

**MINUTES**  
**PUBLIC WORKS COMMITTEE MEETING**  
**Thursday September 12th, 2013**  
**7:00 A.M., ALLOUEZ VILLAGE HALL**

Present: Lynn Green, Randy Gast, Paul Zeller, Craig Berndt

Excused Absent: Tracy Flucke

1. MODIFY/ADOPT AGENDA  
Motion to approve agenda as presented by Zeller, second by Berndt. Motion carried.
2. APPROVE MINUTES FROM THE AUGUST 15<sup>TH</sup> MEETING.  
Motion to approve by Zeller, second by Gast. Motion carried.

**OLD BUSINESS:**

NO OLD BUSINESS THIS MEETING

**NEW BUSINESS**

3. DISCUSSION/ACTION: REVISED MUNICIPAL AGREEMENT FOR THE WEBSTER AVE BRIDGE PROJECT (DPW Berndt).  
A revised municipal agreement from Brown County has been submitted to the Village. The revised agreement deletes the Village portion of the project cost which is nearly a \$300,000 cost reduction, which results in no project cost to Allouez. The original contract included a 20% cost share to Allouez for a portion of the project cost. According to the county this should not have been allocated to the village because the county covers all costs for bridges located within a municipality. Thus, the agreement has been revised and resubmitted to the Village for approval.  
  
Trustee Green discussed the right-of-way acquisition line item cost for Brown County included in the agreement. In follow-up discussion with Brown County, right-of-way acquisition is not anticipated but it is policy to include a line item cost in all agreements.  
  
Motion by Zeller, second by Gast: **Recommendation to the Village Board to approve the revised municipal agreement for the Webster Avenue bridge reconstruction project, and sign and return it to the Brown County Highway Department.** Motion carried.
4. DISCUSSION/ACTION: MUNICIPAL AGREEMENT FOR HOFFMAN ROAD RECONSTRUCTION PROJECT (DPW Berndt).
  - a. This is the draft municipal agreement with Brown County for reconstruction of Hoffman Road from Webster Avenue to the East River

bridge. This project agreement is based on a 50/50 split of the roadway and storm sewer project costs, and includes the cost of the additional roadway width (4' per side) from Libal to East River for bike lanes. The project cost to Allouez includes the estimated \$150,000 for the paving of Hoffman Road from Libal to Webster. The agreement does not include Village underground utilities (Allouez cost only). The project agreement also includes reimbursement for the Allouez storm water treatment cost (ie, Hoffman Road stormwater treatment system) allocated to Brown County for its share (50%) of this cost. This estimated \$25,000 cost is being reviewed and will be final by the board meeting. Further, the \$50,000 cost for the additional 4 ft lanes will be reviewed.

This agreement must be approved by the Village before the project proceeds. The solicitation of engineering services for the project design is in progress and a consultant will be selected in a few days. Brown County and Allouez are jointly handling the RFP and selection process.

Motion by Gast, second by Zeller: **Recommendation is to the Village Board to approve the Brown County Hoffman Road Municipal Agreement for signature, including checking the local cost allocation for the 4 ft lane additions and the storm water cost.** Motion carried.

5. DISCUSSION/ACTION: GBMSD 2014 DRAFT BUDGET REVIEW (DPW Berndt).

The committee discussed the draft 2014 GBMSD annual budget letter. The draft letter is intended to focus on three points: the actual cost to residential customers is greater than GBMSD reports, does the five years of rate increases for debt service match the actual cost of the R2E2 debt increase, and identify some areas of budget cost savings. The letter is to be sent to GBMSD soon so it is available to the commissioners before the next budget workshop meeting on October 10<sup>th</sup>.

GBMSD will hold its DPW budget workshop on Friday September 13<sup>th</sup>, so there may be some cost revisions to the letter prior to the village board meeting. The final letter will be presented at the board meeting.

Motion to approve by Green, second by Zeller: **Recommendation to the Village Board to approve the draft letter to GBMSD regarding the 2014 annual budget, subject to any minor revisions due to the GBMSD budget workshop.** Motion carried.

6. DISCUSSION/ACTION: WisDOT GREENE AVENUE PROJECT COST/FUNDING/SCHEDULE AND PATH FORWARD (DPW Berndt).

Discussion on the path forward for this project because of significantly higher construction cost for this project, and the impact on WisDOT funding. The Greene Avenue project (Libal to East River) was submitted

for funding under LRIP probably 10 years ago, and was a resurfacing project at a cost of \$350,000. It has been carried forward for all these years at this cost. However, it changed to a WisDOT funded project (80% DOT, 20% Village share) and must comply with all WisDOT design standards including Complete Streets (sidewalk, bike lanes). These are changes that occurred in the recent years. In review with WisDOT a week ago a significant cost change was identified. WisDOT estimates the project cost at about \$1,250,000. This project is included in the current local funding approval, however, it is funded at the lower cost of \$350,000. We cannot construct this project at this cost unless Allouez pays for all overage costs.

To deal with this issue the probable best path forward is to work with the Brown County Transportation sub-committee and the MPU to move this project to the next WisDOT funding cycle (which is moving is back 1 or 2 years) so it can be funded to the full amount. This is the recommendation—to work with the MPU on this issue and to move the project back in schedule to obtain full funding.

To more accurately identify the actual project cost and determine a preliminary design that meets complete streets we have met with Graef engineers (original A/E we selected for the Greene Avenue ARRA project submittal) to assist in the preliminary engineering.

Motion by Gast, second by Zeller: **Recommendation to the Village Board to proceed with the local MPU/Transportation Subcommittee to defer the Greene Avenue project for 1-2 years.** Motion carried.

**DISCUSSION:**

7. DISCUSSION: DELINQUENT WATER BILL PROGRAM UPDATE (DPW Berndt).

Results of the first two delinquent bill mailings were discussed, and the path forward for final implementation of this procedure. About a 50% positive response (paid outstanding bill or signed up for a payment plan) has been received so far.

8. ADJOURNMENT

Minutes by C. Berndt  
September 12, 2013