

OFFICIAL NOTICE AND AGENDA

Notice is hereby given that a public meeting will be held on the date, time and location shown below. Upon attaining a quorum of members, all items listed on the agenda shown below may be considered (acted upon).

Regular / Special Meeting: Board of Public Works

Date & Time: March 12, 2019 @ 7:00 pm (following WSB)

Location: City Hall, 2000 N. Calhoun Road, Council Chambers

Aldermen: Rick Owen – Chairman, Chris Blackburn, Scott Berg (Mayor alt.), Brad Blumer, Buck Jurken, Bill Carnell (Ald. Alt.), Mayor Steven Ponto

Quorum Requirements: 3 of 5 members physically present

Roll Call

Announcements

- The next regularly scheduled meeting is April 9, 2019

Minutes

1. Meeting minutes of February 12, 2019

New Business

2. Award of 2019 Road Surface Treatment project
3. E-cycling agreement with Waukesha County for event pick ups

Adjournment

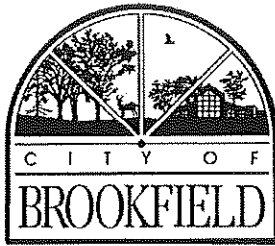
Thomas Grisa

Director of Public Works

Posted: March 8, 2019 @ 2:00 pm

Any person who has a qualifying disability as defined by the Americans with Disability Act that requires the meetings or materials be in an accessible location or format, contact the City Clerk at (262) 782-9650 or 2000 North Calhoun Road, for accommodations. Requests for accommodations for meetings should be made at least 3 business days in advance of the meeting. Every effort will be made to arrange accommodations for all meetings.

Note: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in this notice.



OFFICIAL MEETING MINUTES OF A REGULAR MEETING OF
THE **BOARD OF PUBLIC WORKS** HELD ON FEBRUARY 12, 2019 @ 7:00
P.M. IN THE COMMON COUNCIL CHAMBERS OF CITY HALL, 2000 NORTH
CALHOUN ROAD, BROOKFIELD, WISCONSIN

MEMBERS PRESENT:

Alderman Rick Owen, Chairman
Alderman Brad Blumer
Alderman Christopher Blackburn

Alderman Scott Berg
Alderman Buck Jurken

MEMBER ABSENT AND EXCUSED: Mayor Steve Ponto

OTHERS PRESENT:

Director of Public Works Tom Grisa
Alderman Bill Carnell (a.a.)

City Engineer Jeff Chase

Roll Call

Chairman Owen noted a quorum present and called the Board of Public Works to order at 7:24 pm.

Meeting Minutes

Item 1 Meeting minutes of the January 8, 2019 Board of Public Works Meeting

Motion by Alderman Berg, seconded by Alderman Jurken to approve the minutes of the January 8, 2019 Board of Public Works meeting minutes. Motion carried 5-0.

New Business

Item 2 Legislative referral regarding Open Burning Ordinance (consider future joint meeting with Legislative and Licensing)

Alderman Berg's understanding of the referral is that it is a topic that comes up from time to time and let's see if there has been any change cost, law, public sentiment since it was last reviewed.

Alderman Jurken and Alderman Nelson met with Andrea Peot to discuss the issues her family is experiencing due to burning.

Alderman Blackburn supports a ban, however, there is no alternative at this time.

Alderman Carnell asked if this ordinance was referred to Legislative and Licensing. Mr. Grisa stated it was referred to Legislative and Licensing and they agree to meet jointly with the Board of Public Works to discuss the burning ordinance.

Mr. Grisa stated the last page of his memo identifies recommendations from the task force in 2003. What is not included is a permit requirement or a fee. By limiting the months to April, May, October and November it gives homeowners an opportunity to burn during spring and fall clean up. The hours of burning are also restricted. This would achieve a modest reduction in burning and provides the residents an opportunity to burn.

Alderman Blumer stated District 7 sends out a newsletter and there was a request for opinions on leaf burning. Responses were 50/50 for and against burning. He felt these modifications would be sufficient for the short term.

Alderman Carnell recommended adding the definition of a fire, firmer penalty if there is still smoke at the end of the burning time, a definition of a recreational fire and where it can be contained, ban barrel burning.

Alderman Jurken felt this is a bigger issue that needs more discussion before a decision.

Alderman Berg stated there are residents that want to maintain their own properties. Therefore, an alternative will need to be provided prior to a ban.

Alderman Blumer is in favor of the recommendations from Mr. Grisa's memo, having the points enumerated, clarifying recreational fires, drafting an ordinance and referring to Legislation and Licensing committee for additional review. Mr. Grisa stated the Board of Public Works would not write the ordinance but can make recommendations to the Legislation and Licensing committee.

