

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, MARCH 12, 2013**

ROLL CALL: Chairman Craig Czarnecki called the City of Port Washington Board of Public Works meeting to order at 5:32 p.m. in the Lower Level Conference room at the City Hall. Members present: Alderman Mike Ehrlich, Alderman Paul Neumyer, and Board Member Kevin Rudser. Also present were: City Engineer Rob Vanden Noven, Water Supt./Commissioner Dave Ewig, City Administrator Mark Grams, and Wastewater Supt. Dan Buehler. Absent and excused: Alderman Jim Vollmar and Peter Herrmann.

Chairman's Business: There was none.

Approval of Minutes: MOTION BY ALDERMAN PAUL NEUMYER AND SECONDED BY KEVIN RUDSER to approve the minutes of October 9, 2012 and January 8, 2013 as presented. Motion carried unanimously.

Public Comments/Appearances: Mr. Keith Knop of 507 W Foster Street reviewed his petition and pictures with the Board Members for correcting the pitch and grade of the alley between Michigan Street and Foster Street. Nancy Wilmot of 525 W Foster Street stated that she agreed with Mr. Knop and that there is water leaking into her garbage and it is safer for her and her parents to park outside. Mr. Dennis Rickard of 513 W Foster Street stated that the water runs down the alley on to the concrete driveway pads. The garage floors are not high enough and yards are getting flooded. It is like a swimming pool.

New Business:

A. Review 2013 Street Improvements PIM: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that the PIM was held on February 27 for the proposed street resurfacing next year. Approximately 13 residents reviewed the plans for the 2013 Street Improvement project. Staff also received a couple of emails which the City Engineer reviewed. Other comments received at the meeting included: Special Assessments – Residents were told that there would be no special assessment unless new (not replacement) sidewalk is installed; Sidewalk – Residents spoke in favor of placing sidewalks on the south side of Second Avenue at Westport Drive. They also spoke in favor of continuing sidewalk on both sides of Parkview Lane to CTH LL and connecting it to the bike path. Allen Edmonds is also in favor of sidewalk on CTH LL between North Wisconsin Street and the bike path; and Schedule – Residents spoke in favor of minimizing the construction schedule and trying to complete the project while school is out. There were no residents from any of the cul-de-sacs in attendance. Staff recommends installing sidewalk in area where no sidewalk exists on Second Avenue and Parknoll Lane as well as on CTH LL. Staff also recommends residents requesting curb/driveway approach replacement be offered that option at their expense, consider leaving existing island on Parkway Drive and consider installing landscaped island on Oak and Elm Courts. The Board Members agreed with the staff recommendation.

B. Consider Alley Improvements (Keeney to Coe Between Foster And Michigan): City Engineer Rob Vanden Noven and Street Commissioner Dave Ewig reviewed this item with the Board Members. They stated that earlier this month, a complaint by a resident abutting this alley was received regarding a recurrence of standing water in his driveway caused by the slope and condition of the alley as well as the flat grade of property, garage, and driveway. The DPW has attempted to solve this problem in the

past by removing and replacing sections of the asphalt. These repairs resulted in temporary success, but the problem persists. Approximately half of the driveways on this alley also had ponding on this particular day. The alley is in need of complete reconstruction. The cost to reconstruct this alley is approximately \$30,000. There is no money in the budget for repairs. The City has approximately 74 alleys coving nearly 5 miles. They have not been recently rated or prioritized for improvements. No money has been budgeted for alley reconstruction. Staff recommends that all alleys in the City be rated and prioritized this Spring and this item be brought back to the BPW by the May meeting. **MOTION BY ALDERMAN MIKE EHRLICH AND SECONDED BY KEVIN RUDSER to have City staff rate and prioritize all alleys and bring this survey back to the Board of Public Works in May 2013 for consideration of repairs and evaluate. Alleys may be repaired with concrete. Motion carried unanimously.**

