



Public Works and Safety Committee Meeting Agenda
Village Board Room
235 Hickory Street, Pewaukee, WI 53072
October 1, 2024 – 4:30 P.M.

1. Call to Order
2. Approval of Minutes of Previous Meeting
 - a. September 3, 2024
3. Citizen Comments
4. Old Business
 - a. Review, Discussion and Possible Action on Well 7 Site Selection and Layout Alternatives
5. New Business
 - a. Discussion on 2025 GIS Contract Update
 - b. Discussion on Well 4 HMO Treatment Sewer Discharge Design and Approval Status
 - c. Discussion and Possible Recommendation to the Village Board to add a right arrow sign at the intersection of Burroughs Dr and Evergreen Ln
 - d. Review and Discussion on 2025 Street Projects Status Update
 - e. Review and Discussion on maintenance of driveway approaches
 - f. Discussion on Lead Service Line Study Status Update
 - g. Discussion on tuckpoint bid for World War II Monument
6. Adjournment

Note: It is possible that members and/or possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; action will not be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in the notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request such assistance, contact the Village Clerk at 262-691-5660.

Posted: September 27, 2024

**Village of Pewaukee
Public Works & Safety Committee Meeting Minutes
September 3, 2024**

1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call.

Trustee Grabowski called the meeting to order at approximately 4:30 p.m.

Members Present: Laurin Miller, Trustee Krasovich, Patrick Wunsch, Ed Hill, Mark Grabowski, and Trustee Grabowski.

Members Absent: Nick Wellenstein

Also Present: Administrator Heiser, Director Dave Buechl, Supervisor Jay Bickler, and Clerk Jenna Peter

2. Approval of Minutes of the February 6, 2024, meeting.

Member Hill motioned, seconded by Member Krasovich to approve the minutes of the February 6, 2024, meeting.

Motion carried 6-0.

3. Citizen Comments – None.

4. Old Business – None.

5. New Business

a. Review and Discussion on Contract for 2024 Pavement Crack-filling

Director Buechl explained that bids were opened on August 27, 2024. Bidding was done electronically through a program called QUEST. The bid from Thunder Road, LLC was properly submitted. The bid from PLM Paving, LLC contained a different total bid price; however, they uploaded a second bid form which defined their intent. Buechl further explained that the Committee will need to determine if the bid for PLM Paving to be legitimate and recommend to the Village Board for approval. Buechl stated that the City of Pewaukee gave positive feedback for PLM Paving.

The consensus of the Committee is to allow the bid for 2024 Pavement Crack-filling from PLM Paving to be a legitimate bid.

b. Review and Discussion on 2024 Road and Utility Improvements

Buechl explained this project was originally bid out on June 11, 2024, and no bids were received. Some street projects were taken out and it was rebid, and bids were opened on July 10, 2024. Wolfe Paving was the lowest bid at \$1,027,417.58. Buechl stated streets that need watermain relays were kept in the project.

c. Review and Discussion on Lake Weed Removal Continuance

Buechl stated the Village hired 6 party time students to help with weed cutting this summer and there are currently only 2 left working. Public Works hoping to keep a student on full time through the fall. There are 3 lake weed harvesters up and running. M. Grabowski thanked the

Public Works Department for their hard work. Krasovich also stated that feedback from residents has been positive.

d. Discussion and Possible Action on Well 7 Site Selection

Buechl listed the evaluation criteria that were involved in the site review:

1. Hydrogeological suitability of site and quantity of available ground water.
2. Project costs to acquire parcel, drill well, construct well building, construct possible filtration equipment
3. Ability to acquire site. Is the site already owned by the Village or a private entity?
4. Proximity to existing utility connections such as water main, sanitary sewer, electric, gas, telecommunications
5. Contaminants in deep versus shallow wells.
6. Proximity to other deep or shallow wells to minimize zone of influence
7. Incorporation of water storage reservoir being either elevated water tower storage or ground level storage reservoir. Is an emergency backup generator needed? Does the Village find a water tower to be more of a desired billboard than compared to a ground level reservoir? Is concealing the reservoir in a building a concern for esthetics?
8. Long term tax income collected or not collected from parcel
9. Esthetics of infrastructure at site, architecture, or sight lines
10. Other design considerations such as floodplain, floodway, tree removals, access locations, easements, future expansion areas, reduced Park areas, etc.

Chris Epstein from Ruekert-Mielke presented on potential sites for Well 7. Well 7 will replace Well 2 which is located on Capitol Dr. The potential 3 well locations are:

- Kiwanis Village Park – Village Owned
- Cecelia Dr – Village Owned
- Hawthorne Hills – Privately Owned

Epstein's recommendation is the Cecelia Dr location because the pros outweigh the cons.

There is no tree removal required, has favorable capacity, does not take away from nearby park and land area, and has less foot traffic which reduces the risk of safety concerns.

M. Grabowski would like to see the layout on the Cecelia property to either maximize the frontage for commercial lots or the back for residential lots.

Member M. Grabowski motioned, seconded by Member Wunsch to select Cecelia Drive as the new location for Well 7 and direct the Public Works Director and consulting engineer to layout the well building and elevated storage tank at the discussed locations.

Motion carried 6-0.

e. Discussion and Possible Action on 1307 Chesterwood Sidewalk Replacement and Reimbursement Request

Resident Randy Boehm explained he has been asking the Village to replace the sidewalk in front of his residence for the past 5 years. A Village tree had uprooted and raised the sidewalk and had become a safety concern. Buechl stated Mr. Boehm hired a contractor to fix the sidewalk; however, the contractor did not get a Village Right-of-Way permit for the work and does not recommend approving the \$1,000 reimbursement.

Krasovich and Grabowski suggested in lieu of the \$1,000 reimbursement, the Village will replace other potential sidewalk locations.

Member Hill motioned, seconded by Member Miller to defer for staff review.

Motion carried 6-0.

f. Discussion on 219 Park St. Storm Sewer Collapse

Buechl explained the resident contacted the Village about a possible clogged storm sewer within a pipe that drains from a manhole in Park Ave. The Village hired a company to televise the line and it will be done this week.

Member M. Grabowski motioned, seconded by Member Wunsch to defer until we get the televising results.

Motion carried 6-0.

g. Discussion on maintenance of driveway approaches

Member Hill motioned, seconded by Member Grabowski to defer.

Motion carried 6-0.

h. Discussion on Parking Signage on Lake St and Orchard Ave

Buechl stated the residents at this property contacted a Village Board member to add no parking signs in front of their house. As part of the 2024 Street program, a sidewalk ramp is being installed in front of this house at the corner of Orchard and Lake Street. With this addition, sidewalk could be extended across the frontage of this property, allowing them to be able to walk from their carriage walk to the Village sidewalk.

- Not action taken

i. Discussion on 2025 Street Projects

Member M. Grabowski motioned, seconded by Member Wunsch to defer.

Motion carried 6-0.

6. Adjournment

Member Krasovich moved, seconded by Member Grabowski to adjourn the September 3, 2024, Public Works and Safety Committee Meeting at approximately 6:05 p.m.

Motion carried 6-0.

Respectfully submitted,

Jenna Peter
Village Clerk



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee
CC: Matt Heiser, Village Administrator
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer
Date: September 24, 2024
Re: Agenda item 4a. Discussion and possible action on Well 7 Site Selection

BACKGROUND

At the previous Public Works and Safety Committee meeting on September 3, 2024, staff presented three potential new well sites for Well #7. The Committee voted to recommend that the Village Board proceed with selection of the Cecelia Drive parcel for locating the new well #7. The Committee also asked staff to prepare two site layout alternatives for further review to brought back to the next Board of Public Works and Safety Committee meeting.

ACTION REQUESTED

The action requested of the Public Works and Safety Committee is to review site layouts and make a recommendation to the Village Board on which site layout option to proceed with at the Cecelia Drive parcel. Once a site and layout are selected for recommendation by the Board of Public Works and Safety Committee, the Village Board will be asked to review and approve the selected well site and general layout to allow the process to continue to the end goal of completing a well investigation report to be submitted to the WDNR.

