



Public Works and Safety Committee Meeting Agenda
Tuesday, August 5, 2025
5:00 PM

Village Hall, 235 Hickory Street, Pewaukee, WI 53072

1. Call to Order
2. Approval of Minutes of May 13, 2025 meeting
3. Citizen Comments - *This is an opportunity for citizens to share their opinions with Committee Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Committee is not able to answer questions or respond to your comments. All comments should be directed to the Committee. Comments are limited to 3 minutes per speaker, with time being indicated by an audible alarm. When the alarm sounds, speakers are asked to conclude their comments. Speakers are asked to use the podium and state their name and address.*
4. Old Business
 - a. Review, discussion and possible recommendation to the Village Board regarding a WisDoT proposal to extend the concrete median at the railroad crossing on Oakton Ave.
5. New Business
 - a. Review, discussion and possible action regarding the schedule of future meetings.
 - b. Review, discussion and possible recommendation to the Village Board regarding a request for a stop sign at the railroad crossing on Kopmeier Drive.
 - c. Review, discussion and recommendation to the Village Board to hire consultant to prepare Water Supply Service Area Plan per NR 854 to review future sources of drinking water for Village.
 - d. Review, discussion and possible recommendation to the Village Board for the vacation of an approximately 11' x 55' section of Quinlan Drive located on the east side of Quinlan Drive approximately 128' north of the intersection of Quinlan Drive and West Wisconsin Avenue. This 605 sq. ft section of Right-of-Way is owned by the Village of Pewaukee.
 - e. Review, discussion and possible recommendation to the Village Board regarding a request to reserve three street parking spaces by Park Avenue Pizza at 121 Park Avenue.
 - f. Review, discussion and possible recommendation to the Village Board for a request of a safety rail to be installed behind the sidewalk at 319 High Street.
 - g. Review, discussion and possible recommendation to the Village Board to create a Sidewalk Plan.
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: August 1, 2025

**VILLAGE OF PEWAUKEE
PUBLIC WORKS AND SAFETY COMMITTEE MINUTES
MAY 13, 2025**

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

Member Grabowski called the meeting to order at approximately 5:00 p.m. The Pledge of Allegiance was recited, followed by a moment of silence.

Roll Call was taken with the following Committee members present: Member Ed Hill, Member Laurin Miller, Member Nick Wellenstein, Member Patrick Wunsch, and Member Jim Grabowski.

Members Absent: Member Mark Grabowski

Also Present: Village Attorney, Matt Gralinski; Village Administrator, Matt Heiser; Village Public Works Director, Dave Buechl, and Village Clerk, Jenna Peter.

2. Approval of Minutes of Previous Meeting – March 4, 2025

Member Miller moved, seconded by Member Hill to approve the March 4, 2025, minutes of the Public Works and Safety Committee meeting as presented.

Motion carried 5-0.

3. Citizen Comments – No Comments

4. Old Business

- a. Discussion and possible action to resolve storm sewer obstruction at 219 Park Avenue**
No action taken.

- b. Discussion and possible action to review ownership and maintenance responsibilities for alley located west of Main Street, east of Lake Street, and south of Park Avenue**

Administrator Heiser explained a title search was done for this alley. There was no indication that the Village ever vacated that right-of-way. The Engineer also reviewed the legal description of Shirdi Sai and it did not include the alley way. Village Staff notified the church staff that the Village will be resuming maintenance of the alley.

No action taken.

- c. Discussion and possible action regarding 2025 Street Program. Update status of project bidding and questions to WDOT for concrete medians at Oakton railroad crossing.**

Director Buechl explained three projects are being designed, with the Village able to afford only two of them. The western portion of the W. Wisconsin project might need to be removed to get the project under budget. Buechl further explained that the intersection at Capitol and Oakton has been ruled as dangerous. The OCR is requiring the medians be extended out on each side. This would result in semi-trucks not being able to turn left or right at that intersection. Vehicles on Clark St would also not be able to turn left onto Oakton.

J. Grabowski reiterated that this was a safety requirement from the OCR and will not hold up the quiet zone.

Consensus of the Commission to move the median portion of the project into 2026 to wait to see if funding for the median will be provided by the Wisconsin DOT.

5. New Business

a. **Discussion and possible action regarding Change Order #1 from Mid-City Plumbing at Well #4 HMO Treatment project. – Presented out of order after item 5g.**

Buechl explained this item was discussed initially at the October 1, 2024, meeting. The project was bid out without final approval to connect the sanitary sewer discharge to the Lake Pewaukee Sanitary District. The additional costs are due to revising and relocating the sanitary sewer discharge and additional electrical work resulting in a change order of \$75,294.61.

Member Hill moved, seconded by Member Miller to approve the change order no 1 for Mid-City Corp in the amount of \$75,294.61.

Motion carried 5-0.

b. **Discussion and possible action regarding request from Gethsemane Church at 642 Main Street for Village to pay overtime portion of invoice for repair of water service break**

Buechl explained there was a water service main break at 642 Main Street on December 6, 2024. The break happened on a Friday. Mid-City Plumbing was called to repair the break and ended up coming out on a Saturday. The church was sent an invoice in the amount of \$9,070.20 for the work. The church is requesting the Village pay for the overtime portion of the bill which would be approximately \$1,182. The Village policy is that the Village maintains the water service to the curb stop/valve and the property owner is responsible for the section from the curb stop/valve to the building.

Member Hill moved, seconded by Member Wellenstein to deny the overtime portion reimbursement charges for Gethsemane Church.

Motion carried 5-0.

c. **Discussion and possible action regarding request from Patricia Hribik at 219 Orchard Avenue for Village to pay for concrete carriage walk to be added instead of flag stone walk.**

Buechl explained a curb and gutter project from 2024 was recently completed in that area. The homeowner is asking the Village to remove her flagstone carriage walk and replace with concrete. The Village's policy is to replace with the same material as what was there before. The owner believes since the sidewalk is in the right-of-way, the Village should pay for it.

