

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 MONDAY, OCTOBER 11, 2010 AT 6:00 P.M.

CALL TO ORDER – NOTING OF ROLL BY CLERK

The meeting was called to order by Chair Tebon at 6:03 pm. Roll call: Frutiger, Schreiber and Tebon. Also present: Village Administrator Patrick Vander Sanden, Public Works Director John Doyle, Village Engineer Warren Myers, Village President Mary Chadwick-Kiefer and Dick Ireland.

CONSENT AGENDA

Motion by Schreiber, second by Frutiger to approve the October 11, 2010 agenda as presented. All ayes, motion carried.

APPROVAL OF MINUTES FROM SEPTEMBER 13, 2010

Motion by Frutiger, second by Schreiber to approve the minutes from September 13, 2010 as written. All ayes, motion carried.

PUBLIC APPEARANCES – NONE

PUBLIC COMMENTS – NONE

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

1. WELL #4 PROJECT – DISCUSSION & ACTION AS NECESSARY

Myers informed the committee that the tentative schedule for Well #4 is as follows:

- October 18th – temporary start pumping and pull water samples for testing
- October 19th - Chemical pump start up
- October 25th – Well #4 in service

Once Well #4 is up and running, which is anticipated to happen in early November, Well #1 can be abandoned. Myers stated he would like to try running Well #4 without adding any polyphosphates and then test for iron levels. Should the results show lower levels of iron than previously reported the Village might not have to add polyphosphates which will save money.

Myers recommended approval of a pay request from Gilbank Construction for \$101,184.50 and a request for disbursement for financial assistance in the amount of \$106,377.90. The request for disbursement of Financial Assistance is a combination of Gilbank's pay request, engineering costs of \$5,088.40 and a bill from Dane Co. Land Conservation for \$105.00.

Motion by Tebon, second by Schreiber to approve and recommend to the Village Board payment of pay request number 6 from Gilbank Construction for \$101,184.50 and request number 11 for disbursement of Financial Assistance for \$106,377.90. All ayes, motion carried.

Myers informed the committee that the following work change directives were issued:

- Work Directive No. 6 for \$2,782.00 to install chemical pumps at Well No. 3
- Work Directive No. 7 for \$898.00 to complete the required supply of HVAC controls stations
- Work Directive No. 8 for \$1,420.00 to add the additional erosion control required by Dane County land conservation

These directives were not part of the original bid and will appear as a change order through Gilbank's pay request.

Myers also discussed two (2) additional items with the committee. The first item being a bill, to William/Reid LTD, for \$11,624.10 which the Village is paying for directly and will get reimbursed through the fund loan. The second item discussed was the lettering at Well #4. The committee reviewed the diagrams distributed by Myers and agreed to remove the letters "Village of" and leave Deerfield, Well #4 and the address with the letters being enlarged as much as possible and in the color green.

2. WATER USE DURING NEW HOME CONSTRUCTION – POLICY

Doyle informed the committee that this policy will allow the Water Utility to install a temporary meter in new homes under construction in order to get a better control over the amount of unmetered water usage. Currently new

homes are billed \$23.70/month. This amount accounts for 5,000 gallons of water but there is no way to determine if more than that amount is used. Under this policy the \$23.70 will continue being billed monthly unless more than 5,000 gallons are used, at which point the property will be billed in accordance with Schedule Mg-1, of the Public Service Commission of Wisconsin's rate schedule for the Deerfield Water Utility.

Motion by Frutiger, second Tebon to approve and recommend to the Village Board policy #2010-1, General Water Service During Construction of New Home. All ayes, motion carried.

NEW BUSINESS

A. RESOLUTIONS - NONE

B. LICENSES & PERMITS – NONE

C. REVIEW & ACTION

1. VILLAGE LAWN MOWING – 2011

Vander Sanden informed the committee that this fall ends the two (2) year contract with T & D Lawn Care for mowing the Village's parks and open spaces. Due to the recent change requiring independent contractors to obtain their own Workers Compensation insurance and the addition of Savannah Park, in August of 2011, Vander Sanden anticipates a large increase in the amount of the bids we will receive for contract mowing. Because of this Vander Sanden proposed that the committee consider hiring seasonal employees instead of going out for bids in order to save money. Seasonal employees will save us money because they will only work when needed with the knowledge that no work is guaranteed and we would structure them so that no one worker would go over the legal number of hours which would prompt the need for benefits versus outsourcing the job where the Village would pay regardless of need.

2. ANNEXED LANDS – MAINTENANCE ISSUES

Doyle informed the committee that due to the annexation of Walt Olson and Don Tierney's properties the Village now owns parts of London Road and Liberty Road which were previously maintained by the Township. These areas are in need of mowing and shouldering. The committee agreed that the property owners, of the areas in question, should be sent letters informing them that it is their responsibility to mow and Doyle should contact the Township to work out arrangements for the shouldering.

3. STORMWATER PROJECT – ALLEY BETWEEN NELSON AND S. INDUSTRIAL

Vander Sanden informed the committee that Dick Ireland/D & J Service center is looking at blacktopping his parking lot and suggested that the Village consider repaving the Village's portion of the alley between Steve Bilsky's property, which is directly south of Ireland's, and Ireland's property. Vander Sanden received quotes from Lake Mills Blacktop for \$2,795.00 for the entire area and \$665.00 to repair just the edge of the alley. Currently there are sufficient funds available in "Streets and Alleys" to pay for this project.

Motion by Tebon, second by Schreiber to approve and recommend to the Village Board reconstructing of a portion of the alley located between E. Nelson Street and S. Industrial Park Road behind 116/120 S. Main Street as long as the amount stays within the account funds available. All ayes, motion carried.

Doyle informed the committee that he will be asking for funds, in the 2011 budget, to complete Phase III of the Village's storm water project. The project, which started back in 2006, starts at the DNR Bike Trail and runs through Park Drive. Phase III will start at Liberty Street, go westerly to the alley that runs parallel to S. Main Street and continue along the alley to State Street. The project would also allow the Village to disconnect a portion of the Village's storm water that runs under Liberty Commons which is privately owned. Myers stated that we need to know if we are going to do this project far in advance because there are fiber optic lines that are located in the alley which need to be moved and the company that does this needs at least a years notice. Myer anticipates the cost of the project to be \$91,324.00.

4. 2011 ROAD PROJECTS

Tebon stated that due to the lack of time this agenda item will be tabled to the next Public Works meeting.

ORDINANCES

COMMUNICATIONS

STAFF REPORTS

ADJOURN

Motion by Schreiber, second by Frutiger to adjourn at 6:55 pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Clerk/Treasurer