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Public Works Department

PUBLIC WORKS COMMITTEE
Tuesday, December 14, 2021
6:30 PM
South Conference Room

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Minutes
 - a. October 12, 2021 Minutes
- 3) Resolutions
Action requested: review and recommend approval
 - a. **RESOLUTION 3904** A Resolution Awarding a 2022 Janitorial Services Contract for City Hall, the Department of Public Works Combined Facility & the Public Safety Building to Vanguard Cleaning Systems, Greenfield, Wisconsin at an Annual Estimated Cost of \$81,312
 - b. **RESOLUTION 3903** A Resolution Approving a State/Municipal Financial Agreement (SMFA) with the Wisconsin Department of Transportation for the Resurfacing of Mequon Road Between Buntrock Avenue and Cedarburg Road
- 4) Discussion Items
Discussion and Possible Action
 - a. I-43 North/South Corridor Project Public Information
 - b. Weight Restrictions on Highland Road and Lake Shore Drive
 - c. 2021 Drainage Capital Improvement Program (CIP) Update
 - d. 2021 Road Improvements Contract Summary
 - e. EAB Quarterly Update 12/21
 - f. WisDOT Quarterly Update
 - g. 2021 Work Plan (12.14.21)
- 5) Adjourn

Dated: December 14, 2021

/s/ Dale Mayr, Chair

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the Public Works Department at 262-236-2913, Monday through Friday, 7:00 AM – 3:30 PM.



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Public Works Department

PUBLIC WORKS COMMITTEE

Tuesday, October 12, 2021

7:15 PM

South Conference Room

Minutes

1) Call to Order, Roll Call

Chair Mayr called the meeting to order at 7:15 PM.

Present:

Chair Dale Mayr

Alderman Andrew Nerbun

Alderman Brian Parrish

Also Present were Director of Public Works/City Engineer Lundeen, and Administrative Assistant Deuster.

2) Approval of Minutes

a. September 14, 2021 Minutes

RESULT: **Approved [Unanimous]**

MOVED BY: Alderman Nerbun

SECONDED BY: Alderman Parrish

AYES: Mayr, Nerbun, Parrish

3) Resolutions

Action requested: review and recommend approval

a. **RESOLUTION 3886** A Resolution in Support of an All-Way Stop at the Intersection of Wasaukee and Freistadt Roads

Chair Mayr stated he received several calls of support for the All-Way Stop at Wasaukee Road and Freistadt Road.

Alderman Parrish inquired on the enforcement that would be in place.

Director of Public Works/City Engineer Lundeen stated the police department is also in support and it would be a shared jurisdiction for enforcement.

RESULT: **Approved [Unanimous]**

MOVED BY: Alderman Parrish

SECONDED BY: Alderman Nerbun

AYES: Mayr, Nerbun, Parrish

4) Discussion Items

a. 2021 Work Plan (10.12.21)

Director of Public Works/City Engineer Lundeen provided an update on the 2021 Work Plan.

5) Adjourn

a. Motion to Adjourn at 7:25 PM.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Parrish

SECONDED BY: Alderman Nerbun

AYES: Mayr, Nerbun, Parrish

Respectfully Submitted,

Casey Deuster
Administrative Assistant

Attachment: 10-12-2021 Mins_Public Works (6915 : October 12, 2021 Minutes)



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Office of Public Works

TO: Public Works Committee
FROM: Frank Lord, Buildings Superintendent
DATE: December 6, 2021
SUBJECT: RESOLUTION 3904 A Resolution Awarding a 2022 Janitorial Services Contract for City Hall, the Department of Public Works Combined Facility & the Public Safety Building to Vanguard Cleaning Systems, Greenfield, Wisconsin at an Annual Estimated Cost of \$81,312

Background

For 2022 and moving forward, staff issued a Request for Proposals (RFP) seeking cost and qualifications proposals for evening cleaning services for City Hall, the Department of Public Works (DPW) Building, and day cleaning (between 8:00 a.m. and 3:00 p.m.) at the Public Safety Building. Firms submitted a combined proposal for all facilities (with a total cost shown for each building and a combined total cost for all buildings). The purpose of the RFP was to solicit proposals from various candidate organizations, conduct a fair and extensive evaluation, and select the firm that best fulfills the needs of the City.

During 2021, the City of Mequon had separate contracts with Vanguard Cleaning Services for cleaning services at all three of the facilities listed above. Vanguard Cleaning Services has met and/or exceeded the needs for the City of Mequon during this time.

Analysis

Four proposals were received on November 29, 2021 and reviewed by staff for compliance with the RFP requirements. The RFP was written to provide separate prices for each building for a one-year contract with the ability to evaluate the performance and renew the contract for up to two years if desired. The four proposals ranged in cost between \$81,312 and \$233,280 annually (as indicated on the attached (Bid Tabulation Sheet) and copies of all proposals received are on file with the Department of Public Works' Building Division.

Fiscal Impact

Vanguard Cleaning Systems submitted the low bid for cleaning services at all three buildings. The combined monthly bid for cleaning services at City Hall (\$2,635/month), DPW (\$1,250/month), and Safety Building (\$2,891/month) is \$6,776. The total low bid cost for one year of cleaning services at all buildings is \$81,312.

Vanguard's 2022 cleaning proposals for City Hall and the Safety Building are the same cost as the current contracts awarded in 2021. Their DPW Building cleaning proposal is \$60/month more than the current contract which was initially awarded in 2020. Vanguard's 2022 proposal also includes a 3% price increase per year if their contract is renewed. The RFP specifications allow for up to two annual renewals based on satisfactory performance.

Should the Frank L. Weyenberg Library be interested in obtaining a quotation from Vanguard Cleaning Systems at some point in the future, such can be incorporated into the terms of this proposed contract award, and also be included in any subsequent renewals and/or bid solicitations.

Recommendation

A recommendation is forthcoming from the Public Works Committee on December 14, 2021.

Attachments:

Proposal Summary 12 06 21 (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3904

A Resolution Awarding a 2022 Janitorial Services Contract for City Hall, the Department of Public Works Combined Facility & the Public Safety Building to Vanguard Cleaning Systems, Greenfield, Wisconsin at an Annual Estimated Cost of \$81,312

RECITALS

- A. Staff issued requests for proposals for janitorial cleaning services at City Hall, the Public Works Facility and the Public Safety Building.
- B. Staff received and reviewed four proposals.
- C. Staff has determined that the proposals received meet requirements outlined and that vendor qualifications have also been met and, on that basis, has made a recommendation to the Committee on Public Works.
- D. The Committee on Public Works at its meeting on December 14, 2021, approved staff's recommendation.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that:

- 1. Staff is authorized to award the contract and execute the appropriate contract documents with Vanguard Cleaning Systems of SE WI for \$2,635 per month for cleaning services at City Hall, \$1,250 per month for cleaning services at DPW combined facility, and \$2,891 per month for cleaning services at Safety Building.
- 2. Cleaning services are to begin January 3, 2022, for a total cost of \$6,776 per month at all three buildings and be renewable for up to two years based on satisfactory performance.

Approved by: John Wirth, Mayor

Date Approved: December 14, 2021

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on December 14, 2021.

