

**CITY OF PORT WASHINGTON
BOARD OF PUBLIC WORKS
MINUTES
TUESDAY, NOVEMBER 9, 2021**

ROLL CALL: Vice-Chairman Mike Gasper called the Board of Public Works meeting to order at 5:32 pm in the Common Council Chamber at the City Hall. Members present: Alderman Pat Tearney, Alderman John Sigwart, Phill Bruno, and Jim Haley. Also, present were City Engineer Rob Vanden Noven. Present in the audience was: Alderman Dan Benning and Alderman Paul Neumyer arrived at 6:07 pm. Absent and excused: City Administrator Tony Brown, Chairman Jason Wittek, City Arborist Jon Crain, Street Commissioner JD Hoile, Wastewater Supt. Dan Buehler, and Water Supt. Leo Duffrin,

Chairman's Business: There was none.

Approval of Minutes for October 12, 2021: MOTION BY JIM HALEY AND SECONDED BY PHILL BRUNO TO APPROVE THE MINUTES AS PRESENTED. Motion carried unanimously.

Public Comments/Appearances: There was none.

Old Business: There was none.

New Business:

A. CONSIDERATION AND POSSIBLE ACTION ON A NEW STORM SEWER LATERAL CONSTRUCTION POLICY: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated on every street reconstruction project, all affected property owners are notified in December prior to construction that they should notify the City if they want to connect their sump pump discharge to the City's storm sewer as part of the street reconstruction project, with the cost of this work billed to them as a special assessment. The reason we specially assess it instead of simply billing the resident for the work they requested is to allow the resident the opportunity to finance the project over five years. There are relatively few residents who take advantage of this offer each year. The reason is that it is usually rather expensive to have a private plumber bury the storm sewer discharge pipe from the house to the property line, and then reimburse the City for the cost to connect the lateral at the property line to the storm sewer out in the street. Further complicating the matter is the fact that often the storm sewer is located only on half of the project, i.e., many blocks do not have storm sewer because it is not necessary to have sewer running the entirety of the street to properly drain it. And, when there is storm sewer on a street it could be located on either side of the street or there could be an inlet right in front of a home, all of which affect the cost of extending a storm water lateral positively or negatively. Therefore, under the special assessment scenario, it seems unfair to charge different costs to different people based solely on their proximity to the sewer. In some instances, like this year on Randy Circle, there were significant existing drainage issues where sump pumps run frequently causing issues wherever it discharges, but there was no storm sewer in the street. In this case, we ran a mini sewer behind the curb because 4 of the 5 homes wanted to connect. If just one home wanted to connect, staff would be hesitant to install new sewer because of the cost to do so is relatively expensive for just one home. Questions that should be asked are as follows: 1) Should ALL residents have the opportunity to connect to the storm sewer, even when there is no sewer, and the cost to extend a sewer main or mini sewer is several thousand dollars? 2) Should residents have to pay the

full cost of every connection, including the cost to extend the sewer, or should it be a flat fee or a discounted fee? Should it be free? 3) Should we simply encourage property owners to hire their own contractor to bury the line from the house all the way to the storm sewer main wherever it is in the street (prior to paving), and the City does not get involved (other than the plumbing permit)? And 4) If the fee is discounted or if the residents are required to pay nothing, how should the city make certain that the resident will ultimately connect their sewer? When we are extending a new sewer/mini sewer, staff always requires the residents to prove that they have hired a contractor to install the connection on their property. One of the biggest problems we have every year is that the property owners usually do not make up their minds or commit until the project is underway. In the past, Staff has done everything they can do to accommodate residents because it is in everyone's best interest to have homes connect to the storm sewer. However, going forward, Staff will recommend a hard and fast deadline be enforced well in advance of the construction. To accomplish this, Staff recommendation would be to charge a flat fee so that people have everything they need immediately to make a decision. Staff recommends that any resident on a street reconstruction (not resurfacing) project be given the opportunity to have the City install a storm sewer lateral from an existing sewer to their property line for a flat fee of \$500. Residents must make this request by December 31 of any given year. At the January BPW meeting the City Engineer will report on the number and location of homes that have made this request. Any property owner that requests a storm lateral connection in an area where there is no storm sewer will require approval of the BPW to have the storm sewer (or a mini sewer) extended beyond its current terminus as part of the project. Residents who have the City install a sewer lateral to their property line will have a plumber connect a buried pipe connecting the house to the new lateral at the property line (plumbing permit required) within 60 days of the construction of the storm sewer lateral in the street. If the storm sewer lateral is not connected at the property line to the home within 60 days, the property owner will be invoiced by the City for the full cost of the lateral construction in lieu of the \$500 fee. Time extensions may be granted if an executed contract exists with a licensed plumber to complete the work in that calendar year. City Engineer Vanden Noven questioned local municipality in the area what their cost to residents was. The Village of Grafton did not have a cost and the City of Cedarburg charge its residents \$500.00. The Board Members discussed this item with the City Engineer. It was suggested that the cost be \$750.00, and the cutoff date be December 31st. City Engineer stated that he will draft a new policy for review by the City Attorney and will bring it back to the next BPW meeting in December. Whatever policy is created, it will be shared with residents prior to the December Public Information Meeting (PIM), which will be virtual again this year. This is informational and no action was required.

