

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, JUNE 21, 2022**

ROLL CALL: Chairman Jason Wittek called the Board of Public Works meeting to order at 4:01 pm in the Common Council Chamber at the City Hall. Members present: Alderman Pat Tearney, Alderman Mike Gasper, and Jim Haley. Also, present were Director of Public Works Rob Vanden Noven, City Arborist Jon Crain (arrived at 4:06 pm), and Street Commissioner JD Hoile. Present in the audience was: Alderman Dan Benning and Andrew Struck. Absent and excused: City Administrator Tony Brown, Alderman John Sigwart, Wastewater Supt. Dan Buehler, Acting Water Supt. Todd Hayes, and Tom Nanning of City Water.

Chairman's Business: Chairman Jason Wittek wanted to announce that Board Member Phill Bruno had passed away. Funeral arrangements are pending. He stated that Phil had served on the Board since 2018. He was always interested in all the City's project and was always asking questions and giving suggestions. He will be missed on this board. The Board of Public Works sends its condolences to Phil's family and friends.

Approval of Minutes for May 10, 2022: MOTION BY JIM HALEY AND SECONDED BY PAT TEARNEY TO APPROVE THE MINUTES AS PRESENTED. Motion carried unanimously.

Public Comments/Appearances: There was none.

Old Business: There was none.

New Business:

A. ELECTION OF OFFICERS: Chairman Jason Wittek opened the nominations for Chairman. Jim Haley nominated Jason Wittek for Chairman. Pat Tearney seconded that nomination. There were no other nominations. All members voted aye for Jason Wittek to be the Chairman. Chairman Jason Wittek opened the nominations for Vice-Chairman. Pat Tearney nominated Mike Gasper for Vice-Chairman. Jim Haley seconded the nomination. There were no other nominations. All members voted aye for Mike Gasper to be Vice-Chairman. Chairman Jason Wittek closed the election.

B. CONSIDERATION AND POSSIBLE ACTION ON ALLEY BIDS: Director of Public Works Rob Vanden Noven reviewed this item with the Board Members. He stated that the City has approximately fifty-eight miles of streets and highways and five miles of alleys, of which, four miles are in good or satisfactory condition. However, approximately one mile of alleys needs significant repair. While some alleys can be repaved with asphalt, others benefit from concrete construction, which allows the pavement to better match existing driveways at various elevations while providing consistent drainage down the center of the alley in an inverted crown. The added pavement strength of a concrete alley is a definite plus, given the weight of the garbage and recycling trucks which again use the alleys for pick up. The alleys selected for this year's project include: the intersection of alleys between Sherman and Grand/Spring and Madison; Between Crocker and Garfield, south of Melin, and East of Lakeview, north of Prospect. The bids were received, and the low bidder was Forward Equipment LLC which is based in Grafton. They worked in the city last year replacing city sidewalks. Because the bid came in well under the budget, we intend to add an alley to the concrete contract between 2nd and 3rd

Avenue, west of South Spring Street and pave the Lakeview/Prospect alley in asphalt with Street Department personnel. Only materials and equipment rental would be charged to the budget. Board Members discussed this item. Staff recommends awarding the 2022 Alley Improvement contract to Forward Equipment, LLC for \$142,200.00 as presented. **MOTION BY JIM HALEY AND SECONDED BY MIKE GASPER to recommend to the Common Council to award the contract for the 2022 Alley Improvements project to Forward Equipment LLC for \$142,200.22 as presented. Motion carried unanimously.**

