

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN

Monthly Meeting of the Public Works Committee
Saturday, August 23, 2014

(OFFICIAL MINUTES)

The public works committee meeting was called to order by Chairman Tom McGreevy at 8:00 am on Saturday, August 23, 2014.

Members Present: Trustee McGreevy, Bruce Adreani, Ken Pariser, Todd Reschke, Marvin Sollars

Members Absent: Trustee Bill Gage, Mark Kennedy

Also Present: Ron Adams, Dennis Barr, Rick Bartelt, Russ Ceschi, Dennis Martin, Keith Nuzzo, Robin Nuzzo, Scott Vilona

Visitors Heard

None

General Business

Approve 7/26/2014 Minutes

Pariser/Sollars 2nd made a MOTION to approve the minutes as submitted, and the MOTION carried without negative vote.

Abbey Villas Condo Assoc., Bear Trap Ridge Subdivision Requests for Snow Plowing – Salt Spreader Proposal

Martin stated that the Village received a letter from the Abbey Villas Condominium Association and a request from Bear Trap Ridge Subdivision property owners Keith and Robin Nuzzo asking the Village DPW to plow the main streets in their subdivisions. In the August 1, 2014 letter from the Abbey Villas it states, "It was shared by a few owners that the Village of Fontana is currently snowplowing other private communities, such as Abbey Springs." Ron Adams stated that the DPW has always plowed the private roads in the Abbey Springs gated subdivision, and the DPW also plows most of the other private subdivision roads and driveways in the Village. McGreevy stated that unless the DPW is going to start plowing all the private streets and driveways in the Village, the DPW is going to have to start plowing only the Village's 17.97 miles of dedicated, public roads. Martin stated that the League of Wisconsin Municipalities has confirmed that a municipality is only required to plow publicly dedicated streets and roads. Treasurer Scott Vilona stated that the salary, supplies and equipment expenses for snow plowing is one of the biggest factors in the annual General Fund budget. McGreevy stated that maybe the Village should initiate a fee structure for the plowing services for private subdivision streets and driveways. McGreevy stated that the village has historically plowed the private streets in many of the subdivisions and now others are requesting the same service. Vilona stated that Lake Geneva and other local municipalities do not plow any private streets. Sollars suggested that the committee members think about the issue and put some thought into potential ideas to address the situation. Pariser stated that the village could calculate a fee based on the labor hours, gas and equipment expenses and offer snow plowing services for all the private residential subdivisions for a fee. McGreevy stated that he will seek input from some local snow plowing contractors about

establishing a fee for the plowing of private streets and driveways. In a related matter, Adams stated that the DPW needs a small tailgate sized salt spreader for one of the pickup trucks to address some of the steeper roads that are not very wide, such as Dragonfly Lane in the Country Club Estates subdivision. Adams stated that he received a \$2,800 quote for a small tailgate spreader, which will pay for itself in overtime expense savings as it will speed up the driver's total route time.

Sollars/Adreani 2nd made a MOTION to recommend Village Board approval of the \$2,800 purchase of a small tailgate spreader, and the MOTION carried without negative vote.