C. Review Results Of 2012 Sanitary Sewer Infiltration / Inflow Study: Wastewater Super. Dan Buehler reviewed this item with the Board Members. He stated that Phil Bzdusek from Strand and Associates would be presented a PowerPoint presentation. Strand and Associates presented a review of the 2012 I & I project and discuss what projects are recommended going forward to maintain and improve our Sanitary Sewer collection system. The project would be paid through the Sanitary Sewer Capital Projects accounts. Staff recommend implement Option 1 of the Smoke Testing and Manhole Assessment to identify inflow / Infiltration source to our collection system. **MOTION BY ALDERMAN MIKE EHRLICH AND SECONDED BY ALDERMAN PAUL NEUMYER to approve the implementation of Option 1 for \$46,600 as presented. Motion carried unanimously.**

D. Consider Updates/Revisions To Ordinance For Summer Sewer Credit Calculation: Wastewater Super. Dan Buehler reviewed this item with the Board Members. He stated that Chapter 10, pages 35-35 of the Municipal Code for Summer Sewer Credit has been referencing an average resident usage charge of 7 units per bi-monthly period. This is not an accurate number and most likely was a monthly interpretation of our billing cycle. Our billing cycle is bi-monthly so in all reality the number should have been 14 units for the average resident user charge. Water consumption has decreased over the years and our average is now closer to 11 units per billing cycle. Staff proposes making changes to Section A2 and A4 with review by the City Attorney. The Board Members discussed this item and agreed to the change. **MOTION BY CRAIG CZARNECKI AND SECONDED BY ALDERMAN PAUL NEUMYER to recommend to the Common Council to approve the changes to the Municipal Code, Chapter 10, for the Summer Sewer Credit for residential properties as presented. Motion carried unanimously.**

E. Consider Engineering Agreement For Water Filtration Plant Clearwell Improvements: Water Utility Super. Dave Ewig reviewed this item with the Board Members. He stated that the Department of Natural Resources is requiring improvements to the two clearwells at the Water Filtration Plant in order to comply with USEPA requirements for contact (CT) time. These rules specify a minimum amount of contact time that treated water has with chlorine prior to entering the water distribution system. Based on the current clearwell configurations and pump operations, short circuiting of the treated water is occurring during some pumping operations. The proposed clearwell improvements include relocating the suction piping for the vertical turbine booster pumps in the north clearwell from the middle to the far end to allow for maximum contact time. The interconnecting piping between the north and south clearwell would be extended to the far end of the south clearwell, again to allow for maximum contact time. Upon completion of these improvements the CT requirements will be met during all pumping operations. Water Super. Ewig reviewed the proposal with the Board Members. Tom Nennig has assisted the Water Filtration Plant with this project. Staff recommends entering into a contract with City Water for engineering services pertaining to the clearwell improvements at our facility per their proposal: Task Items 1-3 not to exceed \$9,500; Task

Item 4 estimated \$1,000; Reimbursable estimated \$500. **MOTION BY ALDERMAN PAUL NEUMYER AND SECONDED BY ALDERMAN MIKE EHRLICH to recommend to the Common Council to approve the contact with City Water as presented not to exceed \$11,000. Motion carried unanimously.**

F. Consider Contract Extension With Advanced Disposal For City's Waste And Recycling Collection: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that Advanced Disposal (fka Veolia) requesting an extension of the current waste and recycling collection agreement. The proposal includes an offer for a 5, 7, or 10 year extension. The current contract with Veolia was signed in 2008 and expires at the end of 2013. They have been very responsive and we received very few complaints. The proposals include keeping the existing collection rate increases at no greater than the CPI, capped at 3% maximum. The City's 2012 rates for garbage and recycling collection are, respectively, \$9.70 and \$3.23 per house per month. By signing an extension of the current agreement, there will be no rate increase in 2013, for a project savings of \$11,191.44. The incentives are greater for the 7 and 10 year extension offers. Staff recommends a 10 year contract extension for a total savings of approximately \$152,000 over 10 years (compared to existing contract. **MOTION BY ALDERMAN MIKE EHRLICH AND SECONDED BY KEVIN RUDSER to recommend to the Common Council to approve the contract extension with Advanced Disposal for 10 years as presented. Motion carried unanimously.**