Member Hill moved, seconded by Member Wunsch to deny the request from 219 Orchard Ave
Motion carried 5-0.

d. **Discussion and possible action regarding grease identified in sanitary sewer along W. Wisconsin Avenue at lake front.**

Buechl stated staff was cleaning manholes last fall and they noticed a lot of grease along W. Wisconsin Ave. It was jetted out and cleaned at that time. Recently, while checking the manholes, there is now more grease. Buechl explained this could be because the grease traps in the abutting businesses are not being maintained or the business does not have one installed.

The Committee directed Staff direction to find out who has a grease trap and when the last time it was maintained.

No action taken.

e. **Discussion and possible action regarding request to refund deposit to PLM for Right-Of-Way Permit application for work at 203 W. Wisconsin Avenue**

Buechl stated that PLM has asked this be removed.

No action taken.

f. Discussion and possible action regarding sanitary sewer televising videos being added to Village GIS.

J. Grabowski explained he had brought this to the previous Village Administrator and Public Works Director. At one point it was in the budget and he would like to pursue this project still.

Wunsch mentioned it might pick up some laterals that are not in use.

No action taken.

g. Discussion and possible recommendation to the Village Board on 2024 Fire/EMS fee appeal for parcel tax key PWV 0903106, 1088 Quail Ct. (owner KKNQ Quail LLC). – Presented out of order before 5a.

Administrator Heiser explained Chapter 93 establishing the Fire/EMS Protection Fee allows property owners to file an appeal for the fee. Property owners can appeal the determination of the ESE's and state the amount of the fee that the applicant considers to be appropriate. The applicant has the opportunity to present evidence to support their appeal. The Public Works & Safety Committee can review the appeal materials submitted and make a recommendation to the Village Board on whether to grant or deny the appeal. The Village has allowed in the past for property owners to bypass this step and go straight to the Village Board, however the property owner chose not to waive this preliminary hearing.

Attorney Gralinski stated the Committee will review information that the applicant has submitted as part of their appeal. The Committee needs to determine if the ESE's assigned are fair and reasonable in accordance with the Ordinance.

James Cadd @ KKNQ Quail LLC (applicant) provided to the Committee a spreadsheet that was prepared by Matt Stark from Baker Tilly and believes that the calculations were inaccurate. Mr. Cadd stated the only variable used to create these fees were calls for service and anticipated calls and the basis of the ESE is an inaccurate number.

Hill stated that the Village contracts with the City and the Village is subject to what their cost is. Hill believes the way the ordinance was written was applied correctly.

J. Grabowski agreed with Hill that Mr. Cadd's property has 135 units and was therefore charged 135 ESE's. The ordinance was applied correctly.

Member Miller moved, seconded by Member Wunsch to deny the appeal for KKNQ Quail LLC to the Village Board.

Motion carried 5-0.

6. Adjournment

Member Miller moved, seconded by Member Wunsch, to adjourn the May 13, 2025, Public Works & Safety Committee meeting at approximately 6:22 p.m.

Motion carried 5-0.

Respectfully Submitted,

Jenna Peter
Village Clerk



To: Jim Grabowski, Committee Chair
Members of the Public Works and Safety Committee

From: Matt Heiser
Village Administrator

Date: August 1, 2025

Re: August 5, 2025 Public Works and Safety Committee Agenda Item 4(a)
Review, discussion and possible recommendation to the Village Board regarding a
WisDoT proposal to extend the concrete median at the railroad crossing on Oakton Ave.

BACKGROUND

The committee reviewed this situation at its meeting on May 13, 2025. The Committee discussion focused on concerns about the impact to traffic flows if the median were extended. The Committee recommended to the Village Board that the median extension be removed from the 2025 street project on Capital Drive.

The Village Board considered this at its June 3, 2025, meeting and echoed many of the same concerns. They directed staff to remove it from the project and continue dialog with WisDoT to explore alternatives.

ACTION REQUESTED

The action requested of the Committee is to recommend

ANALYSIS

Staff had a meeting with WisDoT staff and their engineering consultants. This issue is complicated in that WisDoT improved the railroad crossing as part of a Federal grant program even though it does not have any authority over local roads. The Office of the Commissioner of Railroads, participating in that project, issued an order to WisDoT to extend the median as a safety concern. The project funded by the grant is closed but the O.C.R. order remains. WisDoT does have some money it budgets every year to address safety issues which could be used for them to comply with the order and extend the median. They are proposing to do that in 2026. However, the Village would need to agree to it since WisDoT does not have jurisdiction over local roads. Village staff are concerned that the O.C.R. order should be addressed/satisfied in some manner.

Attachments:

1. Memo from Committee Meeting on May 13, 2025 as background.



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: May 7, 2025
Re: Agenda item 4c. Discussion and possible action regarding the 2025 Road and Utility Improvements and related Railroad Crossing Improvements

BACKGROUND

The 2025 Street and Utility Improvements projects design is being finalized and estimates of costs are being reviewed for comparison to the Village budget. The W. Wisconsin Avenue paving project is fairly straight forward while the Glacier Road and E. Capitol Drive have some design aspects that are still lingering on.

In general, the Village can afford two out of the three projects that are being designed. As of now, it is likely that the E. Capitol Drive project and W. Wisconsin Avenue project will be included in the bid. The concrete options won't be included due to much higher costs

E. Capitol Drive: This street will include milling of asphalt pavement, relay of water main and services, spot removal and replacement of concrete curb and gutter, and some catch basin replacements from Simmons Avenue to where E. Capitol Drive veers to right. There are some safety improvements needed at the Oakton railroad crossing which generally include extension of the concrete medians. The Wisconsin DOT recently told the Village that we have two options.

1. The Village install and fund the median work in 2025.
2. The Wisconsin DOT tentatively install the median work in 2026.

The estimated cost of the concrete median work is \$29,000 from HNTB who is working for the WDOT. The E. Capitol Drive street project was bumped up to coincide with the Wisconsin DOT asking last year if we had an upcoming project that the median work could be completed with. Since we have last discussed this item, the WDOT has completed the draft drawings. I have sent design review comments back to the WDOT but they haven't responded yet. I recommend that this median work should be not included our 2025 Road Program.