Leaf Truck Situation

Adams stated that the DPW leaf vacuum truck is 11 years old and it takes one full work week for a crew member to complete one lap of the Village. Adams stated that if a new truck is purchased for about \$170,000, the Village could save overtime expenses because two trucks could complete the task in half the time. Adreani stated that a municipal public works department should be mainly focused on the roads, parks, sewers and water and the Village has a lot of expenses with leaf and brush collection services. Adreani stated that many property owners in the Village hire landscaping contractors, and they could transport the stuff right to the collection site at the Duck Pond instead of piling the leaves up at the curb for the DPW to pick up. Adreani stated that some residents would be happy to see the village eliminate the services and some would be sad. Adams stated that he agrees with Adreani and the DPW crew has to get back to the basic duties with the roads and parks; however, local residents have come to expect the curbside leaf and brush collection services. A lengthy discussion ensued on the current leaf and brush policy resolution, and the need for the Police Department to enforce the ordinance that prohibits property owners from having leaves and brush piled up past the edge of the front terrace and in the road. Adams stated that in late fall, the DPW has no choice but to work overtime hours to stay on top of collecting the leaves that are in the streets and that would cause problems if it were to freeze or snow. Some of the committee members suggested establishing specific weeks that the leaves would be collected, but Adams stated that would cause increases in the volume in those specific weeks and the time required to cover the entire. The committee also discussed publishing the guidelines in the village newsletter. Martin stated that in the 10 years he has been working for the Village, the leaf and brush collection regulations have been published in the newsletter about once every year and they are posted year-round on the website. Martin stated that not many residents or property owners read the newsletter or visit the village website. Martin suggested that the Protection Committee be requested to review the ordinance requirements and to encourage the police officers to start issuing citations to property owners when they have leaves or brush piles in the street. Adreani suggested that the Village eliminate the leaf collection services. Sollars suggested that staff investigate the cost of a contractor to provide the services. Pariser stated that the Village has to collect the leaves and a subcontractor may be more financially prudent than the DPW crew. Sollars stated that maybe the DPW crew could work in split shifts during the leaf collection months to help reduce the overtime expenses. Following further discussion, the committee directed staff to request that Chief Olson have the police officers issue warnings and then citations to property owners who have leaf and brush piles in the street; and for staff to publish in the

next quarterly newsletter another article that emphasizes the message that if the Village is going to be able to continue to pay for the services they are accustomed to having, then the property owners, residents and officials will have to work together as a community and follow the guidelines for the leaf and brush services. A discussion followed on the existing prohibition for landscaping contractors to dump brush and trees at the Duck Pond collection site. Adreani stated that the committee should recommend that the fine be increased for illegal dumping at the Village site by contractors, and once a few citations are issued, the message will get out and help thwart the problem. A lengthy discussion ensued and a motion was made and withdrawn by Adreani on locking the gate to the compost area earlier than dusk, when the DPW crew leaves for the day at about 3:30 pm. The committee members came to the consensus that a recommendation should be made to the Protection Committee to consider an increase in the fine to a minimum of \$1,000, and to direct Chief Olson to have the officers enforce the ordinance that prohibits leaf and brush piles in the street; and that staff should be directed to send a letter that outlines the rules for the composting area to the contractors who have Village of Fontana Tree Trimming Permits.

Pariser/Sollars 2nd made a MOTION to recommend that the Protection Committee consider increasing the fine to a minimum of \$1,000 for contractors who illegally dump brush and trees at the village compost site, and to consider issuing a directive to the Police Department for the officers to issue appropriate warnings and citations to property owners when leaf or brush piles are placed in the street. The MOTION carried without negative vote.

Authorize Sale of Old Truck – New Truck in Service

Adams stated that the new 2014 Ford F-550 dump truck has been delivered and the 2003 Ford F-550 can be sold.

Sollars/Pariser 2nd made a MOTION to authorize the sale of the 2003 Ford F-550 via auction on eBay, and the MOTION carried without negative vote.

Boom Truck Purchase and Sale Authorization

Adams stated that the boom truck is still in good enough condition to sell for \$8,000 to \$9,000 and for about \$25,000 he could purchase a used boom truck that is fully operational and made by a manufacturer that is still in business. Adams stated that if there is about \$16,000 still available in this year's budget, he would like authorization to purchase a used boom truck if a good one becomes available.

Pariser/Sollars 2nd made a MOTION to recommend Village Board approval of the proposal to sell the DPW boom truck if a new used boom truck can be purchased for an amount not to exceed \$25,000, with the condition that the necessary funds are available in the budget. The MOTION carried without negative vote.

Fontana Boulevard and Highway 67 Light Poles Situation

Adams stated that upon investigation he recently discovered that all 170 of the street light poles purchased by the CDA have cracked and need to be repaired or replaced. Adams stated that the poles have lifetime warranties and the manufacturer sent a representative out to inspect the poles. Adams stated that the manufacturer will attempt to repair the poles, but some may have to be replaced. Adams stated that although the poles will be

repaired or replaced at no charge by the manufacturer, the Village will have to fund some expenses for taking out the current poles and installing the new ones. In response to a question, Adams stated that it will cost about \$300 each for installation and removal costs for the poles that can't be repaired. Adams stated that the manufacturer representative also advised him that the poles need to be repainted every few years to maintain the color and seal the concrete.