ANALYSIS

At the last Board of Public Works and Safety a meeting, a request was made to show the well site layouts at the front and back of the parcel. Two general attached site layouts have been prepared showing the different site layout alternatives. Each option has an exhibit showing the water tower and the water reservoir which will need to be further determined during design and budgeting. Options 1 and 2 show the layout for the water tower option and options 3 and 4 are for the ground storage option. Several setbacks had to be taken into consideration which limited the location on the parcel where the well could be located. The setbacks, as shown by the hatching patterns, will not allow the well to be located in the hatch areas. Generally, the driveway, well, well house, and water tower need to be at the back of the parcel. The layout at the back of the parcel has two options which flip flop the location of the water tower and building. The remaining potential buildable area is listed on the drawings. The dimensions shown for the water tower are for a 200,000 gallon water tower which has a height listed of 190 ft because the overflow elevation for the main pressure zone is 1055 ft. The height needs to be designed to coordinate with the other Village water reservoirs and water towers. Existing utilities are also shown which will need to be connected to. The building dimensions are shown to be able to house the well and a possible HMO treatment system. We are looking for Board input, as to where to place the water tower and well on the site, and any other review comments, and ultimately make a recommendation to the Village Board, if desired.

Attachments

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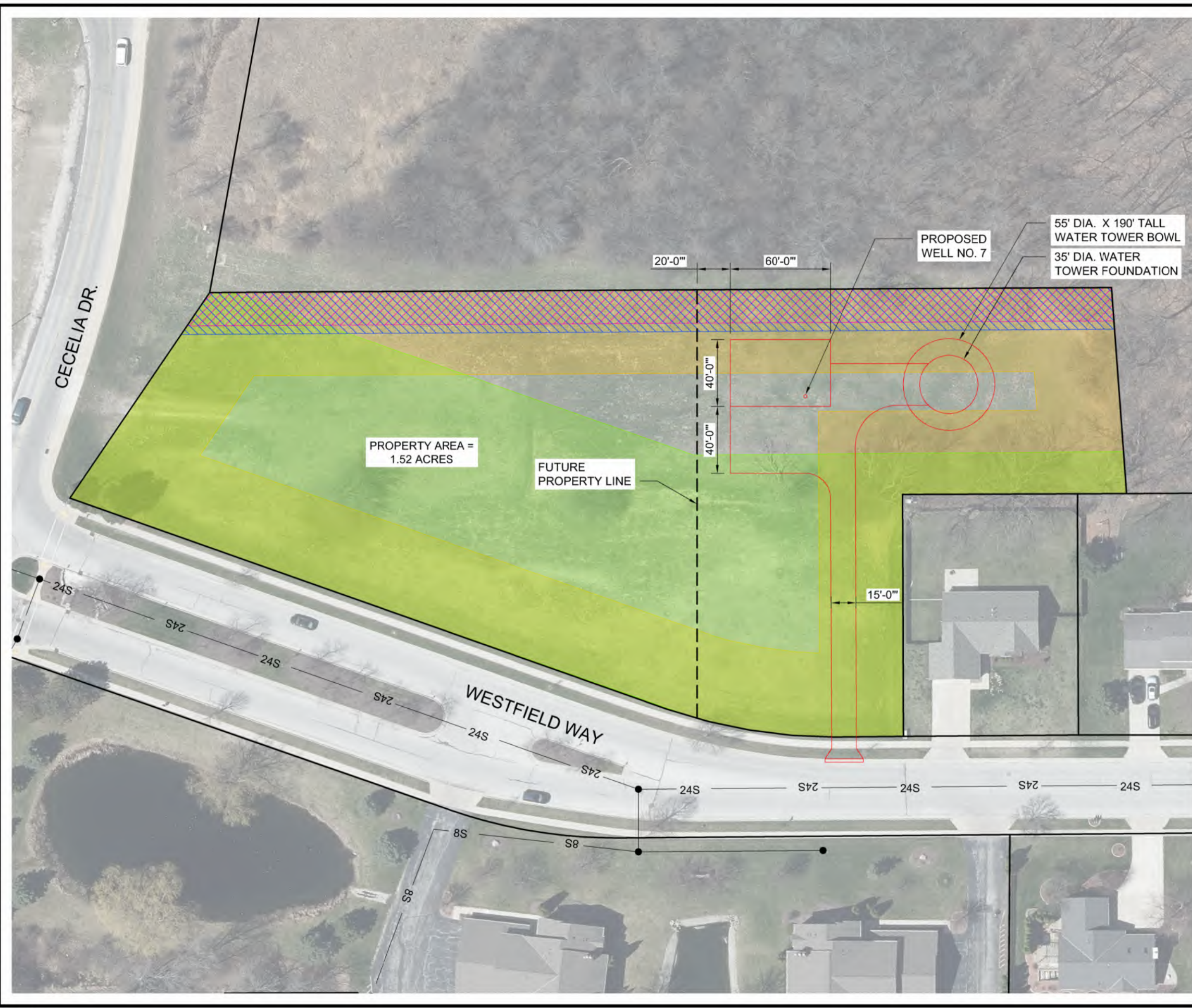


FIGURE NO. 1
PROPOSED WELL NO. 7 LAYOUT OPTION NO. 1
VILLAGE OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

LEGEND

- 50' WELL SETBACK FROM PROPERTY LINE REQ'D BY DNR
- 200' WELL SETBACK FROM SEWER SYSTEM REQ'D BY DNR
- 25' BUILDING SETBACK FROM REAR LOT LINE FOR R-6 RESIDENTIAL DISTRICT
- 20' BUILDING SETBACK FROM REAR LOT LINE FOR IPS INSTITUTIONAL AND PUBLIC SERVICE DISTRICT

NOTE: THE PROPOSED WELL SITE PARCEL IS CURRENTLY ZONED R-6 RESIDENTIAL PLEX DISTRICT.



SOURCE:
BASEMAP SOURCE:

RM117LB

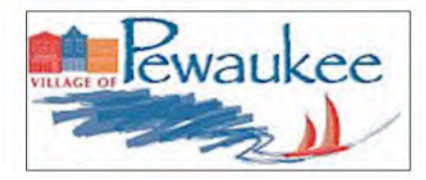
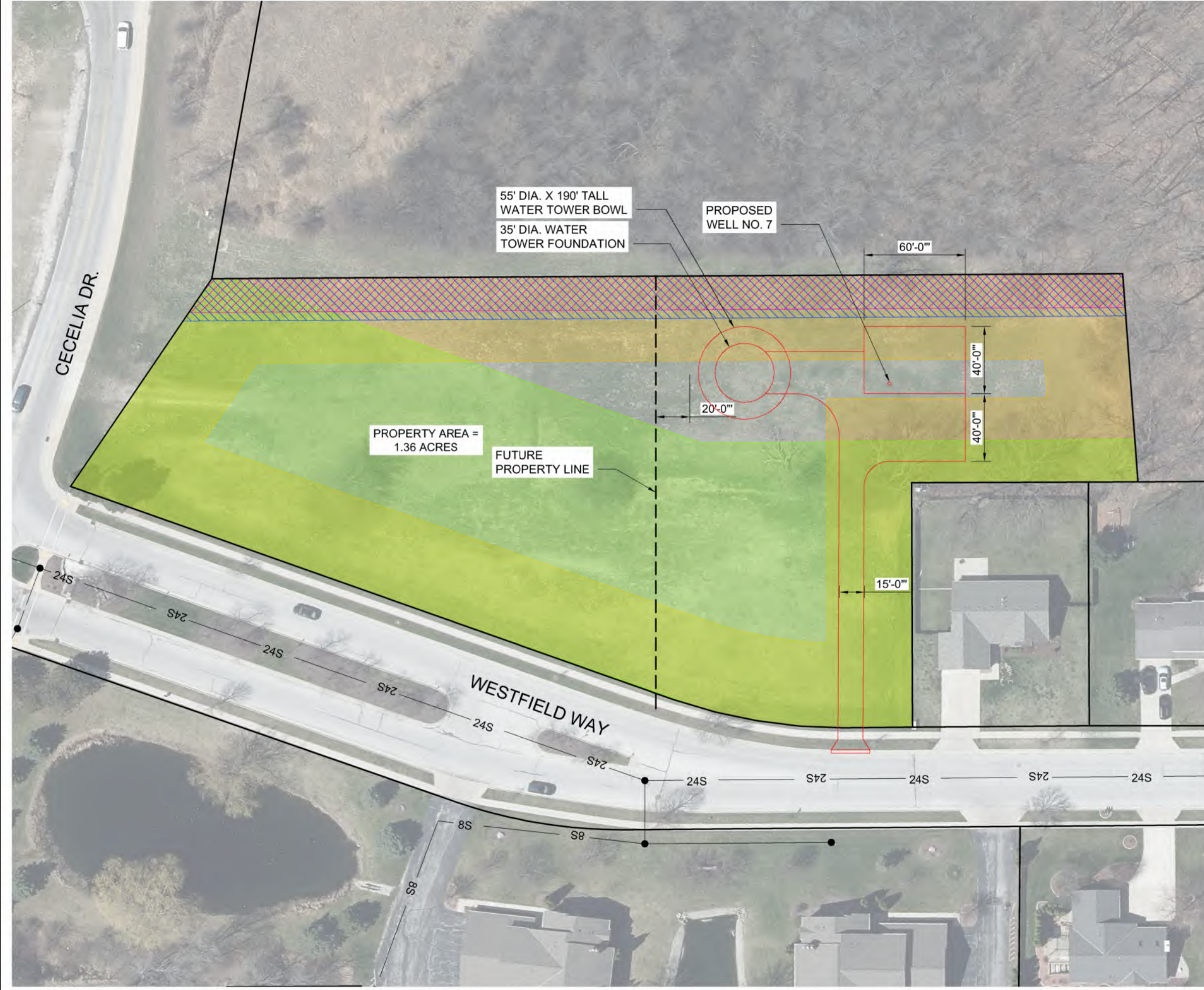
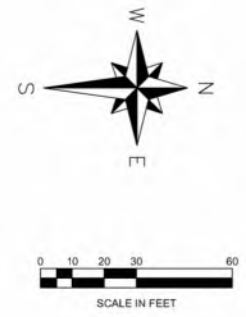


