieces while traffic moves. There are some closures from time to time. Will be starting on CTH LL and Wisconsin Street intersection in early November.

b. Bus Garage: The bus garage is coming down on October 15, 2008.

c. CTH LL Water Main: City Engineer Vanden Noven stated that this project is underway. It will start at Aster Street and work north. This project should be complete by the 1st week in December 2008.

Forthcoming Events: There was none.

ADJOURNMENT: MOTION BY BOARD MEMBER CZARNECKI AND SECONDED BY ALDERMAN NEUMYER adjourn the meeting at 8:39 p.m. Motion carried unanimously.