Authorization for Ron Adams to Attend Managing Snow and Ice Control Operation Course

Martin stated that UW-Madison is offering a course titled "Managing Snow and Ice Control Operations" on October 7 and 8, 2014 at the Madison Concourse Hotel and the curriculum appears to be beneficial for Adams. Martin stated that even though the Village Board has directed staff to hire a Public Works Department manager for 2015, Adams still will be the Street Department lead man and he would like to complete the course. Pariser/Sollars 2nd made a MOTION to approve the \$895 enrollment fee for Ron Adams to attend the UW-Madison "Managing Snow and Ice Control Operations" course October 7 and 8, 2014 at the Madison Concourse Hotel, and the MOTION carried without negative vote.

Salt Dome Repair Estimates

Adams stated that he received an estimate totaling \$1,969 to repair the salt dome that was damaged last winter by one of the crew members. Adams stated that Craig Utesch submitted a proposal to take off the roof shingles and install an ice barrier and new flashing in the damaged area. Adams stated that he will receive an estimate to budget for the replacement of all the ice dome roof shingles in 2015.

Adreani/Pariser 2nd made a MOTION to approve the salt dome repair proposal submitted by Craig Utesch to repair the salt dome for a cost not to exceed \$2,000, and the MOTION carried without negative vote.

Upper Storage Building Shingle Replacement Project Estimates

Adams stated that he received an estimate from Craig Utesch to replace the shingles on the upper storage building and the project is in the 2014 budget. Martin stated that even though the project is in the budget, Adams still has to solicit at least two or three estimates for budgeted items that will cost \$3,000 or more, or put projects out for bids if they are going to exceed \$25,000 in total cost. Following discussion, the committee members reached the consensus that if Adams obtains two more bids under the same specifications of the Utesch proposal he presented at the meeting, than the Village Board should approve the low bid.

Adreani/Sollars 2nd made a MOTION to recommend Village Board approval of the low bid the Village receives to replace the shingles on the upper storage building, and the MOTION carried without negative vote.

Direction for Trees on Village Lot Behind Forest Glen Drive & Pheasant Ridge Subdivision

Adams stated that there are several 200-year-old oak trees on the village owned lot located behind Forest Glen Drive and one recently fell into the yard of a neighboring

residence. Adams stated the some of the trees along the lot line are dead or dying and there could be more trees falling into the neighboring yards, and potentially onto some of the homes. Adams stated that he would like authorization to cut out an access road so large tree trimming company vehicles can get to the trees that should be cut down. None of the committee members recalled why the village obtained or purchased the vacant lot, which is in an environmental corridor and zoned in an Agriculture Holding (AH-35) District. Martin stated that he will have Building Inspector/Zoning Administrator Ron Nyman inspect the area and provide a recommendation on the trees. Martin stated that since the trees are on a Village owned parcel, a proposal to cut them down would have to be approved by the Park Commission, unless the tree is dead, dying or in danger of falling on neighboring property.

Leaf Compost Area and Storage Bin Enclosure Project Budgeting Direction

Adams stated the he has received a proposal from Gifford Tree Service to operate the leaf composting area for one year on a trial basis. Adams stated that the Village is budgeting \$15,000 a year for the expenses to rent a tub grinder. Adams stated that Gifford has offered to grind the leaves and compost materials and to use the material for its customers. Adams stated that the Village would still be able to use the grinded mulch for its landscaped areas for no charge.

Sollars/Adreani 2nd made a MOTION to recommend Village Board approval of the proposal for Gifford Tree Service to operate the Village leaf composting area for one year on a trial basis, and to direct Adams to solicit a proposal from Gifford Tree Service to be presented for consideration by the Public Works Committee at a future meeting. The MOTION carried without negative vote.

Adams stated that he will seek an estimate to complete half of the concrete storage bin enclosure project for the 2015 budget. Adams stated that the project would provide needed indoor storage space.