Caroline Fochs, City Clerk



CITY OF MEQUON
WISCONSIN
PROPOSAL SUMMARY

Cleaning Services at City Hall, DPW Combined Facility, and Safety Building

Proposals Due: 11/29/2021 3:00 PM

DATE TIME

<u>BIDDER</u>	<u>City Hall Monthly Bid</u>	<u>DPW Building Monthly Bid</u>	<u>Safety Building Monthly Bid</u>	<u>Cost Per Year</u>
ALC Cleaners	\$5,025	\$2,725	\$3,875	\$139,500
Coverall Cleaning Services	\$2,648	\$2,572	\$2,995	\$98,580
Vanguard Cleaning Systems	\$2,635	\$1,250	\$2,891	\$81,312
Sunshine Cleaning Company	\$11,080	\$3,600	\$4,760	\$233,280



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Office of Engineering

TO: Public Works Committee
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: December 14, 2021
SUBJECT: RESOLUTION 3903 A Resolution Approving a State/Municipal Financial Agreement (SMFA) with the Wisconsin Department of Transportation for the Resurfacing of Mequon Road Between Buntrock Avenue and Cedarburg Road

Background

The Wisconsin Department of Transportation (WisDOT) is currently scoping two projects for Mequon Road. Project 2697-00-07/77 would mill and overlay at a 4-inch depth and extend from Cedarburg Road east to Port Washington Road and is tentatively scheduled for 2028 (advanceable to 2027). Project 1380-02-00/70 would mill and overlay at a 2-inch depth and extend from the western Ozaukee County limits to Buntrock Avenue and is tentatively scheduled for 2025.

Both project teams have been in communication with City staff, which includes the consideration of a sidewalk extension between Wauwatosa Road and Swan Road.

Analysis

WisDOT approached City staff to determine whether the Connecting Highway portion should be included within the scope of these projects. The Connecting Highway portion connects the two projects, from Buntrock Avenue to Cedarburg Road. If the City determines that the Connecting Highway portion should be included within the scope of these projects, it would be required to enter into a State/Municipal Financial Agreement (SMFA). The current proposed SMFA would include the project in Project 2697-00-07/77, which at a 4-inch depth provides a benefit beyond the project to the west, at only a 2-inch depth.

As the City has active requests for modifications to the Connecting Highway portion of Mequon Road under consideration with WisDOT, City staff requested that the decision with respect to participation be delayed to 2023. WisDOT responded that: "...as our process involving federal funds takes time. If the City wishes to delay signing the SMFA, then we would not proceed with the connecting highway section, but our project will still move forward. We wouldn't be able to guarantee the same schedule for the connecting highway portion if the City decided in 2023 or later that they want to move forward. The costs the City would incur would be the 25% design which would be ongoing starting at the time of authorization until LET. Since our process takes a while, it would still be over several years that the City will have costs. Unless the City requests something to be added that we can accommodate in construction there would be no other costs for the City to be responsible for."

Ultimately, if the project the City is currently proposing is authorized as requested, the pavement surface would still require rehabilitation. The City's current project scope does not include the reconstruction of the pavement itself.

It would be cost effective for the City to participate in the state-let project.

Fiscal Impact

The proposed SMFA obligates the City to 25% of the design costs, estimated to be \$32,750. Please note that final billing is based upon actual costs, so that obligation may vary. The agreement provides that WisDOT would pay 100% of the construction costs, estimated at \$1.2M. Based upon WisDOT cost estimates, the total project value is \$1.33M, with the City's obligation at only \$32,750.

Please note that meeting WisDOT standards tends to increase construction costs. Therefore, if the project was locally let, the total project value would likely be less than \$1.33M. While the City has not scoped the project should it be administered by staff, staff estimates the construction cost of this section of roadway for an equivalent 4-inch mill and overlay at \$250k, and likely higher with some of the improvements recommended by WisDOT. Paying only 25% of the design at \$32,750 is 13% of the City's estimated construction cost.

If the City requests any improvements in the Connecting Highway portion of the project in addition to the WisDOT scope of services, those items could be added to the contract at 100% local (Mequon) cost.

Recommendation

First, the Common Council must determine whether the City is interested in participating in Project 2697-00-07/77.

- If it **DOES** want to participate, it should consider the next series of considerations.
- If it **DOES NOT** want to participate, it should make a recommendation and vote to deny the resolution.

If the Common Council determines the City is interested in participating in the project, it should determine whether it is willing to make the commitment at this time, or if it would like to delay the commitment. Please note that the execution of the SMFA obligates the City to its proportionate share of the design costs, and if it later determines the City would not participate, it is responsible for 100% of the design costs, or \$131,000.

- If it **DOES** want to execute the SMFA, it should approve the proposed resolution.
- If it wants to **DELAY** the execution of the SMFA, it should table the proposed resolution. If tabled, staff would continue to communicate with WisDOT and bring the resolution back for consideration in the future.

Attachments:

WisDOT SMFA - Mequon Road (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3903

A Resolution Approving a State/Municipal Financial Agreement (SMFA) with the Wisconsin Department of Transportation for the Resurfacing of Mequon Road Between Buntrock Avenue and Cedarburg Road

RECITALS

- A. The Wisconsin Department of Transportation (WisDOT) is planning to rehabilitate Mequon Road.
- B. WisDOT has several packages for bidding, each with a unique project number.
- C. WisDOT is willing to include the Connecting Highway portion of Mequon Road between Buntrock Avenue and Cedarburg Road, which is under the maintenance jurisdiction of the City, in the state let project package as Project 2697-00-07/77.
- D. WisDOT is requesting approval of an agreement obligating the City to 25% of the design costs and 0% of the construction costs.
- E. The Public Works Committee approved entering into a State/Municipal Financial Agreement, at its meeting on December 14, 2021.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that:

- 1. Staff is authorized to enter into State/Municipal Maintenance Agreement for 25% of the design costs, subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.
- 2. The Director of Public Works/City Engineer, Mayor and the City Clerk are authorized and directed to execute and deliver the same.

Approved by: John Wirth, Mayor

Date Approved: December 14, 2021

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on December 14, 2021.

Caroline Fochs, City Clerk



**STATE/MUNICIPAL FINANCIAL
AGREEMENT FOR A STATE- LET
HIGHWAY PROJECT**

Date: October 19, 2021

I.D.:2697-00-07/77

Road Name: Var Hwy

Title: GERMANTOWN - MEQUON

Limits: BUNTROCK AVE-STH57, STH167-500' S

County: Ozaukee

Roadway Length: 0.45 miles

The signatory **City of Mequon**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: Improvement

Proposed Improvement - Nature of work: Resurfacing.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: A nominal amount is included to cover items in paragraph 4 (to be adjusted in the final plan).

TABLE 1: SUMMARY OF COSTS

Phase	Total Est. Cost	Federal/State Funds	%	Municipal Funds	% *
Preliminary Engineering: Plan Development	\$ 131,000	\$ 98,250	75%	\$ 32,750	25%
Real Estate Acquisition: Acquisition	\$ -	\$ -	100%	\$ -	0%
Compensable Utilities	\$ -	\$ -	0%	\$ -	100%
Construction: Participating	\$ 1,200,000	\$ 1,200,000	100%	\$ -	0%
Non-Participating		\$ -	0%	\$ -	100%
Total Cost Distribution	\$ 1,331,000	\$ 1,298,250		\$ 32,750	

1 Estimates include construction engineering

This request shall constitute agreement between the Municipality and the State; is subject to the terms and conditions that follow (pages [2] – [3]); is made by the undersigned under proper authority to make such request for the designated Municipality, upon signature by the State and delivery to the Municipality. The initiation and accomplishment of the improvement will be subject to the applicable federal and state regulations. No term or provision of neither the State/Municipal Financial Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal

Financial Agreement.

Signed for and in behalf of the City of Mequon (please sign in blue ink)	
Name (print)	Title
Signature	Date
Signed for and in behalf of the State (please sign in blue ink)	
Name Tony Barth	Title WisDOT SE Region Planning Chief
Signature	Date

TERMS AND CONDITIONS:

1. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceeds federal/state financing commitments or are ineligible for federal/state financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from General Transportation Aids or any moneys otherwise due and payable by the State to the Municipality.
2. Funding of each project phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Real Estate necessitated for the improvement.
 - (c) Railroad force work necessitated for the project.
 - (d) The grading, base, pavement, curb and gutter, and structure costs to State standards, excluding the cost of parking areas.
 - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
 - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.
 - (i) Replacement of existing driveways, in kind, necessitated by the project.
 - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.

3. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
 - (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (c) Roadway and bridge width in excess of standards.
 - (d) Compensable utilities necessitated for the project.
 - (e) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.
 - (f) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction.
 - (g) Parking lane costs.
 - (h) Coordinate, clean up, and fund any hazardous materials encountered during construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
 - (i) Damages to abutting property due to change in street or sidewalk widths, grades, or drainage.
 - (j) Conditioning, if required, and maintenance of detour routes.
 - (k) Repair of damages to roads or streets caused by reason of their use in hauling materials incidental to the improvement.
4. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
5. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
6. The work will be administered by the State and may include items not eligible for federal/state participation.
7. The Municipality shall assume general responsibility for all public information and public relations for the project and to make a fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the projects.
8. Basis for local participation:
 - (a) Funding for preliminary engineering for a connecting highway 75% State 25% Municipal
 - (b) Funding for construction of standard roadway items – 100% State.

Comments and Clarification: This agreement is an active agreement that may need to be amended as the project is designed. It is understood that these amendments may be needed as some issues have not been fully evaluated or resolved. The purpose of this agreement is to specify the local and state involvement in funding the project. A signed agreement is required before the State will prepare or participate in the preparation of detailed designs, acquire right-of-way, or participate in construction of a project that merits local involvement.



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Office of Engineering

TO: Public Works Committee
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: December 14, 2021
SUBJECT: I-43 North/South Corridor Project Public Information

The Wisconsin Department of Transportation (WisDOT) I-43 North/South Corridor project will span several years and eight separate contracts. The best way for interested parties to find out what is currently happening with the project, what is happening next and what is yet to come is to use WisDOT's Project511 website: <https://projects.511wi.gov/43north-south/>.

The City duplicates the information provided by WisDOT on its website and includes critical impacts to residents and motorists. That page is located here: <https://www.ci.mequon.wi.us/community/page/i-43-construction-updates>. The City also utilizes the "Latest Updates" banner and weekly bulletin to distribute information.

The contact page of WisDOT's Project511 website also includes contact information for WisDOT project contacts: https://projects.511wi.gov/43north-south/contact_us/.

For those who contact the City directly, they are generally referred to WisDOT's webpage or contact personnel.

This item was referred to the Public Works Committee due to concerns regarding communicating public safety concerns. A utility project on Port Washington Road impacted adjacent residents and several cases of wrong way driving and traffic backups resulted in concerns regarding adequate traffic management. Unfortunately, as that project was a utility project not directly under the authority of WisDOT, WisDOT staff was not ultimately responsible for the traffic management.

WisDOT staff requested a meeting with City staff to discuss communication and public safety concerns. City staff explained that to motorists and City residents this is just one project, not eight contracts with additional utility projects. City staff made it clear that motorists and City residents need one point of contact. WisDOT staff reiterated that the contacts on its website are appropriate for those situations.

City staff is exploring additional options for communication. For example, whether the City's website could be configured that residents submit a form which is emailed to WisDOT staff and copied to City staff. If there is an issue that requires City follow up or immediate attention, City staff would be aware in addition to WisDOT staff.

City staff acknowledges that many residents, and elected officials, may be more comfortable contacting local officials/staff. City staff can manage directly general inquiries and redirect to WisDOT when appropriate. However, as the City does not have jurisdiction over the project and may not have the most up to date information, WisDOT is the best resource for information and to express concerns.

At a minimum, this project will continue to be discussed at the Public Works Committee meetings quarterly, as a part of the WisDOT Quarterly Updates. If there is a specific issue that needs to be reviewed, it can be a stand-alone agenda item, or City staff can address more immediately if it is a pressing issue.

City staff welcomes the feedback from the Public Works Committee as to any other tools that should be considered for efficient and effective communication throughout the duration of the project.



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Office of Engineering

TO: Public Works Committee
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: December 14, 2021
SUBJECT: Weight Restrictions on Highland Road and Lake Shore Drive

On the draft agenda for the December Common Council meeting, staff identified a potential item to establish weight restrictions on Highland Road east of Lake Shore Drive (north) and on Lake Shore Drive between Highland Road and Mequon Road.

While truck traffic is not generally an issue in this area, with most through truck traffic traveling on I-43 or Port Washington Road, City staff acknowledges that the construction of the Highland Road interchange, and specifically the removal of the bridge, could result in additional traffic on roads that were built to only sustain the typical, residential traffic.

After researching the Wisconsin Administrative code and City ordinances, and conferring with the City Attorney, Staff concluded that the City streets are already sufficiently weight restricted and DPW staff has ordered and will install signage at this location.

If truck traffic proves to be a larger issue, or if restrictions beyond those currently allowed are deemed necessary, Staff will work with the City Attorney on the appropriate approvals for additional restriction.

TO: Public Works Committee
FROM: Cole McCraw, Assistant City Engineer
DATE: December 14, 2021
SUBJECT: 2021 Drainage Capital Improvement Program (CIP) Update

Background

In August of 2021, staff provided the *2019 Major and Secondary Drainage Way CIP List* to the Committee and discussed revising the list to reflect completed projects and projects to be completed by Public Works Highway Division. Please see the attached *2021 Major and Secondary Drainage Way CIP Draft List* for the updated list.

The intent of this memo is to:

1. Review the current CIP list.
2. Provide an update on current Drainage Capital Improvement Program (CIP) items.
3. Request authorization to proceed with the next Drainage CIP item based on the current CIP list.
4. Discuss the timeframe for a prioritization meeting

Analysis

Current Drainage CIP List

An updated Drainage CIP list is attached showing items transferred to Public Works Highway Division projects and items that have been completed. See the attached *2021 Major and Secondary Drainage Way CIP Draft List*.

The Engineering Division is revising the 5-year plan for the annual road program. The projects highlighted in green will likely be coordinated with the road program.

Current Drainage CIP items in progress:

- **Item 2* - Revere and Prairie View**

This item was added to the Drainage CIP list in November 2020. It included the installation of a driveway culvert and ditch regrading based on the recommendations by the FreshWater Engineering stormwater study performed in November 2020. In August 2021, the Highway Division completed the installation of an additional culvert and ditch regrading at Revere Rd. and Prairie View Ln.

After installation, frequent rainfalls caused water levels to rise in the area and caused water to back up into the ditches near Revere Rd. and Prairie View Ln. Residents in the area complained to the City that water levels had increased since the culvert replacement and were unhappy with the stagnant water in the ditches near their properties.

In response to the complaints, staff met with Anchor QEA, formerly FreshWater Engineering, regarding the recommendation of the culvert replacement at Prairie View Lane and Revere Road. Staff asked Anchor QEA to provide a memo detailing the effectiveness of the recommended culvert and if it is functioning as intended.

Staff reviewed a draft of the memo. Anchor QEA is making minor revisions and will provide Engineering with an updated version. We anticipate the final memo to be provided in mid-December. will then be distributed to area residents and uploaded to the City website under the Mequon Drainage Capital Improvement Stormwater Study page. A link will be emailed to Committee members once uploaded.

Additionally, staff further investigated the drain tile which carries water from the swamp area near Revere Rd. and Prairie View Ln. east to Lake Michigan. The drain tile has

known issues including a root ball in the pipe which may be preventing the efficient flow of storm water. The location of the root ball is on private property. Staff has been working with the property owners to obtain permission to access the property; however, the City has not yet been granted access.