Glacier Road: This street will include asphalt milling and a relay of water main and storm sewer. One other design goal is to loop connect the water main from Glacier Road to W. Wisconsin Avenue. We will be contacting the lot owners to discuss the possibility of obtaining a water main easement. The storm sewer relay will also likely require obtaining a storm sewer easement. We will be contacting the affected lot owners to discuss the possibility to obtain a storm sewer easement along the side lot lines. One of the three easements has been signed. Two easements have not been returned signed at this time.

Recommendation

No recommendation is provided at this time.

GENERAL NOTES

CONTRACTOR SHALL CONTACT THE UTILITIES AND DIGGERS HOTLINE TO LOCATE AND FIELD VERIFY UTILITIES PRIOR TO THE START OF WORK. THE LOCATIONS OF EXISTING AND PROPOSED UTILITY INSTALLATIONS AS SHOWN ON THE PLANS ARE APPROXIMATE. THERE MAY BE OTHER UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN. ANY LOCAL, MUNICIPAL OR OTHER UTILITY THAT IS NOT A MEMBER OF DIGGERS HOTLINE SHALL BE CONTACTED SEPARATELY.

NO TREES OR SHRUBS ARE TO BE REMOVED WITHOUT APPROVAL OF THE ENGINEER.

PROTECT INLETS WITH PROPER INLET PROTECTION AT LOCATIONS EXHIBITING RISK OF BEING IMPACTED BY CONSTRUCTION OPERATIONS AS SHOWN ON THE PLANS, OR AS DIRECTED BY THE ENGINEER.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR RESHAPING AND SEEDING ANY PREVIOUSLY GRASSED AREAS WHICH ARE DISTURBED BY ANY OPERATION OUTSIDE OF THE NORMAL CONSTRUCTION LIMITS AT THE CONTRACTOR'S EXPENSE.

TEMPORARY STORAGE OF ANY EXCAVATED MATERIAL WILL NOT BE PERMITTED IN WETLANDS, FLOODWAY OR FLOODPLAIN OF ANY WATERWAY.

FILL AND COMPACT ALL HOLES OR OPENINGS BELOW SUBGRADE RESULTING FROM ABANDONMENT OR REMOVAL OF EXISTING STRUCTURES WITH MATERIAL SIMILAR TO EXISTING GROUND OR ENGINEER APPROVED BACKFILL TO AVOID POTENTIAL FROST HEAVING. BACKFILLING IS INCIDENTAL TO CORRESPONDING ABANDONMENT OR REMOVAL ITEM.

SIGNS IN CONFLICT WITH TRAFFIC CONTROL "IN USE" SHALL BE COVERED AS DIRECTED BY THE ENGINEER AND PAID FOR UNDER THE ITEM "TRAFFIC CONTROL COVERING SIGNS TYPE 1 OR TYPE 2."

STATIONING, DISTANCES AND OFFSETS FOR TRAFFIC CONTROL SIGNS SHOWN IN THE PLANS ARE APPROXIMATE AND THE FINAL LOCATION OF SIGNS ARE TO BE DETERMINED BY THE ENGINEER.

RIGHT OF WAY SHOWN IS PER WAUKESHA COUNTY GIS. IT IS +/- 3' ACCURACY. RIGHT OF WAY IN CLOSE PROXIMITY TO CONSTRUCTION LIMITS TO BE CONFIRMED AND PROVIDED BY ENGINEER.

CONTRACTOR TO FOLLOW STATE CODES AND REGULATIONS.

NO EXCAVATED MATERIAL SHOULD BE PLACED ON RAILROAD RIGHT OF WAY.

A SAWED JOINT IS REQUIRED WHERE HMA PAVEMENT MEETS EXISTING ASPHALTIC CONCRETE SURFACE. SAWING ASPHALTIC AND CONCRETE DRIVEWAYS AND/OR PARKING LOTS AT THE MATCHLINE AS SHOWN ON THE PLAN DETAILS OR AS DIRECTED BY THE ENGINEER.

ALIGNMENT IDENTIFIERS

AK	OAKTON AVENUE
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DESIGN CONTACTS

