

Meeting called to order at 10:00 a.m. by Trustee Foster.

Foster, Kies, and Broderick present.

Also present: Davie Porter, Kirk Ruetten, Bard Warner, and three other people. Chris Ferguson, MCO also present. Craig Samolinski, Troy from McMahan.

Public Participation

- Bob Ronk and Dr. Peggy Larson- Stormwater Utility.

Communications

Approve Minutes from March 10, 2020 Public Works Meeting

MOTION by Kies, seconded by Foster, to approve the March 10., 2020 Public works meeting.

Carried by voice vote. Broderick abstain.

Field Supervisor Report Report –

- Josh's last day was Friday.
- Compost opening this week with regular hours.
- Finished up Twin Harbor Drive
- Clean and prepped cemetery.
- Prepped park for opening – signs have been posted.

MCO Report – Chris Ferguson (MCO)

- 212 Digger's Hotline
 - 4 watermain breaks
 - Reverse Osmosis skid delivered – ready for start up scheduled July 15th
 - Start back up with water meter replacement
 - Flows maxed out on May 28 2020
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 - Continue to have issues with “rags” at Landings liftstation, with Pump#1 being pulled weekly. Rags – sanitary wipes, etc . This has been going on for slightly over a year – but it is getting worse. Hard to pinpoint. Mainly on weekends.
 - Public education with next water bill. Also on website.
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DPW Report

- Submitted the PSC unaccounted Water Loss Report
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Old Business Village Project and Priority

- Main Street lighting and bridge. Have not signed off on project yet for that reason. Would like to close this project out.
 - Trustee Foster – temporary mailboxes on Main Street. Property owners responsibility to replace mailboxes. They were all informed. Provide gentle encouragement.
 - DOT is actually administering the project. Have begun liquidating Main Street but not have started the bridge project. Ask Kirk
 - Finished Twin Harbor Drive project. Another 1.5 year warranty.
 - N 6th Street – sanitary sewer and water finished. Working on storm sewer. Should finish up next week depending on the weather. Vinton on schedule for July 6th but could move up to the June 22nd. Utilities one contract and the street was a separate contract.
 - Brad – Sovereign State Days – at this point still on.
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Well and Water Quality

- Suppose to be yesterday. Contractor continues to delay the project. Everything is ready to go. Skid takes – computer locked up. Ask Kirik.
 - Looking for additional three months for the months we lost.
 - Have DNR approval to start. . . . not allowed site visits due to Covid.
 - Three month study. Magnanise problem in the water.
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Storm Water Utility Creation

- Reviewed by Brad Warner
- Full footpring of high school for impervious area. Also a property in the Industrial Park.
- Need to determine basis for the ERU.
- Will review numbers again with DPW Ruetten.
- Capital Improvement Program for stormwater . . . to come up with more information for the nest meeting. Start our large customer meetings.
- School is here today they may be the number one customer.
- Hold informational meetings.
- Ordinance.

- Implementation – perhaps the first of the year 2021.
- Couple of decision points.

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- o ERU size
 - o Questions from school.
 - o School – is this mandatory today for Winneconne
 - o Brad – no mandantory requirement from the state.
 - o Currently Village does everything stormwater related – all under the general fund. A lot of communities have created stormwater utilities to help fund and distribute the costs on a fair basis . . . about 77% have a MS4 permit. 23% not required but still have a stormwater utility. Really just a way to better allocate costs and to prepare because we know it is coming. Having utility in place – preparing for when that day comes that it will mandatory.
 - o Annual charge of \$38,000 to \$58,000 is a huge cost for the school system . . . that would be a teacher. Very concerned about the annual cost.
 - o What offset will there be in your calculations for retention ponds – some sort of credit system which has yet to be determined. The permit with the state is not about the amount of runoff it is more concerned about the quality (what is in the runoff).
 - o State mandated a biopond for the school when auditorim was built.
 - o As of now, there is no municipal permit required.
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 - o Ronk –concerned about stormwater runoff from middle school by church the retention pond was required. Some discharges into the channel. TSS is being deposited into the pond.
 - o Was not a municipal requirement at that time.
 - o Ronk – timing of charges. Recommendation to the board will be to begin January 1, 2021. Same for transportation.
 - o Broderick – does that mean we are currently covering costs out of general fund . . . would that be reduced . Required to reduce levy limit by the amount spent on stormwater utilities in 2013. Basically infrastructure is built to support schools, churchs but they do not pay taxes – so costs will be allocated fairly.
 - o Trustee Foster - # 1 citizen complaint has been the condition of the roads.
 - o Trustee Kies – DNR is going to start looking more closely at stormwater. Just makes sense.
 - o Broderick – timing.
 - o DPW – EPA has signed off in neighboring area. About \$190,000 in projected capital improvement funds.
 - o Understand it is difficult to swallow all at once. However, for the last 10 years we have been underinvesting and now we are in the position to play catch-up.

- Broderick – before I feel comfortable agreeing to these things when is the last time we took a hard look at our expenses. Business I worked we were required to reduce expenses 4% a year. Transportation utility may be something new. Everything is more – is going to require a lot of education of the Village. We have to talk equally about taking costs out.
- Brad – doing things better and more efficiently long term. Streets – a lot of patching. Look at concrete – realized upfront a \$80,000 savings and a lot less maintenance with a concrete street. More sustainable for the community. Cheap is not necessarily the most value in the long term.
- Dave – consumer price index is 1 – 3% a year . . . and levy limit does not take that into account. Our budget has been decreasing every single year.
- Broderick – lawn cutting service. What if we contracted lawn care for the parks. What things we can do more efficiently.

