

**Village of Weston, Wisconsin**  
**OFFICIAL MEETING MINUTES OF THE PUBLIC WORKS & UTILITY COMMITTEE**  
**Monday, March 8, 2021- at 4:30 p.m.**

**AGENDA ITEMS**

**1. Meeting called to order by Chairman – Nate Fiene at 4:30 p.m.**

**2. Welcome, introductions and acknowledgement of guests.**

None.

**3. Roll Call by Recording Secretary Coleman:**

Nate Fiene {C}	Present
Hooshang Zeyghami	Present
Jon Ziegler {VC}	Present
Tom Hubbard	Present

**4. Approval of 1/11/21 Public Works & Utility Committee and Joint Board of Trustees, Public Works & Utility Committee, and Plan Commission minutes.**

M/S/P Zeyghami/Hubbard - Approve 1/11/21 Joint Board of Trustees, Public Works & Utility Committee, and Plan Commission minutes.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Yes
Tom Hubbard	Yes

M/S/P Ziegler/Hubbard - Approve 1/11/21 Public Works & Utility Committee minutes.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Yes
Tom Hubbard	Yes

**Public Comments.**

None

## **ACKNOWLEDGE WORK PRODUCT TRANSMITTALS**

### **5. Acknowledgement of water and sewer permits and applications.**

None.

## **EDUCATION, PRESENTATIONS AND REPORTS**

None.

## **STAFF REPORTS**

### **6. CIP Project Status Update**

Wodalski indicated after the public meeting for the Crestwood Acres Reconstruction project, a page on the website was created for all the information. The main feedback from the meeting revolved around the sidewalks. Residents are not being assessed for sidewalk, but some are not in favor of having sidewalks installed. Overall though, the residents seemed to express good feedback and they are looking forward to a fix to the existing infrastructure.

A Request for Proposals was sent out to 7 engineering firms for the Birch Street Reconstruction project and staff received proposals from 4 firms. The Village has received a grant from the Department of Transportation for the project. The grant states the project will include curb and gutter. Due to the storm water requirements on the project, staff does not believe curb and gutter will be a practical solution and staff is following up with the DOT to see if ditch conveyance would be allowed. The DOT stated they would like to see an offset in cost if curb and gutter is removed. Staff sent them a revised estimate this morning with an extra inch of asphalt instead of the curb and gutter.

Zeyghami asked why we wouldn't use curb and gutter. Wodalski said he is not confident the project would be able to meet the DNR storm water requirements as the project cannot end up with poorer water quality than what the street currently has.

The Safety Building should be getting its final items taken care of. The demolition of the G & B Produce building should be done shortly and we are reusing the concrete by crushing it and using it for road base on other projects.

A lift station will need to be installed for the Ryan Street/Apache utility extension project. The project will likely be bid in two phases, the first for the mains and streets to get that portion of the project started and then the lift station can be bid once the design is complete.

For wells 7 and 8, staff had a meeting with DNR and PSC to discuss the approval process for the wells. Wells are estimated to be drilled and built next summer.

## 7. Street Operations Update

Raczkowski ran through costs and noted we used a third of the salt as compared to previous winters at the end of February. Raczkowski mentioned the sand shed was also filled. Staff has been brushing around the Village and cleaning up rights-of-way and storm ponds. Pothole patching will start shortly and street sweeping will be progressing through the Village as weather allows.

## 8. Utility Operations Update

Swenson indicated it was a slow month for Diggers tickets, but it is already starting to pick up. Staff has all the 1.5 and 2 inch meters rotated out per DNR requirements. In February there were 74 total work orders. Well #1, Alta Verde, is currently being rehabbed. Well #5, Bloedel Well, rehab was completed in February. We are doing some interior maintenance on the wells and lift stations which are general repairs. Staff has been updating the lighting fixtures in the utility facilities to LED and interior painting of the interior at the Treatment plant is being done as time allows. The Village annual report and CCR will be coming up in next couple months. The contract work was touched on by Wodalski.

## POLICY DISCUSSIONS AND RECOMMENDATIONS

### 9. Purchase of Aquatic Center Safety Pads

Osterbrink noted the replacement of the safety pads was in the 2021 Capital Improvement Plan. Neuman's quote came in \$5,974.50 below budget and Fischer Brothers came in \$4,088. Both are below the \$25,000 budgeted.

M/S/P Zeyghami/Hubbard - Approve Neuman Pools for \$19,025.50.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Yes
Tom Hubbard	Yes

### 10. Purchase of Aquatic Center Log Slice Floats

Osterbrink indicated this has been recommended since 2017 to replace the log slice floats. The floats have deteriorated from the bottom. This is part of the CIP budget. The quotes came in well below the budget of \$27,000. The Playtime quote is \$11,233 and Bomar came in at \$13,975. Bomar also does resurfacing of the floats, but due to age of the current floats they could not be recoated.

M/S/P Ziegler/Hubbard - Approve for purchase of log slice floats from Playtime for \$11,233.75.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Yes
Tom Hubbard	Yes

## **11. Discussion and possible action on Memorial Policy**

Osterbrink brought back a draft of the Memorial placement policy for the Village for the Committee to discuss. Out of previous meetings, the Board of Trustees asked staff to put together guidelines to decide if a memorial should be placed on Village property. A draft of the document was included in the packet. The draft is based off of staff reviewing policies from different communities that are not from around here. Zeyghami asked if this was being reviewed by the Park and Rec Committee. Osterbrink said they could take it to the Park and Rec Committee. Fiene said the policy looks reasonable and straight forward.

M/S/P Ziegler/Zeyghami - Approve to send this to Park and Rec Committee.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Yes
Tom Hubbard	Yes

## **12. Acknowledge the sale of surplus property – Badger Books**

Wodalski indicated the Board of Trustees approved the selling of the excess Badger Books and this was being brought to the Public Works Committee due to the ordinance stating surplus property sales should be approved by the Public Works Committee.

Acknowledged with no objection by consensus.

## **RESOLUTIONS/ORDINANCES**

### **13. Resolution No. 2021-005 for special assessments for street improvements for the Crestwood Acres Neighborhood Reconstruction Project.**

Wodalski stated the resolution authorizes staff to prepare the Special Assessment Report on this project. The only aspect of the project that will be assessed are the driveway aprons.

M/S/P Zeyghami/Hubbard – Approval to start preparing Special Assessments.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Yes
Tom Hubbard	Yes

## FUTURE ITEMS

### 14. Next Meeting date(s):

- |                                       |                 |
|---------------------------------------|-----------------|
| a. Monday, April 12, 2021 @ 4:30 p.m. | Regular Meeting |
| b. Monday, May 10, 2021 @ 4:30 p.m.   | Regular Meeting |
| c. Monday, June 14, 2021 @ 4:30 p.m.  | Regular Meeting |

### 15. Topics for future meetings.

Wodalski mentioned we will likely be holding the Crestwood Acres Special Assessment meeting at Dales Weston Lanes at a date and time to yet be determined.

### 16. Remarks from Administrator

None.

### 17. Remarks from Staff

None.

### 18. Remarks from Committee Members

None.

### 19. Announcements

M/S/P Ziegler/Hubbard - Approve to adjourn.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene {C}	Yes
Hooshang Zeyghami	Yes
Jon Ziegler {VC}	Yes
Tom Hubbard	Yes

**ADJOURNMENT APROXIMATELY AT 5:01 PM TO BEGIN THE JOINT PUBLIC WORKS & UTILITY COMMITTEE AND PLAN COMMISSION MEETING**