FIGURE NO. 2
PROPOSED WELL NO. 7 LAYOUT OPTION NO. 2
VILLAGE OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

LEGEND

- 50' WELL SETBACK FROM PROPERTY LINE REQ'D BY DNR
- 200' WELL SETBACK FROM SEWER SYSTEM REQ'D BY DNR
- 25' BUILDING SETBACK FROM REAR LOT LINE FOR R-6 RESIDENTIAL DISTRICT
- 20' BUILDING SETBACK FROM REAR LOT LINE FOR IPS INSTITUTIONAL AND PUBLIC SERVICE DISTRICT

NOTE: THE PROPOSED WELL SITE PARCEL IS CURRENTLY ZONED R-6 RESIDENTIAL PLEX DISTRICT.



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FIGURE NO. 3
PROPOSED WELL NO. 7 LAYOUT OPTION NO. 3
VILLAGE OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

LEGEND

- 50' WELL SETBACK FROM PROPERTY LINE REQ'D BY DNR
- 200' WELL SETBACK FROM SEWER SYSTEM REQ'D BY DNR
- 25' BUILDING SETBACK FROM REAR LOT LINE FOR R-6 RESIDENTIAL DISTRICT
- 20' BUILDING SETBACK FROM REAR LOT LINE FOR IPS INSTITUTIONAL AND PUBLIC SERVICE DISTRICT

NOTE: THE PROPOSED WELL SITE PARCEL IS CURRENTLY ZONED R-6 RESIDENTIAL PLEX DISTRICT.

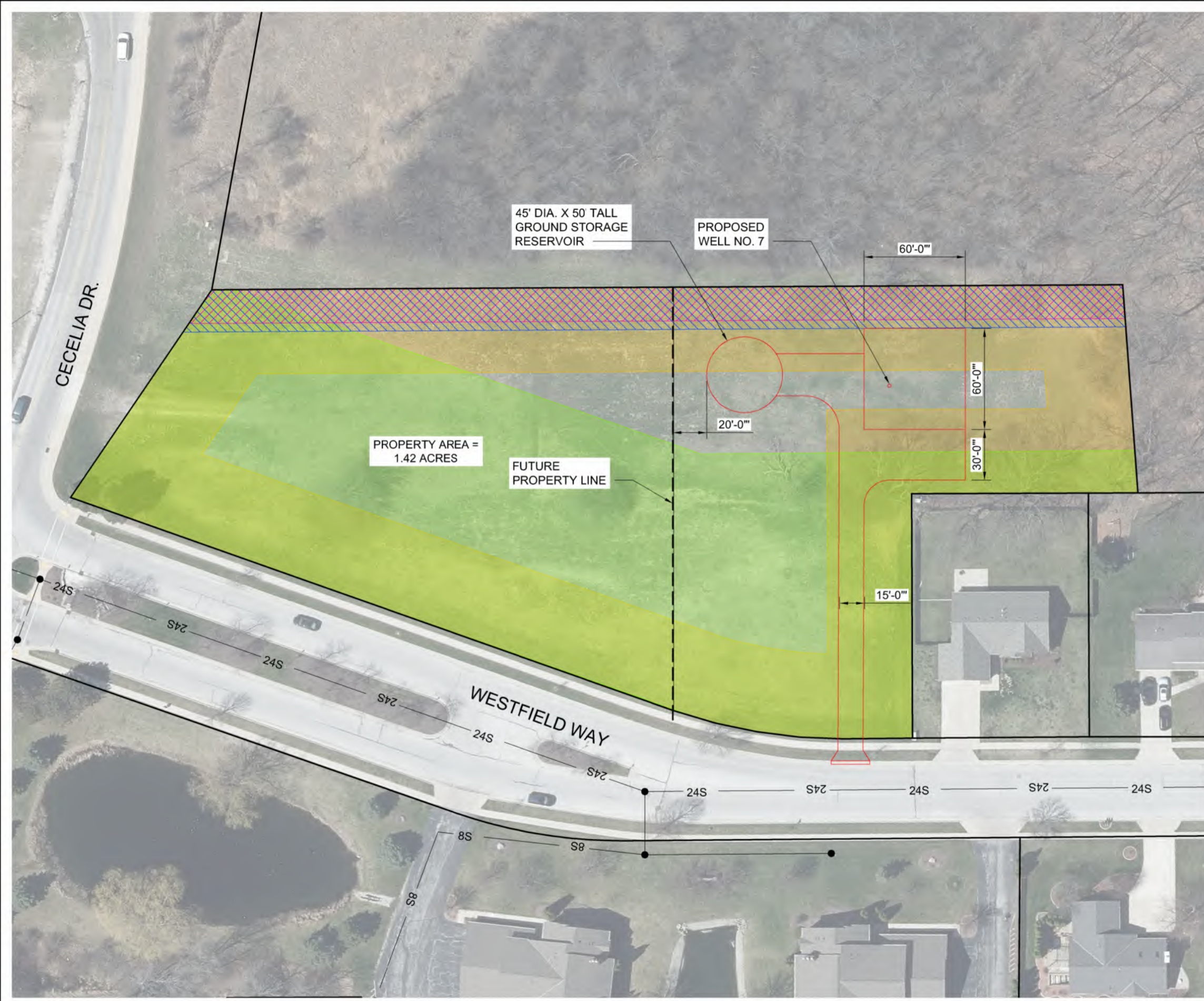


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FIGURE NO. 4

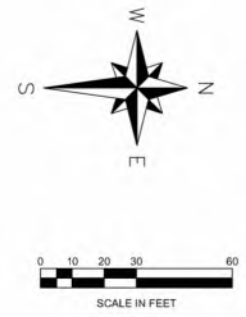
**PROPOSED WELL NO. 7 LAYOUT OPTION NO. 4
VILLAGE OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN**



LEGEND

- 50' WELL SETBACK FROM PROPERTY LINE REQ'D BY DNR
- 200' WELL SETBACK FROM SEWER SYSTEM REQ'D BY DNR
- 25' BUILDING SETBACK FROM REAR LOT LINE FOR R-6 RESIDENTIAL DISTRICT
- 20' BUILDING SETBACK FROM REAR LOT LINE FOR IPS INSTITUTIONAL AND PUBLIC SERVICE DISTRICT

NOTE: THE PROPOSED WELL SITE PARCEL IS CURRENTLY ZONED R-6 RESIDENTIAL PLEX DISTRICT.





PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee
CC: Matt Heiser, Village Administrator
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer
Date: September 25, 2024
Re: Agenda item 5a. Update on 2025 GIS Contract with Ruckert/Mielke (R/M)

BACKGROUND

The Village of Pewaukee has a Geographic Information System (GIS) and it is contracted through Ruckert/Mielke (R/M). Village staff use the GIS for different purposes. DPW staff use the GIS to locate and record locations of underground water main, sanitary sewer, storm sewer, zoning, watersheds areas, lot lines, electrical and fiber conduit, traffic signals, street lights, cemetery plots, pavement ratings, etc. Attached is some correspondence that the Village received from R/M about upcoming updates and costs to be anticipated for budgeting.

ACTION REQUESTED

None at this time

ANALYSIS

None

Attachments

August 21, 2024

Mr. David Beuchl
 Director of Public Works
 Village of Pewaukee
 235 Hickory Street
 Pewaukee, WI 53072

Re: 2025 GIS Annual Services Budget & GIS Software Update Notice

Dear David,

In preparation for your upcoming budgeting effort, we present to you our recommended GIS services and associated fees for 2025. Recommended budgets for each category are shown below, with descriptions on the following pages. Additionally, please review the added paragraph regarding an important future GIS Software Update.

Category	Annual Fee
GIS Core Services	\$10,260
Tool Suites	\$9,870
Category	Recommended Budget
Additional Services	
Recommended Maintenance	\$7,500
Total 2025 Budget	\$27,630
GIS Software Upgrade Estimates	
GIS Software Upgrade Transition Cost	\$20,000
Esri Licenses	\$5,500
Total GIS Software Upgrade Transition Cost (Q3 of 2025)	\$25,500

GIS Core Services

Services provided by Ruekert & Mielke, Inc. (R/M) under GIS Core Services are summarized below:

1. Hardware & Software – R/M will ensure its platform, networking, and hardware resources meet or exceed industry standards for performance and security. Routine software updates may be completed.
2. Facilities - Provide a physically safe, secure, and climate-controlled Amazon data center where data and equipment are resistant to natural disaster or malicious attack.
3. Data Storage – Provide expandable, secure, data storage for any municipal data such as CCTV data, inspection photos, documents, as-builts, and more.
4. Backups – Maintain a rigorous backup plan to minimize the risk of data loss due to user error or hardware failure.
5. Troubleshooting – R/M will make reasonable efforts to resolve errors or technical issues. Client understands R/M cannot guarantee a complete or immediate resolution due to circumstances outside of R/M's control such as software bugs, unforeseen use cases, etc.

6. IT Services – Provide human resources for the management, optimization, and research for all the above services.
7. Access to GIS Customer Success Managers.

Tool Suites Subscription

The Tool Suites subscription gives you continual access to hosted tools in your GIS site. Updates and upgrades result from the feedback we receive from the communities we service. Each tool within a suite may have automatic updates and upgrades that occur throughout the year.

Tool Suites gives you several utility-related tools at a discounted price.

Additional Services

We also recommend budgeting additional funds to cover assistance with items outside of GIS Core and Tool Suites. Additional funds may be budgeted for miscellaneous requests which do not require the additional overhead of a formal proposal instead handled through a letter agreement or email. R/M will invoice for these "as-requested" services at our normal hourly rates for the hours expended to complete the task unless stated otherwise. The actual number of additional services you budget for is at your discretion and should reflect your intent to use more or less of R/M's maintenance services. If work is requested by Pewaukee, R/M will invoice for those efforts accordingly.

Please note that GIS improvements specific to your organization's site may result in additional charges throughout the year that may include but are not limited to:

- Improving functionality (features, layers, query functions, etc.)
- Modification or maintenance related to map services not owned or maintained by R/M (County Map Services)

Additional services could include, but are not limited to:

- GIS data maintenance and updates
- GIS user/account registration
- Correspondence and coordination with GIS Customer Success Manager on maintenance tasks, progress updates, continuous project support, software updates and technological upgrades.
- As-built or Document scanning and/or linking.
- Survey and mapping services
- Training
- WISLR data Updates
- Importing CCTV repair data
- Utility system exhibits
- ArcGIS Online Experience Builders, Public or Private
- Inspection assistance (Outfalls, Ponds, etc.)
- Water model updates (GIS)
- LCRR solutions

Mr. David Beuchl
2025 GIS Annual Services Budget
August 21, 2024
Page 3

Important GIS Software Update

Esri is discontinuing support for some of the programs that your current Geocortex software uses to run. They are requiring that everyone move to their new licensing model and latest technology by the end of 2026. We expect our applications to continue working after support has ended, but only for a limited time. After Esri's technology shift, the old software applications won't receive support or updates.

To prepare for this transition, we have provided a general estimate based on the anticipated update effort and the current number of active GIS user accounts. Additional data review will determine more accurate estimates specific to the Village of Pewaukee and their software needs. We will be working with you and your staff to move your technology forward. Your Customer Success Manager will be reaching out with additional information soon.

We appreciate the opportunity to serve you and welcome your feedback and ideas on how we can provide even greater products and services. If you have any questions regarding our services and fees, please contact our office.

Respectfully,

RUEKERT & MIELKE, INC.



Erin M. Schultz
GIS Customer Success Manager
eschultz@ruekert-mielke.com

EMS:cal

cc: David Arnott, P.E., Ruekert & Mielke, Inc.
8034-10009



THE NEXT GENERATION OF GIS WITH ASSETALLY 2.0

To ensure your community has the technology to take advantage of the most productive tools and features, our GIS team has been hard at work developing updated software for your utility management needs. AssetAlly 2.0 is our improved GIS system that runs on VertiGIS software. Whether you are an existing AssetAlly client, utilize Geocortex and/or ArcGIS Online, or are completely new to this software, AssetAlly 2.0 has tools for any size municipality to keep you on track and your data up to date.

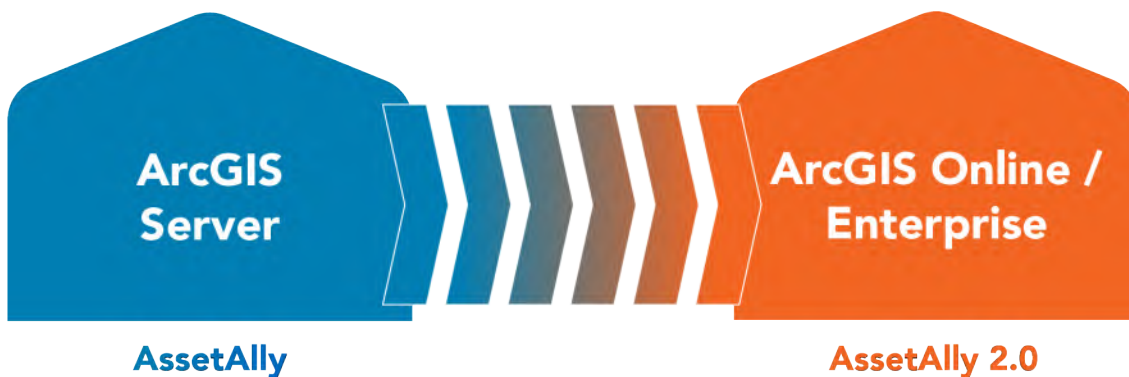


WHAT'S HAPPENING?

Esri and Geocortex are discontinuing support for some of the programs that your current software, AssetAlly, uses to run. They are requiring that everyone move to their new licensing model and latest technology. We expect our applications to continue working after support has ended, but only for a limited time. After Esri's technology shift, the old software applications won't receive support or updates.

To ensure existing clients have a seamless transition, we're migrating clients with AssetAlly or Geocortex solutions to AssetAlly 2.0 by the end of 2026.

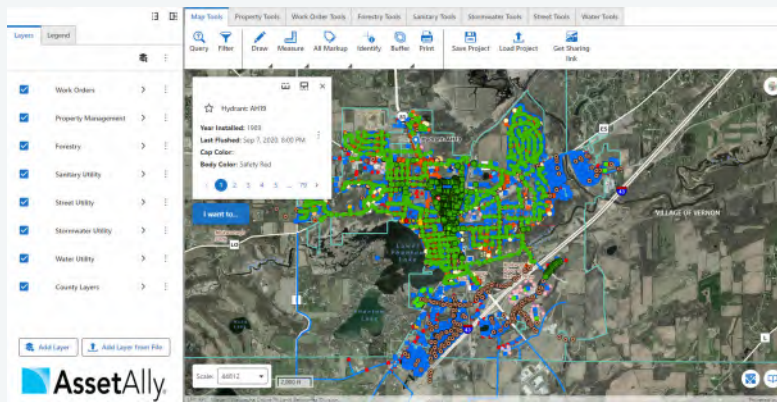
To prepare for this transition, we will meet with you to discuss these changes and determine a plan that works for you.