B. DISCUSSION AND POSSIBLE ACTION ON SUBMITTING A FULL PROPOSAL FOR GRANT FUNDING FROM THE FUND FOR LAKE MICHIGAN FOR RESILIENCY PLANNING ON SAUK AND VALLEY CREEK: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that the recent extreme weather events have greatly eroded Valley Creek in several locations which threaten sewer and water mains running under or adjacent to the creek and also threaten to undermine the Interurban Trail, wash out streets, or cause flooding. The Fund for Lake Michigan (FFLM) has invited Port Washington to submit a full proposal for the existing challenges. The Grant of \$250,000 has no local share requirements, however, funds already allocated to projects like Spinnaker Pond, or the Box Culvert projects proposed on Spring Street and Garfield, as well as other storm water initiatives advancing in the City will enhance the application. No additional funding is required. The city is partnering with the Lakeshore Natural Resource Partnership (LNRP) to pursue this grant. If the grant is awarded, additional public outreach will occur. Staff is working with the LNRP, and a full proposal will be submitted in January or early February with the award being made in March. Staff recommends that the City of Port Washington submit a full application to the Fund of Lake Michigan for Resiliency Planning on Sauk and Valley Creek. The Board Members discussed this item. **MOTION BY JOHN SIGWART AND SECONDED BY PHILL BRUNO to**

recommend to submitting the full application for the Fund of Lake Michigan for Resiliency Planning on Sauk and Valley Creek watershed. Motion carried unanimous.

C. CONSIDERATION AND POSSIBLE ACTION ON A CHANGE ORDER TO THE AGREEMENT WITH GREMMER AND ASSOCIATES FOR DESIGNING PERMEABLE PAVERS ON LAKE STREET: City Engineer Rob Vanden Noven reviewed this item with the Board Members. He stated that in response to Alderman Gasper to include permeable pavers as part of the design of the proposed Lake Street improvements, Gremmer and Associates included 8 hours of effort in their proposal to provide an alternate bid/specification of a simple contractor designed/stamped permeable paver system on Lake Street (i.e., no design by Gremmer). After further evaluation, we believe a detailed evaluation/design of the permeable pavers prior to bidding is more appropriate to have a clearer understanding of the base and alternate bids. The additional cost associated with the evaluation/design of the permeable pavers is not to exceed the cost of \$7,000. The probable estimated construction costs associated with the permeable pavers is approximately \$16/SF of permeable pavers area installed, which translates to an estimated additional \$200,000 of construction costs. A full design of the permeable paver system will allow Gremmer to provide a more accurate analysis of the cost and benefits of the permeable paver system. The Board Members discussed this idea. Alderman Gasper reviewed the permeable paver system with the Board Members and the maintenance of the pavers. One member of the Board stated he would prefer stamped concrete. **MOTION BY MIKE GASPER AND SECONDED BY JOHN SIGWART to recommend amending the agreement with Gremmer for an addition \$7,000 to include an alternate design for permeable pavers on Lake Street as presented. Motion carried unanimously.**

D. CONSIDER BRUSH COLLECTION POLICY CHANGE TO ELIMINATE ALLEY PICK UP: City Engineer Rob Vanden Noven reviewed this item for the Street Commissioner JD Hoile. He stated that currently the city provides brush pickup every other week in spring and fall and every week in the summer. Brush pickup is currently provided for all city residents at both the curb and in the alley. This duplication of services adds more time to the route, and increased training time for seasonal employees on driving, backing and route locations. Alleys provide special challenges for seasonal help backing the truck and chipper in dead end alleys and maneuvering around tight corners. There are approximately 5 miles of alleys which take an additional 1 to 2 hours of travel time a week. Saving in wages plus fuel savings and equipment time will allow seasonal help to be more productive cutting grass, trimming, filling potholes, etc. Staff recommends collect brush curbside only, eliminating brush pickup in the alleys. The Board Members discussed this item and requested more information. This item was tabled. **MOTION BY PHILL BRUNO AND SECONDED BY PAT TEARNEY to table this item until the January 2022 meeting. Motion carried unanimously.**

