

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN

Monthly Meeting of the Public Works Committee
Friday, July 24, 2015

(OFFICIAL MINUTES)

The public works committee meeting was called to order by Chairman Tom McGreevy at 3:03 pm on Friday, July 24, 2015.

Members Present: Trustee McGreevy, Bruce Adreani, Russ Ceschi, Mark Kennedy, Todd Reschke

Members Absent: Marvin Sollars, Ken Pariser

Also Present: Dennis Barr, James Hoover, President Pat Kenny, Dennis Martin, Brett McCollum, Steve Olson, Trustee Rick Pappas, Dave Rex, Trustee Tom Whowell

Visitors Heard

None

General Business

Approve Minutes for Meeting Held May 29, 2015

Adreani/Kennedy 2nd made a MOTION to approve the minutes as submitted, and the MOTION carried without negative vote.

Country Club Estates Association Castle Gate Signage

McGreevy stated that the Country Club Estates Association “castle gate” at County Highway B and Shabbona Drive has been struck several times by trucks and damaged. Police Chief Steve Olson has been working with the association to address the problem of the current traffic warning signs, which state that there is 14-feet-6-inches of clearance. Olson stated that in the center of the road there is possibly that much clearance; however, a truck would have to be driven in both lanes of traffic in order to drive directly under the center of the castle gate. DPW Manager Brett McCollum stated that they measured the road clearance in preparation for the meeting and determined that it is only 14-feet-5-inches in the middle of the street; 13-feet-5-inches in the driving lanes, and between 11-feet-4-inches and 11-feet-6-inches on the road lines on the sides of the street. Following discussion and review of the current traffic signage standards and options, the committee reached the consensus that the traffic warning signs need to be replaced and posted with new signs stating 11-feet-2-inches as the sides of the castle gate have been getting struck by trucks. Martin stated that there is funding in the annual budget for highway maintenance and signage expenses.

Adreani/Kennedy 2nd made a MOTION to direct staff to have the traffic warning signage replaced with signage that adheres with the current regulations and to post the clearance warning at 11-feet-2-inches; and to contact the Walworth County Highway Department to request authorization to erect new signs on County Highway B. The MOTION carried without negative vote.

Video Surveillance Policy for DPW Site

Martin stated that Chief Olson updated a Safety Building Policy for the Department of Public Works video cameras that have been installed by the DPW salt bin area, by the gas pump area, inside the main garage and by the front gate. Martin stated that a policy is needed to establish a 30-day time frame for how long video records will be available before they are deleted to clear storage capacity. The video cameras can be monitored 24 hours a day, and if necessary, a timeframe can be saved to an electronic file. The committee members reviewed the policy without concern.

Kennedy/Ceschi 2nd made a MOTION to approve the DPW Video Surveillance policy as presented, and the MOTION carried without negative vote.

Abbey Ridges/Abbey Villas Street Addresses Request

Martin stated that as requested, staff discussed the concerns of the Abbey Ridges and Abbey Villas associations with the official Fontana Boulevard street addresses assigned to the units several years ago. With regard to safety concerns or calling the police for assistance, Olson confirmed that as long as the Fontana Boulevard street addresses are used, there would be no problem in identifying and locating the exact unit. Olson stated that his veteran officers know the old unit number system and driveway names in the two associations, but use of the official street addresses guarantees no confusion. Martin explained the situation with the access driveways not being dedicated public streets, which makes Fontana Boulevard the closest adjacent public street for addressing requirements. Martin stated that in his conversations with some of the association officers it was his understanding that the current proposal was for the erection of directional signage to assist visitors and not to attempt to change the street addresses again or to petition to have the driveways dedicated as public streets. Trustee Whowell stated he also discussed the situation with the association officers and staff and a proposal to dedicate just the first portion of the driveway entrance off Highway 67 and name it East Dewey Avenue would alleviate the concerns. Whowell stated that at the end of the new East Dewey Avenue a directional sign/map with the old driveway names and unit number systems can be erected to assist visitors in finding their destinations when using current GIS and smart phone applications. Martin stated that the associations can also erect directional signage as desired. Following discussion, the committee members reached the consensus that the Village Board should accept the dedication of the minimum required distance of the entrance driveway off Highway 67 as a public street and name it East Dewey Avenue.