Staff spoke with the City attorney about accessing for the root ball removal. The City attorney indicated that maintenance of the drain tile may be the responsibility of Ozaukee County as part of a farm drainage district. Drainage districts reserve special rights to access private property for maintenance under State Statute. Staff is in the process of contacting the Ozaukee County Farm Drainage Board for confirmation.

- Item 2 – 11739 N Shorecliff Ln. and Item 3 – 11628/11650 N Shorecliff Ln.

As mentioned in the previous item, there is a drain tile that runs from the swamp area near Revere Rd. and Prairie View Ln. east to Lake Michigan. Both items from the Drainage CIP list relate to this tile.

Item 2 of the list includes replacing 400 feet of failed drain tile near 11658 N Pinehurst. Staff will clarify the maintenance responsibilities of the drain tile with the Ozaukee County Farm Drainage Board as mentioned above.

Item 3 of the list includes adding approximately 300 feet of pipe to alleviate an area of localized flooding. The new pipe would be connected and discharge to the drain tile. This work is proposed near the roadway edge. Due to road condition, Shorecliff Ln. will likely be indicated on the 5-year plan for the annual road program. The drainage work associated with Item 3 will be coordinated with the road program so that pavement disturbances can be repaired in the same year.

- Item 4 – 1516 W Fiesta Ln.

Fiesta Lane was indicated to be repaved as part of the annual road program in the next few years. Staff is considering the I-43 construction impacts to determine the timing of the Fiesta Lane repaving. Fiesta Lane is also number 4 on the Drainage CIP list. The drainage issues along Fiesta Lane would be most efficient and cost effective to address in the same year as the road program. When funding and schedule is confirmed for the road program, staff will request the use of Drainage CIP funds for addressing the drainage issues along road program projects.

A plan for alleviating issues in a portion of Fiesta Ln. was created several years ago. The plan included installation of approximately 1,000 feet of storm sewer in the ditch. If the drainage work will be performed with the annual road program, the area should be surveyed and evaluated for other drainage problems. Staff has surveyed the area to verify the previous design and evaluate the conditions to determine if other improvements can be made. The evaluation can be performed over the winter in preparation for potentially including Fiesta Lane in the 2022 road program.

- Item 5 – Ranch/Hickory/Chestnut

Ranch Rd., Hickory Ln., and Chestnut Rd. are item #5 on the draft Drainage CIP list. The area includes a drainage way within the floodplain. The City submitted an application for dredging the drainage way in 1999, which the DNR denied. The permit denial also indicated that the dredging would likely not improve drainage or reduce flooding in the area. Staff recommends that a drainage study on the area should be performed. Since the area includes floodplain, staff does not have the capability to evaluate in-house. A drainage study can investigate and recommend options and estimate the benefits of recommended treatments.

Discussion regarding Prioritization Meeting

As the Committee discussed in August, the prioritization meeting allows the Public Works Committee and residents to meet and discuss items on the CIP list. A meeting date has not yet been established. It should be considered to host the meeting on a non-council night to provide sufficient time for the meeting. Since the previously discussed projects are already in progress,

this meeting could take place in spring.

Fiscal Impact:

Capital funding is established annually through the fiscal year budget process. No additional funding was provided as part of the 2022 budget. The balance in the capital account is approximately \$165,000 which should allow for multiple projects or studies to be considered pending confirmation of the prioritization. After clarification of the drain tile responsibility with the County and finalizing of the road program 5-year plan, staff will determine if any of the high-priority items on the Drainage CIP list can be targeted with the road program. The current funding may be sufficient to complete the top two to three items at this time.

Recommendation

Staff recommends that Public Works Committee establish a date for the prioritization meeting in the coming months or in spring. The meeting date should allow sufficient time for staff to send notices to impacted property owners, a minimum of three weeks.

Additionally, staff requests authorization to request proposals for a drainage study for the Ranch Rd., Hickory Ln., and Chestnut Rd. (Item #5 on the draft Drainage CIP list). Staff can compile proposals and costs and bring to a future Public Works meeting for recommendation. Beginning the drainage study process would allow staff to continue on the higher drainage CIP list items while concurrently moving forward with the Ranch/Hickory/Chestnut item.

Attachments:

2021 Major and Secondary Drainage Way CIP Draft List (PDF)

2021 Major and Secondary Drainage Way CIP Draft List

Acct # 410798-730010-10013

COMPLETE

Possible Future Road Project

Draft Plan

	Plan Provided	Priority Status	Eval. Score	Map #	Inquiry #	Project Address/Location	Basin Size	Description/General Solution	Estimated Cost	Contact	Address	City State
PROPOSED 2021 CIP ITEMS	X	2*				Revere and Prairie View		FreshWater report recommendations at Revere and Prairie View		Amy Becker	11321 N. Prairie View Ln.	Mequon, WI 53092
		2	127	2	2008-26	11739 N Shorecliff Ln.		failed county drain tile starting at 11658N Pinehurst -need to replace +/- 400' pipe and install 2 MH's.	\$55,000.00	Peter & Sarah Damsgaard	11739 N Shorecliff Ln.	Mequon, WI 53092
	X	3	99	3	2013-8	11628/50 N Shorecliff Ln.		300' - 12" ADS Pipe into county tile to alleviate flooding	\$19,500.00	Christina M. Plazak & David H. Hinke	11628 N Shorecliff Ln.	Mequon, WI 53092
	X	4	125	4	2010-34	1516 W Fiesta Ln.	Sec.	water flows over the road during heavy events/install 1000' 18" hdpe in ditch	\$100,000.00	Michael Horne	1436 W Fiesta Ln.	Mequon, WI 53092
		5	120	5	staff	Ranch/Hickory/Chestnut	Maj.	Clear Drainage Easement to help water flow in heavy rain events	\$20,000.00	Highway Division		
	X	10	110		staff	11538 N Oriole Ln.	Sec.	replace 30" cmp. - holes - plan drafted - +/-600' - 30" Hdpe.,	\$25000 for materials	Highway Division		
		11	100	6	staff	900 W County Line Rd.	Maj.	Fish Creek Drainage- restore erosion south of Katherine Kearney Carpenter Park	\$80,000.00	Highway Division		
		12	100		staff	12023 N +/- Corporate Pkwy.	Maj.	see 1025 W Glen Oaks Ln. - west side of x-rd. culverts blocked by sediment and cattails - permit needed		John Mikkelson	1025 W Glen Oaks Ln.	Mequon, WI 53092
		13	100		2014-28	1025 W Glen Oaks Ln.	Maj.	Clean out sediment build-up 5' 10' in front of 4 x-rd. culv. Ends - W & E sides of Corporate Pkwy.- permit needed		John Mikkelson	1025 W Glen Oaks Ln.	Mequon, WI 53092