WHAT IS ASSETALLY 2.0?

AssetAlly has served clients by providing GIS and lightweight asset management capabilities for around 8 years. AssetAlly 2.0 is taking the same ideas, processes, and data structures and applying them to new technology.

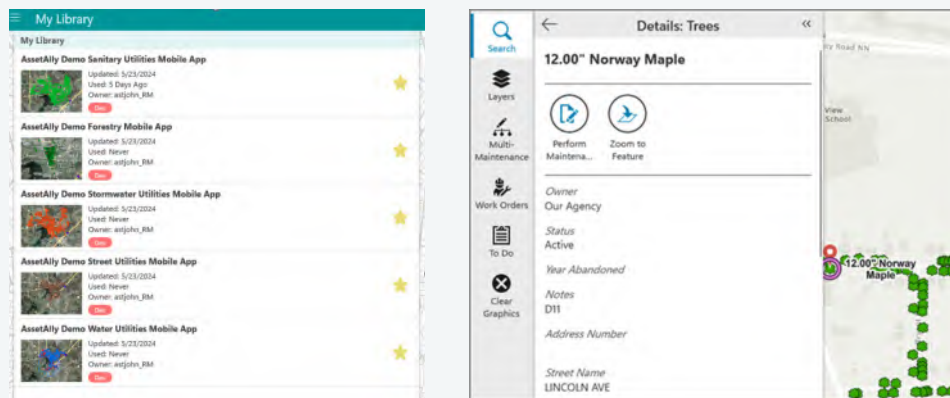
Our intent is to provide you with a familiar application that will continue to grow in capabilities on top of the new Esri technology. Specific items we're excited for include better phone/tablet support, improved dashboards, and additional reporting capabilities.



An updated web interface provides familiar tools with streamlined functionality and upgraded features.

IMPROVEMENTS TO LOOK FORWARD TO WITH ASSETALLY 2.0, AMONG OTHERS!

- If you have GIS staff in house, they will have **better access and control over your data**.
- AssetAllly 2.0 features **better workflows to allow efficient utility management** across the entire municipality.
- Advances in ESRI technology have **enhanced mobile functionality**, allowing team members to complete their work out in the field or at the comfort of their desk.
- Traditional mapping applications are one large monolith of data—this new technology makes it **easier to break out maps or applications by role, task, or purpose**.
- **Easier integration with external specialists** that your community may wish to use.
- **Public outreach opportunities** through public mapping applications and hub sites.
- **Brand new reporting tools and data dashboards** to ensure you have all the data you need to submit to any organizations or agencies.
- **Stronger security and data functionality** with individual user licensing.



Intuitive map features make mobile work easier than ever with AssetAllly 2.0.

WHAT'S NEXT?

Your GIS Customer Success Demo Manager will schedule a demo with your municipality's directors and lead operators. At this meeting, we will determine next steps and discuss transition timelines based on your current software and budget capabilities.

We will also adjust your GIS Annual Services Budget letter for 2025 to prepare for this transition and provide you with additional details.



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee
CC: Matt Heiser, Village Administrator
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer
Date: September 25, 2024
Re: Agenda item 5b. Update on Well 4 Sewer Discharge Location

BACKGROUND

The Well #4 HMO Treatment System project at 800 College Avenue has started construction. One component of the project, that wasn't completely finalized prior to bidding, and is still lingering on without ultimate approval is the sewer discharge location and connection. Progress to get final sewer discharge approval is still progressing but a change order will be needed at a later date once a few additional steps are completed. In order to bid during the ideal time of the year which is early in the year, and to comply with WDNR mandates we are facing such as the Well #2 consent order and shut down of Well #6, this project was bid out without having a complete approved written agreement that included all rights and conditions in place with the Lake Pewaukee Sanitary Sewer District (LPSD) in hand to connect to their existing sanitary sewer along College Avenue. At the time of bidding, written approval was obtained by LPSD subject to a final agreement being worked out between staff of LPSD and staff of the Village of Pewaukee, and our Village Attorney. Negotiating the agreement with LPSD ended up taking several months with additional conditions continuing to be added by LPSD staff and their Attorney. In mid June 2024, LPSD added a condition that "The flows from the well no. 4 connections shall not allow LPSD's conveyance system to surcharge nor shall it count against LPSD flow to the Treatment Facility. Should development increase LPSD's flow to a point that the conveyance system is reaching capacity at the Well No. 4 connection, the Village will have to disconnect the sewer line and run their own line east to the Village's main line." Other conditions were also being added. At this point Village staff began looking at other alternatives to discharge sewer from Well #4. Another sewer design option was determined and I met with WCTC staff on June 26, 2024 to discuss the option, and on July 1, 2024 we conducted some sewer flushing to experiment to see if this option would work and it looked promising. Since then we have been waiting for Ruekert/Mielke to prepare a revised sewer discharge design and prepare an easement exhibit. Ruekert/Mielke (R/M) recently submitted a revised drawing to the Wisconsin Department of Natural Resources (WDNR) for re-approval. If WDNR approval is received, then the proposed drawing change will be proposed to the Contractor, Mid-City Plumbing to determine if a cost change is needed. A change order will be needed a minimum to change the drawings. Approval of the utility easement will also be needed from WCTC.

ACTION REQUESTED

None at this time

ANALYSIS

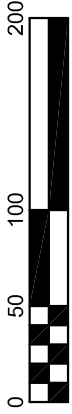
None

Attachments

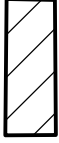
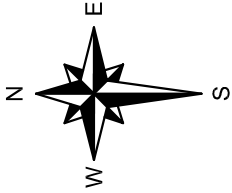
EXHIBIT "A"

PERMANENT SANITARY SEWER EASEMENT

Being part of the Northeast 1/4 of Section 16, Town 7 North, Range 19 East, Village of Pewaukee, Waukesha County, Wisconsin.