Kennedy/Adreani 2nd made a MOTION to recommend that the Village Board work with the Abbey Ridge Condominium Association and the Abbey Villas Condominium Association to have the minimum required distance of the associations' access driveway located off Highway 67 dedicated as a public street and to name it East Dewey Avenue. The MOTION carried without negative vote.

Portable Lift Truck Purchase Proposal

DPW Mechanic James Hoover presented images of used four-wheel-drive portable boom lifts that could be purchased instead of a bucket truck. Hoover stated that a four-wheel drive lift with a 40-foot boom could accommodate an 8-foot-wide basket with two or three crew members, with a total capacity of about 800 pounds. Hoover stated that the

crew members could safely load the basket with all the street flags and banners, and the boom can be lifted without having to deploy riggers. McCollum stated that the cost for used boom lifts with baskets range from \$13,000 to \$20,000, and there is \$25,000 in the current budget for a bucket truck. Following discussion, the committee reached the consensus that a portable boom lift as proposed will handle all of the DPW duties that used to be completed with a bucket truck, and staff should obtain at least three estimates and present the low bid to the Village Board for final approval.

Adreani/Kennedy 2nd made a MOTION to direct staff to present the low estimate obtained for the purchase of a used four-wheel-drive portable boom lift, with an 8-foot-wide personnel basket, to the Village Board for final approval consideration, and the MOTION carried without negative vote.

CMOM Planning Contract Update

Martin stated that staff met July 23, 2015 with Ruckert-Mielke engineers Terry Tavera and Mark Van Weelden to continue the preliminary planning on the state required Capacity Management Operations Maintenance (CMOM) Program for the Village sewer utility system. Martin stated that the village engineers informed the Public Works Committee in 2013 of the 2012 Wisconsin DNR mandate that requires all sanitary sewer collection systems in the state to have an approved CMOM program in place by August of 2016; and at the committee's recommendation, the Village Board contracted last year with Ruckert-Mielke to facilitate the approval process. Martin stated that the mandated purpose of the CMOM program is for every municipality and sanitary sewer district to establish a formalized management system for the sanitary sewer collection system that results in increased legal authority, improved efficiency, more comprehensive operation and maintenance, increased documentation, establishment of clear emergency procedures and an improved understanding of specific capacities throughout the collection system. To adhere with the DNR mandate, the Village contract calls for Ruckert-Mielke to draft a CMOM Program that will include 10 elements: setting goals, knowing your organization, understanding your legal authority, operation and maintenance, design and performance standards, emergency overflow plan, capacity assurance review, an annual self audit, special studies, and the Compliance Maintenance Annual Report (CMAR). Martin stated that Village staff annually files and posts the CMAR Resolution as required by the DNR, and the new CMOM Program is a related comprehensive planning documentation requirement. Martin stated that following initial meetings with Tavera and Van Weelden, staff has been informed the Village Utility Department is already fulfilling the majority of the CMOM requirements. Utility Department Supervisor Dennis Barr stated that his crew already has completed much of the first step for the CMOM Program, which is inventorying the existing programs, reports, studies and documentation related to the 10 CMOM elements. Martin stated that Ruckert-Mielke supplied staff with a list of documents they will review to identify any gaps in information that may be important to include in the CMOM program. Martin stated Tavera informed staff at the July 23 meeting that the CMOM requirement will not create any additional equipment needs or expenses for the Village; however, municipalities with their own treatment facilities may be affected to a greater degree depending on its past preventative maintenance practices. Tavera stated that if the Village were to have an overflow incident in the future, the DNR would come out and want to review the local CMOM, and CMOMs will be different in

