

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, OCTOBER 9, 2012**

ROLL CALL: Chairman Craig Czarnecki called the City of Port Washington Board of Public Works meeting to order at 5:36 p.m. in the Lower Level Conference room at the City Hall. Members present: Alderman Mike Ehrlich, Alderman Jim Vollmar, Alderman Paul Neumyer, Board Member Kevin Rudser, and Board Member Peter Herrmann. Also present were: City Engineer Rob Vanden Noven, Water Supt./Commissioner Dave Ewig, City Administrator Mark Grams, and Wastewater Supt. Dan Buehler.

Chairman's Business: There was none.

Approval of Minutes: **MOTION BY PAUL NEUMYER AND SECONDED BY KEVIN RUDSER to approve the minutes from September 11, 2012 as presented. Motion carried unanimously.**

Public Comments/Appearances: There was none.

New Business:

A. Consider Hiring Of Part-Time Seasonal Snow Plow Operators: Street Commissioner Dave Ewig reviewed this item with the Board Members. He is requesting to hire four (4) part-time seasonal snow plow operators for the upcoming 2012-2013 winter season. In order to maintain existing response time during snow plowing operations and reduce overtime costs, it is recommended that these people be hired on a temporary, as needed basis, same as last year. This is a budget wage item and \$5,000 has been budgeted. The seasonal snow plow operators will be paid \$21.61 per hour with no overtime or fringe benefits. This is the same rate as last year. Staff recommends hiring Charles Schlessinger, Bill Carroll, Jim Jushka, and Mike Karrels as part-time snow plow operators. Charles Schlessinger plowed for the city last season and for the Town of Scott in several prior years. Both Bill Carroll and Jim Jushka are retired PW Public Works Dept. employees with 65 years of combined experience. Bill plowed part-time for us last season. Mike Karrels has 10 years of plowing experience in both trucks and front end loaders. All four individuals have a current CDL. Board Members discussed this item. **MOTION BY MIKE EHRLICH AND SECONDED BY KEVIN RUDSER to approve the hiring of Charles Schlessinger, Bill Carroll, Jim Jushka, and Mike Karrels as part-time seasonal snow plow operators for the 2012-2013 winter season as presented. Motion carried unanimously.**

B. Consider Purchase Of Security Camera Equipment For Water Filtration Plant: Water Super. Dave Ewig reviewed this item with the Board Members. He stated that two proposals were requested pertaining to the replacement of the existing security camera equipment that was installed in 2002 at the Water Filtration Plant. This antiquated, no longer functioning system monitored activity from six black and white camera locations and recorded to a center VCR. The proposed replacement system provides eight (8), 600 resolution color cameras, a 24 inch flat panel wide screen monitor, and a digital DVR recorder. The cost from Engineering Security Solutions, Inc. was \$5,908.00 and the cost from Tyco Integrated Security was \$6,072.38. This is a 2012 budgeted item, with \$5,000 allocated for this item. Staff recommends the purchase of the camera equipment with installation from Engineering Security Solutions (ESS) for \$5,908.00. ESS recently installed a similar system for the PW Library. David Nimmer relayed a positive installation and customer service experience with ESS. Warranty is one year parts and labor. Board Members discussed this item. **MOTION BY JIM VOLLMAR AND**

SECONDED BY MIKE EHRLICH to approve the purchase of the security camera equipment for ESS for \$5,908.00 as presented. Motion carried unanimously.

C. Consider Approval Of Shared Sewer Camera Used Agreement Contact: Wastewater Super. Dan Buehler reviewed this item with the Board Members. He stated that a shared-use agreement contract was in place for a sewer camera from 1995 to 2010. The original use agreement expired on September 1, 2010, and it the desire of each of the communities to renew this contract. Only minor modifications have occurred to the existing contract with this new proposal. There modifications include: 1) Page 1, paragraph 1 – “and all related equipment and accessories” was added to further define any future purchases that may be shared by the communities; 2) Page 1, paragraph 3 – “Repairs related to normal usage will be shared by the three municipalities” was added to clarify that any repairs caused by normal wear and tear of the sewer-cam equipment during use; unrelated to negligent damage, would have costs shared an equal third of by each community; and 3) Page 2, under Term – “This agreement shall automatically renew for a 5 year term unless any party to the Agreement requests a meeting to discuss changes to the Agreement” was added to prevent the Agreement terms from lapsing, as is the current status. Wastewater Super. Buehler stated that any repairs and accessory purchases would come out of the Sanitary Sewer expense accounts. Staff recommends approving these changes to the shared use and jointly owned sewer televising equipment Agreement. Board Members reviewed this item. **MOTION BY PAUL NEUMYER AND SECONDED BY JIM VOLLMAR to have the City Attorney Eric Eberhardt review this document and subject to his approval to submit to the Common Council for approval. Motion carried unanimously.**

D. Consider Coal Dock Change Order #1: City Engineer Vanden Noven reviewed this item with the Board Members. He stated that the contractor, TP Construction, recommended this change order to reduce the risk of cracking or other failure in the proposed crane rail bench. This is an additional \$2,700, the City share is \$1,350.00. Staff recommends approval. The Board Members reviewed this item. **MOTION BY PAUL NEUMYER AND SECONDED BY MIKE EHRLICH to recommend to the Common Council to approve Coal Dock Change Order #1 as presented. Motion carried unanimously.**

E. Review 2013 Water Utility Budget: Water Utility Super. Dave Ewig reviewed his 2013 Water Utility Budget with the Board Members.

G. Review 2013 Street Department Budget: Street Commissioner Dave Ewig reviewed his 2013 Street Department Budget with the Board Members.

H. Review 2013 Wastewater Treatment Budget: Wastewater Super. Dan Buehler reviewed his 2013 Wastewater Treatment Plant Budget with the Board Members.

I. Review 2013 Engineering Department Budget: City Engineer Vanden Noven reviewed his 2013 Engineering Department Budget with the Board Members.

6. Old Business: There was none.

7. Project Updates:

a. Hwy. 33 Project: City Engineer Vanden Noven informed the Board Members that the ribbon cutting was held. There were a couple of items on the punch list that need to be taken care of. The grading on the Schanen Farm has to be complete and then seeded. The removal of signs will begin next week or the week after.

b. Coal Dock: City Engineer Vanden Noven informed the Board Members that the work on the Coal Dock will begin on October 8, 2012. Trees will be taken down and removed. Excavation for sewer, water and electricity will begin soon. We will have a Public Information Meeting on the Coal Dock at City Hall on Tuesday, October 16, 2012 at 5:00 p.m.

8. Forthcoming Events: There is none.

ADJOURNMENT: MOTION BY KEVIN RUDSER AND SECONDED BY MIKE EHRLICH to adjourn the meeting at 7:08 p.m. Motion carried unanimously.