



N64W23760 Main Street
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**AGENDA
PUBLIC WORKS COMMITTEE
VILLAGE OF SUSSEX
6:00 P.M. TUESDAY, JANUARY 5, 2016
SUSSEX VILLAGE HALL – LOWER LEVEL**

Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Village of Sussex Public Works Committee, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments under the Public Comments section of the agenda, during any Public Hearing(s) or if the rules are suspended to allow them to do so.)

1. Roll call.
2. Consideration and possible action on minutes of the regular Public Works meeting on December 1, 2015.
3. Comments from citizens present and correspondence/communications received from citizens.
4. Consideration and possible action on bills for payment.
5. Consideration and possible action on Sewer, Water, Stormwater Items: None
6. Consideration and possible action on Sidewalk and Street Items:
 - A. Update on Main Street Reconstruction Project
7. Consideration and possible action on Other Public Works Items:
 - A. Garbage policy for large families needing a second garbage cart
8. Staff report, update and issues, and possible action regarding subdivision, developments, and projects:
 - A. Engineer's Report
9. Other discussion for future agenda topics
10. Adjournment.

Tim Dietrich
Chairperson

Jeremy Smith
Village Administrator

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Jeremy Smith at 246-5200.

VILLAGE OF SUSSEX
SUSSEX, WISCONSIN

Minutes of the Public Works Committee meeting held on December 1, 2015.

Chairman Dietrich called the meeting to order at 6:00 p.m.

Members present: Rick Vodicka, Trustees Bob Zarzynski, Matt Carran and Tim Dietrich.

Members excused: None.

Staff present: Administrator Jeremy Smith, Asst. Administrator Melissa Weiss, Village Engineer Judith Neu and Finance Advisor Dave Anderson of PFM.

Others present: Bill Wiesneski, Trustee Pat Tetzlaff and President Greg Goetz.

A quorum of the Village Board was present at the meeting.

A motion by Vodicka, seconded by Carran, to approve the minutes of the November 3, 2015 Public Works Committee meeting, as presented. Motion carried.

Comments from citizens present and correspondence/communications received from citizens:

There was no one present who wished to be heard.

Consideration and possible action on bills for payment:

A motion by Vodicka, seconded by Carran, to recommend that the Village Board approve the Public Works bills for payment in the amount of \$777,880.85 as presented. Motion carried.

Sewer, Water and Stormwater Items:

Mr. Smith gave an update on the stream blockage on Sussex Creek off of Silver Spring Road. There is a blockage in Sussex Creek located on Village property. The property is adjacent to Trustee Dietrich's property. Staff members Jeremy Smith – Village Administrator, Melissa Weiss – Asst. Village Administrator and Dennis Wolf – Asst. Director of Public Works toured the stream, found property stakes and are confident that the blockage is on Village property. Staff will remove it when the ground is frozen. Staff wanted to make it clear what work was being undertaken and clear to the public that work is not being completed on Trustee Dietrich's private property.

A motion by Zarzynski, seconded by Vodicka, to recommend that staff proceed with clean-up as described.

Trustee Dietrich recused himself. Motion carried.

A motion by Carran, seconded by Vodicka, to recommend that the Village Board approved the Spring Creek Project Costs for contamination overruns of \$62,202.37 as presented. Motion carried.

Sidewalk and Street Items:

Ms. Neu gave an update on the Main Street Reconstruction Project. The CDA's Streetscape Report was given to the Board.

Other Public Works Items:

A motion by Carran, seconded by Vodicka, to recommend that the Village Board approve the contract with Ruekert & Mielke for GIS migration as presented. Motion carried.

Engineer's Report.

Ms. Neu provided her report.

Request from Brandon Oaks for additional street lighting: Committee directed staff to bring back more refined lighting costs for discussion at a future meeting.

Other discussion for future agenda topics. Brandon Oaks lighting request.

A motion by Vodicka, seconded by Carran, to adjourn the Public Works Committee meeting at 6:40 p.m.
Motion carried.