each community. Martin stated that he was recently contacted by Doug York at the Fontana-Walworth Water Pollution Control Commission (FW/WPCC) treatment facility, who inquired if the Village of Fontana wanted to cost-share with the Village of Walworth and FW/WPCC on the purchase of the camera to televise sanitary sewer lines. Martin stated that York proposed the camera purchase because of a CMOM requirement that the two villages and FW/WPCC will have to fulfill. Martin stated that he referred York to Barr, as Barr was working with Ruekert-Mielke on the preliminary CMOM planning at that time. Martin stated that he and Barr asked Tavera at the July 23 staff meeting about the specific requirements for the CMOM and if Fontana will be required to televise and line more sewer lines in the future and Tavera replied that there is not really a specific requirement to televise a certain amount of sewer line each year. Tavera stated that the CMOM Program guidelines require the Village to identify goals and procedures and create a digital document. The committee discussed the recent sewer televising and lining projects that have been completed in stretches of old sewer lines that had root infiltration, and the need to plan for a sewer lining project from the Mecum residential development on South Lakeshore Drive to the West Gate subdivision.

Pheasant Ridge Lift Station Pumps – Rebuild or Purchase New

Barr stated that one of the Pheasant Ridge lift station pumps has again failed and an impeller has to be repaired or replaced because of blockage caused from a “flushable” diaper. At the May 29, 2015 committee meeting, Barr stated that diapers were being flushed in the Pheasant Ridge subdivision, and it was damaging and causing lift station pumps to break down. Martin stated that staff contacted Joy Brauer, the president of the Pheasant Ridge Association Board of Directors, and she informed him that the association had contacted all the property owners. Martin stated that after the recent reoccurrence, he again contacted Brauer, who subsequently informed him that the message had been again delivered to the subdivision property owners. Barr stated that L.W. Allen provided an estimate to rebuild the pump for about \$3,500, or to install a new pump for about \$6,900. Barr stated that another option to avoid being called out for emergency alarms when the lift station pumps get clogged and shut down would be to purchase and install two chopping pumps for about \$28,000. Following discussion on the escalating expenses the Utility Department has been incurring for the lift station pump emergency call outs and repairs, the committee reached the consensus that staff should consult with the village attorney to determine if the association can be billed for the expenses to again rebuild the pump, and if the Village can charge the association for purchasing and installing chopping pumps to prevent the reoccurring situation. Ceschi/Adreani 2nd made a MOTION to direct staff to have the Pheasant Ridge lift station pump rebuilt and to consult with the Village attorney to determine if the Utility Department has recourse for charging the Pheasant Ridge Association for the past and current expenses. The MOTION carried without negative vote.

Abbey Springs Water Main Project

Martin stated that Ruekert-Mielke is moving forward with planning to run the new water main line under existing roads in the subdivision in order to avoid the need to obtain up to 11 new individual easements. The new water main route would still require the acquisition of three of four new easements; however, the properties already have utility

easements and the new water main line in that area will be directionally drilled underground, which has no impact on the existing land conditions.

Brookwood Water Tower Inspection Update

Martin stated that the Village Board approved a contract at the recommendation of the Village engineer to conduct an extensive inspection of the Brookwood water tower, and the inspection is scheduled for the first week of August. The inspection and report will determine if the water tower supports and tank are structurally sound and if they can be repainted and refurbished in lieu of razing it and constructing a new water tower. As well as the structural review, the inspection report will include any options to address potential equipment and structural upgrades and to repaint the tower.

