

**North Hudson Public Works Meeting
Village Hall 400 7th Street North
Wednesday, September 21, 2016 @ 5:30 p.m.**

Call to Order: roll call

Chair Pike called the meeting to order at 5:32 p.m. Answering the call were Trustees Head and Nelson. A quorum was present and the meeting was duly noticed. Also in attendance were Village Engineer, Kevin Oium and Public Works Supervisor, Mark Ekblad.

Minutes approval from August 16, 2016 Public Works Meeting

Motion (Head/Nelson) to approve the August 16, 2016 Public Works minutes. Motion carried.

709 Riverside Drive N Drainage Issue

This item has been postponed to next month.

Installation of Streetlights in The Ridges Subdivision

Oium stated that this has been discussed for about the last 2-3 months regarding adding three (3) new streetlights in phase 2 of the Ridges Subdivision, and repairing the one (1) that has been out for about a year. This has been discussed with Derrick Construction and they will pay for the new streetlights. However, Derrick does not feel that they should have to pay for the repair of the one (1) streetlight that is in phase 1 of the project. Oium stated that the repair of this streetlight will run about \$450.00. The lights are in, however, the poles will not be in until about mid-November. They are expected to be installed around mid-November. Pike asked that Ekblad or Oium keep following up with Derrick to make sure the plan is being followed. Oium stated that there will not be anymore lights or sidewalks put in until phase 3 of the project. Oium noted that the new lights will be LED. The committee discussed possibly having the Village Clerk send notices to the neighboring residents that the work will be done.

Motion (Head/Nelson) to recommend fixing the one (1) streetlight in phase 1 of the Ridges Subdivision on 10th St N at a cost not to exceed \$450.00. Motion passed on a roll call vote of 3-0. Nelson-yes, Head-yes, Pike-yes.

Wisconsin St N STP-Urban Contract from WisDOT

Oium stated this discussion is continued from last month. Oium has done some research on this item regarding the requirement in the agreement for additional sidewalks and bike path combination. After speaking with the DOT regarding this requirement, the DOT did revise the wording in the agreement. For this program, to apply for this particular grant, the project has to be a collector street in the community. The one that was chosen was Wisconsin St N, from 3rd St N to 6th St N. This includes a total reconstruct. As part of the grant funding, it is split it up between participating and non-participating. Participating includes mainly the street items (curb and gutter, sidewalk, storm sewer, asphalt and gravel). Through this program, 80% is picked up by Federal funds and 20% is picked up by the municipality. Sewer and water is considered non-participating, so that would be paid 100% by the municipality. The grant amount awarded was just under \$314,000. The total anticipated cost is around \$580,000. For the project as a whole, 54% would be picked up by the grant. The Village would have to commit to having the project completed by June 30, 2022 due to a "sunset" clause. In regards to the discussion regarding the sidewalk and bike path, the Village would have to go through the process to come out with a determination as to if that part would have to be done. That would not be known until

about 30% into the design phase of the project, which would be roughly \$25,000, before it would be known if sidewalks and a bike path would have to be put in. Pike questioned that amount. Oium stated on page 2 of the contract, the total design cost is \$57,000, along with a fee charged by the state for a review. If it was found that the project would need to include a sidewalk and bike path and the Village backed out, the Village would be liable for the cost incurred up to that date. Oium stated that the DOT will want an answer to this agreement within 30 days or less. Total estimated project cost if grant money was not used would be \$535,000. Oium states that there is a good chance the Village will get an exception to putting a sidewalk and bike path on both sides, due to an existing building up to the right of way, and limited parking in that area. It would not be cheaper for the Village to do the project themselves. The Village needs to sign off on the agreement by a certain date, the money goes away. The committee agreed that the Village should proceed with the grant. **Motion (Head/Nelson) to recommend the Village sign the state municipal agreement for the Wisconsin St N project. Motion passed on a roll call vote of 3-0. Head-yes, Nelson-yes, Pike-yes.**

