

I. Call to order.

Chairman Ziegler called the meeting to order at 5:30 p.m.

In attendance were Jon Ziegler, Karen Schmutzler, Mark Porlier, John Jensen, Colin Hintz, DPW Keith Donner, John Jacobs, Jessica Trautman, Dean Zuleger, Fred Schuster, Loren White, Barbara Ermeling, Sharon Jaeger, Michael Wodalski, Hooshang Zeyghami, Don Swailes, and Donna Van Swol.

II. Consideration of minutes for meeting of 10/18/2010.

****M/S/P Schmutzler/Porlier: to approve the minutes from the meeting of October 18, 2010 as recorded.***

III. Visitors. None.

IV. DPW's report.

A. Projects Update.

- 1. STH 29 and Birch Street Pedestrian Bridge.** Donner reported we have the authorization to advertise for bids. The project will be advertised on November 17, December 1, and December 8 with bid opening on December 22.
- 2. Schofield Avenue Reconstruction.** Donner reported he met with DOT planning staff over a week ago. The DOT insisted we have an on pavement bicycle accommodation. Currently there is a modification being made on the typical street section to allow for this change. There was discussion on changing some project milestones to allow us to have a PS & E date of January 18, 2011 with a bid letting date of April 12. We need to get an agreement in principle with Marathon County and the DNR to utilize the Mountain Bay Trail corridor as a 12 month of the year pedestrian accommodation. The DNR has indicated they are not going to have any objections to utilizing the Mountain Bay Trail for pedestrians. Donner will be meeting with Marathon County Park Commission to find out if they have any issues with this proposal. For the time being we can commit to paving the path with recycled asphalt.
 - a) Relocation Order RO-02-10 Schofield Avenue.** Donner reported we need to adopt a relocation order and right-of-way plat. This is the formal step in beginning the right-of-way acquisition process, especially if we need to go through with the eminent domain process.

****M/S/P Porlier/Hintz: to approve the Relocation Order RO-02-10 for the Schofield Avenue project.***

- b) Contract with MSA Professional Services for R.O.W. Acquisition.** Donner recommended retaining MSA, Beth Steinhauer, for right-of-way negotiation and documentation. With the small land area and minimal parcel value the DOT

will allow us to do what they term "nominal payment parcel process." The property owners still have the right to ask for an appraisal, which if they do will likely delay the process. The contract with MSA is in the amount of \$12,500 for right-of-way acquisition process. There would be some added costs if we would end up going through the eminent domain process.

****M/S/P Schmutzler/Ziegler: to approve the contract with MSA in the amount of \$12,500 for services to complete the right-of-way acquisition process.***

- c) **Base Aggregate Dense 1 1/4-Inch – Bid Results.** Donner reported this is for information only at this time. Bids were accepted on the 1 1/4 inch base aggregate dense. We originally looked at this for an opportunity to save some money. However after looking at the cost of the material plus the trucking the cost savings was minimal. At this point we are not making a recommendation.
3. **Camp Phillips Road Reconstruction.** Donner reported Marathon County has forwarded to the Village a draft agreement accepting responsibility for perpetual care of the multi-use path. Donner has exchanged some voice mails with Jim Griesbach of Marathon County about getting some assistance on asphalt paving on the Mountain Bay Trail corridor.
4. **Schofield Avenue (Birch Street to Camp Phillips Road) Sidewalk Project.** Donner reported there was a planning meeting last week. Zuelger attended the meeting in Donner's absence. There was some discussion on utility coordination issues.
5. **Alderson Street Multi-Use Path Project.** Donner reported we have been notified the multi-use path on Alderson Street south of Weston Avenue has been approved. The application was originally for Birch Street we are going to re-direct the funds to Alderson Street as a more logical connection and route in that neighborhood.
6. **Stormwater Management Cooperative Agreement (Northcentral Wisconsin Stormwater Coalition).** Donner reported this is a cooperative agreement for the urban area stormwater management. This agreement formalizes the group and has been prepared by the Marathon County corporation council. The agreement does not commit us to anything of any substance. Donner recommended approval of the agreement as drafted.

****M/S/P Jensen/Hintz: to approve the Stormwater Management Cooperative Agreement (North Central Wisconsin Stormwater Coalition).***
7. **Capital Improvement Program 2011 – 2013 Update.** Donner reported he included in the meeting materials information was an updated version on the capital improvement needs and a recommendation on the borrowing for 2011 projects.

8. 2011 Utility Operating Budgets and General Fund Public Works Budget.

- a) **Stormwater Utility.** Donner reported there is no rate change proposed in 2011 for the Stormwater Utility. The budget reflects the inter-fund loan for the 2011 operating budget. Jessica Trautman stated there was a minor change to the budget due to a reduction in debt service obligation from lower borrowing interest rates than what had been previously projected.
- b) **Sanitary Sewer Utility.** Donner reported it appears our loadings to Rib Mountain Metro fluctuated much higher (this year) than what was projected. Donner added staff is looking into the fluctuation with the RMMSD and how it has been climbing over time. There is an operating loss shown in the budget but we include depreciation (\$640,000) in the calculation. This does not reflect a cash loss just that we are not funding depreciation at 100%. Donner added we need to keep an eye on any RMMSD ordinance changes and there are some regulations changes coming down related to phosphorus discharges. There could be some financial implications depending on what RMMSD may have to do.
- c) **Water Utility.** Donner reported the large dollar items for the Water Utility include; repainting of the Everest Avenue water tower, rehabilitation of one well, and fire hydrant maintenance/painting.
- d) **Public Works General Fund.** Donner reported he requested an increase in the surface maintenance from \$320,000 to \$350,000. A list of proposed streets needing surface maintenance was included with the meeting materials. The street maintenance list needs to be finalized for 2011. The area by Westview Boulevard off of Camp Phillips Road is in need of some concrete joint repair.

B. Announcements. None.

V. Street and Utility Operations report.

- A. **Street Operations.** Donner reported the yard waste pick up is still in progress through the end of this week.
- B. **Utility Operations.** No additional comments were made.

VI. Unfinished Business.**VII. New Business.**

- A. **Water/Sewer Permit LCON-10-10-2861.**

**M/S/P Schmutzler/Jensen: to approve water/sewer permit LCON-10-10-2861.*

The next regular meeting will be November 15, 2010 at 5:30 p.m. To be included on the next agenda will be approval of the utility budgets. Hintz may not be in attendance the next meeting.

VIII. Adjourn.

****M/S/P Porlier/Hintz: to adjourn at 5:54 p.m.***

Submitted by,

Donna Van Swol
Utility Clerk