South Lakeshore Drive Water Main Project Preliminary Plans – Remove Lift Station Aspect

Martin stated that the pre-annexation agreement with the Lake Geneva Yacht Club includes a utility easement provided by the club to the village for the location of a new lift station, and Ruckert-Mielke, the village engineering firm had included in the South Lakeshore Drive Water Main Project preliminary construction plans the infrastructure work for a lakefront location for a new village lift station. Martin stated that although the village wants to keep the utility easement for a possible future location for an extended sanitary sewer line, there is no need to add to the current construction plans the initial site work for a future lift station that is not needed. Martin stated that Utility Director Dennis Barr indicated the current lift station located adjacent to the Yacht Club is in good shape and will last at least 15 more years, and if and when it needs to be upgraded or repaired, the current location is far more desirable than constructing a new lift station right on the lakefront. Martin stated that the extra construction funds that would have been needed for the initial site work for a future lift station can be allocated for installing new water lines that are needed throughout that area of the village.

Adreani/Sollars 2nd made a MOTION to direct the Village engineer to remove from the South Lakeshore Drive Water Main Project preliminary construction plans the

infrastructure work for a new village lift station at the Lake Geneva Yacht Club lakefront, and the MOTION carried without negative vote.

Proposal for Preliminary Design Cost Estimate for Tarrant Drive Lift Station Gravity Line

Martin stated that Ruckert-Mielke submitted a proposal not to exceed \$4,500 to complete the preliminary design and cost estimate planning for a proposed new gravity sewer line to replace the Tarrant Drive lift station. The Village will need to acquire easements from some of the Tarrant Drive property owners and from the Big Foot Country Club to complete the project.

Sollars/Pariser 2nd made a MOTION to recommend Village Board approval of the proposal submitted by Ruckert-Mielke not to exceed \$4,500 to complete the preliminary design and cost estimate planning for a proposed new gravity sewer line to replace the Tarrant Drive lift station. The MOTION carried without negative vote.

Updated Construction Schedules/Progress Report

Martin distributed a written report from Ruckert-Mielke engineer Terry Tavera which states: "Per our discussions this is not a good climate for bidding projects that need to be completed yet in 2014. Contractors are very busy, municipalities are getting few bids, and prices are coming in very high relative to recent years. That is why for the schedule we are allowing contractors to extend projects into 2015 or bidding them in early 2015 for spring/summer construction." The Church and Van Slyke Drive Reconstruction project is scheduled to commence with utilities and erosion control work the week of August 25, 2014 and construction on Tuesday, September 2, 2014. Preliminary planning is underway on the South Lakeshore Drive Water Main Project, and the plans will be finalized when soil borings are received and the required easement with the Lake Geneva Yacht Club is negotiated. Preliminary planning is underway for the Mohr Road project, which is being funded in part by a state grant. The project calls for pulverizing and overlaying the roadway and addressing storm water runoff concerns. The preliminary plans will be finalized when soil borings are received, and the plan is to bid the construction contract with the Indian Hills subdivision storm water project in 2015.

Abbey Springs Water Main/Standpipe Project and Brookwood Water Main Situation

Martin stated that it has been several years and the negotiations for an easement and/or land purchase from the Bates family for the Linn Township site of a new standpipe to replace the Brookwood water tower have not been successful. Martin stated that if and when a deal can be negotiated with the Bates family, there are several other easements that will be required before the plans can be finalized and put out for bids. Martin stated that as well as the need to get the old Brookwood water tower abandoned and razed, there is also now a pressing need to install new water main throughout the Brookwood subdivision. Staff has had initial discussions about replacing the current Brookwood water tower with a new tower located on an adjacent undeveloped lot located in the Village. Barr stated that by crossing the Fox Family Farms property with a water line from a new water tower, the plan to install a new water line through Abbey Springs and abandon the old water line that crosses the golf course can still be accomplished. And a

new water line can be installed in the Brookwood subdivision as part of the project. Martin stated that staff would like authorization to begin preliminary planning and easement/land acquisition negotiations for replacing the Brookwood water tower with a new water tower on an adjacent site in the Village in case the standpipe project easements cannot be obtained in the very near future.