Five Year Capital Improvements Plan

Oium went through the five year capital improvements plan and the possible upcoming projects. Next year (2017) the catch basin repairs will be looked at. In 2018, pulverized and re-lay of St. Croix St N. He would like to try to apply for LRIP funds for this project which will come out next year. LRIP funds is money that the County gets and applies to local roads. In the past, about \$15,000-\$20,000 gets allocated. You have to go up against other communities. That project is estimated to cost about \$92,000. The Wisconsin St N-STP project is slated for 2019. The Lemon St N project is more significant. Issues with this stretch of road include some root obtrusions in the existing sewer. The City of Hudson has requested that when this project is done, that the water main be upsized. This is the direct route from the water tower to the industrial park. There is already a bigger main on Monroe St N. The cost for this project is a little over \$1 million dollars. The biggest project is the 6th St N/Hwy 35 project. There has been some correspondence with the DOT within the last month and that project is slated for 2021. This project will be an 80/20 split. Head questioned why this is an 80/20 split when it is a state highway and the Village has no control over it. Oium stated that the DOT looks at the travel lanes and anything outside of that is the Village responsibility. The anticipated cost for that project is roughly \$2.7 million. The Village will be responsible for sewer/water which will be about \$900,000. It is roughly over a 1 mile long stretch. There should not be any work done on the bridge. The time frame on this project could change. Pike stated that the retaining walls on Riverside Rd N are missing from the plan. Ekblad asked if the committee wants the Ferry Landing Park improvements added to the five year plan. The 2017 Storm Sewer Catch Basin Repair project amount also needs to be established. Head stated that he would like to see the Ferry Landing Park improvement project (parking lot and road to the river) be done separate from the five year plan. The estimates on this are around \$42,770 for the road and about \$19,000 for the parking lot. Ekblad stated that the catch basin's which need to be repaired cannot wait until a project may be done on that street as part of the five year plan. Pike asked that the retaining wall project be put somewhere on the five year plan so it doesn't get forgotten. Oium stated that the biggest thing driving some of the projects are the utilities under the road, not necessarily the PASER ratings. **Motion (Nelson/Head) to recommend approval of the revised five year capital improvements plan which includes the retaining walls on Riverside Drive N slated for 2020. Motion carried.**

2017 Storm Sewer Catch Basin Repair Project

Pike asked that as these are being done, that possible future street projects are being considered as well so that money isn't being spent and then the road being done shortly after. Ekblad stated that he and Oium have looked at all of the 66 catch basins on the report and some of them will need to be repaired sooner for safety reasons. Photos have also been taken of the catch basins and they know which ones will have priority. The estimated costs for this project are about \$46,200 using the flex seal product, versus about \$231,000 for the old brick and mortar fix. There is a lifetime warranty for the product which will be used. Pike asked if this product has been DNR approved. Ekblad stated that it is advertised as environmentally safe. Oium will get something from the supplier confirming the lifetime warranty. **Motion (Head/Nelson) to recommend approval that the 2017 budget include the storm sewer catch basin repair project with the project cost determined by the Public Works Committee which will be approximately \$50,000 for repair of 66 catch basins. Motion passed on a roll call vote of 3-0. Nelson-yes, Head-yes, Pike-yes.**

Bid Results for Televising Various Sanitary Sewers and Storm Sewers

Ekblad stated that it was discussed at last month's meeting to have televising done on all of the streets which are on the five year capital improvement plan which includes sanitary sewers and storm sewers. Ekblad sent out requests to three different companies and two bids were received back. There is about 18,000 feet to be televised. Pike questioned if this was already done within the last 5 years. Ekblad stated that it was approved to be done about two years ago, but the work was never done. Ekblad stated that if the committee wishes, he can re-bid this after the first of the year when the new budget is set. It may be hard to get this done yet this year before it gets cold. This item will be tabled to December or January.

Eastbank Lift Station Repairs

The Eastbank lift station is located at the corner of Wisconsin St N and Galahad Rd N. Ekblad stated that there was a lift station failure back in August due to plugged pumps. When they came to fix the pumps, it was discovered that some parts on the carriage are corroding and need to be replaced. The lift station was built in 1984. The pumps have been re-built but the carriage has never been replaced. The money to fix the lift station will come out of the 201 fund. **Motion (Head/Nelson) to recommend approval for Tri-State Pump to perform the lift station repairs listed at a cost not to exceed \$3,885.22 with the cost coming out of the 201 Sanitary Sewer maintenance fund. Motion passed on a roll call vote of 3-0. Nelson-yes, Head-yes, Pike-yes.**