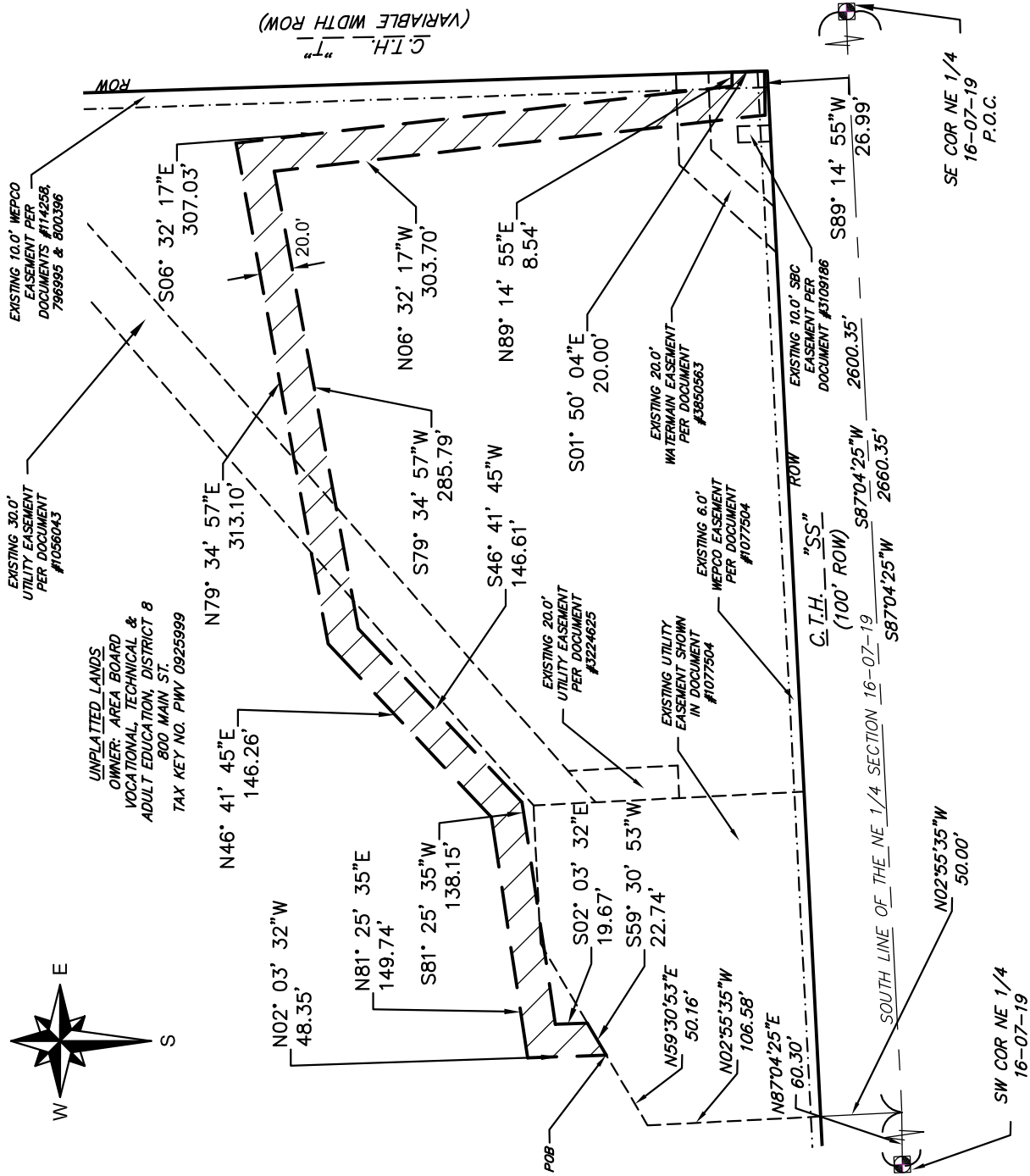


SCALE IN FEET



PERMANENT SANITARY SEWER
EASEMENT AREA 18,939 sq. ft ±

UNPLATTED LANDS
OWNER: AREA BOARD
VOCATIONAL, TECHNICAL &
ADULT EDUCATION, DISTRICT 8
800 MAIN ST.
TAX KEY NO. PWV 0925999



G:\3D_2018\8034_Village of Pewaukee\10022 Well No.4\dwg\Easement Exhibit\20240923 Easement Exhibit.dwg

PREPARED FOR:
Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072



PREPARED BY:
Ruekert & Mielke, Inc.
W233 N2080 Ridgeview Pkwy.
Waukesha, WI 53188

THIS INSTRUMENT WAS DRAFTED BY JOHN M. SCHULZ, P.L.S. (9/23/24), CHECKED BY: TAYLOR PLACEK (9/23/24)

EXHIBIT "A"

SHEET 2 OF 2

PERMANENT SANITARY SEWER EASEMENT

Being part of the Northeast 1/4 of Section 16, Town 7 North, Range 19 East, Village of Pewaukee, Waukesha County, Wisconsin.

Permanent Sanitary Sewer Easement Description:

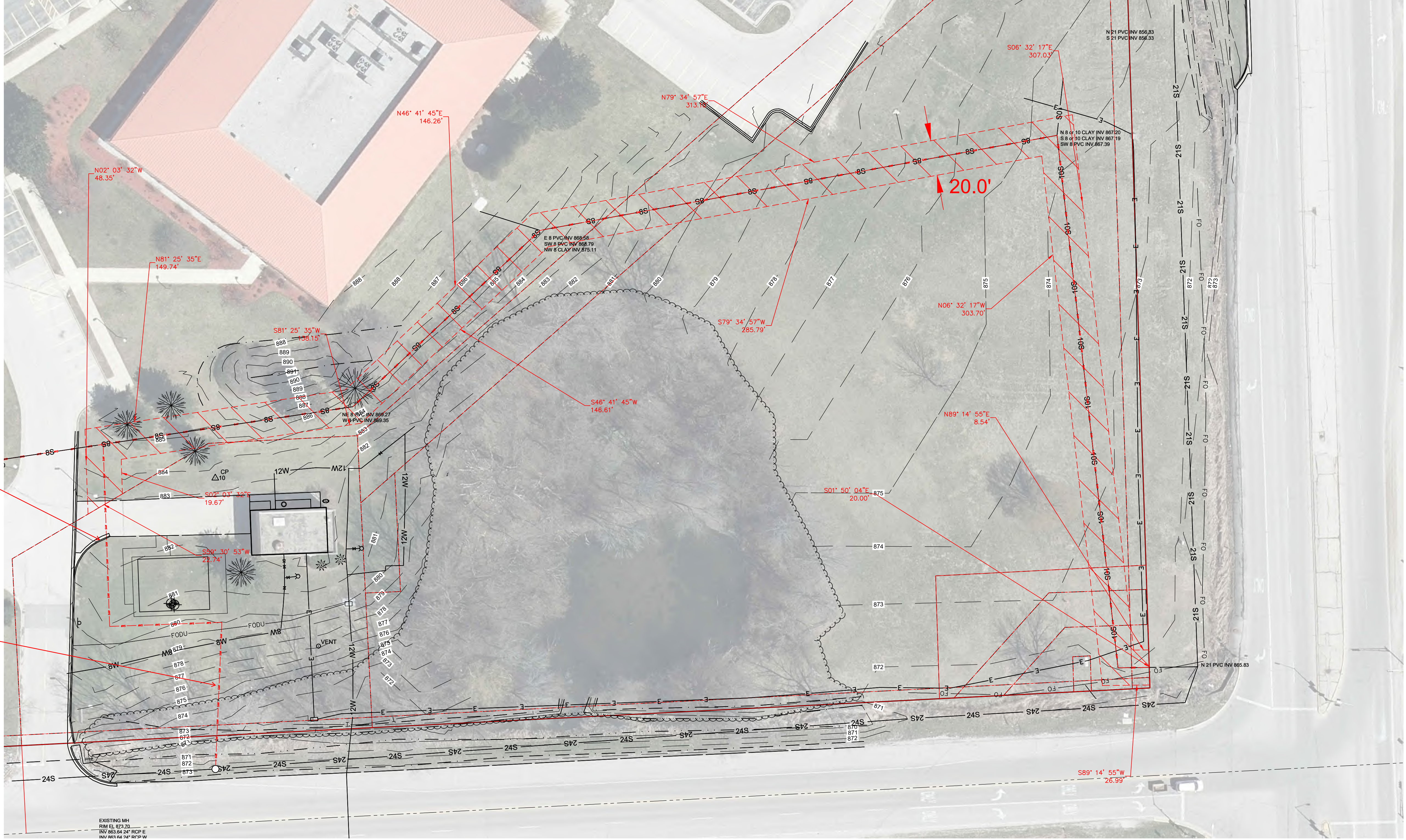
Being part of the Northeast 1/4 of Section 16, Town 7 North, Range 19 East, Village of Pewaukee, Waukesha County, Wisconsin, bounded and described as follows:

Commencing at the Southeast corner of the Northeast 1/4 of Section 16; thence bearing S87°04'25"W along the South line of said Northeast 1/4, a distance of 2600.35 feet; thence bearing N02°55'35"W, a distance of 50.00 feet to the North Right-of-Way (ROW) line of County Trunk Highway (C.T.H.) "SS"; thence bearing N02°55'35"W along the West line of a utility easement shown in Document No. 1077504, a distance of 106.58 feet to the North line of said easement; thence bearing N59°30'53"E along said line, a distance of 50.16 feet to the Point of Beginning (POB); thence bearing N02°03'32"W, a distance of 48.35 feet; thence bearing N81°25'35"E, a distance of 149.74 feet; thence bearing N46°41'45"E, a distance of 146.26 feet; thence bearing N79°34'57"E, a distance of 313.10 feet; thence bearing S06°32'17"E, a distance of 307.03 feet; thence bearing N89°14'55"E, a distance of 8.54 feet to the West ROW line of County Trunk Highway (C.T.H.) "T"; thence bearing S01°50'04"E along said line, a distance of 20.00 feet; thence bearing S89°14'55"W, a distance of 26.99 feet; thence bearing N06°32'17"E, a distance of 303.70 feet; thence bearing S79°34'57"W, a distance of 285.79 feet; thence bearing S46°41'45"W, a distance of 146.61 feet; thence bearing S81°25'35"W, a distance of 138.15 feet; thence bearing S02°03'32"E, a distance of 19.67 feet to the North line of a the aforementioned easement; thence bearing S59°30'53"W along said line, a distance of 22.74 feet to the Point of Beginning (POB), containing 18,939 square feet (0.43 acres) more or less of land. Subject to, but not limited to, covenants, conditions, restrictions and easements of record.



