

# VILLAGE OF EPHRAIM

FOUNDED 1853



**VILLAGE OF EPHRAIM STREETScape AD-HOC COMMITTEE**  
**MONDAY, FEBRUARY 26, 2018 - 9:00 A.M.**

Amended

**Present:** Ken Nelson, Cindy Nelson, John Held by Phone

**Absent:** Chuck Pearson, Tim Nelson

**Staff:** Brent Bristol- Administrator

**Guests:** Steve Parent, Nathan Guequierre-AECOM, Nick Becker- AECOM, Jim Peterman, Jackson Parr

*\* Note from Clerk, this is an AD Hoc Committee appointed by the Board, this committee will make recommendations to the Board. No final decisions will be made by this body.*

1. **Call to Order:** Meeting called to order by chair K. Nelson
2. **Quorum:** A quorum is present for this meeting
3. **Approval of 1/23/2018 Minutes:**

**Motion per C. Nelson to approve the January 23, 2018 meeting minutes as presented, seconded by Held , all ayes and motion carried.**

4. **Changes in Agenda:** None

5. **Visitors' Comments:** None

6. **Kick-Off Engineering Meeting with AECOM:** Nelson explained the purpose of this meeting which is to go through the scope of work and the plan going forward. No comments regarding the final contract.

a. **Discussion and consideration regarding scope:**

b. **Discussion and consideration regarding schedule and decision points:** Becker broke it down for the key initial things to be done. Drainage is very important we need to make decisions and the Borings will be done March 12, 2018. Geotechnical, updating the 30% plan and lighting. Becker explained the DOT revocable permits for items allowed in the ROW. We may have to shift our design depending upon where the bedrock is noted Becker. The geotechnical report will be done in April. Knowing what we want regarding drainage is required. We need the drainage report done first. The intersection design study will depend on when we want the traffic counts done, probably by May. Everything ties to utility relocation. By August 15 we need to have plans for utility plans.

We can have a utility meeting the first week of May. K. Nelson mentioned that we need to get the borings before we have the utility meeting. It takes about a month to analyze the borings added Becker. The Board meeting in May they should decide about burying the utilities. April 13, report being done, utility meeting April 18, and then at the Board meeting May 8<sup>th</sup> they need to decide if we are going to bury utilities. Peterman mentioned the possible costs for trenching and line burial. Bristol mentioned that he will speak with Action electrical.

In the section that we are going to be reconstructing will the state allow us to run down that area with that big piece of equipment inquired K. Nelson. We cannot put it in a lane there will be flaggers and we will be down to one lane responded Becker. There might be an opportunity to be half under the lane and half on the shoulder. So, we should keep on the land side suggested K. Nelson. It's a hard question to decide what side we will want to be on until the reports are done. We have to keep the poles active until the lines are all buried. All of our poles are currently on the non-bayside noted C. Nelson. Becker does not think they are going to want to put it on the bayside. There will be many decisions to be made as we go North, we may alternate sides

depending on what may have to be removed from the right of way, fences, plantings, trees, rock walls may need to be removed along the trenching lines.

Peterman commented that the trencher has all kinds of options regarding the sizes of machines available. Just south of hidden spring is the tightest spots stated Becker, the fences and some trees may be impacted. We may want to survey the re-locations. If something get put in by the homeowner after the DOT project they will issue a removal order to the homeowner who will have a certain number of days to remove the item or pay a fine per day. We want to award a contract this fall to repair the sanitary sewer. The critical date is the preliminary plan submittal June 15 plus or minus a week or two stated Becker.