HNTB
CODY JUSTMAN, P.E.
250 E WISCONSIN AVE #2000
MILWAUKEE, WI 53202
PHONE: (608)-294-5010
CJUSTMAN@HNTB.COM

WISCONSIN DEPARTMENT OF TRANSPORTATION

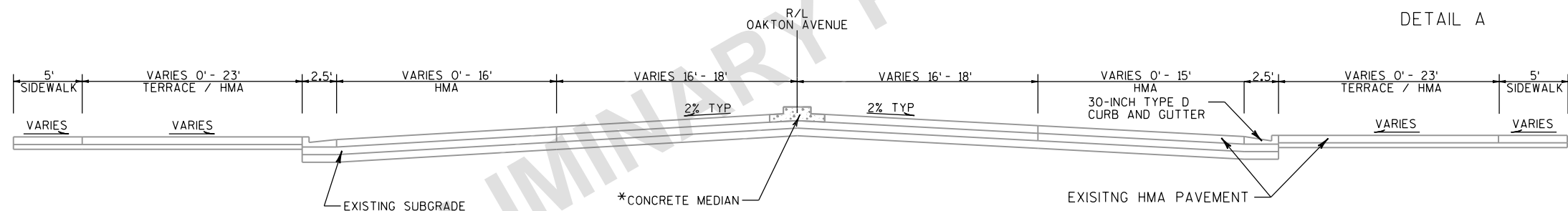
DIGGERS

HOTLINE



Dial 811 or (800)242-8511

www.DiggersHotline.com

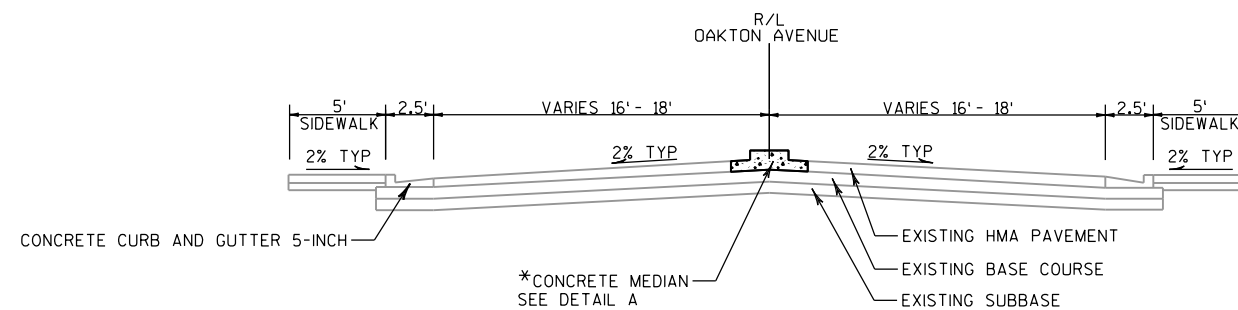


EXISTING TYPICAL SECTION

STA 101AK+73 to 105AK+02

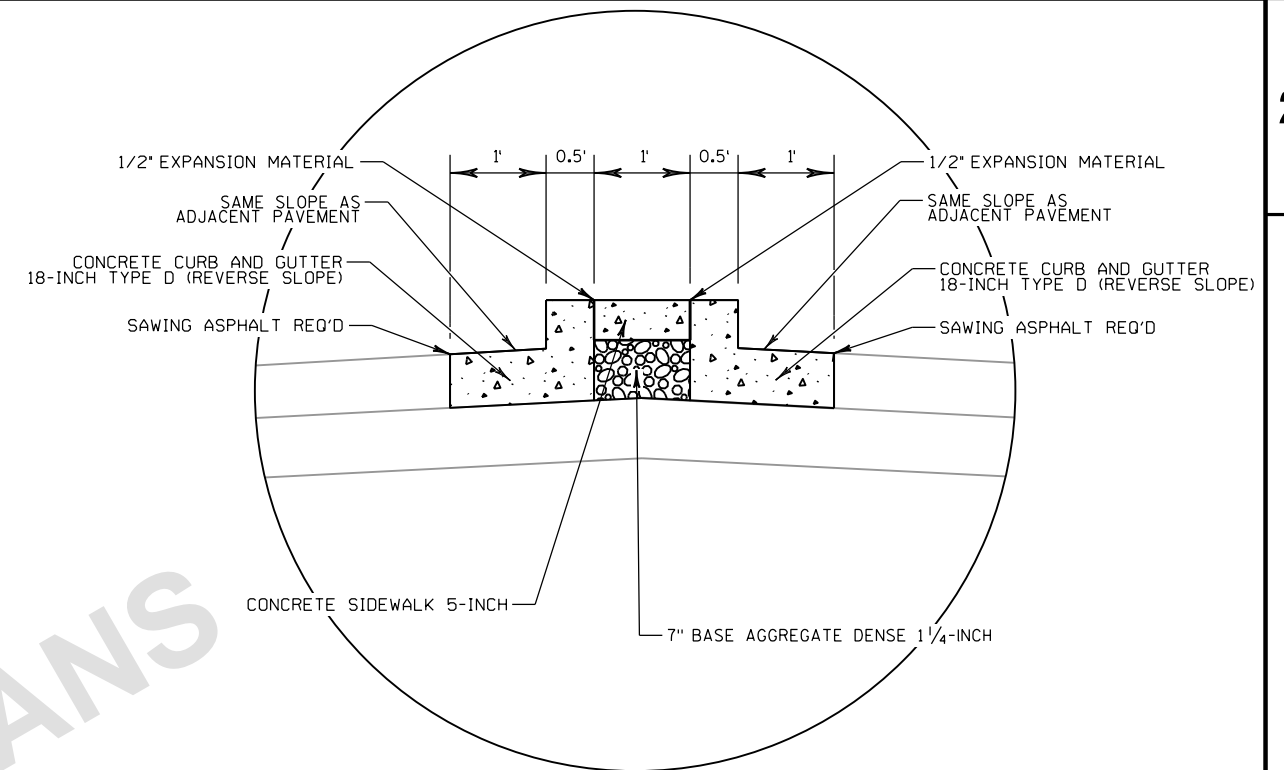
NOTES:

