

MINUTES OF THE BOARD OF PUBLIC WORKS MEETING HELD AT THE GREENFIELD CITY HALL, COMMON COUNCIL CHAMBERS, ROOM 100, ON TUESDAY, SEPTEMBER 24, 2013, AT 6:30 PM

1. Ald. Lubotsky called the meeting to order at 6:30 pm.

Meeting called to order

Roll Call:	Ald. Pam Akers	Present
	Ald. Thomas Pietrowski	Present
	Ald. Linda Lubotsky	Present
	Mr. Richard Kasza	Present
	Mr. Richard Mrochinski	Present
	Atty Roger Pyzyk	Excused

Also Present: Mr. Richard Sokol, Director of Neighborhood Services
Mr. Dan Ewert, Superintendent of Public Works
Mr. Jeff Katz, City Engineer

2. Approval of the August 27, 2013 Meeting Minutes

Approval of the 8/27/13 meeting minutes

It was moved by Mr. Kasza, seconded by Ald. Pietrowski to approve the August 27, 2013 meeting minutes. Motion carried unanimously

3. Citizen Commentary

Citizen Commentary

NONE

4. Director of Neighborhood Services Report

Director of Neighborhood Services Report

Mr. Sokol introduced Jeff Katz, the new City Engineer. Mr. Katz is a long time resident of Greenfield and was previously employed by Racine County.

Last week Mr. Sokol made a presentation to the MMSD Technical Advisory Team. The Greenfield PP I/I program and the two tier rate system study were discussed.

The Public Works division has completed all lateral inspections slated for this year. Jeff Tamblyn, who is a NASSCO certified pipe inspector, has been reviewing the collected videos, making assessments of the different issues found in the laterals, and writing up conditional approval letters. In almost every case, the sanitary sewer lateral is in need of lining. Only one contractor currently does state of the art lining. Mr. Sokol has been in contact with MMSD in an attempt to find others who could provide competition in the marketplace.

Mr. Sokol also discussed the two tiered rate system which creates a premium rate for people who are connected to the sanitary sewer system and keeping a base rate for those who are not. The purpose of the premium rate would be to provide incentives for people to voluntarily disconnect.

The road reconstruction project in the 40th Street and Howard Avenue area is continuing. Tomorrow three streets will be paved with a binder course of asphalt. The following day, Plainfield Avenue at 41st Street will get the final lift of asphalt. The issues surrounding the laundry mat have been resolved. On 39th Street there was a sanitary sewer line that was too shallow and had to be re-laid.

The area of Edgerton Avenue around 74th Street is basically complete. The area between 68th and 74th Streets received the binder course of asphalt over a pulverized base and is scheduled for the final lift of asphalt early next week.

The work at the 31st Street and Bridge area is complete except for some punch list items. Significant changes were made to the way water drains.

104th Street between Cold Spring Road and Beloit Road is complete. One replaced panel of concrete at 104th Street and Howard Avenue has cracked and is unsatisfactory. The contractor has been asked to replace it at his cost.

102nd Street mill and overlay is complete.

100th Street is continuing. The traffic circle has been installed and drainage improvements have been constructed. On the east side of 100th Street there are ditches that became rather deep. It was decided to have DPW place pipes there. The contractor will return to complete the shoulder and the final landscaping of the remaining ditches. This project is moving more slowly.

5. Superintendent of Public Works Report

Superintendent of Public Works Report

Mr. Ewert handed out information regarding the 2013 crack sealing schedule, the future crack sealing schedule through 2016 and a report that shows the various projects that the DPW has been working on for the construction season. Mr. Sokol indicated that a commitment has been made to install a traffic circle (it is not permanent at this time) on Howard Avenue between 39th and 40th Street. It will be installed later in the year.

6. City Engineer Report

City Engineer Report

Mr. Katz stated that after 25 years with another municipality he saw the opportunity to come to the city where he has resided for 21 years and is very thankful for the opportunity. He has been familiarizing himself with the staff and current projects. His observation is that the Dept. of Neighborhood Services does excellent work and gives great customer service. He intends to continue that and to use his experience and knowledge to find ways to make improvements.

City owned streetlights are being installed on 27th Street between Howard and College Avenues. The existing WE Energies and Milwaukee lights will be removed.

There are three projects currently out for bid; Wildcat Creek Project from 112th Street to Hwy 100, the City Hall Parking lot, and Bottsford Avenue from 68th to 71st Streets on the south side of Maple Grove school. This project is starting late in the year because Community Block Grant money became available a few weeks ago. One of the conditions of receiving the money is that it needs to be spent by the end of the year. This left the city with a very tight time frame. The project has to meet some requirements for disadvantaged businesses.