Drainage report first week of April for a meeting. Drainage approval from Board on May 8<sup>th</sup>. They will provide their updated 40-50 % plans by then. The critical date for utilities is mid-August in order to proceed forward. Then the drainage in the fall. If we put in the drainage structures and cap them then they come in and go right through because they will know exactly where things are. We could present to the Board at the April 10<sup>th</sup> meeting to discuss the preliminary storm water report. We need to get everything to the DOT by June. We want to get the reconstruction bid by March 1<sup>st</sup> 2019. We will know what the obstructions are by June 28<sup>th</sup> added Becker. From the utility perspective that is a little bit different, we don't know what utilities are going to do at each location until we have a final design. Regarding notification of things such as signs the DOT will send a letter notifying the property owner that they are in encroachment of the DOT right of way and they must remove them. Guequierre thinks that we will know by mid-May and we will be contacting owners regarding any big issues on encroachment. These may be separate from the DOT encroachments added Bristol, we don't know what theirs will be for the state resurfacing in spring 2019. The Board will be notified of the encroachment at the May 8<sup>th</sup> meeting. We can only play with the vertical impact of the road noted Becker. There is a great functional part to this project added Guequierre. We will have to contact the Army Corp of Engineers or the DNR where this impacts wetlands. The utilities will also have to have a DNR permit for wetlands. Becker will let Brent know whenever someone is going to be out there surveying. We need to get the sanitary and drainage done by this fall. The re-landscaping is another issue either if it standard then the homeowner pays for the re-landscaping or they can wait six weeks and the WPS will come in and re-landscape and they will pay for the re-landscaping or is the Village going to pay.

The re-wiring directly to a house is another issue, if they want to upgrade service it will cost. WPS had their cost you then have the cost from the green box to the house then the electrician to connect to the meter and then the landscaping cost. All street signing needs to be current code when we re-construct at intersections. There are three colors we can use but not wood stated Becker. We have to meet the color scheme and the reflectivity added Becker. We will not be able to keep our current signs as they do not meet national standards. Our signing plan will be reviewed by the DOT added Becker. A slide displaying the standard allowed street signs was presented by Becker. We need to determine this by this fall at least for the 3 intersections.

### **Lighting:**

C. Nelson stated that the Physical Facilities Committee is concentrating on 42 and then we can look at the rest of the Village as a second stage. They can have by April 1<sup>st</sup> a completed lighting plan to submit to the Village. Becker explained the process to get DOT approval. C. Nelson added that we have to also go through HPC and Planning Committee approval. Aesthetics will not be determined at this point April 1<sup>st</sup> added Becker. We have to have the Board approve the lighting part of the project by Tuesday May 8<sup>th</sup>. The lighting costs from Brookside to Anderson is what the Board needs to know in order to decide if we are going to do this part of the project. Becker's concern is how they are going to put the conduit through those tight areas. Some directional

drilling may be necessary, which will be built into the cost estimate. 4 feet from the travel lane for a light pole is allowed but desirable is 6 feet. We will provide them with our esthetic requirements after the Plan meeting then to the Board on July 10<sup>th</sup>.

Our curb and gutter are going to be made out of concrete but there are options of coloring it stated K. Nelson. Stamped concrete may also be possible. It is a larger cost but it can be done noted Becker. Cost and maintenance are considerations. The Village would own and maintain the sidewalk; the DOT will maintain the curb and gutter stated Becker. Held commented that the Historic District begins at the Preserve and not at Brookside. C. Nelson stated that is out of our construction area and would be addressed as a second phase. Held while not stating he wants lights there does not want us to forget where the decision came to start Village lighting at Brookside without considering this.

K. Nelson stated that the AD Hoc Committee will hold a monthly meeting during progress. Discussion regarding progress reports and invoicing. Becker will have progress reports to Bristol separately from the invoice. The AD Hoc Committee will meet at 8am the first Thursday before the Board meeting, April 5<sup>th</sup> for the first meeting. May 3<sup>rd</sup> the second, June 7<sup>th</sup>.

- c. **Discussion and consideration regarding data requirements from the village:** K. Nelson asked Becker what he needs from us. Decisions replied Becker. Drawings for current drainage. Becker will send e-mails when information is needed.

## 7. **Adjournment**

**Motion per C. Nelson to adjourn this meeting of the Streetscape AD Hoc Committee, seconded by Held, all ayes and motion carried.**

Recorded by,  
Susan Shallow- Deputy Clerk