

PUBLIC WORKS COMMITTEE MEETING MINUTES

Tuesday, June 3rd, 2025 at 5:30 p.m.

Allouez Village Hall, 1900 Libal Street

CALL TO ORDER/ ROLL CALL

Chairperson Leiterman called the meeting to order at 5:31 p.m.

Present: Collison, Genrich, Lefebvre, Leiterman

Excused: Beyler

Also present: Sean Gehin, Jim March

MODIFY/ADOPT AGENDA

Genrich/Collison moved to adopt the agenda as presented. Motion carried.

APPROVAL OF May 6th, 2025 MINUTES

Lefebvre/Collison moved to approve May 6, 2025 minutes. Motion carried.

ANNOUNCEMENTS

- None

PUBLIC APPEARANCES

- None

REQUEST FOR ADDITIONAL DRIVEWAY ENTRANCES AT 655 SUNSET CIRCLE

S. Gehin:

- Request has been submitted by the property owner at 655 Sunset Circle for approval of two additional driveway entrances at the northwest corner of the site. Property Owner, Alex Miskella, was present to answer any questions from the Committee.
- Has reviewed existing site conditions and location of proposed driveways and doesn't believe improvement to have be impairment and/ or nuisance to neighbors.
- Glad to see eastern most driveway was moved away from east lot line, creating a greater buffer from neighbor's driveway.

Discussion:

- Enough space with the amount of frontage & many homes in the area have multiple driveway entrances
- Street is very narrow to begin with
- Standard driveway apron
- In the future does the code need to be amended to special assess driveway entrances that are greater than one?

Lefebvre/Collison moved to approve the permitting the additional driveway entrances at 655 Sunset Circle. Motion carried.

SANITARY SEWER UTILITY RATE INCREASE

S. Gehin:

- The sanitary sewer utility rate increase for 2025 was discussed at the May 19th Finance/Personnel Ad Hoc Committee meeting. The consensus of the committee was to recommend that the Village Board approve an increase to the rates effective with the June 2025 usage billed in July.

- In 2024, Ruekert-Mielke was contracted to perform a rate study of the Allouez sanitary sewer utility. Prior to this, the sewer utility rates were last updated in 2022.
- The rate study completed by Ruekert-Mielke proposed an increase to rates along with a recommendation to consider yearly and/or every other year rate increases.
- The consensus of the Village Board last year was to implement annual rate increases.
- The proposed rate increase was reviewed.

<u>Proposed:</u>	<u>Allouez</u>	<u>NEW Water</u>	<u>Total</u>
Fixed charge/month (based on ¾ meter)	\$4.50	\$9.00	\$13.50
Variable (volume) charge/1,000 gals	\$2.81	\$5.65	\$8.46
<u>Current:</u>			
Fixed charge/month (based on ¾ meter)	\$4.50	\$8.00	\$12.50
Variable (volume) charge/1,000 gals	\$2.56	\$5.46	\$8.02

*The above results in a monthly increase of \$2.32 for a customer using an average volume of 3,000 gallons of water per month.

Discussion:

- Fixed vs. volume charges (NEW Water)
- Smaller annual increases as opposed to large increases in future years

Collison/ Lefebvre moved to recommend to the Village Board approval of the proposed sanitary sewer rate increase. Motion carried.

AL-25-01 STREET RECONSTRUCTION CHANGE ORDER

a. IROQUOIS AVE. STORM OUTFALL REPAIR

S. Gehin:

- A repair to the Iroquois Ave. storm outfall at the Fox River is required. The deteriorated outfall varying in pipe size dates back to the railroad.
- The movement of pipe at an existing joint has led to an existing sink hole near the edge of the Fox River Trail.
- In an attempt to make the repair ahead of the upcoming Fox River Trail resurfacing project (June 9th) and for safety reasons, staff moved to change order storm sewer project to an existing Village Contract.
- Quotes from three Village Contractors were obtained. DeGroot Inc. provided the lowest quote in the amount of \$67,853.

Lefebvre/Genrich moved to recommend to the Village Board to award the Iroquois Ave. Storm Outfall Repair Project to DeGroot Inc. in the amount of \$67,853 and to change order work to the AL-25-02 project. Motion carried.

HAVEN WAY CONDOMINIUM ENGINEERING AGREEMENT

S. Gehin:

- Owners of the property will be constructing 48 condo units at the corner of Libal Street and St. Joseph Street
- The proposed sanitary sewer and watermain to be owned and maintained by the Village. Owner agrees to transfer and dedicate ownership to the Village after the successful installation of the utilities.
- Storm sewer to be private.
- Gave an overview of the agreement, owner responsibilities, and layout of the property.

WATER DISTRIBUTION SYSTEM – WATER VOLUME

S. Gehin:

- The Water Department is currently monitoring flow data for a potential leak in the system.
- The difference in volume between the bulk water purchase and the billed consumption shows signs of a significant leak and/or leaks in the system.
- The leak has not come to the surface yet.
- Waterwise Utility Solutions has been retained to complete the annual leak detection survey. He is scheduled to complete the survey in July, but staff is hopeful that survey can start sooner in an attempt to locate leak(s).

CHLORINE LEAK INCIDENT REPORT

- Item was tabled to the July 1st Public Works Committee meeting

2025 CONSTRUCTION PROJECT UPDATE

S. Gehin:

- Gave an overview of 2025 construction projects:
 - o Street reconstruct project on Park Drive, St. Francis Street and Crescent Drive began last week with the installation of sanitary sewer
 - o Greene Avenue and Regina Street improvement project has not started yet but is anticipated to begin June 9th.
 - o Sewer Lining Project prep work and televising has started with lining to follow
 - o Street Resurfacing Project work to begin early to middle of July
 - o Iroquois Storm Outfall to begin June 9th
 - o Reservoir Roof Replacement and overflow project plans are being finalized. Will submit a permit application to the DNR at the end of this month. Bidding advertisement will be in August and anticipated construction start date in September
 - o East River Driver Water Main Replacement Project is anticipated to begin June 16th

FUTURE AGENDA ITEMS

- None

ADJOURNMENT

Lefebvre/Genrich moved to adjourn at 6:21 p.m. Motion carried.

Minutes submitted by Kim Siudzinski, Deputy Clerk.