

# **PUBLIC WORKS MINUTES VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF DEERFIELD HELD  
AT THE DEERFIELD VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON  
SEPTEMBER 9, 2013 AT 5:45 P.M.**

## **CALL TO ORDER – NOTING OF ROLL BY CLERK**

The meeting was called to order at 5:45pm by Chair Tebon. Roll call: Schreiber, Frutiger and Tebon. Also present: Public Works Director, John Doyle, Engineer Mark Barden and Walter Olson.

## **CONSENT AGENDA**

Motion by Tebon, second by Frutiger to approve the September 9, 2013 agenda as presented. All ayes, motion carried.

### **A. APPROVAL OF MINUTES FROM AUGUST 12, 2013**

Motion by Frutiger, second by Tebon to approve the minutes from August 12, 2013 as written. All ayes, motion carried.

## **PUBLIC APPEARANCES**

### **A. PUBLIC COMMENTS**

## **UNFINISHED BUSINESS, REVIEW & ACTION THERE ON**

### **1. UPDATE ON WELL #3**

Doyle informed the committee that Municipal Well & Pump has completed the pump work, well cleaning and test pumping at a cost of \$14,370.00. The next step is the super chlorination and submitting two (2) bac-t samples to the State Laboratory for testing, if the samples come back safe the well should be able to be used next week. Monitoring for iron bacteria will also be done and Town & Country is working on a plan for the wells.

## **NEW BUSINESS**

### **A. RESOLUTIONS**

#### **1. R2013-10 A RESOLUTION AWARDING A CONTRACT TO GRADE-TECH PAVERS FOR THE 2013 DEERFIELD STREET IMPROVEMENT PROJECTS**

Barden presented Town & Country's letter dated July 22, 2013 containing their analysis of the Bids received for the 2013 Street Improvement projects and their recommendation for Award of Contracts. Based on the Bids Barden recommended awarding the contracts to Grade-Tech Pavers, Inc. who was the lowest bidder for Contract A at \$23,140.00 and Contract B at \$265,376.61. Contract A Alternate Bid No. 2 and Contract B Alternate Bid No. 2 is for the completion of the 2012 project work and is subject to additional contractual requirements set forth by Hanover, which was the bonding company for the 2012 project, and may be awarded following approval by the Village Administrator, Village Attorney and Village Engineer. TID #2's portion of the contracts totals \$201,717.00.

Motion by Tebon, second by Schreiber to approve and recommend to the Village Board resolution R2013-10, a resolution awarding a contract to Grade-Tech Pavers for the 2013 Deerfield Street Improvement projects. All ayes, motion carried.

### **B. LICENSES & PERMITS**

### **C. REVIEW & ACTION**

#### **1. DISCUSS APPROVAL OF HANOVER TAKEOVER AGREEMENT**

This agenda item was covered during the discussion of resolution R2013-10.

#### **2. DISCUSS PURCHASE OF SHOULDERING EQUIPMENT – DOYLE**

This agenda item will be discussed under the release of the Letter of Credit for the Drumlin Hill Plat.

#### **3. DISCUSS RELEASE OF LETTER OF CREDIT FOR DRUMLIN HILL PLAT**

Walter Olson is requesting that the Village of Deerfield release the Letter of Credit that the Village is holding for the Drumlin Hill plat, in the amount of \$58,053.09. The letter of credit is for work remaining in the plat consisting of the surface course of asphalt, the gates at the bike trail, street signs and the street trees. Village Engineer, Mark Barden, walked the plat and after review submitted a list, dated September 9, 2013, consisting of the surface course of asphalt, adjustment of hydrants, site work and erosion control, breakaway gate, street signs, street trees and Village inspection and other Village costs, totaling \$36,535.00, plus a 10% contingency of \$1,150. Doyle is requesting that the cost of the street trees which totals \$6,000 be forgiven in exchange for a piece of shouldering equipment that Olson is willing to sell to the Village. Doyle feels that this is a good swap as the equipment is only a few years old and is in good condition. Doyle also believes the cost of street signs should be reduced from \$500 to \$300. With these changes the total amount of the Letter of Credit can be reduced to a total,

including the contingency, of \$33,258.50. Olson will be required to provide cash in the amount of \$33, 258.500 in order for the letter of credit to be released.

Motion by Tebon, second by Frutiger to approve and recommend to the Village Board releasing the Letter of Credit for the Drumlin Hill plat contingent upon Walter Olson providing the Village with a cash deposit in the amount of \$33,258.50, which will be held until the surface coat of asphalt is laid, the hydrants are adjusted, topsoil placement, fine grading, seeding, fertilizing and mulching along the bike path is done, the bike trail emergency access breakaway gate is installed and the street signs are installed. All ayes, motion carried.

**4. DISCUSS BILL FROM A1 TREE SERVICE FOR WORK PERFORMED AT 101 S. MAIN STREET**

In May 2013 a storm took down a tree on the property located at 101 S. Main Street. The Public Works Director, John Doyle, was called to the location because part of the tree was lying across the sidewalk and onto Hwy. 73 and the part of the tree was hanging over the neighbor's driveway. Doyle determined that the tree was a public safety issue and instructed the property owner to have it removed. The property owner was unsure what needed to be done so Doyle contacted A1 Tree Service to have the tree removed and instructed them to send the bill to the property owner. A1 Tree Service informed Doyle recently that several attempts have been made to collect the money from the property owner with no results. Doyle is now requesting that the Village pay A1 for their services and to place the amount on the properties tax bill. Attorney Anderson was contacted to get her legal opinion about adding the charge to the properties tax roll and Anderson confirmed that due to the fact that the tree was causing a public safety issue the Village can legally place the charge on the property owner's tax bill.

Motion by Frutiger, second by Tebon to approve and recommend to the Village Board payment of \$1,477.00 to A1 Tree Service for work performed at 101 S. Main Street and to place this amount on the property owner's tax bill. All ayes, motion carried.

**5. DISCUSS OPTIONS FOR N. HIGH STREET – DOYLE**

Tabled.

**ORDINANCES**

**COMMUNICATIONS**

**STAFF REPORTS**

Doyle reported that the Emerald Ash Borer has been located in Watertown; Public Works will be working on street patching; the new truck should be ready for pick-up in about 2 weeks and that the newspaper notification for the repair of on the sludge storage tank has been published, the material is expected to be delivered by September 18<sup>th</sup> and the work is to begin on October 1<sup>st</sup>.

**ADJOURN**

Motion by Tebon, second by Frutiger to adjourn at 6:47 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk/Treasurer