

**CITY OF CEDARBURG
PUBLIC WORKS AND SEWERAGE COMMISSION
September 12, 2024**

A regular meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, September 12, 2024. This meeting was held at Cedarburg City Hall, W63N645 Washington Avenue, lower level, room 2. The meeting was called to order at 7:00 p.m. by Mayor Thome.

Roll Call: Present – Mayor Patricia Thome, Terry Wagner, Rick Verhaalen, Tim Larson, Nick Janous, AJ Hester, Charlie Schumacher, Council Member Robert Simpson

Excused - Bob Dries

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

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

A motion was made by Commissioner Larson and seconded by Commissioner Hester to approve the minutes of August 8th, 2024. The motion carried unanimously with Commissioner Dries excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Tim Stone from W70 N907 Evergreen Court asked the Public Works and Sewerage Commission if there is anything that can be done to clean up the pond on the property.

DISCUSSION ON THE ENGINEERING WORK FOR THE 2025 STREET AND UTILITY PROJECT; AND ACTION THEREON.

Director Wieser informed the Commission that the 2025 Street and Utility Project is planned for Evergreen Boulevard from Bridge Road to just north of Pine Street, Jackson Street/Hilgen Avenue from Washington Avenue to Hamilton Road, Fillmore Avenue from Garfield Street to Hamilton Road, Alyce Street from Washington Avenue to the interurban trail, Fairfield Street from Washington Avenue to termini, and on Layton Street from Washington Avenue to termini. Cedarburg Light and Water (CL&W) plans to do lead service replacement from the main all the way to the houses on Evergreen Boulevard, Jackson Street/Hilgen Avenue.

Generally, RFPs are sent out to 5 firms for the engineering work on the street project. The engineering work is then awarded to the lowest bid received. CL&W has used and plans to continue using RA Smith to set up their lead service replacement projects. Since CL&W will be using RA Smith for the lead service replacement portion of the project, staff proposes forgoing the typical RFP process and using RA Smith for the entire project. RA Smith was used for the 2024 project for the same reason. Director Wieser verified he can make a rough estimate to ensure RA Smith

is not overcharging and the City is given a fair price. Director Wieser reinforced that using RA Smith would be an easier option as he would not have to consult with an additional contact who may not have all the information for lead services.

Commissioner Verhaalen asked if there are any legal requirements, either state or federal that we would require the City to get multiple bids. Director Wieser confirmed that there is no legal requirement for professional services.

Commissioner Hester made a motion to approve RA Smith for the upcoming 2025 Street and Utility Project, seconded by Commissioner Wagner. Motion carried with Commissioner Dries excused.

CONSIDER PROPOSAL RECEIVED FROM DONAHUE FOR PHASE 2 OF THE FACILITY PLAN PROJECT FOR THE WRC.

Director Wieser detailed the proposal submitted by Donahue for Phase 2 of the WRC Facility Plan. Donahue will further evaluate the Geotechnical Information along the proposed interceptor and force main routes as well as the lift station location and WRC location at the Pioneer Road site, topographic, right-of-way, easement, property line, wetland, and utility information along the proposed interceptors and forcemains route, new lift station location, and at the Pioneer Road site, WDNR cultural resources and endangered resources review, agricultural impact notice for the Department of Agriculture, and the concept layout revisions with cost estimate revisions based on gathered additional information. This proposal would also finalize the Facility Plan Report for WDNR approval.

In June PW&S Commission brought the Facility Plan back to Common Council and asked if they had any questions at which time the PW&S Commission requested permission to move forward with some of the items on the Facility Plan list. This proposal from Donahue is one of the items which will not help the City make the decision regarding a new WRC Facility or refurbishing the current WRC Facility, but it will answer many questions. This analysis is needed either way because each alternative for the WRC has something that goes to Pioneer Road.

Mayor Thome brought to the attention of the PW&S Commission that after discussion with the City Administrator they are leaning towards a renovation and not a rebuild.

Superintendent Grulkowski mentioned the bio solids will go to Pioneer Road at some point down the road and this proposal needs to happen either way. There is a possibility the City of Cedarburg would have a regional bio solids facility where people would bring their sludge from other communities and the City of Cedarburg would process it and dispose of it.

Commissioner Larson made a motion to approve the proposed estimate from Donahue, seconded by Commissioner Schumacher. Motion carried with Commission Dries excused.

REVIEW THE PROPOSED 2025 ENGINEERING, PUBLIC WORKS, AND WATER RECYCLING CENTER OPERATING AND CAPITAL BUDGETS; AND ACTION THEREON.

Director Weiser stated that there have not been any major changes in the budget except for some changes in salary increases due to cost of living and a bump in training for the Assistant Engineer, traffic maintenance budget was bumped up to \$1000. Solid waste and recycling went up with contract increases and ground water monitoring on Pleasant Valley was bumped up \$500 to

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anticipate the new contract coming up. Director Wieser confirmed these are proposed numbers and projected activity for the 7-year street program.

Director Wieser went on to explain that the Public Works budget with salary and cost of living expenses was increased. Budget variances for Public Works include equipment maintenance which increased to \$5000 due to the cost of parts and shipping. Public Works is hoping to add a second mechanic to staff therefore the garage mechanic increased by \$61,189 and equipment outlay increased to \$2500 due to setting up a new mechanic with tools. Also, street maintenance contracted services were increased to \$35,000 for street painting.

Superintendent Grulkowski mentioned everything stayed the same except for the revenue side due to new rates. Some things that have changed significantly is Light and Water billing which is a year behind by \$17,000. According to billing and labor for the Wastewater plant they must make up for it this year. When the City has a significant rain event the turn bar screen is continuously running, and the washer press runs and consumes a lot of water which triples. Sludge hauling went down a little from a chemical found to slow it down. Next year there is a huge expenditure to replace a jetter truck.

Commissioner Hester made a motion to approve water engineering and public works budget, seconded by Commissioner Wagner. Motion carried with Commissioner Dries excused.

REPORTS

UPDATE ON PUBLIC WORKS OPERATIONS

Director Wieser updated the Commission that Public Works has been working on lawn mowing and catch basin repair. Also, street painting, a retaining wall project, and sidewalk on Harrison. Last week was brush pick up and the summer help is gone for the season. Public Works will start to help for Wine and Harvest Festival with an added street shut down.

UPDATE ON WATER RECYCLING PLANT OPERATIONS AND DISCUSSION OF MONTHLY REPORTS

Superintendent Grulkowski explained the flow sheet, with the BOD and TSS which is over what the plant has room for. Superintendent Grulkowski showed a rate study on other communities where Cedarburg is not the cheapest or most expensive as far as rates.

IDENTIFY FUTURE AGENDA ITEMS

Pond issue located and Canterbury Court Apartments

Recommendation to take the updated WRC facility plan to PW&S Commission and then Common Council.

ADJOURNMENT

A motion was made by Commissioner Verhaalen and seconded by Commissioner Schumacher to adjourn the meeting at 8:16 p.m. The motion carried unanimously with Commissioner Dries excused.

Theresa Hanaman

PUBLIC WORKS AND SEWERAGE COMMISSION

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Engineering and Planning Administrative Assistant

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