PREPARED FOR:
Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072

PREPARED BY:
Ruekert & Mielke, Inc.
W233 N2080 Ridgeview Pkwy.
Waukesha, WI 53188



PROPOSED DESIGN

CURRENT DESIGN

EXISTING MH
RIM EL. 873.70
INV. 883.84 24" RCP E
INV. 883.84 24" RCP W



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee
CC: Matt Heiser, Village Administrator
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer
Date: September 24, 2024
Re: Agenda item 5c. Discussion and possible action on installation of Right Arrow sign at intersection of Burroughs Dr. and Evergreen Ln.

BACKGROUND

A request was made from resident Katie Jelacic, who lives in The Glen Subdivision, to add a Right Arrow sign at the intersection of Burroughs Dr. and Evergreen Ln.

ACTION REQUESTED

The action requested of the Public Works and Safety Committee is to review the request and make a recommendation to approve or not approve installation of a Right Arrow sign in the Village right-of-way at said location.

ANALYSIS

On September 13, 2024, Village staff met with Katie Jelacic at this intersection to review the issue. Katie said that drivers are frequently driving up Burroughs Dr. from W. Wisconsin Avenue, and continuing into the private driveway, drive past the two houses, and then drive along the pedestrian path, or turning around in the driveways. Katie, on behalf of the HOA for The Glen, is asking if the Right Arrow sign can be added to encourage drivers who want to turn right onto Evergreen Ln instead of driving into the private driveway. There is also an existing Left Arrow sign further to the south around the other bend in the street. The HOA has added some "Private Roadway" signs to discourage vehicles entering at this location but the vehicles are still entering the subdivision at this location. Katie said that the HOA would pay for the public Right Arrow sign. As a side note, the HOA will be putting End of Roadway OMG chevron signs within their development so vehicles don't drive onto pedestrian path. Also, Village staff will be installing street name signs at this location which do not exist now and should also help with street name recognition.

I recommend that the Right Arrow sign be installed at the intersection of Burroughs Dr. and Evergreen Ln. to be paid for by the HOA of The Glen and installed by Village DPW staff.

Attachments



Existing Private Road Sign



Proposed location for right arrow sign



Existing Left Arrow sign along Burroughs Dr





PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee
CC: Matt Heiser, Village Administrator
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer
Date: September 24, 2024
Re: Agenda item 5d. Discussion about 2025 Street projects

BACKGROUND

The 2024 Street project was initially intended to include W. Wisconsin Avenue from the railroad tracks to Glacier Road, and the east/west section of the Orchard Avenue alley. The final 2024 bid package did not include these streets in order to make the bid package more attractive to bidders and stay closer to the budget.

As part of the 2025 Street program, the W. Wisconsin Avenue project from the railroad tracks to Glacier Road is proposed to be bid out. The initial estimate is \$700,000 to \$800,000. Subject to design review of the drawings, this project could be bid out at both concrete and asphalt to see what the cost comparison would be for the Board to decide which pavement option they prefer. A water loop connection is needed at the dead end water main lines on Capitol Drive and Glacier Road. Water main relays are also planned for Glacier Road and Capitol Drive. The final limits of what can be installed next year will be projected after the drawings and estimates of cost have been prepared.

ACTION REQUESTED

No action is being requested at this time.

Attachments



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee
CC: Matt Heiser, Village Administrator
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer
Date: August 29, 2024
Re: Agenda item 5(e). Discussion about maintenance of driveway approaches

BACKGROUND

The Village has an existing Ordinance related to repair, replacement, maintenance, and assessment procedures of sidewalk located in the public right way. The Village also has an Ordinance for assessment of new curb and gutter installations in the public right of way to be assessed to the adjoining property owner. In regards to maintenance of driveway approaches, the policy has been that property owners are responsible for any repairs, maintenance, or replacements of their driveway approaches. There is nothing in writing to confirm this practice that we can find so far. When the driveway approaches were first installed, the property owner had to obtain a right of way permit to install the approach. We want to run this policy past the Committee to verify we should continue to make it the lot owner's responsibility to maintain their own driveway approach. We believe this still is the best policy to have the lot owner to maintain their own approach.

ACTION REQUESTED

The action requested of the Board of Public Works and Safety is to review and consider affirming for the DPW Dept. staff that the procedure and policy we are currently following is satisfactory to the Village.

Attachments



**PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072**

To: Public Works and Safety Committee
CC: Matt Heiser, Village Administrator
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer
Date: September 25, 2024
Re: Agenda item 5f. Update Lead Service Line Study Status Update and Upcoming Mailing Notification

BACKGROUND

The Wisconsin Department of Natural Resources (WDNR) and Environmental Protection Agency (EPA) has required that all municipalities complete a Lead Service Line Study. The Village is required to send notifications to customers and residents to alert them of a potential lead water service line. The Village is attaching a survey to assist the Utility Department and help the homeowner identify the water service line material as copper, plastic, ductile iron, or other material. The identification needs to take place on both sides of the curb stop box which is the shut off to each house that is typically located at the back of sidewalk on private property.

The Village Utility staff have already began performing inspections as the opportunity arises, such as when water meters are being replaced, or when residents allow the Village staff entrance to their basements to view the water service line, or as a requirement of a Plan Commission review. One of the next steps is that WDNR notifications are required to Village residents. The attached draft insert will be included with the Village's upcoming newsletter. This information is still being reviewed by Village staff and the Village Attorney. DPW staff want the Board to be aware prior to sending out in case you receive any questions, comments, or concerns, from residents.

ACTION REQUESTED

No action is being requested at this time.

Attachments

VILLAGE OF PEWAUKEE FALL NEWS

Quarter 3 - 2024

November Election Details

ONLINE AND MAIL IN REGISTRATION DEADLINE -

All mail in and online registrations need to be completed by October 16th. After this deadline, you will need to register in person at the Clerk's Office.

NO VOTING OR VOTER REGISTRATION CAN TAKE PLACE ON NOVEMBER 4TH

IN PERSON ABSENTEE VOTING -

Early voting will take place at Village Hall (upstairs) starting October 22nd and ending November 1st.

DEADLINE TO REQUEST AN ABSENTEE BALLOT -

The last day to request an absentee ballot is **October 31st**.

ELECTION DAY (November 5th) -

Voting will take place at WCTC located at **800 Main Street, Building S**.

Polls are open from 7:00 AM - 8:00 PM.



IMPORTANT ABSENTEE BALLOT INFORMATION -

- All absentee ballots must be received by the Clerk **no later than 8:00 PM on November 5th**.
- Drop boxes at Village Hall **WILL NOT** be checked after **4:30 PM on November 5th**. After this cut off, you will need to bring them to WCTC at the address listed above to be counted.
- Absentee ballots must be returned signed - Village staff **CANNOT** be your witness.

Tax Bills

Per State Statutes, tax bills must be mailed by **December 16th**. Please watch the Waukesha County website to see if tax bills are posted prior to this date, the Village doesn't have this information earlier.

Tax bills can be paid at:

- The County
- Online
- Waukesha County Drop Box

Leaf Collection Schedule

No yard waste or brush will be collected during leaf pick up. There will be no exceptions or special accommodations made.

Dates	Leaves MUST be out by:
10/21 - 11/01	7 AM on October 21st
11/04 - 11/15	7 AM on November 4th

Recycling Center:

The last **Wednesday** the Recycling Center is open is **September 25th**

The last **Saturday** the Recycling Center is open is **December 7th**

**TRICK
OR
TREAT**

Trick-or-Treating will take place on **Saturday, October 26th** from 4:00 - 7:00 PM.

Utility Portal:

Have one less bill to worry about with autopay - [Sign up today!](#)

Q3 Utility Bills are due **November 1st**

Lead Survey:

Help us to help you!
Please see attached pages for additional information regarding this topic.



www.villageofpewaukee.com/lead-service-line

Upcoming Village Hall Closures:

- November 28 & 29 - Thanksgiving
- December 24 & 25 - Happy Holidays
- December 31 - New Year's Eve
- January 1, 2025 - New Year's Day

Most of your questions can be answered by visiting our website including County recycling, meeting schedules and agendas, Village recycling center, assessor information, fillable forms for licenses and permits, and much more.