E. CONSIDER STAAB CONSTRUCTION CORPORATION FOR UV DISINFECTION/BLOWER, CHEMICAL ANALYZER PROJECTS (CONTINUOUS MONITORING OF PHOSPHOROUS): City Engineer Rob Vanden Noven reviewed this item for Wastewater Supt. Dan Buehler. He stated that this is a project that was part of the Strand improvement report outline. We are replacing equipment that is 31 years old. Bidding occurred on October 13, 2021, for the UV/Blower, chemical analyzer project. Five bidders were involved and Staab was the low bidder. Strand had estimated a budget price of \$375,000 for this project so this bid comes in well below that level. The equipment was purchased up front for this project. The Blower is \$75,000. The UV equipment is \$300,000. We have added \$15,000 for SCADA work (Energenecs) which will need to happen to incorporate the new equipment into our control/monitoring system. Adding these three items to the bid of \$313,000 totals \$703,000. The phosphorus analyzer was part of the \$313,000 total and was also a part of the Strand report as a mechanism for controlling phosphorus levels in our discharge. Staff recommends consider Staab Construction Corporation for award as they were the lowest bidder for the

project. The Board Members discussed this item and agreed to award the contract to Staab. **MOTION BY JOHN SIGWART AND SECONDED BY JIM HALEY to approve awarding the contract to Staab for \$313,000 as presented. Motion carried unanimous.**

Project Updates: **City Projects**

- a. **2021 Street Improvements:** City Engineer Rob Vanden Noven stated that this project is complete, and there are no change orders. Working on project close-out and punch list.
- b. **2021 Sidewalk Improvements:** City Engineer Rob Vanden Noven stated that this project is complete and there are no change orders. Working on project close-out.
- c. **Hales Trail/Crestview/Sunrise Drive:** City Engineer Vanden Noven stated that this project is complete and there are no change orders.
- d. **Breakwater Sections A-C:** City Engineer Vanden Noven stated that is complete and there is no construction change orders on price (time extension only).
- e. **Spinnaker West Pond Improvements:** City Engineer Vanden Noven stated that the project is complete except for asphalt paving and final landscaping. Volunteer tree planting event is scheduled for Wednesday, November 9th from 10 am – Noon.
- f. **Of Heart of The Harbor:** City Engineer Rob Vanden Noven stated that this project is complete. The Grand Opening was October 28, 2021.
- g. **Wastewater Treatment Plant:**
 - Emergency Generator:** Contracts with J Miller are executed and have been approved by the EDA (Economic Development Authority), Notice to proceed has been issued. Schedule project completion deadline is September 2022.
 - Blower/UV/Phosphorous:** Contract has been awarded to Staab Construction. Equipment has been ordered and is expected to arrive in December. Anticipated project completion deadline is Spring 2022.
- h. **Water Filtration Plan Upgrades-Site Survey:** The site survey is complete; building scan is complete and they are developing the 3D model of the building to facilitate development of drawings for the preliminary engineering report. Soil borings are complete. Asbestos survey is complete. The application for a WIFIA loan has been submitted. Next steps include a lead paint inspection, application for the Safe Drinking Water Act Loan, and the Preliminary Engineering Report which will further outline the project scope and design considerations; this report will be submitted to the WDNR when it is complete.
- i. **2022 Street Improvements:** Approve design agreement with Gremmer; Survey complete, Design work in progress.

Private Development

- j. **High Bluff Townhomes (Fiduciary/Newport Vista Apartments):** Improvements are complete including final surface. Working on full acceptance of all Developer Agreement Requirements.
- k. **Newport Shores:** Developer and City are coordinating temporary sidewalk and street paving on North Lake Street (expected this month) and marina parking lot construction. Fish cleaning station has been removed. New fish cleaning station will be constructed in 2022 prior to April 1, 2022.
- l. **Jackson Street Townhomes:** Developer's engineer is continuing work on design of the retaining wall.

- m. Prairie's Edge:** All sewer, water, and earthwork for Phase 1 is complete and has been accepted by the city. Private street has curb/gutter installed and binder course of asphalt paved. Two permits for single family homes have been issued.
- n. Hidden Hills North (Bielinski-south of Green Bay Road):** Developer is reviewing the Developer's Agreement. Engineering has been approved.
- o. Bielinski Hidden Hills Multi-Family (SE corner of Sweetwater Blvd/Grand Ave.):** Civil plan review approved.
- p. Highland Point (Neumann Development on East Sauk Road west of New Port Vista):** Concept Plan has been approved by Plan Commission. Annexation was recommended by Plan Commission in October and will be presented to Council in November. Developer's agreement is being drafted and will be sent to Neumann this week.
- q. Whitetail Hills (east of Birchwood Hills on the City's North Side):** Developer's agreement has been developed by the City Engineer and was reviewed by City Staff and has been delivered to the Northport Group.
- r. Freier Fields (B&N Development-West of Greystone):** City staff is reviewing revised Concept Plan. The revised concept plan will be presented to Plan Commission in November.

Forthcoming Events: City Engineer stated that we had a successful planting at Spinnaker West Pond area. There were lots of volunteers from Kleen Test, Stantec, Johnson Nursey, City Staff, and many others. Mike Gasper wanted to commend the City Staff and Street Crew on Heart of the Harbor; they did a wonderful job down there. There were comments regarding the timer for the gas fire feature and Jackson Street Hill where the condominiums are supposed go. Also questions regarding the Fish Station and when Ansay was to build it.

ADJOURNMENT: MOTION BY PAT TEARNEY AND SECONDED BY PHILL BRUNO to adjourn the meeting at 7:11 p.m. Motion carried unanimously!