

VILLAGE OF EPHRAIM

FOUNDED 1853



STREETSCAPE AD-HOC COMMITTEE MINUTES WEDNESDAY, SEPTEMBER 19, 2018 - 8:00 A.M.

Present: Ken Nelson- Chair, Chuck Pearson, Cindy Nelson, Tim Nelson, John Held

Absent:

Staff: Brent Bristol- Administrator, Susan Shallow- Deputy Clerk

Guests: Jim Peterman, Mike McCutcheon

1. **Call to Order:** Meeting called to order by Chair K. Nelson
2. **Quorum:** A quorum is present for this meeting
3. **Approval of 8/9/2018 Minutes:**

Motion per Cindy Nelson to approve the September 9, 2018 meeting minutes as presented, seconded by T. Nelson, all ayes and motion carried.

4. **Changes in Agenda:** K. Nelson suggested we move item #8 to follow Visitor's comments.
5. **Visitors' Comments:** None
6. **Review of AECOM Progress Report and Invoice:** Becker has prepared a progress report for the month, we are currently on schedule and budget. Becker is preparing plans to be approved at the October Board meeting on the 9th. The fall workshop will be on October 18th, afternoon early evening. Various DNR permits and we have received the permit for streetlights as designed. AECOM's invoice has been received and Becker provided a summary. No additional questions from Committee.

Letter from Action Electric has gone out and Bristol has received a few calls from residents with questions. Pearson inquired if the letter included notification that they had to upgrade their service if they were on the old 60 amp service. T. Nelson replied that according to Mike Maltby, they do not have to upgrade if they choose not to, it is not required for continued service, and we were relieved to hear that news. The WPS contract is in and ready to be signed by the Board. Bristol provided information concerning the contract and when money will be available from the bond sale in early October. Work will begin sometime after fall fest. Where it is needed in the core area all the front yards will be bored no backhoeing will be necessary. K. Nelson will develop a detailed time line for the project. On the design side we are moving well. The 99% plans with the work in right of way permit have been sent to WISDOT this is a permit we need to allow us to work within the right of way. Advertising for the project will begin in late November or early December. The project will be awarded in late December and approved at the January Board meeting. Construction will begin about March 1, and completion by 28th of June. We don't want to be surprised with a delay noted Pearson. K. Nelson briefly mention that a resident has contacted the DNR with concerns about the possible pollution of the bay as a result of this project. Nelson noted that we have reviewed this project thoroughly with every agency involved and it meets all guidelines required.

7. **Discussion regarding project schedule:** Parent stated that he was asked to look at 4 additional streets for storm sewer extensions, he will have the plans soon this was part of the 4.8 re-surfacing project budget but do we intend that this be done as part of the reconstruction project or is it to be completed as a stand-alone project? K. Nelson shared that we are going to need roads such as German Rd, Hidden Spring for traffic while the re-surfacing project is being done so the side road projects will be done after as well as Cherry and Anderson Lane. It would not be a good idea to do them all at once. Parent agrees that that plan makes sense. K. Nelson stated that by the time we begin the side streets we will be pretty much done with our contract with AECOM and we will probably go directly with Parent

for the design and contract needs for those side streets. McCutcheon commented that we can keep in mind that if we should go over budget for the re-surfacing project and we cannot afford this, it can be done later when budget allows to keep at the 4.85. We have given the design contract so we will have a plan in place to bid out when we are ready to do it replied K. Nelson.

8. Discussion and recommendation regarding sanitary manhole repair bids: Steve Parent is here to present his comments. Sable Mechanical made recommendations of work to be done. 64 to be done with various work. Parent provided explanation of how the work needs to be done. It makes sense to do this now. Plans and bid documents were sent out to about 9 contractors, we received 5 bids, a copy was provided for Committee participants review. We budgeted \$200,000 for this work, the lowest bid was received from Wood Sewer and Excavating Inc. out of New London for \$134,460, Parent stated that he had spent a lot of time talking to this company both before and after the bid process and he feels comfortable that they understand what we want to do, this is there specialty and Parent feels they can do a good job for the Village, they just completed a similar project in Oshkosh and they know what they are up against.

Work will begin in late fall after the local festivals are done and they feel comfortable that they can get all this work done long in advance of the beginning of the re-surfacing project in spring. Parent recommends that we accept their bid and award the contract to them. Pearson inquired if Parent feels the numbers are accurate and seek some references. Parent stated that he will have someone on site to oversee their work. This will be done utilizing current technology and explained the process. T. Nelson asked he Parent was familiar with then, no replied Parent but this is there specialty and the other contractors present at bid opening were familiar with him. There will be a performance bond in place for this work. Parent provided a copy of the contract he uses that spells out payments and performance expectations and consequences. The next phase will be construction and Engineering added K. Nelson.

Motion per K. Nelson to approve and recommend the selection of the low bidder and award a contract to Wood Sewer and Excavating Inc. with the caveat that Parent will do a reference check that Wood has performed financially adequately, seconded by C. Nelson, all ayes and motion carried.

9. Discussion regarding overall streetscape project: Reaching residents to provide them with current information and all updates is one of our greatest concerns. We are suggesting that anyone who wishes to be included in the minute mailings please provide their current e-mail address. A fall newsletter will be dedicated to the Streetscape project. Considering a monthly mini newsletter with any updates. Various other opportunities to secure contact information were briefly discussed. Detailed items to be presented at the fall workshop will be developed soon added Bristol.

10. Adjournment

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

Recorded by,
Susan Shallow- Deputy Clerk