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- UWO Oshkosh did a study for the Village on lawn care – discovered since most of the people are seasonal but was not a private contractor that could do it for less.
 - Does not mean there may be other cost cutting opportunities.
 - Foster – Main Street road project – all of the property owners on that road got a brand new street. Twin Harbor had to pay a special assessment for a brand new street.
 - Ronk – obvious concern is diminishing budget and revenue due to COVID do not know where we stand. This will be a setback. Fundamentally about human capital expense – every head you take out of the equation is very important for the future.
 - Foster – favorite phrase is unfunded mandates. School district is a great asset.
 - DPW Ruetten – now that we are back to committee meeting need to get back to our schedule. Reviewed dates in stormwater presentation.
 - Establishing ERU's. Next meeting hope to set the ERU size and set the pricepoint. How many residential versus non-residential and determine the budget to determining where we want to set the ERU price. Also review ordinances and credit policies. Have been looking at this for the past eight months.
 - Broderick – ERU's from other municipalities cannot compare communities of similar size. Depends on how you want to balance their cost between single family homes and commercial properties.
 - Kies – look at certain communities. Allouez 90% SFR with some institutional and one industry. Kimberly is pretty balanced community. Marinette has a wide variety with some very large industrial and a varying degree of residential.
 - Ronk – would you summarize what the process is moving forward from here and what some of the critical milestones are.

- Dave – need to finalize numbers. ERU’s. Hoping to finalize ERU’s at next month’s meeting. Setup public informational meeting. Then develop ordinance which will require a Public Hearing. Village Board to take formal action after the Public Hearing.
- Dave – spoke to Peggy because we are aware the calendar is not a fiscal year.
- Peggy – unfortunate we cannot increase our revenue.
- Foster – thanked the school representative for coming.

DPW Ruetten presented draft of the CMAR – once approved by Public Works Committee a resolution is created and adopted by the Village Board. 2019 Compliance Maintenance Annual Report (CMAR). Currently doing great. No violations. Great score of 4.0.

MOTION by Broderick, seconded by Kies, to approve the CMAR and recommend the Village Board approve the 2019 Compliance Maintenance Annual Report. Carried by voice vote.

Village Easement (255 Twin Harbor Drive)
Property owner Craig Samolinski

Driveway would encroach the easement and the garage would be right on the edge.

Need the easement modified and record at the County.

Craig Samolinski – understanding that if there would be a future issue it would be at my expense.. Only asking to go over a couple of feet. Still waiting for house placement from engineer. Waiting for FEMA. Just to take advantage of some of the property and is for a driveway and makes the entrance into the garage easier. Thinking of adding a walkway on the east side of the garage . . . not sure. As of right now just encroach a couple of feet over for the driveway.

Broderick – could you move it slightly to the west . . . primary issue is entry into the garage.

Dave – there is a 15 feet easement – requesting to encroach two feet. Would it be feasible to shift everything two feet as there is more room on the other side. Trying to prevent future conflict.

Craig – still waiting for final house placement. Trying to keep social distance from the neighboring properties. Talked to them about the possibility of a retaining wall on the east side.

Neighbor to the west is a foot above the floodplain.

Computere issues again.

Trying to keep it the same. Hope to have elevations next week.

Foster – what is Emily’s request.

Kirk – encroachment – recommend to Planning Commission for approval. Then to the Village Board. Final decision is with the Village Board.

Deeds – need to be recorded on deed.

Kies – bigger one . . . you are about five feet over. Just a hand drawing.

Foster – side yard setback – 10 feet. Need 15 feet because of floodplain.

Craig – just concrete on easement. No construction.

MOTION by Foster, seconded by Kies, to approve the encroachment and register on the property deed recommend the Plan Commission Village Board approve the

request for encroachment as presented on 5A into Village Easement at 255 Twin Harbor Drive.
Carried by voice vote.

Vehicle Equipment Replacement Discussion

Reviewed by DPW Ruetten.

Village Board created a vehicle equipment fund but has yet to be created. Following the directives by the auditor . . . had to determine the time spent per vehicle by department.

We have either put off or extended or needs to be replaced. Need to budget for a dump truck
Looked at used vacuum truck that would replace several pieces of equipment. Allocated to the utilities.

How do you want to proceed with paying for equipment. Currently not budgeted for.

Broderick – who established life cycles. Established by the DOT. Squads are about every 18 months.

Foster – what are you looking for?

David – would like to start with the 2021 budget.

Kirk – the international dump truck – would need to get the spec out now for bidding. It is a 10 month build.

Could replace three pieces of equipment with one piece of equipment – dual function between wastewater and water. Replacing a 430000 with 105,000 to be split between two utilites.

Spend about 16,000 a year outsourcing and then rent an additional piece of equipment for about \$2000.00. Broderick would like an analysis of the cost. Kirk – could be used for leaf collection for curbs and catch basins. Current vehicle is 1980. Cost to own analysis.

Kies – any revenue from the pieces we want to sell. Yes .

No shortage of expenses.

Kirk preference to get rid of 2015 dump truck (lemon) and keep the 2010 dumtruck.

Just something to think about . . just need to get specs out if want to replace dump truck.

About 15,000 to fix the 2010.

Sanitary district #3 would like a break down of expenses used for the Sanitary District. The SD3 wants to pay for expenses at the sewer plant but not for the collection system (sewer mains).

They do not want to subsidize the village collection system just want to pay for what the SD3 uses.

Postpone – which adds maintenance costs.

Set next meeting date and adjourn.

July 14th 2nd Tuesday 10:00 a.m.

Broderick – would like to schedule a tour of the facilities. Just schedule with Chris at MCO.

TOUR – Thursday at 11:00 a.m.

MOTION by Foster, seconded by Broderick, to adjourn. Carried by voice vote.

11:53 a.m.

Minutes taken by
Jacquin Stelzner

Clerk-Treasurer