*CONCRETE MEDIAN STA 102AK+49 TO STA 103AK+53
STA 104AK+09 TO 104AK+59

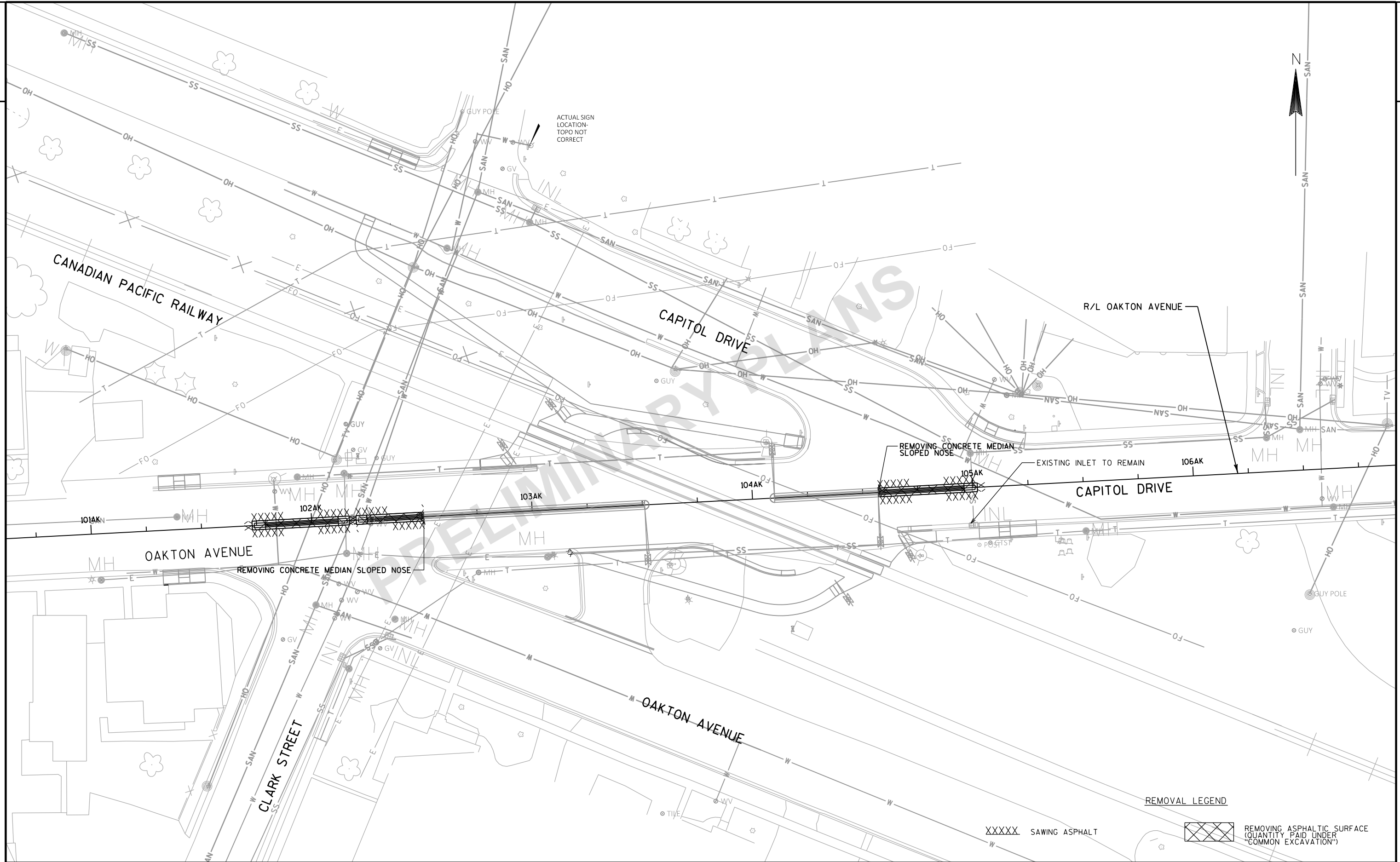


FINISHED TYPICAL SECTION

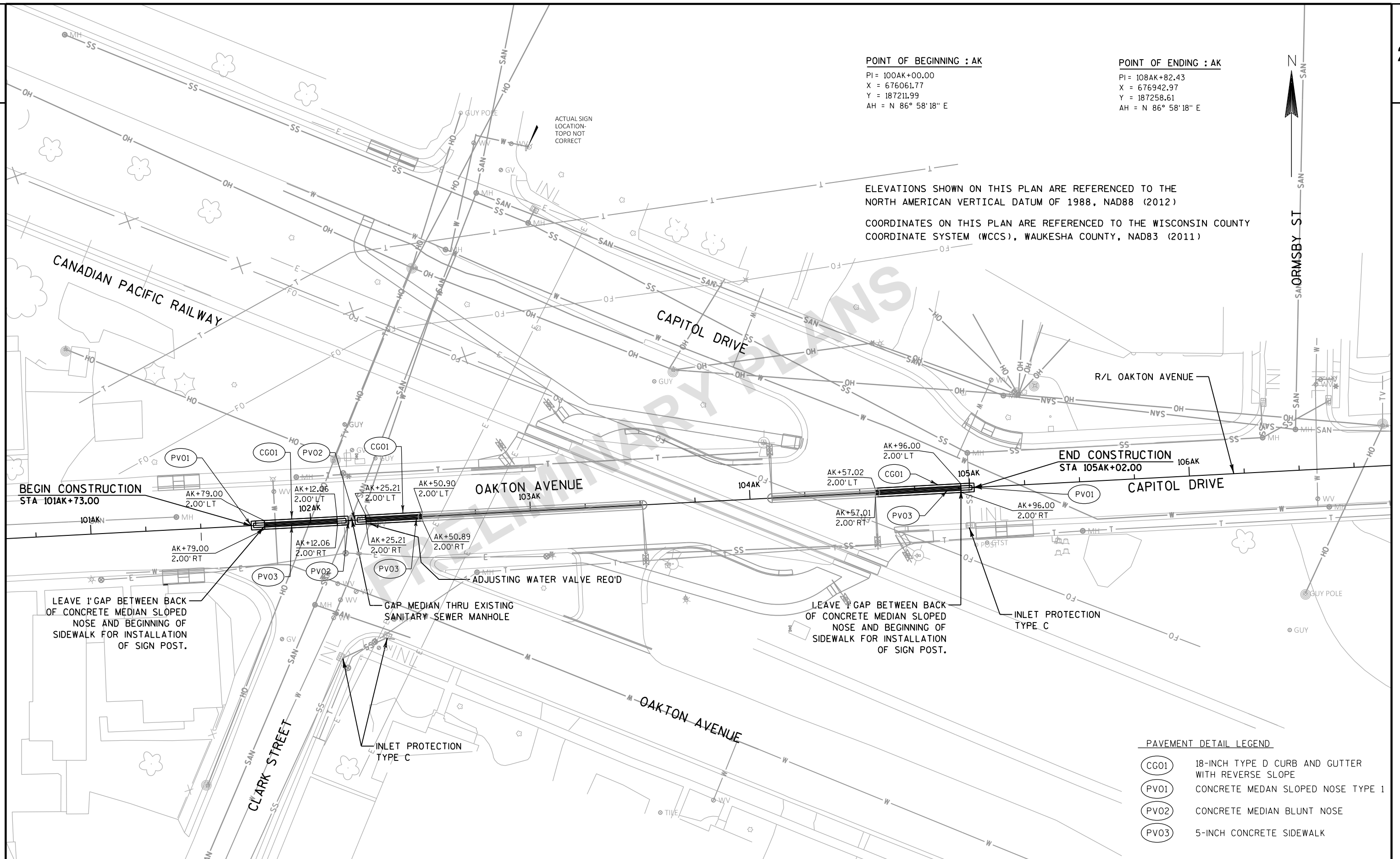
STA 101AK+73 TO 102AK+51
STA 104AK+57 TO 105AK+02

