

AGENDA
PUBLIC WORK'S COMMITTEE MEETING
Thursday September 10, 2015
7:00 A.M., Allouez Village Hall

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMITTEE MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED IN THIS AGENDA. ACTION TAKEN WOULD BE TO MAKE RECOMMENDATIONS TO VILLAGE BOARD FOR THEIR APPROVAL

1. MODIFY/ADOPT AGENDA
2. APPROVE MINUTES from the August 13th Meeting.

OLD BUSINESS:

NO OLD BUSINESS

NEW BUSINESS:

3. DISCUSSION/ACTION: REVIEW OF SANITARY/STORM LATERAL POLICY (DPW Berndt).
The general lateral maintenance and service policy has been in place for many years. Several years ago a condensed summary of the policy was drafted and has been used. Recently there have been questions about interpreting the policy. We will discuss the current policy and possible updates. Staff will discuss this.
4. DISCUSSION/ACTION: COMMITTEE REVIEW OF CORRIDOR STUDY (DPW Berndt).
The Village Board is asking for input and review comments on the draft corridor study. Please review the study (emailed separately and also on the village website) and provide input at this meeting.
5. DISCUSSION/ACTION: WisDOT SIGNAGE ON RIVERSIDE DRIVE DURING CONSTRUCTION (Trustee Green).

DISCUSSION:

6. DISCUSSION: METRO COMPOST STUDY (DPW Berndt).
The metro communities have requested and UWGB has commissioned a solid waste study to evaluate options for leaves and brush handling and disposal for the municipalities. There is no cost to us for this study. It is hoped that this will provide one or more options to handle our leaves during fall collection.
7. ADJOURNMENT

NOTE: It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above noticed meeting to gather information; no action will be taken by any governmental body at the above noticed meeting other than the governmental body specifically referred to above in this notice.

MINUTES
PUBLIC WORK'S COMMITTEE MEETING
Thursday August 13, 2015
7:00 A.M., Allouez Village Hall

Present: Lynn Green, Jim Rafter, Jim Genrich, Rick King, Craig Berndt
Excused: Randy Gast, Brad Lange
Also Present: Jim O'Rourke

1. MODIFY/ADOPT AGENDA
Motion to adopt the agenda by Rafter, second by Genrich. Motion carried.
2. APPROVE MINUTES from the July 16th Meeting.
Motion to approve the minutes by Genrich, second by Rafter. Motion carried.

OLD BUSINESS:

3. DISCUSSION/ACTION: FIRE PROTECTION CHARGE FOR WATER UTILITY RATE CASE (DPW Berndt).
This agenda item was brought forward from the last meeting to further discuss the need for increased street maintenance funding. Attached is the information provided and discussed at this meeting.

In summary, street maintenance projects (reclaiming and mill/overlay) over the next ten years were shown and to achieve significant progress about \$500,000 per year funding is needed. Presently the Public Works annual budget is \$225,000 per year. If funded at \$500,000 per year most projects on the draft plan should be feasible. If funded at current budget levels, many of the projects must be deferred into the future.

The draft plan also shows reconstruction projects and WisDOT projects but these projects are bond funded projects, not part of the operating budget.

It is important that additional funding be allocated for street maintenance in the operating budget—to continue to maintain the new streets and to repair the backlog of streets that need repair and have not been maintained adequately.

Further information was requested on the stadium district tax status as this is needed to help with funding decisions.

Motion by Rafter, second by Green to **Recommend to the Village Board to implement this funding plan at \$500,000 per year with the Village Board to explore the funding options in more detail and decide on the final funding approach.** Motion carried.

NEW BUSINESS:

4. DISCUSSION/ACTION: RIVERSIDE DRIVE PROJECT DESIGN CSS
OPTIONS SELECTION (DPW Berndt).

The Community Sensitive Solutions (CSS) options were discussed. Refer to the attached table of items and costs. The following items were selected and are recommended to the Village Board for approval:

- a. Request WisDOT to include a pedestrian crossing at St. Joseph Street due to the anticipated pedestrian traffic at this intersection. The St. Francis Park crossing to remain as proposed.
- b. Include the Riverside Drive pedestrian crosswalks with the red brush concrete walkway and the raised white striping to mark the crosswalk boundaries. The cost is approximately \$18,000 for the project.
- c. Include the roadway narrow median medium tan (#33446) colored concrete as this will accentuate the median. Include both a blend of mowed lawn and mulched lawn with plantings on the wide medians (at run lanes at intersections). The cost of the median treatments for the project is about \$80,000. The committee requested consideration of using a "low no mow" grass in the medians to reduce mowing.
- d. Include medium tan colored curb and borders in the small areas on the east side sidewalk where these are employed. This cost is about \$5,000.
- e. Include the medium tan colored concrete terrace in the commercial district sidewalk (no grass lawn in this area due to narrow terrace). The cost is estimated at \$48,000.
- f. Include the red brick fascia on the retaining walls along Riverside Drive same as used on the Hwy 41 project and the Webster Avenue bridge. There are limited retaining walls on the project.
- g. Tree plantings and ornamental trees are included in the WisDOT plan for the roadway. The village will be involved in the design of the tree landscape. Include a slightly reduced number of tree plantings (along the roadway) and ornamental trees (in wide medians) at an estimated cost of \$54,000. The village may elect to plant the trees at a cost-savings.
- h. Include overhead street lighting (LED) provided by WPS. This is consistent with village lighting and WPS provides all maintenance. Note that WPS LED lighting charge is roughly a 15% lower rate than current HPS lighting. The village share of the cost is \$175,000. This is 74 street lights. The highway intersections are a WisDOT cost only.
- i. Include ornamental sidewalk lighting (14 ft poles, globe fixture, provides some area light) for pedestrian crossings/intersections/commercial district area. This is estimated at 37 lights at a village cost of \$150,000.
- j. Evaluate flashing lights (pedestrian actuated) at the road crossings.

The total cost of the above items is approximately \$525,000. The WisDOT CSS cost contribution (3% of the total project cost) is \$330,000 resulting in an Allouez cost of about \$195,000. This may vary based on the final project design.

Motion by Genrich, second by Rafter to **Recommend to the Village Board the**

Community Sensitive Solutions project improvements as listed above.

Motion carried.

5. DISCUSSION/ACTION: ARCHITECTURAL TREATMENT OF VERIZON CELL BUILDING AT WATER TOWER (Trustee Gast).
Consensus of the committee was to allow the Public Works Director to continue negotiations with Verizon to add the features in the email correspondence and to add some additional plantings including a hedge.
6. DISCUSSION/ACTION: WATER UTILITY FOREMAN RETIREMENT AND HIRE OF REPLACEMENT (DPW Berndt).
Dave Selissen, Water Utility Foreman, plans to retire at the end of February 2016. It is recommended to proceed with hiring a replacement and bring the new foreman on board in time for training by Dave Selissen.

Motion by Genrich, second by Rafter to **Recommend to the Village Board to proceed with hiring a replacement Water Utility Foreman and determine the salary range and include this in a future meeting.** Motion carried.

7. DISCUSSION/ACTION: BROWN COUNTY RECYCLING AGREEMENT AMENDMENT VI (DPW Berndt).
This is the annual contract amendment which covers the public education program and is to obtain the approximate \$4,000 annual funding grant to the village.

Motion by Rafter, second by Genrich to **Recommend approval of Amendment VI of the Recycling Contract with Brown County.** Motion carried.

8. DISCUSSION/ACTION: SEWER BACKUP CLAIM AT 2680 Van Buren St (DPW Berndt).
Motion by Rafter, second by Genrich to **Recommend the Village Board to give further consideration to the request for reimbursement of the \$585 to the resident for this claim.** Motion carried.

DISCUSSION:

9. DISCUSSION: REVIEW OF 2015 BUDGET STATUS and PROJECTS
This item was not discussed due to lack of time.

10. ADJOURNMENT
Meeting adjourned at 8:40 am.

Minutes by C. Berndt, August 13, 2015

APPENDIX F

Procedure for Sanitary and Storm Sewer Lateral Issues on Private Property Based on Municipal Code 15.24 -- Plumbing

The procedure for clearing sewer lateral blockages and inspection include the following steps.

1. The Village of Allouez is responsible to maintain the main sewer in the street clear from manhole to manhole. The Village will clean and inspect the main sewer as the first step in investigating a basement backup.
2. The property owner is responsible to make sure that the private sanitary and storm sewer clear of grease, leaves, rags, tree roots and other foreign material from the house or building to the main sewer.
3. In the event that the private sewer lateral does not clear upon cleaning the main sewer, the property owner must make the necessary arrangements to televise and clean the private sewer lateral. Make sure that a Village representative (Engineering Technician) is present during the televising or the televising is taped and provided to the Village.
4. The property owner must make the necessary lateral repairs if a structural failure is found on the private property side of the lateral (from the street right-of-way to the house). A structure failure includes cracked piping, roots in the lateral, leakage, eroded pipe and other structural items. In this case the basement backup cleanup and all costs are the responsibility of the property owner.
5. The Village of Allouez will make the necessary repairs, at no cost to the owner, if the structural failure is found to be in the public right-of-way (from the main sewer to the right-of-way).
6. The property owner will be reimbursed for the televising and lateral cleaning costs if the structural failure is in the village right-of-way.
7. The Property owner must be instructed to contact their homeowner's insurance carrier if any personal property damage has occurred. Any claim against the Village must be through the property owner's insurance company.