

1. **CALL TO ORDER:** Chair Eric Poole called the special Public Works & Utility Committee meeting to order at 5:19 p.m. on Monday, March 19, 2007.
2. **ROLLCALL:** Present: Eric Poole, Phil Harms and Jon Lourigan. Also present: Village Administrator Mike Gracz, Public Works Director Mark Below, Board President Jerry Luebke, Trustees Jerry Bollig, Steve Staton and Hans Noeldner and Clerk Georgia Johnson.
3. **APPROVAL OF MINUTES:** Harms moved, second by Lourigan, to approve the minutes of the regular meeting of February 26, 2006. Motion carried.
4. **PUBLIC APPEARANCES.**
 - a) Discussion and Possible Recommendation to the Village Board to Authorize Bidding of Completed Plans and Estimated Costs of WWTP Lab and SCADA System Improvements—Town and Country Engineers. Gene Laschinger, of Town & Country Engineers, was present to answer any questions. It was noted nothing has changed and the plans are ready for the bidding process. Laschinger referred to the letter in the packet that addresses the Committee's concerns with the cost of the project, what those costs are and how that compares to the previous cost proposal noting that one reason for the increase is due to the increase in the square footage. Discussion followed including possible ways to decrease the cost such as lightening the trusses, what the engineering fees are (that was a separate item and comes to around \$89,000), total project including everything comes to approximately \$1.4M, the SCADA is included in the project cost, will be a separate bidding document and is a tool that will aid in the plant operation. It was stated that there was discussion in November regarding the project and possibly borrowing part of the cost, when the bids come in the figures will be recalculated, the possible need to raise sewer rates (rates have not been raised since 2001), whether the residents will notice any difference with the new lab (there will be no impact), the current building is not in compliance with code—this project will bring it up to code (including the lab, eating area and restrooms), the operating equipment is outdated, whether there is another option—could the structure be modified, and so forth. Below stated that eventually the State of Wisconsin will force the issue and require an upgrade. There was further discussion. Following discussion, **Harms moved to authorize the Public Works Director to start the bidding process for the WWTP Lab and SCADA System Improvements. Second by Lourigan. Motion carried.**
5. **COMMUNICATIONS AND MISCELLANEOUS BUSINESS.**
 - a) E-mail from Trustee Noeldner re: Icy Sidewalks (Per Chair Poole FYI). Provided for informational purposes. Noeldner noted his concerns with ice on the sidewalks long after the deadline for clearing walkways. There was discussion including the difference between the urgency of clearing roadways vs. walkways, the need to be more proactive, the impracticality of sending out police officers, the current procedure of contacting the Public Works Department to review icy sidewalks, what the fine is for not clearing sidewalks within the allotted time (about \$149), and the need for improvement. No action was necessary.
 - b) Discussion of Well Site Screening for Former Peterson Farm. For informational purposes. Below referred to the letter attached noting that in the Master Plan the Village is looking at putting in a 6th well. It was noted if this project moves forward he will continue to look at that.
 - c) Discussion and Possible Recommendation to the Village Board regarding Change Order Request #4 from Hammersley Stone Co. for the N. Alpine Parkway Project. Below noted this is for additional paving, gravel and painting that was necessary to comply with the County's requirement for a 500 foot deceleration lane. There was some discussion. **Lourigan moved, second by Harms, to recommend the Village Board approve Change Order #4 from Hammersley Stone in an amount not to exceed \$11,341.86. Motion carried.**

- d) Discussion and Possible Recommendation to the Village Board Regarding Request and Recommendation for Letter of Map Amendment (FEMA map) for 400 Kennedy Drive. Below noted this is the same type of letter that was approved by the Committee about a month ago on N. Perry Parkway. The letter is required by FEMA stating that the Village is aware that the property owners are seeking FEMA Map amendment at 400 Kennedy Drive. There was some discussion. **Lourigan moved, second by Harms, to recommend the Village Board authorize the President to sign a letter noting the Village's awareness of the map amendment at 400 Kennedy Drive. Motion carried.**

Due to time constraints it was agreed to take items #6a) and #b) directly to the Village Board's meeting following this meeting.

6. **NEW BUSINESS.**

- a) Discussion and Possible Recommendation to the Village Board of the Project Limits for the Downtown Street Project, i.e. include all or part of S. Main Street to Elm Street. Taken directly to Board meeting.
- b) Discussion and Possible Recommendation to the Village Board to Authorize DPW Below to Request Proposals for Engineering Services for the 2008 Downtown Street and Utility Work. Taken directly to Board meeting.

7. **UNFINISHED BUSINESS.**

- a) None.

8. **INSURANCE CLAIMS.** None.

9. **STAFF REPORT.**

- a) Discussion of the need for the March 26th Public Works regular meeting. It was noted there will be no need for a meeting next Monday night.
- b) Status of Developments and Public Works Projects.
- 1) Bergamont: Phase III
 - 2) Alpine Meadows Phase IV
 - 3) Oregon Parks Neighborhood
 - 4) Villages of Foxboro
 - 5) N. Alpine Parkway Status
 - 6) Alpine Business Park: Water/Sewer and Cusick Parkway
 - 7) WWTP Lab and SCADA Improvements

10. **FUTURE ASSIGNMENTS.** As listed on the agenda.

11. **ADJOURNMENT.** At 5:59 p.m., Lourigan moved, second by Harms, to adjourn the meeting. Motion carried.

Submitted by
Georgia Johnson,
Village Clerk