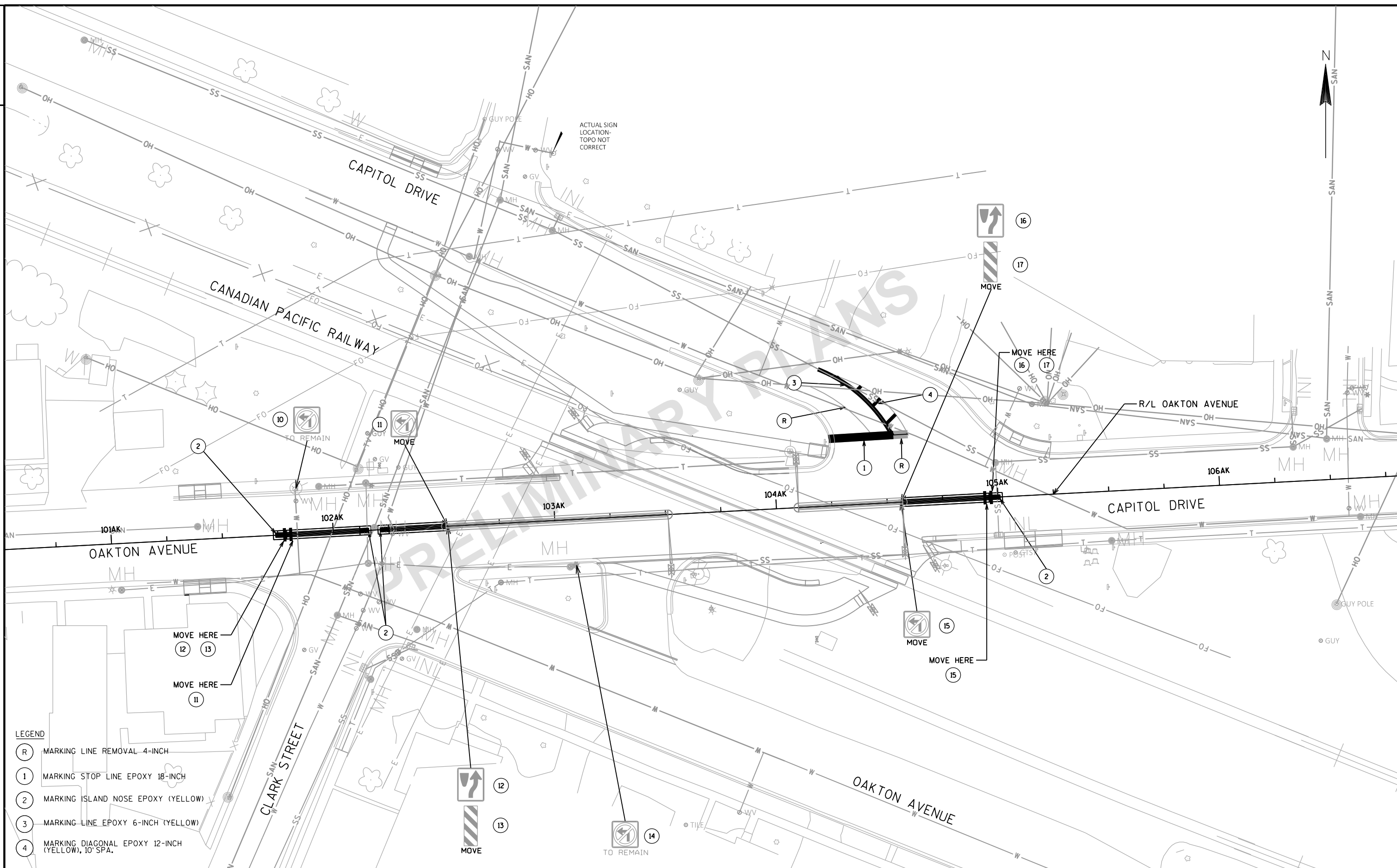


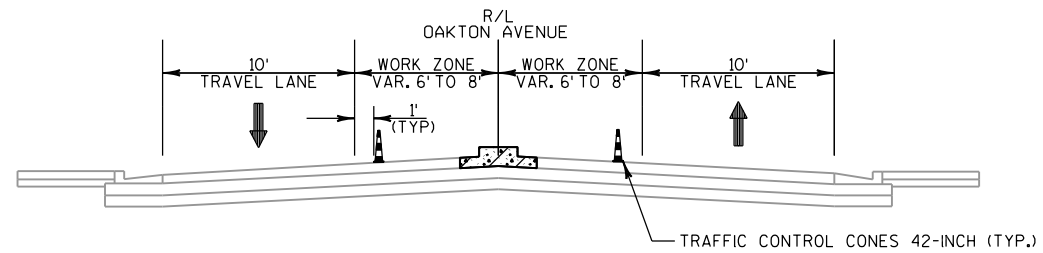
DETAIL A



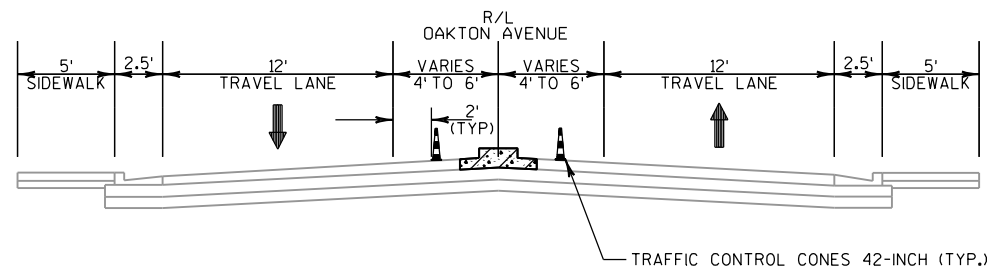
PROJECT NO:	HWY:	COUNTY: WAUKESHA	REMOVAL PLAN: OAKTON AVENUE	SHEET	E
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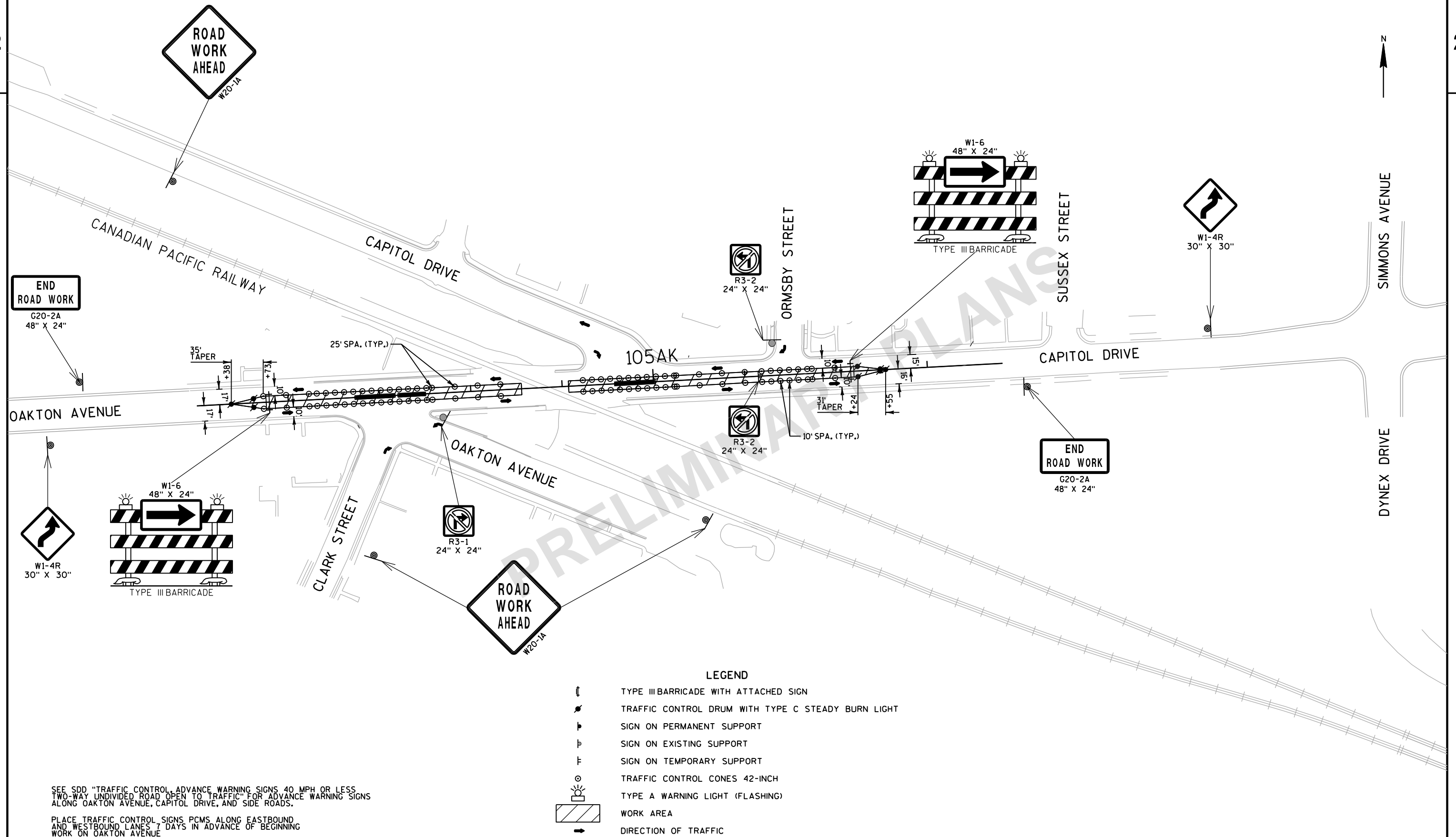




TYPICAL SECTION - ACTIVE WORK ZONE



TYPICAL SECTION - INACTIVE WORK ZONE



EXCAVATION COMMON SUMMARY

CATEGORY	ROADWAY	STATION	TO	STATION	205.0100
					EXCAVATION COMMON
1000	OAKTON AVE	101AK+73	-	102AK+50.90	6
		104AK+57.01	-	105AK+02	4
PROJECT TOTAL					10

REMOVING FLEXIBLE TUBLAR MARKERS SUMMARY

CATEGORY	ROADWAY	STATION	TO	STATION	204.9060.S
					REMOVING FLEXIBLE TUBULAR MARKERS
1000	OAKTON AVE	102AK+17.29	-	102AK+48.90	18
		104AK+59.01	-	104AK+70.13	8
PROJECT TOTAL					26

REMOVING CONCRETE MEDIAN SLOPED NOSE SUMMARY

CATEGORY	ROADWAY	STATION	TO	STATION	204.9060.S.01
					REMOVING CONCRETE MEDIAN SLOPED NOSE
1000	OAKTON AVE	101AK+48.89	-	101AK+50.90	1
		104AK+57.01	-	104AK+59.02	1
PROJECT TOTAL					2

BASE AGGREGATE DENSE SUMMARY

CATEGORY	ROADWAY	STATION	TO	STATION	305.0120
					BASE AGGREGATE DENSE 1 1/4 INCH
1000	OAKTON AVE	101AK+73.00	-	102AK+17.21	2
		102AK+22.20	-	102AK+50.90	2
		104AK+57.01	-	105AK+02	2
PROJECT TOTAL					6