LOCAL DESIGNATION TO BE TRANSFERRED TO HIGHWAY PROJECTS	X	19	83		2018-47	11633 N Lake Shore Dr.	loc.	regrade ditch +/- 200' per plan		Ms. Barbara Pfaff	11633 N Lake Shore Dr.	Mequon, WI 53092
	X	21	82	16	2011-39	3419 W Meadowview Ct.	loc.	Fairway Ln. ditch is eroded - install 350' - 6" tile and backfill	\$17,500.00	Mrs. Masoud Ganji	3419 W Meadowview Ct.	Mequon, WI 53092
	X	22	82	15	2015-05	4926 W County Line Rd.	loc.	regrade roadside ditches per plan to drain - 300'	\$3,000.00	Damar L. Liederbach	4926 W County Line Rd.	Mequon, WI 53092
	X	25	79	23	2008-58	4904 W County Line Rd.	loc.	roadside ditch needs to be regraded 500' +/-	\$7,500.00	Mr. & Mrs. Shawn J. Wasserman	4904 W County Line Rd.	Mequon, WI 53092
	X	26	79	22	2003-47	9615 N Cedarburg Rd.	loc.	ditch from W side of drwy. on County Line to 200' W-move ditch 4' north	\$3,000.00	Mr. Michael A. Ziesemer	9615 N Cedarburg Rd.	Mequon, WI 53092
		29	77		staff	5600 W Reibs Ln.	loc.	ditch from lift sta. W & N 200' to drwy. Culv. - draft plan		Highway Division		
		30	76	28	2011-41	701 W Mequon Rd.	loc.	move ditch south at road rehab time or enclose ditch 300'	\$4,500.00	Mr & Mrs Brian L. Neils	701 W Mequon Rd	Mequon, WI 53092
	X	32	74		2018-78	1515 W River Oaks Ln.	loc.	relay drwy. Culv. And regrade and restore ditch 175' per plan		Mr. Michael King	1515 W River Oaks Ln.	Mequon, WI 53092
	X	38	58	38	2003-46	7247 W Highland Ridge Dr.	loc.	regrade west roadside ditch to drain road at entrance restore all bad areas approximately 250'	\$3,750.00	Joseph LaBarbera	7247 W Highland Ridge Dr.	Mequon, WI 53092

COMPLETED AND CLOSED		1	128	1	2010-13	1415/1426 W Donges Bay Rd.		work with the Cedar Ridge HOA to establish a water surface elevation of 95	not to exceed \$20,000	Scott Kluck	1426 W Donges Bay Road	Mequon, WI 53092
	X	4	126		2018-40	3025 W Country Club Dr.	loc.	regrade ditch +/- 400' per plan		Mr. Dustin Siehr	3025 W Country Club Dr.	
	X	7	115		staff	7601 W +/- Cheverny Dr.	Sec.	icing at intersection. Draft plan for re-ditching to south		Highway Division		
	X	8	115		staff	12001 N +/- Wauwatosa Rd.	loc.	draft plan to re-ditch at NW corner Freistadt Rd. so curb can drain		Highway Division		
	X	9	110		staff	13030 N Cedarburg Rd.	loc.	regrade ditch - silted in south of driveway - advise owner their culv. Is bad		Highway Division		
		14	93	7	2013-21	9821 N Courtland Dr.	loc.	grade swale through sewer easement at west side of property - water at NW corner	\$3,000.00	David M. Smith	9821 N Courtland Dr.	Mequon, WI 53092
	X	15	90	31	2017-22	221 E Mequon Rd.	loc.	Replace 18 - 48' x-rd. culv. under Mequon Rd. at Lakeview Pl.- 130' pipe -regrade ditches +/- 800' per plan		Mr. & Mrs. Charles Mitch	221 E Mequon Rd.	Mequon, WI 53092
		16	90		staff	11548 N Laguna Dr.	Sec.	install 4 - 15" additional pipes under bike path N of cul de sac		Highway Division		
		17	89		staff	3408 W Woodsview Ct.	loc.	roads ices up. Install CB onto pipe on north side of road. Locate pipe		Highway Division		
		18	83	14	2015-22	3607 W Haven Ct.	loc.	grade 4 driveways to drain toward CB's		Mr. & Mrs. Kevin Canady	3607 W Haven Ct.	Mequon, WI 53092
		20	82		2018-12	14106 N Cedarburg Rd.	loc.	replace 8 drwy. Culv.'s and regrade ditch farther east 1000' with road re-paving, per plan - no costs to property owners		Diethard Loess	14106 N Cedarburg Rd.	Mequon, WI 53097
	X	23	81		2018-76	120 E Highview Dr.	loc.	regrade roadside ditch to 40' to east per plan		Nicholas Paschke	120 E Highview Dr.	Mequon, WI 53092
		24	80		staff	13300 N +/- Cedarburg Rd.	Maj.	muck sediment from east and west inverts		Highway Division		
	X	27	79	21	2015-46	12126 N Lake Shore Dr.	loc.	regrade roadside ditch per plan to drain - 350'	\$3,500.00	Mr. Kamal Amin & Ms. Ariba Khan	12126 N Lake Shore Dr.	Mequon, WI 53092
	X	28	78		2018-22	1641 W Winslow Dr.	loc.	regrade ditch +/- 80' per plan		Dr. Dominic J. Pulito	1641 W Winslow Dr.	Mequon, WI 53092
	X	31	76		2018-87	13922 N Foxtail Ln.	loc.	regrade ditch +/- 225' per plan		Mr. Jeremy Wiza	13922 N Foxtail Ln.	Mequon, WI 53097
		33	68			1726 W River Oaks Ln.	loc.	regrade ditch per plan along Shoreland Dr. - prop. Owner to enclose		Mr. & Mrs. Trevor Mihalski	1726 W River Oaks Ln.	Mequon, WI 53092
	X	34	67		2018-25	1309 W Liebau Rd.	loc.	regrade ditch +/- 400' per plan		Ms. Valentina Barbatelli	1309 W Liebau Rd.	Mequon, WI 53092
	X	35	65		2018-73	2815 W Ranch Rd.	Sec.	regrade rip-rap east of driveway slightly to drain better		Mr. & Mrs. Mark Olson	2815 W Ranch Rd.	Mequon, WI 53092
	X	36	62		2018-33	12601 N +/- River Rd.	loc.	regrade ditch 200' per plan		Mr. Mike Van Treeck	4507 W Meadow Cir. West	Mequon, WI 53092
	X	37	60		2018-17	5307 W Hillcrest Dr.	loc.	install 200' +/- 12" hdpe. With road paving - move to south as far as possible		William Wisotzke	5307 W Hillcrest Dr.	Mequon, WI 53092
	X	39	51		2018-37	3628 W Turnberry Dr.	loc.	rub ditching bucket through ditch per plan to smooth it out and restore		Garth Ertl	3628 W Turnberry Dr.	Mequon, WI 53092
	X	40	49		2018-64	9521 W Huntington Dr.	loc.	regrade ditch 60' per plan		James Andersen	9521 W Huntington Dr.	Mequon, WI 53097
	X	41	49		2018-53	2519 W Range Line Terrace	loc.	regrade ditch +/- 200' per plan		Robert Madritsch	2519 W Range Line Terrace	Mequon, WI 53092

*added to CIP list November 10, 2020

Attachment: 2021 Major and Secondary Drainage Way CIP Draft List (6911 : 2021 Drainage CIP Update)

TO: Public Works Committee
FROM: Jeremy Dandy, Engineering Technician
DATE: December 10, 2019
SUBJECT: 2021 Road Improvements Contract Summary

Background

The Annual Road Program addresses both road reconstruction/rehabilitation and road maintenance. This memo provides an overview of the proposed 2021 program and the current estimates.

In 2021, Westchester Lakes, River Lake, River Estates, and Hidden Farm subdivisions, along with Martin Way, and Highland Road (Cedarburg Road to Green Bay Road) were reconstructed, 48.4 miles of roadway were crack sealed, and 12.4 miles of roadway were treated with GSB-88 sealant. Westchester Lakes improvements included 1.71 miles of pavement milling, removal of the millings and asphalt paving the upper layer. River Lake, River Estates, and Hidden Farm subdivisions included 1.28 miles of asphalt pavement pulverizing and asphalt paving lower and upper layers, drainage improvements, and shouldering.

Analysis

The Road Improvements contract was issued to Payne & Dolan, Inc. The project included a completion date of September 15, 2021. The majority of the work was completed on time. There were punch list items that were completed at a later date. There was one balancing change order for a reduction of \$259,387. In the 2021 Road Program there was no undercutting required for base repair, which is approximately 75% of the reduction amount. The change order equated to 25.9% of the contract award amount.

