

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, DECEMBER 12, 2022**

ROLL CALL: Chairman Jason Wittek called the Board of Public Works meeting to order at 5:35 pm in the Common Council Chamber at the City Hall. Members present: Alderman Mike Gasper, Jim Haley, Alderman John Sigwart, and Cam Pauli. Also, present were Director of Public Works Rob Vanden Noven, City Engineer Roger Strohm, City Arborist Jon Crain, Street Commission JD Hoile and Dan Fisher. Tom Nanning was in the audience. Absent and excused were: City Administrator Tony Brown, Alderman Pat Tearney, and Wastewater Supt. Dan Buehler.

Chairman's Business: None.

Approval of Minutes for November 8, 2022: **MOTION BY MIKE GASPER AND SECONDED BY JIM HALEY TO APPROVE THE MINUTES AS PRESENTED. Motion carried unanimously.**

Public Comments/Appearances: Mr. Brian McCutcheon of 1203 Nelson Drive spoke about the narrowing of Nelson Drive and West Monroe Street. He stated that school buses go down Nelson and West Monroe Streets and a lot of parents park on Nelson to pick up or drop off the children for school. A lot of vehicles park on Nelson to go to Christ the King Church and to participate in the baseball games that are held at Kolbach Park. He doesn't understand why the street needs to be narrowed. It is not justified. It should be left as is.

Old Business: Director of Public Works Rob Vanden Noven informed the Board Members that Judy Klumb is retiring from the City on January 6, 2023 after 35+ years. She will be missed.

New Business:

A. CONSIDERATION AND POSSIBLE ACTION ON THE 2023 STREET IMPROVEMENT PROJECT DESIGN: Director of Public Works Rob Vanden Noven reviewed this item with the Board Members. He reviewed all the information on why streets should be narrowed and he also reviewed the traffic counts on all the streets in the project. Mr. Vanden Noven also stated that he had received eight comments from residents on these streets. Four comments from Nelson Drive, one comment from North Webster Street, three comments from West Monroe Street and no comments from North Benjamin Street. Members discussed this item. **MOTION BY MIKE GASPER AND SECONDED BY JASON WITTEK to approve the recommendation of the 2023 Street Improvements as presented by Public Works Director Rob Vanden Noven to keep the width at the northern portion of Nelson Drive at 32 feet and all other streets at 29 feet. No crosswalk will be designed for t-intersections on West Monroe Street. Motion carried unanimously**

B. CONSIDERATION AND POSSIBLE ACTION REGARDING SUBMITTAL OF RATE CASE APPLICATION TO STATE OF WISCONSIN PUBLIC SERVICE COMMISSION (PSC): City Engineer Roger Strohm reviewed this item with the Board Members. He and Tom Nanning from City Water explained that the WDNR is requiring the Water Filtration Plant to replace the clear well and to add secondary power. These activities along with the replacement of old process equipment is estimated to cost \$18.3 million. To obtain a safe drinking water loan from WDNR, the city needs to demonstrate that the water rates will generate sufficient revenue to pay the loan. In an

effort to reduce the rate of increase, the Water Filtration Plant is asking the PSC to approve a 3% rate of return versus their standard 5-6%. This reduces the percent of rate increase from 70-80% to 40-45%. This rate increase will occur over two years. Tom Nanning was present to answer any questions the Board Members had. Board Members discussed this item. **MOTION BY JOHN SIGWART AND SECONDED BY CAM PAULI to recommend the Common Council to approve to submit the application to the PSC as presented. Motion carried unanimously.**

C. CONSIDERATION AND POSSIBLE ACTION RECOMMENDING PURCHASE OF TANKS TO REPLACE THE EXISTING TANKS AT THE MARINA: Director of Public Works Rob Vanden Noven reviewed this item for the Board Members. He stated that earlier this year, the City was informed that its insurance carrier would no longer provide coverage for the Marina's two 12,000-gallon underground storage tanks (UST's) at the marina which holds unleaded and diesel fuel. Although the tanks have not leaked, our insurance carrier is requiring replacement of the tanks because they are over 40 years old and beyond the warranty of the manufacturer. Quotes have been requested from three tank suppliers. Bids were received from Interstate Pump and Tank for \$73,370, one from Highland Tank for \$86,580.82 and no bid was received from the third tank supplier. Board Members discussed this item. **MOTION BY MIKE GASPER AND SECONDED BY JIM HALEY to recommend to Common Council to approve the purchase of tanks at the Marina from Interstate Pump and Tank with the lowest bid of \$73,370 as presented. Motion carried unanimously.**

D. REVIEW TMDL IMPLEMENTATION PLAN IN RESPONSE TO DNR COMMENTS: City Engineer Roger Strohm reviewed this item for the Board. The DNR is enforcing the nonpoint source pollution portion of the Milwaukee River Total Maximum Daily Limit (TMDL) through the MS4 permit. The TMDL allocates allowable mass loading of loadings to the various contributors to the Milwaukee River. The allowable mass loading of the pollutants is above what is required by NR 216. In essence, whatever the city has accomplished to comply with NR 216 does not count towards TMDL. The city currently removes 73% of TSS from basin MI-25 (Misty Ridge Subdivision) and 67% of phosphorus from basin MI-16 (Hidden Hills Subdivision). The city is required to get to 77% and 75% respectively. **THIS IS INFORMATIONAL ONLY.**

E. CONSIDERATION AND POSSIBLE ACTION ON THE BOARD OF PUBLIC WORKS CHARTER FOR 2023: Director of Public Works Rob Vanden Noven reviewed this item. He stated that each of the City of Port Washington's Board, Commissions, and Committees (BCC's) will have an annual charter. This charter will identify the mission of the BCC, the key strategies, to monitor and the operational expectations for the year. The Charter includes the mission, membership, responsibilities, timelines, and deliverables/measurers of success. The Charters will be brought to the City Common Council for approval after the City budget is approved, but no later than January of the following year. The measures of success shall be monitored by the BCC's and communicated to the Common Council through the Council's appointed representative each quarter and reported in the Department's monthly reports to the Council. Board Members discussed this item. **MOTION BY JIM HALEY AND SECONDED BY CAM PAULI to recommend approval of the Board of Public Works Charter for 2023. Motion carried unanimously.**

STAFF UPDATES: The Board Members reviewed the staff reports from Engineering, Wastewater, Water, Street, Park, and Marina. The Board Members discussed a few of the staff reports.

Forthcoming Events: This will be Judy Klumb's last meeting. She is retiring after 35 years, 10 months and 25 days. The Board Members thanked Judy for her service. Street Department Employee Kahlin Taylor is going to Parks to replace Ethan Legault, who left to go the Cedarburg Fire Department. Street Department Employee Ron Plier went to the Water Department.

ADJOURNMENT: MOTION BY JIM HALEY AND SECONDED BY MIKE GASPER to adjourn the meeting at 6:56 p.m. Motion carried unanimously.