G. Review Tree Removal Policy: City Engineer Rob Vanden Noven and Street Commissioner Dave Ewig reviewed this item with the Board Members. They stated that this item was being including on the agenda as a follow-up to the complaint the City received regarding the removal of an ash tree in front of 1724 Parknoll Lane. Alderman Neumyer asked that we discuss this at the next BPW. The City has a policy of notifying residents when trees are being planted or removed from the parkway in front of their homes. However, this incident brought to our attention that this policy was not being followed and it has since been corrected. The "notices" that are hand-delivered to affected residents are placed in their doors. In this specific case, the City was in error in not notifying the resident about the tree removal in advance, but responded to the resident by having the Forester (Jon Crain) meet with him immediately after he contacted the City. The resident was unhappy that the tree was removed, as he had planted 2 ash trees in front of his home decades earlier. The DPW will notify all residents of tree removals in front of their homes with in an estimated time frame.

H. Consider Agreement For Construction Inspection Services On Sunset Road: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that the Common Council approved the construction contract for the proposed water main improvements on Sunset Road between Park Street and Mineral Spring Drive. The project is expected to be completed in a 5 day period (plus testing and project close-out), and requires full-time inspection. Staff recommends that Ruekert and Mielke provide the construction inspection services. The cost would be \$78.00 per hour plus mileage. The estimate time to complete the construction is 50 to 60 hours, for an estimated total cost of \$4,000 to \$5,000. \$130,000 has been budgeted for construction (\$106,100), inspection, and construction staking. The staking will be performed by City staff. Staff recommends approval of Ruekert and Mielke for construction inspection. **MOTION BY KEVIN RUDSER AND SECONDED BY ALDERMAN MIKE EHRLICH to recommend to the Common Council to approve the construction inspection services to Ruekert and Mielke for an estimated cost of \$4,000 to \$5,000 as presented. Motion carried unanimously.**

I. Consider Hiring Part-Time Seasonal Street Yard Employees: Street Commissioner Dave Ewig reviewed this item with the Board Members. He stated that the Street Department Yard will re-open on Tuesday, April 2, 2013. The hours of operation will be Tuesdays and Thursdays, 3:00 p.m. to 6:00

p.m.; and Saturdays, 10:00 a.m. to 4:00 p.m. Street Commissioner Dave Ewig would like to re-hire Kathleen LeMahieu at a wage rate of \$9.00 per hour; Frank Chopp at a wage rate of \$10.00; Don Ryer at a wage rate of 8:50 per hour; and Hans Ehrlich at a wage rate of \$10.00 per hour. This is a 2013 budgeted item. This is a part-time seasonal position and there are no benefits. **MOTION BY CRAIG CZARNECKI AND SECONDED BY ALDERMAN PAUL NEUMYER to approve the hiring of Kathleen LeMahieu at \$9.00 per hour; Frank Chopp at \$10.00 per hour; Don Ryer at \$8.50 per hour; and Hans Ehrlich at \$10.00 per hour. These are part-time seasonal positions with no benefits. Motion carried unanimously.**

J. Consider Water Utility 2012 Annual Report: Water Supt. Dave Ewig reviewed the Water Utility 2012 Annual Report with the Board Members. He stated that the Water Utility had only 9 water main breaks in 2012. The Water Utility usually has about 22 to 23 breaks a year.

K. Consider Wastewater Treatment Plan 2012 Annual Report: Wastewater Supt. Dan Buehler reviewed the Wastewater Treatment Plant 2012 Annual Report with the Board Members. He stated that 20% more sludge was produced in 2012 than in 2011.

6. Old Business: There was none.

7. Project Updates: There was none.

8. Forthcoming Events: There was none.

ADJOURNMENT: MOTION BY ALDERMAN MIKE EHRLICH AND SECONDED BY ALDERMAN PAUL NEUMYER to adjourn the meeting at 7:50 p.m. Motion carried unanimously.