



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

---

**MEMBERS PRESENT**

Alderman Christopher Blackburn (chair)  
Alderman Jerry Mellone  
Alderman Jeff McCarthy

Alderman Scott Berg  
Alderman Bill Carnell

**MEMBER ABSENT AND EXCUSED:** none

**OTHERS PRESENT:**

Director of Public Works Tom Grisa  
City Engineer Jeffrey Chase  
Alderman Buck Jurken

---

**Roll Call**

Chairman Blackburn noted a quorum present and called the Water & Sewer Board to order at 7:00 pm.

---

**Meeting Minutes**

**Item 1 Meeting minutes of the February 12, 2019 Water and Sewer Board Meeting**

*Motion by Alderman McCarthy, seconded by Alderman Carnell to approve the minutes of the February 12, 2019 Water and Sewer Board meeting. Motion carried 5-0.*

---

**New Business**

**Item 2 Recommendation to reject bid for the Underwood Creek (North Ave.) Sanitary Sewer Relay project on North Avenue and Lilly Road**

Alderman Blackburn noted the bid was substantially higher than expected. Alderman Carnell asked if the project needs to be completed prior to North Ave. expansion. Mr. Grisa stated the work does need to be completed prior to the North Ave. widening and he recommends that contractors be given more time to complete the work and allow them to go into the fall and/or winter months. Extending the time should attract more contractors to bid this contract. Soils in the area may be poor and represent the biggest risk to the cost of the project.

Mr. Chase stated City staff will provide more soils data that can be used to determine the difficulty of excavating in the area.

*Motion by Alderman Carnell, seconded by Alderman Mellone to approve the recommendation to reject the bid for the Underwood Creek (North Ave.) Sanitary Sewer Relay project North Avenue and Lilly Road. Motion carried 5-0.*

---

**Item 3 Preliminary resolution declaring the City's intent to levy assessments against benefitted property owners for the 2019 water main extension project.**

Mr. Grisa stated this a standard first step in the notification project. Alderman Blackburn confirmed the property owners had proper notification. Mr. Chase indicated that according to the policy the property owners have received their notifications once a year for the last five years that the project is coming and the property owner will be specially assessed. This resolution will declare intent to levy special assessments, schedule a public hearing as required by law and direct the staff to prepare the plans and specifications and assessment roll for the project.

*Motion by Alderman McCarthy, seconded by Alderman Mellone to approve the preliminary resolution declaring the City's intent to levy assessments against benefitted property owners for the 2019 water main extension project. Motion carried 5-0.*

---

**Item 4 Update of private property infiltration and inflow reduction program guidelines.**

Alderman Blackburn noted there were changes to the guidelines. Mr. Grisa stated the guidelines are a supplement to the policy which is reviewed every three years. Upon review it was determined that the cost maximum had not been raised since the program started in 2012. It was determined, if the board concurs, that the limit should be raised from \$8000 to \$9000 for the lining. The City has not exceeded that cost in the past but is getting close.

Alderman Blackburn asked if the lining system has been working out well. Mr. Grisa stated there were two failures. One has been repaired and he is in discussion on how to repair the second failure. They were both unique cases.

*Motion by Alderman McCarthy, seconded by Alderman Mellone to approve the update of private property infiltration and inflow reduction program guidelines. Motion carried 5-0.*

---

**Item 5 Perpetual water main easement – Midbox South at The Corridor – 315, 295, 285 Discovery Dr.**

Mr. Chase stated they are extending sewer and water to the southern part of the Dick's Sporting Good retail building.

*Motion by Alderman Mellone, seconded by Alderman McCarthy to approve the perpetual water main easement – Midbox South at The Corridor – 315, 295, 285 Discovery Drive. Motion carried 5-0.*

---

## **Adjournment**

*Motion by Alderman McCarthy, seconded by Alderman Carnell to adjourn the Water & Sewer Board meeting. Motion carried 5-0. Meeting adjourned at 7:13 pm.*

Minutes respectfully submitted by Carolyn Megal, Administrative Assistant