

**CITY OF PORT WASHINGTON  
BOARD OF PUBLIC WORKS  
MINUTES  
TUESDAY, APRIL 11, 2023**

**ROLL CALL:** Chairman Jason Wittek called the Board of Public Works meeting to order at 5:33 pm in the Common Council Chamber at the City Hall. Members present: Alderman Mike Gasper, Alderman John Sigwart, Alderman Patrick Tearney, and Cam Pauli. Also, present were Director of Public Works Rob Vanden Noven, City Engineer Roger Strohm, and Dan Fisher. Absent and excused: Jim Haley, Wastewater Supt. Dan Buehler, City Arborist Jon Crain, Street Commissioner JD Hoile.

**Chairman's Business:** None.

**Approval of Minutes for February 14, 2023:** No motion was made. Minutes were not included in the packet, so will be included on the May agenda.

**Public Comments/Appearances:** None

**Old Business:**

**New Business:**

- A. **Presentation on Water Utility Plant Improvements, Meter Replacement, Radio Antenna Installation, Lead and Copper Compliance Update.** – Dan Fisher informed the Board that the design of the Water Filtration Plant is under review at the DNR, and shared renderings of the proposed plant addition. Meters from 2022 are expected to arrive shortly, and the 570 meters ordered for 2023 are anticipated to arrive later in the year. He also updated the Board on the status of the Lead Service Line Inventory which must be complete by October 2024. This item was for information only.
- B. **Purchase of 570 Water Meters for 2023's Meter Changeout Program** – Dan Fisher informed the BPW that we are planning to replace all standard water meters with AMR technology in the next three to four years. In 2023, the Utility would like to purchase 570 new meters and radio registers from Core & Main for \$195,340. This is a budgeted item. Motion by Mike Gasper and second by Patrick Tearney to approve the purchase. Motion carried unanimously.
- C. **Consideration and possible action on an amendment to the Maintenance Agreement with Utility Service Co., Inc.-** Dan Fisher informed the BPW that the north side water tower (Thomas tower) has a great deal of dirt and mold build up at the base of the tank, and we would like to amend the City's agreement with Utility Service Co., to include power washing the tower approximately every 5 years. The cost of the amendment is \$2,347/year beginning this year and will be adjusted annually for inflation. Dan indicated that the proposed expense amounts to the average cost of simply hiring a contractor to do it every five years. Therefore, this contract amendment is preferred so that the impact on the budget is spread out. The operating budget for 2023 has room in it to absorb this amendment. Motion by Patrick Tearney and seconded by Cam Pauli to approve the amendment. Motion carried unanimously.
- D. **Consideration and Possible Action on a We Energies easement for the Water Filtration Plant-** Roger Strohm informed the BPW that two separate easements would be necessary to provide power to the proposed Water Filtration Plant addition. He

- reviewed the location of the easement with Board members. Motion by John Sigwart and seconded by Cam Pauli to recommend approval of the easements to the Common Council. Motion carried unanimously.
- E. **Consideration and Possible Action on the purchase of a standby generator for the Water Filtration Plant.** – Roger Strohm reviewed bids received for the direct purchase of a standby generator for the Water Filtration Plant. The low bid is for a Cummins engine that will be delivered prior to June 1, 2024. This bid will be supported by the EDA, from which the City received a grant for the generator purchase and installation. The recommendation was to purchase the Cummins generator and two transfer switches at a cost of \$157,982. Motion to approve by Patrick Tearney and seconded by Cam Pauli. Motion carried unanimously.
- F. **Consideration and Possible Action on Bids for the 2023 City Hall Roof Replacement Project-** Roger Strohm reviewed this item with the BPW. The roof at City Hall is a 15 year ballasted roof that was installed in 2005. There are numerous leaks. The Garland Company assisted the City is specifying a new 30 year fully adhered roofing system. Roger recommended award of the low bid from FJA Christianson for \$320,457 without the solar panel alternate. The bid exceeded the budget estimate of \$225,000. It is recommended that the additional cost be covered by a surplus in the budget for the 2023 street improvement project. Motion by John Sigwart and Seconded by Patrick Tearney to award the roof contract to FJA Christianson for the bid price of \$320,457. Motion carried unanimously.
- G. **Consideration and Possible Action on Contract Change Order No. 2 for the Marina UST Replacement Project.** Roger Strohm informed the BPW that DATCP will not approve the UST installation unless an additional sump is located under the floating fuel pier. There is already a sump located under the dock which is affixed to land. The additional sump will cost \$27,600. Motion to approve by Mike Gasper, and seconded by Patrick Tearney. Motion carried unanimously.
- H. **Consideration and Possible Action on Bids Received for the Placement of Synthetic Turf at the City Softball Diamond Behind TJ Middle School.** -Roger Strohm informed the BPW that the Parks and Recreation Departments have budgeted for installation of a synthetic turf field at the Middle School. This field is on City property. The new turf field will reduce maintenance costs and save on time spent rescheduling games. Staff recommended contract award to the low bidder, Midwest Sport and Turf System, for \$149,950. Motion to approve by John Sigwart and seconded by Cam Pauli. Motion carried unanimously.
- I. **Consideration and Possible Action on Bids Received for the Replacement of Fencing at the City Softball Diamond and at Kolbach Park.-** Roger Strohm informed the Board that the Parks and Recreation Departments have budgeted money to replace the fencing at the City’s softball diamond and at Kolbach Park by the pickleball courts. The low bid for this work was provided by Century Fence. Motion by Mike Gasper and seconded by John Sigwart to approve of the base bid plus alternates 1 and 2 for a total price of \$138,972. Motion carried unanimously.
- J. **Review of the Annual Report for the City’s Municipal Separated Storm Sewer System (MS4) Permit.** – Roger Strohm reviewed with the BPW the annual report on the City’s MS4 permit with the DNR. It is a requirement of the permit that his report be made to elected officials. This was for information only.
- K. **Board of Public Works Charter Quarterly Report-**Rob Vanden Noven reviewed the Board of Public Works Charter with Board members. He provided paper copies of the revised charter including schedule updates to the Board. This item was for information only.

**STAFF UPDATES:** The Board Members reviewed the staff reports from Engineering, Wastewater, Water, Street, Park, and Marina. The Board Members had no questions or comments.

**Forthcoming Events:** None

**ADJOURNMENT: MOTION BY PATRICK TEARNEY AND SECONDED BY JOHN SIGWART to adjourn the meeting at 7:30 p.m. Motion carried unanimously.**