Public Works Crew Leader/Foreman Position

Pike asked if the job description they received included the revisions he suggested. Ekblad stated that it does not include the certifications/classroom training needed. Ekblad has not received the costs back from Wisconsin Rural Water as to the cost for this person to become a licensed waterworks operator. Pike asked what the Village needs. Ekblad stated that he has a Wisconsin/DNR water operator license and is certified in both ground water and distribution. The Public Works employees can work under his license. The Village of North Hudson Public Works employees do not work in the wells. This is done by the City of Hudson water utility workers, which have additional certifications that they are responsible for. Pike asked who the Village Forrester was. Ekblad stated that the Village currently does not have a Village Forrester. This job description will include the Village Forrester position. He is checking through the state trying to get certification information. Head questioned if this is another full-time employee position. Ekblad stated this is not an additional position, it would be added

responsibilities for one of the current Public Works employees. There would also be a pay adjustment for this position. **Motion (Head/Nelson) to recommend approval of the Public Works Crew Leader/Foreman Position job description. Motion carried.**

2017 Budget

The committee reviewed the proposed 2017 budget for Public Works. Ekblad stated that if you look at the total for Public Works 2016 budget versus the proposed 2017 budget, there is not a significant increase. However, Pike stated that the projected is quite a bit higher. The Ferry Landing Park project is not in the budget yet. Ekblad stated that the worksheets are only the Public Works Department budget, and does not include the capital projects. In regards to the capital projects, the committee already approved adding the Storm Sewer Catch Basin Repair project. The committee would also like to see the Ferry Landing Park road improvements added for next year. If the parking lot portion (\$19,000) was removed, the cost could go up 10-20% for it to be done in the future. The committee discussed capital equipment. In regards to the skid loader exchange, the Village is in an exchange program in which the skid loader is switched out every 2 years. The rates of the exchange have been going up each year. Ekblad stated he won't know what the increase will be until next fall. He put in an estimated amount. Pike questioned if it could be bumped out to every 3 years. Ekblad stated that there is a chance the Village could be taken out of the program if we wanted to change the terms. There is a waiting list for people wanting the returned skid loaders. At the every 2 years program, the skid loader is still under warranty. A brand new skid loader costs over \$30,000. In regards to the brush mower, the current one the Village has is a 1994. Due to the age, it is hard to get any replacement parts for it. In regards to the locater, the current one was given to the Village from the City of Hudson. It is used for locating water mains and services. Due to the age, it is hard to find a company to service it. The proposed new locater costs approximately \$4,200-\$4,300. Ekblad stated that he needs to talk to the Village Administrator and believes that there may be about \$9,000 unused in the 2016 budget under water main supplies. There is a chance this may still come out of this year's budget. This would come out of the 220 account. In regards to the plow truck, there have been problems with the engine and lifters. It doesn't have the power that it used to. The truck is a 1997 and has about 46,000 miles on it. There has been a lot of maintenance work done on it. Ekblad stated that there are good used trucks out there to look at. Ekblad stated this is the only truck that can lay salt in the winter. Zappa's trucks are not fitted for salt, only sand. The other option is for Zappa to take on more of the snow plowing.

Engineers Report

Oium stated that all the sidewalks in phase 2 of the Ridges subdivision have been completed. There was one driveway at 1208 10th St N that needed repair. Derrick's repaired the driveway last week and the resident stated that it was done to his satisfaction.

Directors Report

Ekblad stated that there was a major water main repair on 4th Street N which was repaired last week. Between Zappa Bros, the City of Hudson water utility, and the Village of North Hudson Public Works employees, everything went pretty smoothly to get it fixed and water service turned back on for the area residents. Ekblad estimates the repair costs may be between \$12,000-\$15,000. There has been some problems down on Riverside Dr N on the far end past the lift station. Some residents have been encroaching their landscaping into the right of way which will make it hard for snow removal this winter. He would like someone to take pictures to show residents where they have to move their

landscaping out of. Ekblad stated that Matthew Howell has resigned his position. An ad will be placed in the paper hopefully by next week.

Future Agenda Items

Televising various Sanitary Sewers and Storm Sewers, winter parking ordinance.

Adjournment

Pike adjourned the meeting at 7:05 p.m.

Respectfully submitted by,

Melissa Luedke
Village Clerk