C. CONSIDERATION AND POSSIBLE ACTION ON GREMMER PROPOSAL FOR 2023 STREET DESIGN: Director of Public Works Rob Vanden Noven reviewed this item with the Board Members. He stated that in February, staff provided a report on the street ratings system used to determine which street are in most need of repair. Because there are many streets with a three out of ten rating (generally the lowest rating given to our streets), we factor heavily the history of water main breaks the street has experienced, and the amount of traffic the street supports. In March, staff reported we would focus on Parknoll, Parkview, and Jacque next year, however, past and present studies have indicated that we may need to increase the size of the sanitary sewer on Parkview to support future north side development, so it was decided that we will delay the work until there is a greater certainty about future development. Therefore, the streets selected for design of improvements in 2023 include: Washington Street from Franklin to Lake; W Monroe Street from Wisconsin Street to Nelson Drive; Benjamin Street from Whitefish to Monroe; Webster Street from Whitefish to Monroe; and Scott Road in its entirety. Scott Road, West Monroe Street and Nelson Drive have a long history of watermain breaks, averaging one every 110 feet. They are also slightly more heavily travelled streets because of their proximity to the schools in that neighborhood. Benjamin and Webster are both in very poor condition with some history of watermain breaks. Washington Street is a very heavily travelled street in poor condition and designing it in conjunction with the construction of the Blues Factory/Inventor Brew Pub will help create a more seamless connection between the building and the street. The street design by Gremmer and Associates will cost approximately \$130,530. Board Members discussed this item. Staff recommends the city enter into an agreement with Gremmer and Associates to design the proposed 2023 Street Improvement Project. **MOTION BY PAT TEARNEY AND SECONDED BY JIM HALEY to recommend to the Common Council to accept the proposal from Gremmer and Associates to design the 2023 street improvement program, including the alternate streets ad time and materials price for construction staking as presented. Motion carried unanimously.**

D. CONSIDERATION AND POSSIBLE ACTION ON A REQUEST TO PARTICIPATE WITH OZAUKEE COUNTY IN THE COST OF REPAIRS TO MINERAL SPRINGS CREEK: Director of Public Works Rob Vanden Noven reviewed this item with the Board Members. He stated that Andrew Struck from Ozaukee County is present tonight to address this item. Ozaukee County Planning and Parks Department are requesting the city contribute \$65,000 toward the restoration of Mineral Springs Creek, to enter into a Memorandum of Agreement (MOA) for future work in the creek, and to transfer ownership of Oakland Green to Ozaukee County. Director of Public works reviewed the history of this creek to the Board Members. Board Members discussed this item. Staff recommends that the city approve all of the three requests outlined in the letter from Ozaukee County for the restoration of Mineral Springs Creek. **MOTION BY MIKE GASPER AND SECONDED BY PAT TEARNEY to accept the proposal for Ozaukee County to draft a Memorandum of Agreement (MOA) with the City of Port Washington concerning future maintenance of Mineral Springs Creek, to transfer ownership of Oakland Green to Ozaukee County for a conservation easement, and to contribute \$65,000 over three years towards the project to restore the creek as presented. Motion carried unanimously.**

E. CONSIDERATION AND POSSIBLE ACTION ON A PROPOSAL FROM LEGACY ARCHITECTS FOR IMPROVEMENTS TO THE NORTH PIER LIGHTHOUSE: Director of Public Works Rob Vanden Noven reviewed this item with the Board Members. He stated that in 2017, Legacy Architecture (Sheboygan) was hired by the City of Port Washington to create a comprehensive report on the condition of the lighthouse on the north breakwater. In 2018, the City of Port Washington became the owner of the lighthouse through an agreement with the US Army Corp of Engineers (USACE). One of the requirements of the agreement is that the city maintain the lighthouse. This spring, the city was awarded a grant from the Wisconsin Coastal Management Program (WCMP) for the design of needed improvements to the lighthouse which will cover up to 50% of the cost of the design work. It is recommended that this proposal be approved, and that design work begin as soon as an agreement with the WCMP is provided by the State (anticipated in late summer or fall). The construction work would be advertised for bids in Spring 2023, if this work is included in next year's budget. Board Members discussed this item. Staff recommends approval of this proposal. **MOTION BY MIKE GASPER AND SECONDED BY JIM HALEY to approve the proposal from Legacy Architecture for design of improvements of the North Breakwater Light as presented.**

Project Updates: Staff reports for Engineering, Wastewater, Water, Street, City Water, and private developments were attached to the Board of Public Works agenda. Director of Public Works informed the Board Members that the Water Supt. applicant had passed his preemployment physical and he should be starting on Monday, July 11, 2022. Thomas Lloyd has been hired as the new employee at the Wastewater Treatment Plant. He has started already. A new Street Department employee has not been hired yet. Street Employee Ron Plier will be leaving the Street Department and will be moving to the Water Outside Maintenance position once the new Street Dept Employee is hired.

Forthcoming Events: There was none.

ADJOURNMENT: MOTION BY PAT TEARNEY AND SECONDED BY MIKE GASPER to adjourn the meeting at 5:00 p.m. Motion carried unanimously.