

1. Agenda

Documents: [MARCH 3.PDF](#)

2. Packet

Documents: [MARCH 3_001.PDF](#)



**Public Works Committee Agenda
Thursday, March 3, 2016 at 4:00 pm
Village Hall**

- 1. Call to Order**
- 2. Approval of Minutes of February 18, 2015 meeting**
- 4. Review and Action on Village Policy on Lead Water Service Replacement**
See attached memo.
- 3. Next meeting – Thursday, March 31, 2016 at 4:00pm**

Posted: 2/29/16

Note: It is possible that members and/or possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; action will not be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in the notice.

February 29, 2016

To: Public Works Committee

Subject: Meeting of **Thursday, March 3, 2016**

From: John Edlebeck, Director of Public Works

Time: 4:00 PM in Village Hall

The following supplemental information is being provided.

- 1. Approval of Minutes of February 18, 2016 meeting**
The minutes are attached.
- 2. Review and Action on Village Policy on Lead Water Service Replacement**
See attached memo.
- 3. Next meeting – Thursday, March 31, 2016 at 4:00pm**

Cc: Village Board; Village Manager, Department Heads; Village Attorney



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Public Works Committee Meeting Minutes
Monday February 18th, 2016 6:00 PM

Whitefish Bay Village Hall 5300 North Marlborough Drive

I. Call to Order and Roll Call

The meeting was called to order at 6:02 pm.

Present: Trustee Serebin, Trustee Fuda, Trustee Miller, Tom Kindschi.

Also Present: Village Manager Steven Sheiffer, Public Works Director John Edlebeck, Village Engineer Mustafa Emir, and Staff Engineer Spencer Charczuk. A number of residents from the Palisades and Village President Julie Siegel were present.

II. Approval of Minutes of February 8th, 2016 Meeting

Trustee Fuda moved, seconded by Trustee Serebin to approve the minutes of the February 8th meeting. Unanimous in favor. Motion approved

III. Review Palisades Road Area Sanitary Sewer Backup Reduction Strategy – John Edlebeck, Public Works Director

John Edlebeck described that there are two high risk areas that have been discussed at two previous meetings. The Village has looked at a number of remedies and proposes that a sanitary lift station be installed at Buckley Park. The lift station would be powered by two pumps operating in a lead/lag sequence with a back-up generator. At Lake Drive and Henry Clay it is proposed to connect the two sections of sanitary sewer on the west side of Lake Drive and south side of Henry Clay. Currently the west side connects to the east side and a new sanitary begins downstream on the west side. This connection will create one continuous line on both sides of Lake Dr. A passive sanitary overflow will also be installed in this area at a level where it will overflow when there is an imminent danger to human health. The cost of the lift station is estimated at \$335,000 and the additional sanitary sewer line is estimated to cost \$310,000. There will be no special assessments associated with these projects to the residents.

Theresa Liu, 5011 Palisades Rd, asked how we would know for sure that this will be a solution and if it will replace manual pumping. John emphasized the reliability and automatic fail safes for the lift station.

Paul Schluter, 5057 Palisades Rd, asked for a diagram of the proposed lift station and asked if it could be disguised and left out of view. Paul also questioned if there would be an odor associated with the lift. Last question was if the pumps would be active during dry weather flows. The lift will covered as much

as possible, there should be no odor associated with it, and the pumps will activate in dry weather conditions.

Racheal Hawig, 5200 Lake Dr, asked how long the work will take and what effects it would have on the local resident. Staff responded that construction is planned to take place over the summer.

Paul Schluter asked if the lift will address any other issues or just those on Palisades Rd. Staff responded that the lift will only help the homes on Palisades Rd.

Tom Kindschi motioned, seconded by Trustee Serebin, to approve the recommendation for the improvements to Palisades Rd and Lake Dr sanitary sewer. Final approval will go before a special Village Board Meeting on February 25th.

IV. **Review of Permits and Engineering Services for Sanitary Improvements-Mustafa Emir, Village Engineer**

Mustafa Emir explained that permits will need to be submitted to MMSD and then submitted to the DNR. Permits will be completed separately. Engineering fees for the improvements should total 8% of the project cost. This pricing will be set as a not to exceed price. It is planned to have a preconstruction meeting in July, with construction beginning in July or August.

Trustee Miller asked if the projects will occur concurrent and if heavy rain will impact the project. Staff responded that the projects will occur concurrently and the sanitary system will be closed up when work is completed every day.

Tom Kindsche asked about construction inspection echoed by Trustee Serebin.

Steven Sheiffer asked if the pumping station could be pre-ordered. John stated that it is likely once design is complete that station will be ordered. It was also stated that after work is completed there will be mill and overlay the following year to restore the condition of the roadway.

Trustee Serebin moved, seconded by Tom Kindsche, to award engineering services contract to Clarke Deitz.

