

PUBLIC WORKS COMMITTEE MINUTES
Tuesday, July 14, 2026 at 5:30 p.m.
Allouez Village Hall, 1900 Libal Street

CALL TO ORDER/ ROLL CALL

Chairperson Leiterman called the meeting to order at 5:30 p.m.

Present: Genrich, Lefebvre, Leiterman
Excused: Beyler, Collison
Also present: Gehin, March, Frost

MODIFY/ADOPT AGENDA

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

APPROVAL OF May 5, 2026 MINUTES

Leiterman/Genrich moved to approve the May 5, 2026 minutes. Motion carried.

ANNOUNCEMENTS

- a. Hiring of Grayson Frost, Staff Engineer & Marcus Niemi, Engineering Technician

PUBLIC APPEARANCES

- None

STORMWATER IMPACT FEES

S. Gehin:

- Village stormwater ordinance allows a developer or owner of a redevelopment project to pay a fee in lieu of onsite stormwater treatment.
- The connection/impact fee report was recently updated by McMahon to include the construction cost of the Bethel Baptist Pond. The purpose of this report is to calculate an appropriate connection or impact fee for each pond.
- Cost method considerations were included in the report. There are multiple methods to determine the buy-in cost, and that buy-in cost provides the village with a method to recover a part of the pond's capital cost.
- In the past, the fee was determined based on TSS removed. The impervious area method may be the cleanest option. This method divides the total project cost by the total impervious area within the pond's watershed to determine buy-in rate.
- Some of the ponds were constructed in 2005 and there's no escalator or inflation added to the buy-in cost.

Discussion:

- Should inflation be added to pond cost due to annual expenses to inspect and maintain ponds?
- Each pond cost is different; do you combine them all to determine buy-in cost or base on pond cost that the development drains into?
- Reviewed the cost method considerations.
- It's expensive to construct on-site stormwater BMPs on site- upfront costs, loss of land, annual maintenance, and repairs.
- Some private owners do not know how to properly maintain these devices, and if not maintained, they become an eyesore. Gehin indicated the village wants to encourage owners to buy into our regional ponds because we know how to inspect, maintain and repair them.

- What would you use for inflation- since the construction of the ponds?
- Should buy-in cost be based on an overall pond cost or should it be on a pond-by-pond basis?
- Consensus was to table the item to give Gehin more time to ask McMahon additional questions prior to recommendation of fees.

Leiterman/Lefebvre moved to table discussion on Stormwater Impact Fees to a future meeting. Motion carried.

2027 STREET UTILITY RECONSTRUCTION PROJECT - ENGINEERING SERVICES

- Topographical & Utility Survey Services
- Engineering Services

S. Gehin:

- The proposed 2027 Street Reconstruction Project includes the following street segments:
 - o Lazarre St. (Riverside Dr. to Du Charme Ln.)
 - o Whitney St. (Du Charme Ln. to Beaumont St.)
 - o Woodrow Way (Mission St. to Allouez Ave.)
 - o Jourdain Ln. (Mission St. to Allouez Ave.)
 - o Karl St. (Libal St. to East River Dr.)
 - o Van Buren St. (Derby Ln. to Catherine St.)
- The Village has received a proposal in the amount of \$28,000 from raSmith Inc. for the topographic survey of next year's proposed Street Project.
- The Village Board approved the topographic survey proposal on June 16th, 2026.
- On July 1st a request for proposal (RFP) to engineer and prepare plans for the 2027 street reconstruction project was delivered to raSmith Inc.
- In general, the engineering services scope includes design, training, preparation of plans, specifications and cost estimates.
- To reduce raSmith's engineering fees, staff will assist with the design and preparation of plans.
- A draft copy of raSmith's proposal was handed out at the time of the meeting.
- Staff will work with raSmith Inc. to finalize the scope of work and negotiate fee for the street project.
- It is the intent of staff and raSmith Inc. to have a contract ready for Village Board review on the 21st of July.

2025 COMPLIANCE MAINTENANCE ANNUAL REPORT

S. Gehin:

- The WDNR requires communities with publicly owned wastewater collection systems to submit an annual report summarizing their sanitary sewer inspection and maintenance activities for the previous year.
- A resolution from the Village Board indicating that the report has been reviewed and approved is required.
- Some of the notable Sewer Utility activities completed by the Village in 2025 include:
 - o Rate Case was completed in 2025 to ensure adequate funds are available for operation, maintenance and debt service expenses
 - o Replaced aging sanitary sewer; relayed and CIPP lined approximately 8,000 feet of sanitary sewer under Village projects in 2025
 - o Replaced approximately 4,900 ft of aging and failing sewer laterals
 - o Televised approximately 10,000 feet of sanitary sewer

- Cleaned over 33% of the sewer system. Village owns and maintains 61 miles of sanitary sewer
- Work continued to update village sewer mapping

2026 CONSTRUCTION PROJECT UPDATE

- Gehin provided an update on the 2026 Construction projects.

FUTURE AGENDA ITEMS

- None

ADJOURNMENT

Lefebvre/Genrich moved to adjourn at 6:25 p.m. Motion carried.