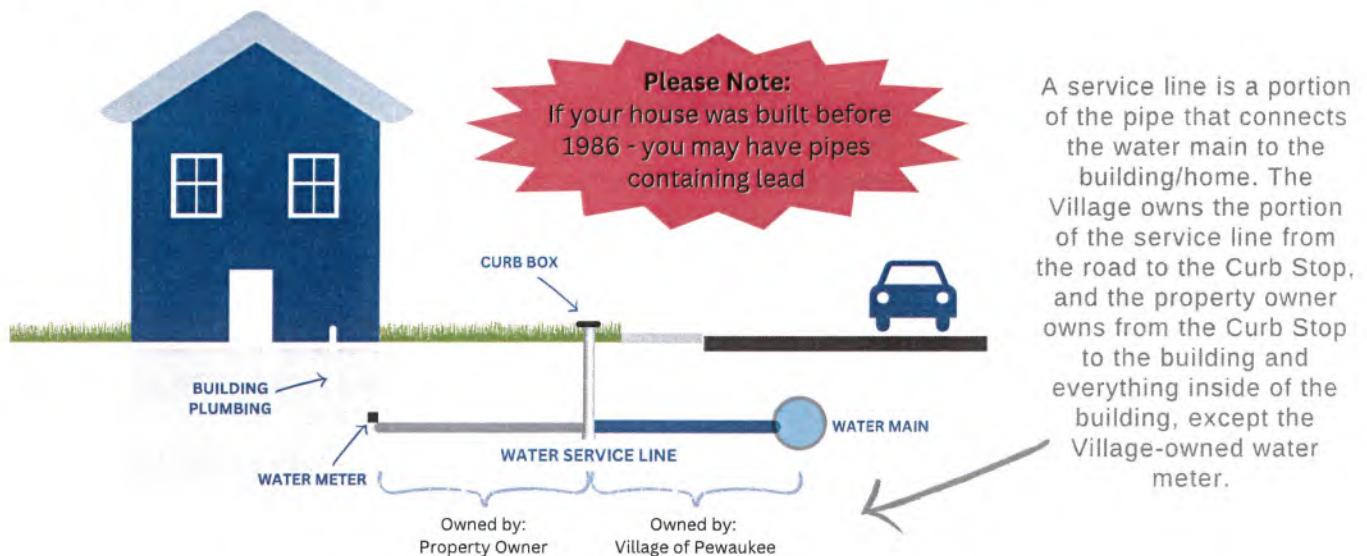
NOTICE OF POSSIBLE LEAD SERVICE LINE MATERIAL

Water Service Line Inventory

Attention Home Owners -

The Village of Pewaukee is in the process of identifying water service line material as mandated by the Environmental Protection Agency (EPA), with a brief survey. Please note that this **DOES NOT** mean you have a lead service line. The Village is required to send notifications for one of the following reasons:

1. The Village has not identified the service line material from the road to the Curb Stop.
2. The Village has not identified the service line material from the Curb Stop to the resident.
3. The Village has no record of the service line material.



The Village will be conducting homeowner-side material evaluations during meter changes within the next several years. The Village will also be working on identifying the service line material that we own over the next several years. This process will be done with our hydro-vac truck and will result in some temporary yard disturbance, but the Village will make every effort to restore the area to existing satisfaction.

Additionally, please review the health effects of lead below. The Village of Pewaukee would like to be sure you make an informed decision when deciding whether or not to replace your service line if it is found to be lead.

Health Effects of Lead

Exposure to lead in drinking water can cause serious health effects in all age groups. Infants and children can have decreases in IQ and attention span. Lead exposure can lead to new learning and behavior problems or worsen existing learning and behavioral problems. The children of women who are exposed to lead before or during pregnancy can have increased risk of these negative health effects. Adults can have increased risk of heart disease, high blood pressure, and kidney, or nervous system problems.

WE NEED YOUR HELP!

Please take the short 5-10 minute survey to help us comply with the DNR mandate to ensure your drinking water is lead free.

The survey can be accessed on the Village website by:

- Scanning the Lead Survey QR Code on the next page (*use your phone camera*)
- Visiting the Water Service Lines page under the Utility Information tab.

If you need assistance, please feel free to contact Village Utilities at 262.200.7506.

Paper copies of the survey will also be available for pickup at Village Hall.

IS MY SERVICE LINE MADE OF LEAD?

Identifying what your service line is made of can be done in three simple steps:

1

FIND YOUR SERVICE LINE PIPE

Your water meter could be located inside your home's basement, crawlspace, or garage. The service line will enter the house a few feet underground, through the floor or foundation wall, before connecting to the water meter. There will be shutoff valves on one or both sides of the water meter.

Safety First! - When it comes to working in unfamiliar and restrictive spaces, please ensure the area is well lit, wear appropriate clothing and use head protection in areas with low ceilings.

2

CHECK THE PIPE MATERIAL

The first step is to look at the color. If your service line pipe is copper colored, it is likely copper. If it is white or another color (besides gray) it is likely PVC or another material.

Next, use a magnet, coin, or key to lightly tap or scratch the pipe and test what it is made of.

If the pipe is light gray **and:**
1. Is easily scratched,
2. The metal seems soft, and
3. A magnet does not stick to it,
you likely have a lead pipe.

3

REPORT YOUR RESULTS!

Scan the QR code below to find our Lead Service Line Survey, or go to: villageofpewaukee.com/lead-service-line

Complete the survey, including 1-2 images of your service line pipe.

If you cannot locate your service line pipe, please feel free to contact: Village Utilities at 262.200.7506.

Paper copies of the survey are also available for pickup at Village Hall.



SCAN WITH YOUR PHONE CAMERA



Minimizing Lead in your Water

If you do have a lead service line, here are a few things you can do to help minimize the amount of lead in your water:

1. Run the cold water to flush out lead. Let the water run from the tap before using it for drinking or cooking any time the water in the faucet has gone unused for more than six hours. The longer the water resides in plumbing, the more lead it may contain. Flushing the tap means running the cold-water faucet. Let the water run from the cold-water tap based on the length of the lead service line and the plumbing configuration in your home. In other words, the larger the home or building and the greater the distance to the water main (in the street), the more water it will take to flush properly. While toilet flushing or showering flushes water through a portion of the plumbing system, you still need to flush water in each faucet before using it for drinking or cooking. Flushing tap water is a simple and inexpensive measure you can take to protect your health. It usually uses less than one gallon of water.
2. Use cold, flushed water for cooking and preparing baby formula. Because lead from lead-containing plumbing materials and pipes can dissolve into hot water more easily than cold water. Do not drink, cook, or prepare beverages including baby formula using hot water from the tap. With a lead service line, it is recommended that bottled or filtered water be used for drinking and preparing baby formula. If you need hot water, draw water from the cold tap and then heat it.
3. Do not boil water to remove lead. Boiling water will not reduce lead; however, it is still safe to wash dishes and do laundry. Lead will not soak into dishware or most clothes.
4. Use alternative sources or treatment of water. You may want to consider purchasing bottled water or a water filter. Read the filter package to be sure the filter is approved to reduce lead.
5. Remove and clean aerators/screens on plumbing fixtures. Over time, particles and sediment can collect in the aerator screen. Regularly remove and clean aerator screens located at the tip of faucets and remove any particles.

For additional information:

<https://www.epa.gov/ground-water-and-drinking-water/lead-service-lines>

<https://www.epa.gov/ground-water-and-drinking-water/basic-information-about-lead-drinking-water>

You may also call the Village of Pewaukee Utilities at 262.200.7506 if you have any questions regarding your lead service line material or would like a representative to inspect your water service.



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer

Date: September 25, 2024

Re: Agenda item 5g. Discussion about rehabilitation needs at War Memorial at lakefront

BACKGROUND

Trustee Chris Krasovich contacted DPW earlier this year about determining maintenance needs for the War Memorial at the lake front. The war memorial is a brick structure with several flag poles. I visited the structure and tuck pointing of the brick areas is needed.

I contacted 5 masonry contractors and 4 visited the War Memorial to check out the project and determine if they wanted to submit a quote. One contractor submitted a quote for \$2,500.00 to complete the tuck pointing. The plan was to propose a line item in the 2025 budget for \$3,500.00.

Recently, the Village DPW staff has completed some other tuck pointing work and did a good job. The DPW staff is in the process of reviewing the tuck pointing work needed and determining if this is something they can handle.

ACTION REQUESTED

No action is being requested at this time.

Attachments