Brief recess at 6:50 P.M.

Trustee Miller continued the meeting at 7:31 P.M.

V. **Review on Woodruff Ave Area Sanitary Sewer Backup Reduction-Mustafa Emir, Village Engineer and John Edlebeck, Public Works Director**

Introductions were made by Trustee Miller.

Mustafa Emir discussed the rerouting of the sanitary system. Project area includes Woodruff Ave from Fairmount Ave to Lancaster Ave and Lancaster Ave from Woodruff Ave to Diversey Blvd. Woodruff south of Fairmount Ave will also be rerouted to the south to connect Chateau Pl to Elkhart Ave and connect into Hampton Rd. By removing the Woodruff sanitary connections at the Fairmount Ave collector and reconnecting further downstream where capacity exists will protect residents from potential backups.

John Edlebeck discussed the use of the model to verify that these reroutes will have a positive impact on the sanitary system.

John Lynch, 5061 Woodruff Ave, asked why this work was not done when Cahill improvements occurred. Steven Sheiffer explained that the Cahill project was related to storm sewer improvements and this project is an improvement to the sanitary system.

Vytenis Kuraitis, 5000 Woodruff Ave, asked if there had been any issues in the last 12 months. Steve responded that there has and that the Village is hoping to improve the protection level for the residents. Vytenis also asked how the flow would be changed without ripping up the whole street. Staff explained that a trench will be mad where the sanitary sewer is and that the whole street will not need to be removed.

Judy Kademian, 934 Colfax Ave, asked how the laterals would be reconnected. Staff explained that the laterals will remain and will be connected to the new sanitary main at a lower elevation.

Gerald Powers, 5071 Woodruff Ave, stated in 2006 he paid for lateral work the Village performed. Questioned why this was being done and why it was not originally in 2006. Steve stated that staff will look into this question and respond to him soon.

John Lynch, 5061 Woodruff Ave, said the 2010 flooding occurred while work was being done on Fairmount Ave and questioned what would be done to make prevent flooding during construction this time. Staff explained that system is closed at the end of each work day and storm water will not enter the new sanitary system due to construction.

Paul Severt, 4929 Woodruff Ave, asked if the residents can have their laterals replaced to the home when this work occurs. Also questioned if residents will be charged for street resurfacing and how the flow will be directed at the intersection of Woodruff Ave and Fairmount Ave.

Judy Mucklin, 4917 Woodruff Ave, asked if there will be provisions in place if damage occurs to homes during construction.

Beth Rybakowicz, 4961 Woodruff Ave, asked if there will be onsite support and if sanitary bypassing will still occur.

Gordon Hackbarth, 5031 Woodruff Ave, stated that when Fairmount Ave was being constructed there was a lack of inspection and wanted to ensure that would not be the case again.

John Lynch asked which project will occur first. Village staff stated the projects will be performed concurrently.

Gerald Powers asked what research has been done for the base that will be used for the sanitary pipe. It was explained the sanitary will be placed using approved construction methods.

Scott Gerke, 5135 Woodruff Ave, asked if this will have a negative effect on other homes and simply push the problem to another area.

Judy Kademian, 934 Colfax Pl, asked if there will be a backup plan in case of an emergency.

Paul Severt asked about replacing laterals to minimize I/I. John Edlebeck discussed that a CIPP project is being developed to address areas of concern.

Beth Rybakowicz, 4961 Woodruff Ave, Asked John Edlebeck to describe some of the improvements that have occurred and what benefits we have seen from them.

John Lynch asked exactly what was being redirected.

Cindy Lancelle, 4869 Elkhart Ave, questioned why the improvements south of Fairmount are being routed down Elkhart and Woodruff and was concerned about negative impact for her property. Mustafa explained that the sanitary reroute cannot connect in with Woodruff Ave in the 4800 block because of elevations. The project will not have a negative impact on the properties as the sanitary sewer will be set even lower than before.

Trustee Miller, seconded by Trustee Serebin, moved to close the public meeting and schedule to bring Public Works Committee decisions to a special Village Board meeting on February 25th.

VI. **Future meetings** –Thursday, March 31st 4:00 PM @ Village Hall

*Trustee Fuda motioned to adjourn, seconded by Trustee Miller. Unanimous in favor.
Motion approved. Meeting adjourned at 8:27 pm.*

Village of Whitefish Bay, Wisconsin

Lead Water Service Replacement

2/26/16 draft

Annual public roadway and utility reconstruction projects in the Village provide cost effective opportunities for both the Village as well as property owners to replace existing lead water services with new copper or plastic water services. This is true whether the water main replacement is or is not part of the roadway or utility reconstruction project scope of work.