Mohr Road Update

Martin stated that the Village Board authorized staff to consult with the Village attorney and engineering firm and commence meetings and negotiations with the Adreani and O'Halleran families, who have offered to extend and enhance the permanent park easement area that provides public access to the Geneva Lake shorepath and a lakefront bench in exchange for the Village authorizing the abandonment of about 150 feet of Mohr Road from its present end up to the lift station generator building, where two public parking stalls would be designated for people to park their vehicles and walk to the lakefront shorepath and bench. The proposal includes the offer by the Adreani and O'Halleran families to assist with funding upgrades to the lift station pumps and generator building and the burial of the utility lines, and the donation of a parcel of land owned by the Adreani family at the southeast corner of Indian Hills Road and South Lakeshore Drive. The Adreani parcel would be used for the development of a retention pond to complete the planning for the Village's storm sewer project in the Indian Hills subdivision. In exchange for funding the landscaping plan and the lift station and utility burial projects, Martin stated that Michael O'Halleran would also like the Village to redesign the Mohr Road reconstruction plan to accommodate his residential construction landscaping and stormwater runoff plans that will help address the longtime stormwater runoff problems in the area. Martin stated that an initial meeting was held with Village staff and Bruce Adreani and Michael O'Halleran, and the Village attorney has been directed to review and determine the approval process that will be required to authorize the proposal, and the Village engineering firm has been directed to commence with preliminary surveying and planning work for the Mohr Road reconstruction plan amendment, the lift station upgrade, and the Indian Hills Road lot retention pond proposal.

Town of Walworth Brick Church Road Project Cost Share Proposal

Martin stated following the May 29, 2015 committee meeting, he obtained more information from Town of Walworth Chairman Joe Abell and he and McCollum also inspected some stretches of Walworth Township roads that have been recently resurfaced with the paver-laid cold mix asphalt method. McCollum stated that he has concerns the resurfacing method will adequately address the stretches of Brick Church Road that are in the Village and portions of the road may need to be reconstructed, not just resurfaced. The committee members expressed concern about allocating \$22,500 to \$30,000 for a

resurfacing project that will have little if any lasting effect. At the May 29, 2015 committee meeting Martin reported that Abell contacted him in early spring about a cost-share proposal for the resurfacing of Brick Church Road from Town Hall Road to the beginning of Dewey Avenue. Due to annexations, portions of the road are in the Town of Walworth and some are in the Village of Fontana. According to information supplied by Abell, there is 900 feet of roadway that is in the Village of Fontana; and the proposal obtained by the Town Board calls for a total cost of \$22,500 for the Village for a 1-inch leveling course and a 1.5-inch surface overlay of paver-laid cold mix asphalt, or \$30,000 for a 2-inch surface overlay. Martin reported that although the project is not included in the 2015 budget, it is possible that staff may be able to allocate the funds from savings on other budgeted items; however, it is too early in the year to be certain. The committee members reached a consensus that it makes sense to work with the Town of Walworth to get the entire road resurfaced at the same time; however, some of the members voiced concerns about if the project was put out for bids, what engineering firm was used and if the calculations were confirmed, and if the proposal was reviewed by McCollum. At the May meeting, the committee directed staff to contact Abell to seek more information on the bidding and engineering details for the proposal, and if necessary, have the village engineer confirm the calculations and provide input. Martin stated at the July 24 meeting that he did not want to spend any funds on the Village engineer to review the proposal until he updated the committee. Following discussion, the committee members reached the consensus that if funds are going to be allocated for a resurfacing project on Brick Church Road, the project should be expanded to reconstruct the portions of the road where the current conditions are bad enough that resurfacing will not be effective. Adreani/Reschke 2nd made a MOTION to direct staff to meet with the Village president and Town of Walworth Chairman Joe Abell to discuss the committee concerns and its proposal to increase the project from resurfacing to a reconstruction project. The MOTION carried without negative vote.

Utility Dept. Projects Update

Martin stated that the Lake Street storm sewers were jetted and cleaned out when it was discovered that they were blocked with silt and debris, the Brookwood water main project has been completed and the road resurfacing was scheduled to be completed in the next week, and the Lake Geneva Yacht Club parking lot surfacing has been completed. Barr stated that the additional fire hydrant replacements have been completed and the state mandated program is going well.

Set Next Meeting Day

Following discussion, the next monthly meeting was scheduled for Friday, August 21, 2015, at 3:00 pm.

Adjournment

Adreani/Kennedy 2nd made a MOTION to adjourn the meeting at 4:07 pm, and the MOTION carried without a negative vote.