Adreani/Sollars 2nd made a MOTION to recommend that the Village Board authorize staff to begin preliminary planning and easement/land acquisition negotiations for replacing the Brookwood water tower with a new water tower on an adjacent site in the Village, in case the standpipe project easements cannot be obtained in the very near future. The MOTION carried without negative vote.

Main Lift Station Generator Failure and Pump Rehab or Replacement Direction

Barr stated that following the generator and pump emergency call out at the Main Lift Station on Saturday, July 26, 2014, he has been investigating the situation with village electrician Russ Ceschi and Rick Bartelt from L.W. Allen, Inc., Madison. Barr stated that the investigation is currently at the point where they removed the pump that blew out and caused a phase to ground fault. The phase to ground fault burned out the circuits on a control board, tripped the breaker on the pump starter and shunted the main breaker for the whole lift station. Barr stated that the two remaining pumps are now on manual start-up, and the blown pump is being investigated by an engineer at L.W. Allen. Ceschi stated that the control board and pump generator were fried out because the power surge that was created by the blown pump, or that caused the pump to blow, went into the ground instead of to the safety breaker. Ceschi stated that he and Barr have had concerns with the Wilo Emu pumps since they were planned for the Main Lift Station. Barr stated that the Emu pumps are manufactured in Germany and the local service provider no longer is affiliated with the company. Bartelt stated after pulling the blown pump, L.W. Allen has a preliminary estimate totaling \$45,500 to repair it with new parts; however, the price could be less if some of the parts can be rebuilt. The cost for a new Fairbanks Morse pump is initially estimated at \$56,450, plus \$10,000 to \$15,000 for installation expenses. Bartelt stated that the Emu pump motor was Megger tested and the reading was .05, and anything below 5 signifies that the windings have a short and therefore the motor is bad and needs to be rebuilt or replaced. Bartelt stated that the Emu pump volute wear surface is also worn and needs to be re-worked back to factory tolerances; and the upper and lower mechanical seals, the upper and lower bearings, O-rings, impeller fastener and oil need to be replaced. Bartelt stated that the existing motor shaft and bearing frame have not been measured, and if the repair option is chosen these parts will need to be tested and measured to verify that they can be used. Barr stated that the Emu pump is only eight years old and when they were selected for the main lift station construction, it was stated the pumps were supposed to last for more than 15 years. Barr stated that the pumps are 150 HP and run daily and he and Ceschi recommend replacing the blown Emu pump with a new Fairbanks Morse pump. Barr stated that the village has Fairbanks pumps in its other lift stations and there have been no concerns with them. Following a lengthy discussion, the committee reached the consensus that the a new Fairbanks Morse pump should be ordered as soon as possible to replace the Emu pump; and that since it will take up to three months after the date it is ordered for the new pump to be constructed, delivered and installed, the new pump should be ordered as soon as possible. The

committee directed Martin to check with Village attorney on the bid statutes and the possibility of the Village Board calling an emergency meeting since the main lift station is currently operating with only two of the three pumps. Barr stated that two pumps will be adequate; however, if another one of the Emu pumps blows, the lift station will have to be pumped into tankers for transport to the wastewater treatment facility.

Sollars/Adreani 2nd made a MOTION to recommend Village Board approval of the purchase of a new Fairbank Morse 150 HP pump to replace the blown out Wilo Emu pump at the main lift station in Reid Park, and to request that the Village Board call an emergency meeting to authorize the purchase as soon as possible. The MOTION carried without negative vote.

Annual Water Main Overruns and Plan of Action

Barr stated that the annual PSC online report now contains an accurate total, not an estimated total of gallons of water that was used by the Village but not paid for in the year. Barr stated that the Village was notified by the PSC that a plan of action to reduce the total number of overrun gallons is now required, so the village will have to charge itself for the water the Fire Department uses for training and maintenance activities, and charge contractors when they use water for construction projects.

Set Next Meeting Date

The next meeting was scheduled for Saturday, Sept. 27, 2014, beginning at 8:00 am.

Adjournment

Pariser/Sollars 2nd made a MOTION to adjourn the meeting at 10:15 am, and the MOTION carried without a negative vote.

Minutes prepared by Village Administrator Dennis Martin

Approved: 11/22/2014