

**CITY OF CEDARBURG**  
**PUBLIC WORKS AND SEWERAGE COMMISSION**  
**May 8, 2025**

A regular meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held on Thursday, May 8, 2025. This meeting was held at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 2.

The meeting was called to order at 7:00 p.m. by Rick Verhaalen.

Roll Call: Present – Rick Verhaalen, Terry Wagner, Bob Dries, Charlie Schumacher, Nick Janous

Excused- Mayor Patricia Thome, AJ Hester, CM Robert Simpson, Tim Larson

Also Present - Director of Engineering Michael Wieser, Superintendent Dennis Grulkowski, Administrative Assistant Theresa Hanaman, Craig Obry, Jared Kison

**STATEMENT OF PUBLIC NOTICE**

Administrative Assistant Theresa Hanaman confirmed that proper legal notice of the meeting had been given.

**APPROVAL OF MINUTES**

Commissioner Schumacher made a motion, seconded by Commissioner Wagner, to approve the minutes of April 10, 2025. The motion carried unanimously with Commissioners Hester, Larson, Mayor Thome, and Council Member Simpson excused.

**COMMENTS AND SUGGESTIONS FROM CITIZENS - NONE**

**NEW BUSINESS**

**CONSIDER AMENDMENT NO. 1 TO THE ENGINEERING SERVICES AGREEMENT RECEIVED FROM DONAHUE FOR PHASE 2 OF THE WRC FACILITY PLAN; AND ACTION THEREON.**

As the PWSC is aware, Donahue is currently working on Phase 2 of the Facility Plan for the Water Resource Center (WRC). Director Wieser informed the PWSC that there will be an amendment to the plan that includes Membrane Bioreactor (MBR) treatment at the existing WRC, as well as connections to the MMSD alternatives within the Facility Plan. The Wisconsin Department of Natural Resources (WDNR) has determined that a full Cultural Resources Review, an Endangered Resources Review, and an Agricultural Impact Notice are not necessary for the Pioneer Road site. This decision has resulted in some cost savings from the engineering services agreement for Phase 2 of the Facility Plan. Donahue is proposing an additional fee of \$12,460 to incorporate the two alternatives. The work, along with the entire Facility Plan, is expected to be completed in September.

Director Wieser reported that the staff met with Donohue this week to discuss Phase 2 of the project. Donohue has completed the geotechnical assessments and received the corresponding reports. It was noted that on Hamilton Road, the rock was only about 4 feet deep in some areas, which is quite shallow. Additionally, topographic information, street right-of-way data, easement specifics, property lines, wetland details, and utility information were collected.

Director Wieser stated that Donohue will prepare a figure showing the proposed route for the force main, which will run from the existing plant to the new site. The next steps will involve preparing a cost estimate for the demolition of the existing Water Recycling Center (WRC) facility to the point where the City can sell it as development land, as requested by the Common Council.

Following that, Donohue will update the Alternative Evaluation Chapter based on the reports received. They will also work on preparing a user pack analysis based on user rates and delivering the final plan for review by the City and the Department of Natural Resources (DNR). A public hearing will be required as part of this process.

Commissioner Verhaalen inquired whether the City would need to use eminent domain. Director Wieser responded that no properties would be impacted. Donohue outlined the force main to the new site, utilizing the existing right-of-way. All town roads fall within the boundary agreement and will be located at least 66 feet behind the ditch line.

Commissioner Dries made a motion, seconded by Commissioner Wagner, to approve the Engineering Services Agreement received from Donohue for Phase 2 of the WRC Facility Plan, not to exceed \$12,460.00. The motion carried unanimously, with Commissioners Hester, Larson, Mayor Thome, and Council Member Simpson excused.

## **REPORTS**

### **UPDATE ON PUBLIC WORKS OPERATIONS**

Director Wieser provided an informative update on the Public Works operation, highlighting several key activities. The team has been actively engaged in picking up brush, ensuring that our streets remain clean through diligent street sweeping, and collaborating with the Forestry department to plant new trees that will enhance our community's greenery. Additionally, they have been assisting the parks department with mowing to maintain the beauty of our outdoor spaces and recently completed the installation of six new umbrellas at the pool, providing much-needed shade for visitors.

### **UPDATE ON WATER RECYCLING PLANT OPERATIONS AND DISCUSSION OF MONTHLY REPORTS**

Craig Obyr notified PWSC that water was leaking in the basement of the WRC Facility due to a failure of a plug. When the plug was removed, a considerable amount of water flooded the basement. It was initially believed to be groundwater, but it came from an affluent channel stemming from the old plant.

### **IDENTIFY FUTURE AGENDA ITEMS**

- A. Electing a Vice Chairperson
- B. Evergreen Lift Station RFP
- C. Cedarburg Dams

**ADJOURNMENT**

A motion was made by Commissioner Schumacher, seconded by Commissioner Dries, to adjourn the meeting at 7:14 p.m. The motion carried unanimously, with Commissioners Hester, Larson, Mayor Thome, and Council Member Simpson excused.

Theresa Hanaman  
Engineering Administrative Assistant