There are three public information meetings scheduled. The first is for Wildcat Creek from Plainfield Avenue to Beloit Road. That meeting is on Monday, October 14th from 5:30 to 6:30. A meeting for the Morgan Avenue reconstruction from Loomis Road to 43rd Street will be held Thursday October 17th. That project will be constructed in 2015 or 2016 but the city would like to have residents involved from the early stages. There will also be a meeting during the second week of October for Edgerton Avenue from Loomis Road to 27th Street.

The Safe Routes to School project was on hold for a while because the city needed someone who was certified by the state to do that project. Mr. Katz has that certification and now the city will move forward with the design around three schools. Construction is hoped to be done next summer while school is out.

7. Review of Emerald Ash Borer in the City.

NEXT AGENDA

**Review of Emerald Ash
Borer
NEXT AGENDA**

8. Discussion and decision regarding approval of the 2014 Special Assessment Rate Schedule.

Every year the City reviews the Special Assessment Rates and makes adjustments. The practice has been to use the BCI rate index of the municipal construction costs for Minneapolis, MN. The average change in the rate is 1.9%. It is recommended that the Special Assessment Rate Schedule be maintained as is but adjusted for 1.9% increase in all the different categories.

It was moved by Ald. Pietrowski, seconded by Mr. Kasza to approve the 1.9% increase in the special assessment rate. Motion carried unanimously

**2014 Special
Assessment Rate
Schedule
FINANCE**

9. Review of accident histories at South 35th, 43rd, 84th Streets and West Cold Spring Road in conjunction with the discussion of LED stop signs.

NEXT AGENDA

**Accident histories at
South 35th, 43rd, 84th
Streets and West Cold
Spring Road
NEXT AGENDA**

10. Discussion and decision regarding the 2014 CIP Budget

Mr. Sokol provided a handout of the Finance Department's interpretation of the CIP to the board. This is the draft budget of the projects discussed last month. Included in the list of projects is a sanitary sewer relining project to be done in parallel with the City of Milwaukee near 52nd Street and Midland Drive. Phase two of the City Hall parking lot is included as well as a \$200,000 sidewalk network on primary streets. There is a provision for Wildcat Creek flood mitigation at Kulwicki Park. The city engineer will be able to refine the scope of the work. It is hoped that the plan is given consideration and an aggressive 2014 CIP is endorsed. It is anticipated that interest rates will remain low for one more year. It was requested that when possible the BPW receives project plans. Mr. Sokol indicated that he would be happy to provide them however things tend to move very fast. Therefore they can't always be brought to the meetings. He invited any board member who was interested to stop by the office to look at projects or they could be sent out electronically when available.

It was moved by Mr. Kasza, seconded by Ald. Lubotsky to endorse the 2014 CIP budget as presented. Motion carried unanimously

**2014 CIP Budget
FINANCE**

11. Discussion and decision regarding adoption of an ordinance establishing the 2014 Service Charges for the Collection of Garbage, Refuse, Yard Wastes and Recycling Services

The city is entering into the 3rd year of a 5 year contract with John's Disposal. There is a requirement that the city change rates based upon the CPI in August. The CPI change was 2%. Therefore it is recommended that the charged rates for solid waste disposal be increased by 2%. There will be no changes to services. Many board members indicated that they have heard many positive comments regarding John's Disposal. Mr. Ewert took this opportunity to ask residents to please be patient when coming to the drop off center. There are lines and the John's Disposal employee is there to keep order, assist residents and to prevent accidents.

**Establish the 2014
Service Charges for the
Collection of Garbage,
Refuse, Yard Wastes
and Recycling Services
FINANCE**

It was moved by Ald. Pietrowski, seconded by Mr. Kasza to increase the John's Disposal Contract rate by 2% and keeping the services intact. Motion carried unanimously

12. Discussion and decision to approve an offer to purchase Wildcat Creek area property

**Offer to Purchase
Wildcat Creek Property**

Flooding in this area has been studied extensively. The plan to mitigate this problem would require a land purchase. Attorney Pyzyk, Mr. Sokol and Jeff Tamblyn of the Engineering division met with owners of the parcel of interest and began negotiations to acquire the land. The land consists of approximately 9.6 acres. No agreement has been reached yet. If acquired, the land would be used to create a berm and a retention pond. A culvert would also be installed. Once an agreement is reached the city would like to get the purchase approved as quickly as possible so that flooding can be mitigated as quickly as possible. The land acquisition costs would come out of the existing budget for the project. Some of the land purchased would be divided into lots and sold.

13. Other topics for future agendas

**Other topics for future
agendas**

We Energies LED lighting options
Root River log jams

14. Adjournment

Adjournment

It was moved by Ald. Lubotsky, seconded by Ald. Pietrowski to adjourn the Board of Public Works meeting at 7:42 PM. Motion carried unanimously.

Respectfully submitted,
Marina Schmidt
Clerk / Typist
Department of Neighborhood Services

Date distributed: October 9, 2013