Respectfully submitted,

Melissa Weiss
Asst. Village Administrator

VILLAGE OF SUSSEX
PUBLIC WORKS COMMITTEE
BILLS FOR PAYMENT

1/5/2016

VENDOR	AMOUNT		%COMPLETED	NOTES
ADVANTAGE PURCHASING, INC.	\$ 30,813.39	CIVIC CENTER CAMPUS	3%	
ADVANTAGE PURCHASING, INC.	\$ 108,194.30	CIVIC CENTER CAMPUS	7%	
D.F. TOMASINI, INC.	\$ 6,801.20	WATER MAIN REPAIR - HWY 164 & VV	100%	
GRAEF	\$ 620.00	VOS BRIDGE INSPECTION	100%	
KAHLER SLATER	\$ 13,952.22	VOS CIVIC CAMPUS - PHASE II PROF. SERV. 8/30-10/3/2015	97%	PREPAID 12/10/2015
KAHLER SLATER	\$ 13,160.97	VOS CIVIC CAMPUS - PHASE II PROF. SERV. 11/1-28/2015	98%	
MIRON CONSTRUCTION CO., INC.	\$ 328,304.12	VOS CIVIC CAMPUS	13%	
PAYNE & DOLAN, INC.	\$ 39,510.20	2015 ROAD PROGRAM	90%	
R.A. SMITH NATIONAL	\$ 9,941.41	MEIJER - PROF. SERV. 9/1-10/31/2015	95%	BILLABLE TO DEVELOPER - ROCKFORD CONST.
R.A. SMITH NATIONAL	\$ 58,202.99	SUSSEX PRESERVE - PROF. SERV. 8/1-10/31/2015	60%	BILLABLE TO DEVELOPER - ART SAWALL
RUEKERT-MIELKE	\$ 21,351.06	WOODSIDE RIDGE PROF. SERV. 10/3-10/30/2015	90%	BILLABLE TO DEVELOPER - MIKE KAEREK
RUEKERT-MIELKE	\$ 230.00	JOHANSEN FARM PROF. SERV. 10/3-10/30/2015	100%	BILLABLE TO DEVELOPER - JAHANSEN FARMS
RUEKERT-MIELKE	\$ 1,382.85	PHOSPHORUS OPER. & EVAL. REPORT PROF. SERV. 10/3-30/2015	100%	
RUEKERT-MIELKE	\$ 65,546.88	MAIN STREET RECONSTRUCTION	43%	
RUEKERT-MIELKE	\$ 562.00	CIVIC CENTER CAMPUS	96%	
RUEKERT-MIELKE	\$ 711.00	CIVIC CENTER CAMPUS	98%	
RUEKERT-MIELKE	\$ 47,613.21	MAIN STREET RECONSTRUCTION PROF. SERV. 10/31-11/27/15	48%	
RUEKERT-MIELKE	\$ 7,423.14	WOODSIDE RIDGE PROF. SERV. 10/31-11/27/2015	59%	BILLABLE TO DEVELOPER - MIKE KAEREK
VANDEWALLE & ASSOCIATES, INC.	\$ 1,050.00	CIVIC CAMPUS LANDSCAPE PLAN PROF. SERV. THRU 11/20/2015	99%	
TOTAL	\$ 755,370.94			



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MEMORANDUM

To: Public Works Committee
From: Judith A. Neu, Village Engineer
Date: December 29, 2015
Re: Main Street Reconstruction – Project Update

Design of the Reconstruction of Main Street has moved into its eleventh month. This month Village and Consultant staff have been concentrating on completion of the plans and specifications for Phase 1 of the project in order to bid the project in January.

Main Street and Silver Spring Realignment Road and Utility Designs: Phase 1 plans are about 95% percent complete. Plans have been reviewed by staff and revisions are in progress. The project specifications have also been reviewed by staff and comments returned to the consultant.

Neighborhood Meeting: The neighborhood meeting is scheduled for January 6, 2016, 4:00 PM to 6:30 PM at the Pauline Haass Library. Presentations will be made at 4:30 and 5:30 PM.

