

MEETING MINUTES: PUBLIC WORKS COMMITTEE FOR VILLAGE OF WINNECONNE

Minutes For:

Monday, April 08, 2019 @ 5:00 p.m. at Municipal Building, Annex Room, to consider;

Meeting called to order at 5:00 pm by Trustee Chris Boucher with trustee Chris Ruetten present.

Also attending were Brandon Kaufman w/ MCO, Josh Janikowski Field Supervisor, DPW Ruetten, and Anthony Kappell of McMahon in attendance. Al & Cindy Kruger and Tom & Katie Anderson of Twin Harbor Dr. were in attendance.

Public Participation - *None*

Communications – *DPW Ruetten Shared an email from the WisDOT about a state wide data collection project that is being conducted through September and you will see traffic count strips across Main St. and other streets in the Village.*

- *Also, the DPW's email was hacked last Friday so please do not open any emails with "Q2 2019 Projects" in the subject line.*

Approve Minutes from March 12, 2019 meeting – *Motion by Ruetten, second by Boucher to approve minutes from March 12th, 2019; 2-0 approve.*

Operations Progress:

Field Supervisor Report – Josh Janikowski/ DPW: *Report Attached*

MCO Report – DPW Kirk Ruetten: *Report Attached*

DPW Report – Kirk Ruetten: *Report Attached*

-Our new seasonal employees have started

-Working through answering some questions on our SAG grant for the environmental Phase II project at the PDK property.

Old Business

Village Projects and Priority

- Update - *PWD discussed and reviewed project for 2018 and 2019*
 - o *Peters Construction will be in to finish the sewer work from the Main St. project along with the lighting contractor. The Contractor has 180 days to complete all work so this work will be finished in April or May.*
 - o *The 2019 Sanitary Sewer Televising RFP is out and bid openings will be on the 17th of April. The contractor is requesting some updated video of the areas of concern.*
 - o *The capital facilities plan is moving forward with the help of the interim Administrators help in defining the scope of the project.*
 - o *The 2019 Twin Harbor Dr. Reconstruction Project bids was opened on the 3rd of April.*
 - *The winning bid was from PTS Contractors.*
 - *There was a request for an early start to the project and the bid was amended to allow all contractors to meet this early start. PTS was the requesting Contractor and they came in about \$120,000 lower to secure early work.*
 - *Engineers Report has been completed and is available at the Municipal Center, Public notice has been sent to the paper and all residents affected have been mailed the assessment information.*
 - *The Public Hearing is scheduled for April 24th were the final assessment and contractor award will be voted on.*
 - o *Residents Kruger and Anderson commented on project and cost.*
- Recommendation – *None at this time*

Well and Water Quality

- Update – DPW Reviewed
 - o *The Public Comment meeting is scheduled for tonight at 6:00 pm*

Pursuant to WI State Statute 985.02(1)(b); notice is hereby given that Village Board Members may also be present at this meeting for informational purposes.

MEETING MINUTES: PUBLIC WORKS COMMITTEE FOR VILLAGE OF WINNECONNE

- *This meeting is to focus on narrowing down which option the water customers would like to see for the long term of the Village*
- *After the Public Comment meeting, the PW Committee and Village Board will have to make a decision on which option the Village will move forward with and when the project completion date will be.*
- *Next step is to set a timeline for the project and meet with the DNR in July which is the next Consent Order date. This meeting will identify the next step in the process and coordinate with the DNR to set the timetable.*
- Discussion
- Recommendation – None at this time.

Village Leaf Pick-up

- Discussion
 - *Tabled*

Hydrocorp Proposal for CCC Program

- Discussion
 - *Public Works Director reviewed proposal for Cross Connection Control program;*
 - *Brandon has recently found another company that does this service in a small capacity and we have contacted them for a price.*
- Recommendation - *Wait until we hear back from B&M with cost of the service and make a decision in May.*

PSC Documents

- Update
 - *Public Works Director reviewed*
 - *The Village has received the approved meter and AMR Non-Routine Meter change out authorization. We will continue the meter program this year and we have to follow-up twice a year with the PSC to make sure we are following our schedule.*
 - *The Village has recently received our final PSC rate tariffs.*
 - *DPW went back to Schenk to see if the sewer rate could be lowered any more with an annual step increase to soften the impact of the PSC rate increase.*
 - *Schenk did not recommend going any lower since the Utility had to stay with a percentage of revenue*
 - *DPW presented both the water increase rates and the sewer decrease rates and the impact to an average user per quarter.*
 - *Village will implement the new rates on June 16th 2019, which will meet the 90 day to implement the new rates and satisfy the requirement to post 30 days prior to going into effect. DPW has verified with the PSC staff that this is correct otherwise the Village would have to pro-rate if implemented prior to the billing cycle.*

Recommendation – Motion by Ruetten Seconded by Boucher to approve and move to the Village Board for approval. Carried by voice vote 2/0.

New Business

Driveway Variance Application 507 N. 7th St. – DPW Reviewed

- Discussion – *concerning the variance and ordinances against a second driveway*
 - *Both committee members have looked at the property and discussed how the property sits along the street and water. There would be no other alternative to the property unless the other garage and driveway were removed.*
- Recommendation – **Motion by Boucher Seconded by Ruetten to approve the variance as presented with no more than a 22-foot driveway width. Carried by voice vote 2/0**

25 S. 2nd Ave Request – DPW presented

- Discussion – *This property owner was unable to attend the meeting.*

Pursuant to WI State Statute 985.02(1)(b); notice is hereby given that Village Board Members may also be present at this meeting for informational purposes.

MEETING MINUTES:
PUBLIC WORKS COMMITTEE FOR VILLAGE OF WINNECONNE

- This property had a sanitary issue in January and submitted the bill to the Village.
- The Village submitted it to our insurance company in which it had been denied for payment.
- Recommendation – None at this time

Set next meeting date and adjourn

Motion made by Ruetten, second by Boucher to adjourn at 6:00pm until May 6th at 5:00pm; 2-0 approve.

Kirk Ruetten
Public Works Director

Pursuant to WI State Statute 985.02(1)(b); notice is hereby given that Village Board Members may also be present at this meeting for informational purposes.