The contract for crack sealing was issued to Thunder Road, LLC and GSB-88 was issued to Fahrner Asphalt Sealers. Both contracts included all base and additive items which was possible based on the bid amounts received.

Crack sealing finished on time and included two change orders which included sections of Highland Road and River Barn Park. The change orders had a net increase of \$11,870. Change orders equated to 7.2% of the contract award.

The GSB -88 contract finished on time and included two change orders which included sections of Bonniwell Road and River Barn Park in the amount of \$5,306. Change Orders equated to 3.1% of the contract award.

Fiscal Impact:

On February 12, 2019, common council approved a \$5.1 million bond issuance for a 3-year borrowing for the road program. This is the third year of the aforementioned three-year program funded by long term bonding.

The program shown on the chart below is the anticipated costs for 2021:

	Cost Estimate	Award Amount	Actual Cost
Rehabilitation – Westchester Lakes, River Lake, River Estates, Hidden Farm subdivisions, Martin Way, and Highland Road	\$922,714	\$997,867.66	\$736,177
MBP Lighting – WE Energies	\$260,000	\$259,481	\$259,481
DPW Landscaping/Drainage/Paint/Signs			\$59,740
Advertising for Bids			\$2,121
Loop Detector – Highland Rd			\$1,576
Road Ratings			\$8,380
Safety Building Parking Lot Repair			\$16,805
Maintenance (Crack Seal)	\$160,117	\$164,440	\$176,310
Maintenance (GSB-88)	\$275,542	\$170,834	\$176,140
Totals	\$1,358,373	\$1,333,141.66	\$1,436,730

As there was no capital funding provided for 2022, another borrowing for road improvements would be necessary to support the program moving forward. The remaining balance of the road improvements capital account will be utilized in the coming years to increase the number of roads included with the project. The remaining balance of this capital account is anticipated to be \$950,000. The chart below provides details for each of the three years during the borrowing period and the balance of the program prior to.

	2018	2019	2020	2021
Balance at Borrowing	\$113,378			
Total Expenditures		\$1,615,734	\$1,438,501	\$1,436,730
Anticipated Balance				\$950,000

The anticipated balance going into 2022 is a combination of state funding/reimbursement, material change orders, and in 2021 a savings of approximately \$200,000 as there was no undercutting necessary for base repair in this year's roads and lower than estimated bid amounts. It is anticipated that the total savings from undercutting will not be true for future road programs. The roads in the 2021 project year benefited from the pulverize & relay process used to strengthen the existing base.

Recommendation

Staff has provided the summary for information only; no action is needed.

TO: Public Works Committee
FROM: Mike Gies, Parks and Forestry Superintendent
DATE: December 14, 2021
SUBJECT: EAB Quarterly Update 12/21

At the Appropriations Committee meeting on October 5, 2021, questions regarding the status of the Emerald Ash Borer (EAB) abatement program were raised by members of the Committee.

Since 2014 the City has been actively removing Ash preemptively and post mortality. In 2017 the Common Council adopted an EAB policy that outlines the methods for identifying city owned trees, the prioritization process for removal, method for replacement, and steps for public education and communication.

Since 2014, city crews and contracted services have been focused primarily on street trees that are within subdivisions, trees in primary corridors, trees that are located on roads scheduled for the annual road program, and trees that have been deemed hazardous by the Forestry Division. These efforts have been very successful in removing most of the City owned Ash trees from the developed subdivisions in Mequon. It is estimated that between the city crews and the contracted service providers, we have removed over half of the city obligated ash. The remaining half are concentrated in areas that present challenges primarily due to access limitations.

As defined in the EAB policy, secondary trees would now become the focus of efforts in the coming years. Secondary trees are defined in the policy as follows:

Secondary Tree - An Ash tree that exists in the City right of way but is present in an area with limited maintenance and outside of a city subdivision. This would also include, but is not limited to, natural roadside areas, City easements, natural park areas, or outlots.

With primary focus shifting to “secondary areas” efforts will be concentrated on establishing buffer zones on the edge of roadways, trail systems, and properties adjacent to city held property. These efforts won’t necessarily focus on removal of **all** dead Ash, but it would put emphasis on creating buffers, so if there was a tree failure it would mitigate the potential hazard to the public.

Removal in secondary areas is anticipated to be more labor intensive, given the limitations of access to most of the areas requiring removals. Equipment and personnel access could be made more difficult given the undeveloped nature of many of the sties.

As indicted at the November 2019 Public Works meeting, Staff will continue providing an update to the Public Works Committee on Emerald Ash Borer (EAB) Abatement and more specifically, public education and outreach. Per the memo and discussion that November, Staff has since accomplished the following:

- Website updates include general guidelines and tips for selection of a tree service provider.

- Improved GIS services continue to be one of the largest tools utilized by DPW and Forestry Division staff to improve the accuracy and efficiency in marking City obligated tree removals. Staff installs lathe stakes based upon the right-of-way shown in GIS, positively identifying the obligation of either the City or resident. Continued revision of the process to provide clear tree identification and a more immediate answer to the question of ownership. City obligated trees continue to be identified with the appropriate colored paint marking. Crews utilize pink paint to indicate a self-performed removal or green to indicate a removal to be completed by a hired contractor. Crews have also been working with residents to provide clearer identification of the city operated right of way, by installing a wooden lathe stake periodically along property frontages. This helps give residents a visual cue of city obligation versus resident obligation.
- Creation and continued modification of an ash tree courtesy letter that may be distributed to residences with ash that may be considered a future nuisance. The courtesy letter allows staff to contact residents to establish a plan or proactive approach in private ash removal. Alternatively, once the City has removed all obligated ash trees in a neighborhood, courtesy letters can be distributed to residents that may have ash that represent a future hazard to rights of way, so they may decide to mitigate the tree before it becomes a nuisance.
- Continued improvement and creation of mailers for forestry tasks, along with the appropriate matching information posted to the website and Friday Bulletin.
- Forestry Intern Job Description and Hiring- Hiring of one forestry intern was completed in late March 2021. The new intern will be worked into weekly forestry operations that include but are not limited to removal, restoration, replanting, pruning, GIS utilization/inventory, resident interaction, and contract implementation. With continued guidance and training efficiency in all factors of forestry will continue to improve.
- Over 300 tree replacement letters were sent out in the fall of 2021. This would have typically been a process completed by a subcontractor. The estimated cost of the contract would have been approximately \$48,000, but the planting was performed in house, at the cost of the tree.
- Issuance of several updates via the Friday Bulletin.

MAPPING/GIS

Please note that one of the most powerful tools that staff utilizes and intends to leverage for the public is the City's GIS system. With the new system being utilized, staff is beginning to build on the uses. Staff intends to utilize the system to update the city inventory, so the inventory itself can be a more useful tracking tool in the future. With increased staffing in the forestry division providing more interactive uses of the GIS should become attainable goals.

PROGRESS TRACKING

The new system can provide powerful tools for progress tracking. It can show the number of trees marked for winter removal with the number of trees removed to date, same for stump grinding, etc. It can eventually be an interactive tool for property owners to not only understand the progress of tree removal in their area, but in the City as a whole. Continued development is still necessary and will continue to be worked with to create efficiencies that benefit staff and the public.

NEXT STEPS

As indicated in the previous memo, efforts for public education and outreach are continually evolving. Many of these tasks continue to evolve and are anticipated to be ongoing through the remainder of EAB efforts and possibly beyond if appropriate.