Utility Relocations: Final costs for the overhead to underground conversion (We Energies, AT&T and Time Warner Cable) are beginning to come in. At this time, we are on track to be within budget. The costs will be presented to the Board on January 12, 2016.

Village Board Action: A presentation on all aspects of Phase 1 of the project will take place at the January 12, 2016 Village Board meeting. The Board will be considering approval of the streetscape plan and the 2016 Phase 1 project as a whole that evening. Public Works Committee members are encouraged to attend.

Bidding: If the Board approves the project, we plan to advertise the project in January, and open bids in mid-February. We plan to hold a special Public Works Committee meeting on January 23, 2016 to present the bids. The Village Board will be asked to take action that same night.

Inspection Services: Requests for Proposals for Construction Inspection services have been sent to 3 firms. We have asked for their best inspector(s) that have strong track records of great customer service and experience with downtown street reconstruction projects to act as resident project representative. Village Engineering Staff will take the rolls of Project Engineer and Project Manager. We expect that Secret Strobl will spend about ½ of her time on site and on project management, and that I will spend about ¼ of my time doing the same. Administrators and Public Works Staff will also play significant roles in the project.

Phase 2: Design of Phase 2 will begin once Phase 1 is underway. Construction of Phase 2 is planned for 2018.

End.



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To: Public Works Committee
From: Melissa Weiss, Assistant Village Administrator
Re: Trash & Recycling Carts
Date: December 21, 2015

The contract for trash and recycling service that was recently approved by the Village Board contained the provision that if a resident wished to have a second trash or recycling cart they can rent one from the contractor.

The annual fees for this rental are \$60 for a trash cart and \$42 for a recycling cart.

The Village President asked that the Public Works Committee consider whether the Village should pay the annual rental fee for families that need a second 96 gallon trash container.

The budget impact of this will vary depending on how many people need the service. Staff has provided some cost estimates and budget impacts below based on different assumptions of service usage.

Second Trash Container Only

2% of homes	\$4,200
4% of homes	\$8,400
6% of homes	\$12,600

Second Trash and Recycling Container

2% of homes	\$7,140
4% of homes	\$14,280
6% of homes	\$21,420

In year one you would take these funds out of surplus. In year two (2017 budget) and beyond this would be a base budget increase.



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MEMORANDUM

To: Melissa Weiss, Assistant Village Administrator / Public Works Director
From: Judith A. Neu, Village Engineer
Date: December 29, 2015
Re: Engineering Monthly Report – December 2015

Well #2 Radium:

- Staff continues negotiating draft consent decree with DNR for radium.

Miscellaneous

- Pewaukee River Floodplain Study – FEMA of Letter of Map Change document submitted to FEMA at end of November.
- 2015 Road Program project is complete except for a few minor “punch list” items.
- Inspection of Village owned Storm Ponds is complete. Staff will be prioritizing repair needs.
- Illicit Discharge inspections for 2015 were completed by staff. Report is nearly complete.
- Clover Drive Bridge inspection and report completed. Culverts have continued to deteriorate. May need to consider repairs / relining in 2017.
- Pavement Condition Rating work has been completed. Annual construction report submitted to DOT.

Ammonia

- No complaints received – continue to adjust chlorine dosing at well #5 based on levels. Well #2 is not being used due to complaints.

Developments:

- Village Estates: Pavement repairs completed in Phase 1. Top lift of asphalt remains in phases 1 and 2, to be installed by June 15, 2016.
- Meijer: Executive Drive, Lisbon Road and signal work is essentially complete. Building construction is progressing.
- Woodside Ridge (Butler Farm): Road and utilities are complete. Some sidewalk construction and punch list items remain. Initial final plat recorded. Second plat to be recorded in January.
- Sussex Preserve: Private grading work continues, weather permitting. Utility work is complete, curb and gutter and pavement have been installed on extension of Maple Grove Lane, but road will not be opened to traffic. Road construction will continue in Spring. Private utility installation has started.
- Marchese / Duchow: DOT and County have given direction on road and traffic signal work needed for remaining development.

END.