Motion by Alderman Jurken, seconded by Alderman Blumer to adopt the suggestions from staff and forward to the city attorney to draft into an amended ordinance that will be sent to the Legislative and Licensing committee for approval. Motion carried 5-0

Item 3 Consideration of existing Pedestrian Crosswalk policy

Alderman Berg asked what would have to change to allow the installation of lights at Heritage/Norhardt and North Ave. Mr. Chase replied there is insufficient pedestrian volume to warrant a separate set of signals there. Mr. Grisa stated that there is a lit crosswalk sign there which you have to press a button to get them to work. Mr. Grisa stated this policy is for the non-lit crosswalks. There is a separate policy for the lit crosswalks.

Motion by Alderman Blackburn, seconded by Alderman Jurken to approve the consideration of existing Pedestrian Crosswalk policy. Motion carried 5-0.

Item 4 Consideration of existing Traffic Control Device policy

Alderman Blackburn asked for clarification on #3 – "What is a signalized area?" Mr. Chase stated it is a corridor that has signals.

Motion by Alderman Blumer, seconded by Alderman Blackburn to approve the consideration of existing Traffic Control Device policy. Motion carried 5-0.

Item 5 Revision #2 of the State/Municipal Agreement for funding of Calhoun Road widening project from North Avenue to Capitol Drive

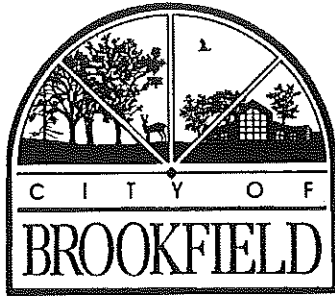
Mr. Grisa stated this was in the works when the funding was approved for Calhoun Road. Alderman Blackburn is opposed to the project because the project is too large. He indicated the road should be widened at the intersections only. Mr. Grisa stated that voting for the project means the board is in favor of obtaining additional money from the federal government to complete the project.

Motion by Alderman Berg, seconded by Alderman Jurken to approve revision #2 of the State/Municipal Agreement for funding of Calhoun Road widening project from North Avenue to Capitol Drive. Motion carried 4-1. Alderman Blackburn opposed.

Adjournment

Motion by Alderman Berg, seconded by Alderman Jurken to adjourn the Board of Public Works meeting. Motion carried 5-0. Meeting adjourned at 8:45pm.

Minutes respectfully submitted by Carolyn Megal, Administrative Assistant



ENGINEERING DEPARTMENT
 2000 N. CALHOUN ROAD
 BROOKFIELD, WI 53005
 Ph. 262.787.3919 Fax. 262.782.1323

MEMO

TO: BOARD OF PUBLIC WORKS
 FROM: Jason Herzog, P.E. - Construction Manager
 SUBJECT: 2019 Road Surface Treatment Project No. R-19-03
 DATE: March 7, 2019

Requested Action: Staff is requesting approval of the lowest bid received for the 2019 Road Surface Treatment Project No. R-19-03. The lowest responsible bidder for this project is Struck & Irwin Paving whose bid was \$181,696.00

Fiscal Impact:	Construction Contract	\$181,696.00
	Contingency	\$9,000.00
	<u>Paving Inspection</u>	<u>\$2,500.00</u>
	TOTAL	\$193,196.00

Source of Funds:	Road Resurfacing Account 04500009 606000	\$193,196.00
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Rationale: Through this project, the City will treat approximately 4 miles of streets with a micro surface seal to preserve and extend the life to the existing asphalt roads.

Recent Contractor Work History: Struck & Irwin Paving was awarded this contract last year for the City. They completed the work successfully without any issues. They have provided a detailed list of current and past projects that has qualified them as a competent contractor to perform this work.

EXHIBIT "A"

2019 Road Surface Treatment Project No. R-19-03

Bid Opening Date: March 7, 2019

Engineer's Estimate: \$192,000.00

Bid Tabulation:

CONTRACTOR	BID
1. Struck & Irwin Paving	\$181,696.00
2. Fahrner Asphalt Sealers, Inc	\$217,400.00

City of Brookfield, Wisconsin

RESOLUTION NO. ___ of the BOARD OF PUBLIC WORKS		
Board Date: March 12, 2019	Board Action:	
Resolution awarding the contract for the 2019 Road Surface Treatment Project #R-19-03 to Struck & Irwin Paving for \$181,696.00.		
Public Hearing:	Date Introduced:	Council Action:

WHEREAS, the Board of Public Works on March 7, 2019 received bids for the 2019 Road Surface Treatment Project No. R-19-03; and

WHEREAS, the bids received are shown on the tabulation sheet attached hereto and incorporated by reference and marked Exhibit "A"*; and

WHEREAS, the Board of Public Works duly determined that the lowest responsible bidder was as follows:

Struck & Irwin Paving, Inc
7219 Gene St.
Deforest, WI. 53532

in the amount of \$181,696.00

BE IT RESOLVED that the said contract is hereby awarded to Struck & Irwin Paving in the amount of \$181,696.00 and the proper City officials are hereby authorized and directed to sign the contract on behalf of the City of Brookfield.