By Village ordinance, the Village is responsible for the costs associated with property owner water service replacement from the watermain to the service shutoff valve, located anywhere from the back of curb to the property line on the homeowner side of the public sidewalk. The property owner is then responsible for the remainder of the water service replacement, from the service shutoff valve into the home connecting to the water meter.

The Village of Whitefish Bay drinking water is supplied by the North Shore Water Commission and meets all state and federal drinking water standards for the numerous regulated constituents, including lead. Studies however have shown that if only a portion of a lead water service line is replaced, the risk of lead exposure at the homeowners tap may temporarily increase. Information about lead water services and ways to protect yourself against lead exposure can be found on the websites of the North Shore Water Commission as well as North Shore Health Department. The Village does not have a complete and accurate list of existing pipe material for all private property owner water services in the Village. Public Works Department staff will continue to revise and update this list.

With this in mind, the Village strongly encourages property owners with lead water services to replace their side of the water service where the Village desires to proceed with water service replacement in the public right of way. The Village will assist those property owners by providing contractor resources, if desired, to assist in the decision making process, and incorporating the water service replacement work into the larger roadway or utility reconstruction project, still at the property owners expense however.

Village of Whitefish Bay, Wisconsin

Lead Water Service Replacement Policy

- On all full roadway pavement and utility reconstruction projects, the Village shall replace all lead water services within the public right of way from the watermain to the shutoff valve located at approximately the property line, at the full expense of the Village. The Village shall strongly encourage property owners to then replace their side of the lead water service from their shutoff valve to their water meter.
- For properties not located within the scope of a full roadway pavement or utility reconstruction project, and upon the request by a property owner, the Village, at their full expense, shall replace all lead water services in the public right of way from the watermain to the shutoff valve, only with the property owner commitment to replace their side of the water service at the same time.
- On partial or minor roadway and utility projects, the Village will not proceed to replace lead water services from the watermain to the shutoff valve in the public right of way unless the property owner requests the Village replacement and commits to the replacement of their side of the water service at the same time.
- The Village shall provide the special assessment funding mechanism to be used by property owners at their discretion for work completed by the Village on behalf of the property owner.

Protocol for Lead Water Service Replacement
During Full Roadway Pavement / Utility Reconstruction Projects

The Village will identify water service pipe material for all properties located on the annual full roadway pavement and utility reconstruction projects. Note that the Village does not have records indicating existing water service pipe material for all properties in the Village.

Notify each property owner by letter:

- Pipe material of their water service per Village records, as well as directions on how property owners can identify existing water service pipe material
- Information regarding lead water services and lead exposure as well as resources for property owners to obtain more information on this matter
- Scope and timing of the proposed roadway or utility reconstruction project
- Desire by the Village to replace all lead water services and strong encouragement to the property owners to replace their side of the water service
- Estimated cost associated to the homeowner for water service replacement
- Estimated cost associated to the Village for water service replacement
- Description of the Village public assessment process available to the property owner and waiver of special assessment hearing.
- Deadline date for the property owner to notify the Village of their desire to replace their water service, determination of desire to include it in the proposed public project and sign the special assessment waiver or desire to proceed as separate privately contracted work.

The Village will then schedule or coordinate this water service replacement work with the contractor performing the reconstruction project per bid prices, with a utility contractor under contract by the Village or with the property owner's utility contractor.

Village Finance Director will be given property owner and billing information for this private work if the work is completed under Village contract. Assessments will be sent out to affected property owners by the Finance Director.

Protocol for Lead Water Service Replacement
not related to Full Roadway Pavement / Utility Reconstruction Projects

The Village will be responsive to property owners and assist them in confirming that their water service pipe material is lead. Note that the Village does not have records indicating existing water service pipe material for all properties in the Village. The Village will fund their share of all lead water service replacements on non-full pavement reconstruction project properties to avoid any partial lead water service replacements initiated by property owners.

The Village will share:

- Information regarding lead water services and lead exposure as well as resources for property owners to obtain more information on this matter
- Schedules of any proposed upcoming Village Public Works projects adjacent to their property
- Estimated cost associated to the homeowner for water service replacement
- Estimated cost associated to the Village for water service replacement
- Description of the Village public assessment process available to the property owner and waiver of special assessment hearing.

The Village will then schedule or coordinate this full lead water service replacement work with a utility contractor under contract by the Village or with the property owner's utility contractor.

Village Finance Director will be given property owner and billing information for this private work if the work is completed under Village contract. Assessments will be sent out to affected property owners by the Finance Director.

Issues /Topics of Discussion

- Identify other legal documents that would be required for the contractor to perform work on private property through the Village contract. (Liability, temporary construction easements, etc...)
- Water Utility funding these additional expenses on an annual basis based off of an approved Village Water Utility Strategy
- Average estimated open cut and bore costs per lead water service replacement

Village	\$3,000.00 - \$4,000.00
Property Owner	\$3,000.00 - \$3,500.00
- Other issues?