- Implementation of improved GIS services- start update of inventory post EAB, public progress tracking information for forestry processes

- Develop list of ash tree replacements to post on City website for private property
- Forestry Worker- monthly task calendar, elevated level of service standards- numbers will be provided for impacts
- Intern/hiring- summer 2022
- SAWW 1 training for entire DPW department- baseline expectation of level 1 training
- Modifications to EAB abatement efforts as a result of improved staffing
- Focus to shift to secondary trees in parks and city owned parcels
- Update of street tree inventory post EAB. GIS will be utilized to ensure accuracy and show vacancies, for future planting locations

Staff appreciates that the EAB epidemic is impactful, and that at times property owners are only concerned about the ash tree near their property, and not in the City's efforts. While staff strives to continue to improve upon its public education and outreach efforts, both property owners and elected officials should continue to reach out to staff with concerns or accolades. Staff is close enough to the efforts and process to understand whether there is an isolated issue, or a larger process review is warranted. As always, staff appreciates patience, support, and understanding while we move through the EAB abatement process.



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Mequon, WI 53092-1930
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Office of Engineering

TO: Public Works Committee
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: December 14, 2021
SUBJECT: WisDOT Quarterly Update

I-43 North/South Corridor

Please note that there is a separate agenda item dedicated specifically to public information and communication for this project.

The Work Zone Prep contract was the first of 8 contracts for this project. It included the widening of several segments to allow the maintenance of two lanes of traffic throughout construction. While work continues, the active construction is for utility work that is required prior to the start of the remaining contracts. This includes the two Mequon Water Utility projects for water main relocation, as well as many We Energies and other private utility contracts.

In early 2022 (anticipated in February), the North Segment will begin. This is the information posted on the WisDOT website for that contract:

2022 CONSTRUCTION OUTLOOK

Construction in 2022 will focus on expansion and improvements within the North End Segment and the County Line Road/Port Washington Road Interchange Segment.



North End Segment

- I-43, between Highland Road and WIS 60, is scheduled to have traffic shifts throughout 2022, to accommodate temporary widening for mainline paving of the new northbound median, shoulder, and lanes
- Highland Road, between County Highway W (Port Washington Road) and Lake Shore Drive, is scheduled to close early 2022 through early fall, for bridge and interchange construction
- Lakefield Road, under I-43, is scheduled to close early 2022 through late 2022, for overhead bridge reconstruction
- Falls Road, over I-43, is scheduled to close early 2022 through fall, for bridge reconstruction
- County C, between just east of I-43 and Lake Shore Drive, is scheduled to close early fall through late winter, for reconstruction (County C will not be closed concurrently with the Highland Road bridge closure)

I-43 North-South is scheduled to remain open to two lanes during peak travel times.

Access to businesses and residences will be maintained.

Left: North End Segment project limits

County Line Road/Port Washington Road Interchange Segment

- County Line Road entrance ramp to I-43 SOUTH remains closed through mid-2023
- I-43 NORTH exit to Port Washington Road remains closed through mid-2023
- Port Washington Road, between Port Washington Lane and County Line Road, is scheduled to close early 2022 through fall, while the bridge is reconstructed
- Donges Bay Road, between Port Washington Road and the Union Pacific Railroad, is scheduled to close early 2022 through late summer, while the bridge over I-43 is reconstructed
- Katherine Drive, between Zedler Lane and Port Washington Road, is scheduled to close late summer through fall, while the Fish Creek box culvert is reconstructed

I-43 North-South is scheduled to remain open to two lanes during peak travel times.

Access to businesses and residences will be maintained.



*Above: County Line Road/
Port Washington Road
Interchange Segment project limits*

Interested parties can follow the construction here: <https://projects.511wi.gov/43north-south/>.

STH 57 (Green Bay Road)

The project includes the reconstruction of Brown Deer Road, including the reconstruction of the Brown Deer and Green Bay Road intersection to convert to an at grade crossing. The project started in late fall and will continue through 2022. It is anticipated that the repaving in Mequon will be at the end of the project, in late 2022.

Interested parties can follow the construction here: <https://projects.511wi.gov/browndeer/>.

STH 167/Mequon Road - East (Cedarburg Road to Port Washington Road)

Please note that there is a separate agenda item to contemplate including the rehabilitation of the Connection Highway portion of Mequon Road (Buntrock Avenue to Cedarburg Road).

WisDOT is initiating the design process for this project which generally includes the following:

- Mill 4 inches and repave 4 inch of asphalt pavement with base patching/slab replacement included as needed
- Upgrade ADA curb ramps
- Replace broken curb and gutter
- Do storm sewer / inlet/ manhole maintenance, signing, marking and signal/lighting

maintenance or replacement if warranted

The project is tentatively scheduled for 2028 (advanceable to 2027).

STH 167/Mequon Road - West (County Limits to STH 181 (Wauwatosa Road))

WisDOT is nearly complete with the scoping for the project. As of the date of this memo, the project generally includes:

- Pavement design: mill 2" and pave 2" from Wasaukee Road to Solar Avenue
- STH 181 intersection work, roughly 200 feet North and 100 feet South, within the STH 167 project
- Design of sidewalk, both on the North and South side of STH 167, from Swan road, back to the east to connect to the existing sidewalk; as part of the environmental process for the project. *Please note that WisDOT has not committed to the construction or funding of the sidewalk. At this early stage in the project, it is important for it to be accommodated at the City can address a willingness to cost share in the future.*

As most are aware, the City has a pending application with WisDOT for improvements on the Connecting Highway portion of Mequon Road from Buntrock Avenue to Cedarburg Road. When City Staff challenged WisDOT staff on why the City would be required to provide on street bicycle accommodations on Mequon Road when neither adjacent WisDOT project contemplated on street bicycle accommodations, WisDOT contemplated the requirements to include on street bicycle accommodates for this project. WisDOT Planning Staff for this project offered the solution of a roadway diet. This would be a roadway diet, going from 2 lanes in each direction, down to 1 lane in each direction with turn lanes added at some intersections, a two-way-left-turn-lane (TWLTL) down the middle of the roadway with some sort of bike lane as well. The TWLTL to the roadway section between Swan Road to just East of Vega Avenue. City staff indicated it was not interested in this solution.

The next steps are to generate the 30% plans, and then toward the 60% plans. At that point, WisDOT will look to discuss whether the sidewalk will be included in the construction project. The project is tentatively scheduled for construction in 2025.

STH 181/Wauwatosa Road - County Line Road to Mequon Road

The Wisconsin Department of Transportation is currently proposing a pavement perpetuation project on this segment with ancillary improvements. The proposed work includes:

- Base patching and joint/crack repair, with replacing existing concrete pavement as needed
- Overlaying existing concrete pavement with 2.5 inches of HMA
- Installing monotubes at the intersection of STH 181 with Donges Bay Rd
- Replacing two culvert pipe endwalls
- Cleaning five culvert pipes and cleaning ditches
- Curb Ramp upgrades to meet ADA standards
- Replacing existing signing and pavement marking

The project is tentatively scheduled for construction in 2025.

While not a WisDOT project, Staff is also providing an update on this Washington County project for reference:

CTH M (Wasaukee Rd)/Freistadt Rd (CTH F) Intersection

Washington County will complete a road construction project that will include the installation of a 4-way stop at the Wasaukee Road and Freistadt Road intersection, as recommended by the Public Works Committee meeting and approved by the Common Council. On December 2, 2021, Washington County hosted a Public Information Meeting, including notification to impacted

residents.

This information is from the County's website:

Washington County is planning the roadway reconstruction of a 1.5-mile section of CTH M (Wasauke Rd), from the intersection of Freistadt Rd (CTH F) northerly 1.5 miles and 1 mile of CTH M (Pioneer Road) from Country Aire Drive easterly to Wasauke Rd. The project is located in the Village of Germantown, Town of Jackson and City of Mequon.