ADOPTED BY THE COMMON COUNCIL THIS _____ DAY OF _____, 2019

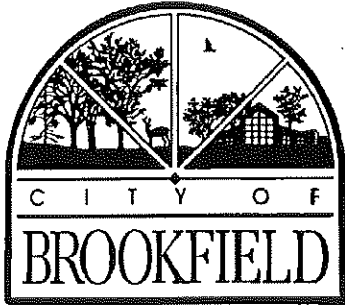
Approved:

Attested:

Steven V. Ponto, Mayor

Kelly Michaels, City Clerk

*Can be viewed in the City Clerk's Office during normal working hours.



DIRECTOR OF PUBLIC WORKS

Thomas M. Grisa, P.E.

2000 North Calhoun Road

Brookfield, Wisconsin 53005-5095

(262) 782-9650 FAX (262) 782-1323

MEMO

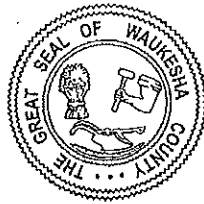
TO: Board of Public Works

FROM: Tom Grisa

SUBJECT: E-cycling agreement with Waukesha County for event pickups

DATE: February 15, 2019

The City has worked with Waukesha County to participate in their program to collect and recycle electronics at no cost to the City. The County has scheduled to provide this service with a collection date to be at the Brookfield Recycle Center in July. Attached is a copy of the agreement Waukesha County is requesting the City sign in order to participate in the event for recycling electronics. Staff recommends approval of the agreement.



Waukesha County

Department of Parks and Land Use

RESIDENTIAL ELECTRONICS AND APPLIANCE RECYCLING

Collection Event Agreement

THIS AGREEMENT is between Waukesha County, through its Department of Parks and Land Use ("County") and the City of Brookfield ("Municipality").

WHEREAS, the County serves as a "Responsible Unit" ("RU") for recycling under Chapter 287 Wisconsin Statutes, for twenty-seven (27) participating municipalities, including the Municipality;

WHEREAS, the E-Cycle Wisconsin program is supported by Wisconsin's electronics recycling law (2009 Wisconsin Act 50), which bans electronics such as TVs, computers, and cell phones from Wisconsin landfills and incinerators;

WHEREAS, under the E-Cycle Wisconsin program, local governments/recycling RUs must inform their residents about electronics recycling and the electronics disposal bans;

WHEREAS, in 2018, the County facilitated the selection of a vendor on behalf of participating municipalities to continue contracting for collection events to be hosted throughout the County in partnership with local municipalities.

NOW THEREFORE, in consideration of these premises, the County and the Municipality hereby agree to work cooperatively on the planning and implementation of collection events for electronics and appliance recycling. Neither the Municipality nor the County shall charge for their services, as further described below:

1. The County will:

- a. Execute and administer contract(s) with vendor(s) to operate Electronics and Appliance collection events in the Municipality as mutually agreed and scheduled and that said contract(s) will include language requiring the vendor(s) to indemnify the Municipality.
- b. Provide a copy of the executed contract(s) to the Municipality.
- c. Coordinate the collection event schedule, site access, location, and layout for collection events with the Municipality and contracted vendor(s).
- d. Advertise collection events through news releases, web pages, and other methods to increase public awareness of the collection events.

2. The Municipality will:

Land Resources
515 W. Moreland Blvd.
Waukesha, WI 53188
Phone (262) 896-8300



- a. Provide a contact person and sufficient municipal staff, as the Municipality deems to be necessary, and provide an agreed upon location for the scheduled collection events.
- b. Maintain the host site for collection event pursuant to the Municipality's ordinary and customary procedures and standards as the Municipality deems appropriate.
- c. Provide host site with adequate public access and space for collection operations for each collection event, as determined by the Municipality.
- d. Advertise collection events through municipal website, social media, and other local methods available to increase public awareness of the event.

3. **Indemnification**

- a. The Municipality shall indemnify, hold harmless, and defend the County, its officers, agents, and employees from any and all liability including claims, demands, damages, actions or causes of action; together with any and all losses, costs, or expense, including attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of the Municipality, its employees, agents or subcontractors (which does not include the County or the Vendor) in association with an electronics and appliance recycling collection event, or otherwise arises from or is related to a collection event, except to the extent such liability is caused or contributed to by the vendor, the County, or its agents.
4. **No Waiver.** Nothing contained in this agreement is intended to be a waiver or estoppels of the Municipality or the County or their respective insurers to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.475 through 895.62 and 345.05.
5. **Effective Date and Term.** This agreement shall become effective upon execution by both parties, and shall remain in effect until the expiration of the County contract with the current vendor (December 31, 2021), unless otherwise terminated in writing by either party upon a 90-day written notice to the other party. Upon the extension of the County contract, this Agreement shall automatically be extended for the period of the new contract, unless otherwise agreed by the parties.

WAUKESHA COUNTY:

By: 
 Dale R. Shaver, Director - Department of Parks and Land Use

Date: 1-3-19

Municipality Name: City of Brookfield

Authorized Representative: _____

Date: _____

Printed name and title: _____