The project will improve the poor condition of the existing roadway pavement with upgrades to the vertical curves, roadway cross section (paved shoulders), and improvements to the Highland Road and CTH F intersections, all of which will improve safety for the travelling public. The project is currently scheduled for construction starting in spring of 2022. No assessments will be levied for this project.

Additional information (including information from the 12/2 Public Information Meeting) can be found here:

https://www.washcowisconsin.gov/departments/highway_department/construction_projects.



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Office of Public Works

TO: Public Works Committee
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: December 14, 2021
SUBJECT: 2021 Work Plan (12.14.21)

Attached for the Board's review is a copy of the proposed work plan for 2021.

Attachments:
2021 Work Plan (12.14.21) (PDF)

**Public Works Committee
2021 Work Plan (December 14, 2021)**

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Month	Agenda Topics
December	• 2022 Cleaning Contract Award • Consideration of the WisDOT SMFA for Mequon Road • 2021 Road Program Summary • EAB Quarterly Update • WisDOT Quarterly Update • I-43 Public Information Discussion • Drainage CIP Update

Future Agenda Topics

- Review of Standard Specifications for Land Development, for update and specifically as it relates to regulations of berms
- Prioritization of Drainage CIP
- Review/reprioritization of Shorecliff drain tile CIP project
- Hawthorne Road
- Prioritization of culvert replacement associated with the Prairie View Lane drainage study
- EAB Update (quarterly)
- WisDOT Update (quarterly)
- Sidewalk Snow Removal Policy
- Policy language for structures (i.e. Little Free Library) within the building setback
- OIT Crossing/Mequon Road Corridor Update (quarterly)
- Discussion regarding path/sidewalk on Range Line Road south of Mequon Road

2021 Completed Items:

• Contract Award for the Demolition of the City Owned Residential Structures at 11236 and 11242 North Cedarburg Road • Approval of the Lion's Club Special Event Agreement for Lion's Fest at Rotary Park • Extension of the 2020 Policy for Mequon Community Pool and Parks Operations Due to COVID-19 • Establishment a Template Memorandum of Understanding for Private Water Trusts Operating in the Public Right-of-Way • Approval of a Special Event Agreement for Annual Gathering on the Green Festivities Held During the Third Week of July in Rotary Park • Approval of an Annual Special Event Agreement for the Jewish Food Festival in August at Rotary Park • Award of the Reuter Pavilion Roof and Gutter Replacement Contract to Larson's Building Services of Mequon, Wisconsin in the Amount of \$28,660 • Notification to the Wisconsin Department of Transportation (WisDOT) of the City's Intent to Install an Eastbound Turn Lane on Mequon Road at its Intersection with Weston Drive, in Connection with the Ozaukee Inter-Urban Trail Crossing Improvement Project in the Town Center Neighborhood • 2021 Road Program Contract Authorization • Repeal of the 2021 Policy for Mequon Community Pool and Parks Operations Due to COVID-19 and Establishment of the Mequon Community Pool and Parks Standard Operating Procedures Due to COVID-19	• Authorization of City Staff to Exceed the Public Works Equipment Replacement Capital Account Balance by \$225,000 During 2021 for the Purchase of a New Loader Vehicle with Snowplow and Wing Attachments • Approval of the Purchase of a 2016 Dynapac CP142 9-Wheel Rubber Tire Roller from Centex Equipment Sales of Early, Texas for a Total Cost of \$39,000 • Award of the 2021 Crack Sealing Contract to Thunder Road of Genesee, Wisconsin in an Amount Not-to-Exceed \$181,000 • Award of the 2021 GSB-88 Bituminous Seal Contract to Fahrner Asphalt Sealers, of Waunakee, Wisconsin, in an Amount Not-to-Exceed \$188,000 • Awarding of the 2021 Road Improvements Contract to Payne & Dolan of Jackson, Wisconsin, in the Amount of \$1,047,750 • Award of the Rotary Park Parking Lot Improvements Contract to Stark Pavement of Brookfield, Wisconsin in the Amount of \$487,000 • Authorization for the Execution of an Agreement with WE Energies for the Replacement of Street Lights in Phase I of the Mequon Business Park at a Cost of \$275,000 • Award of a Contract for HVAC Preventative Maintenance Services During the Period May 1, 2021 - April 30, 2022 to Dillett Mechanical Services, Waukesha, Wisconsin in the Amount of \$21,168 • Approval of the Purchase and Installation of a Replacement Plow Truck and Related Components from Lakeside International, LLC Milwaukee, Wisconsin, Universal Truck Equipment
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Attachment: 2021 Work Plan (12.14.21) (6924 : 2021 Work Plan (12.14.21))

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| <ul style="list-style-type: none"> • Authorization of the Execution of an Amended State Municipal Agreement with the Wisconsin Department of Transportation for Design and Construction of the Highland Road Interchange and Subsequent Authorization for Execution of an Amendment to the Intergovernmental Agreement with Ozaukee County for the Same • Approval of a Contract with SMB Landscape Contractors, Thiensville, Wisconsin for Baseball Field Management Services at Rennie and Schmit Fields During the 2021 Season in the Amount of \$15,500 • Award of a Three-Year Contract for Median Maintenance to Northern Exposure Landscaping, Inc., of Mequon, Wisconsin at an Annual Cost of \$25,000 • Award of a Contract for Ash Tree Removal Services to Wallace Tree and Landscape Inc. of Glendale, Wisconsin in the Amount of \$13,750 • Authorization an agreement with the Wisconsin Department of Transportation to purchase for a temporary limited easement at Katherine Kearney Carpenter Park for the I-43 North South Freeway Project. • Identification of Public Improvement Projects within Tax Increment District No. 3 for Design and Development Prior to April 15, 2023 • Authorization of the City of Mequon's Notice of Intent to We Energies for the Relocation of Overhead • Policy Discussion Regarding the Regulation of Little Free Libraries • Approval of the Acquisition of a Drainage Easement and the Award of a Contract to Replace a Failed Storm Sewer Culvert Across the Property at 9731 N. Courtland Drive for a Total Cost of \$34,625 • Approval of the Mequon Business Park Street Light Removal Contract to J Miller Electric of Port Washington, Wisconsin in the Amount of \$42,000 • Approval of the Rejection of All Bids for the City of Mequon's 2021 Road Improvements Irrigation Removal Contract | <ul style="list-style-type: none"> Wisconsin and Olson Trailer & Body, Green Wisconsin for a Total Cost of \$199,433 • Approval of the Contract for 2021 Cleaning Services at the Public Safety Building to Vanguard Cleaning • Systems of SE Wisconsin, Greenfield, Wisconsin for an Estimated Monthly Cost of \$2,891 and a One-time Deep Clean cost of \$5,964 for a Total Cost not to Exceed \$23,310 • Approval of a Transfer of Funds in the Amount of \$228,715 for, and the Purchase of, a John Deere 624P Loader from Brooks Tractor, Milwaukee, Wisconsin for \$232,043 and Plow & Wing Attachments from Universal Truck Equipment, Inc., Galesville, Wisconsin for \$35,947 for a Total Cost of \$267,990 • Granting an Easement to WE Energies to Install New Electrical Cables at the City's Combined Department of Public Works Facility at 10800 North Industrial Drive • Approval of a State/Municipal Maintenance Agreement (SMMA) and Three State/Municipal Financial Agreements (SMFA) for a State-Let Highway Project with the Wisconsin Department of Transportation for the County Line Road and Mequon Road Interchanges • 2021 Drainage Capital Improvement Program - Administrative Update and Upcoming Prioritization Meeting • No Engine Braking Signs on Mequon Rd • WisDOT Response to Request for Enhanced Railings on Mequon Road Bridge • Approval to exceed \$25,000 to vendor Western Culverts |
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