CONCRETE MEDIAN, CURB & GUTTER, AND SIDEWALK SUMMARY

CATEGORY	ROADWAY	STATION	TO	STATION	601.0407	602.0410	620.0300	620.0300	NOTES
					CONCRETE	CONCRETE			
					CURB & GUTTER	SIDEWALK	CONCRETE MEDIAN	CONCRETE MEDIAN	
					18-INCH TYPE D	5-INCH	BLUNT NOSE	SLOPED NOSE	
					LF	SF	SF	SF	
1000	OAKTON AVE		101AK+79		--		-	24	TYPE 1
		101AK+79	-	102AK+12	68	34	--	--	
				102AK+12			24		
				102AK+25			24		
		102AK+25	-	102AK+51	52	26	--	--	
		104AK+57	-	104AK+96	78	39	--	--	
				104AK+96	--		-	24	TYPE 1
PROJECT TOTAL					198	99	48	48	

CONSTRUCTION STAKING SUMMARY

					650.5500
					CONSTRUCTION STAKING
					CURB GUTTER
					AND CURB & GUTTER
CATEGORY	ROADWAY	STATION	TO	STATION	LF
1000	OAKTON AVE	101AK+79	-	102AK+12.06	68
		102AK+25.21	-	102AK+50.90	52
		104AK+57.01	-	104AK+96	78
PROJECT TOTAL					198

MOBILIZATION SUMMARY

CATEGORY	ROADWAY	619.1000 MOBILIZATION	628.1905 MOBILIZATION EROSION CONTROL	628.1910 MOBILIZATION EMERGENCY EROSION CONTROL
		EACH	EACH	EACH
1000	OAKTON AVE	1	1	1
PROJECT TOTAL		1	1	1

SIGNAGE SUMMARY

CATEGORY	ROADWAY	638.3000	638.2102	634.0616
		REMOVING SMALL SIGN SUPPORTS	MOVING SIGNS TYPE 2	POSTS WOOD 4x6-INCH x 16-FT
		EACH	EACH	EACH
1000	OAKTON AVE	2	6	2
PROJECT TOTAL		2	6	2

INLET PROTECTION TYPE C SUMMARY

CATEGORY	ROADWAY	STATION	628.7015
			INLET PROTECTION TYPE C
			EACH
1000	OAKTON AVE	102AK+10.46	1
		102AK+32.32	1
		104AK+98.80	1
PROJECT TOTAL			3

SAWING PAVEMENT SUMMARY

CATEGORY	ROADWAY	STATION	TO	STATION	690.0150
					SAWING ASPHALT LF
1000	OAKTON AVE	101AK+73	-	102AK+17.06	97
		102AK+20.21	-	102AK+50.90	70
		104AK+57.01	-	105AK+02	98
PROJECT TOTAL					265

TRAFFIC CONTROL ITEMS SUMMARY

			643.0300		643.0420		643.0705		643.0715		643.0900		643.1050		643.1070	
			TRAFFIC		TRAFFIC CONTROL		TRAFFIC CONTROL				TRAFFIC		TRAFFIC		TRAFFIC	
			CONTROL		BARRICADES		WARNING LIGHTS				CONTROL		CONTROL		CONTROL	
STAGE			DRUMS		TYPE III		TYPE A		TYPE C		SIGNS		SIGNS PCMS		CONES 42-INCH	
CATEGORY	STAGE	DAYS	EACH	DAYS	EACH	DAYS	EACH	DAYS	EACH	DAYS	EACH	DAYS	EACH	DAYS	EACH	DAYS
1000	1	8	7	56	2	16	4	32	7	56	18	144	2	14	86	688
PROJECT TOTALS				56	16	32	56	144	14	688						

PAVEMENT MARKING SUMMARY

CATEGORY	ROADWAY	646.2020 MARKING LINE EPOXY 6-INCH		646.6120 MARKING STOP LINE EPOXY 18-INCH		646.7120 MARKING DIAGONAL EPOXY 12-INCH		646.8220 MARKING ISLAND NOSE EPOXY		646.9000 MARKING LINE REMOVAL 4-INCH	
		LF		LF		LF		EACH		LF	
1000	OAKTON AVE	92		30		15		4		124	
PROJECT TOTAL		92		30		15		4		124	



To: Jim Grabowski, Committee Chair
Members of the Public Works and Safety Committee

From: Matt Heiser
Village Administrator

Date: July 31, 2025

Re: August 5, 2025 Public Works and Safety Committee Agenda Item 5(a)
Review, discussion and possible action regarding the schedule of future meetings.

BACKGROUND

Staff proposed the August 5 meeting with a notice of one week. Committee members were concerned it was not enough notice to respond.

ACTION REQUESTED

The action requested of the Committee is to recommend

ANALYSIS

Municipal Code states the Committee would normally meet on a quarterly basis. Typically the committee tries to meet on the same night as Village Board meetings. Some recent agendas have been too long to complete in an hour.

Attachments – None.



To: Jim Grabowski, Committee Chair
Members of the Public Works and Safety Committee

From: Matt Heiser
Village Administrator

Date: July 31, 2025

Re: August 5, 2025 Public Works and Safety Committee Agenda Item 5(b)
Review, discussion and possible recommendation to the Village Board regarding a
request for a stop sign at the railroad crossing on Kopmeier Drive.

BACKGROUND

A resident contacted the Village President with this request. The Village President forwarded it to the Committee Chair for consideration of an agenda item.

There are existing stop signs when heading west (turning right) and heading east (turning left). The resident is requesting that traffic heading south on Kopmeier be required to stop prior to crossing the tracks.

ACTION REQUESTED

Staff is not requesting any action by the Committee.

ANALYSIS

Apparently this was once a three-way stop including a stop sign for traffic heading south. The resident is asking for this stop sign to be reinstalled.

Attachments:

1. E-mail from the resident with photos

Re: Stop sign on Kopmeier - Please add

From Jim Grabowski <jgrabowski@villageofpewaukee.gov>

Date Tue 7/29/2025 2:17 PM

To Village President <villagepresident@villageofpewaukee.gov>; David Buechl <dbuechl@villageofpewaukee.gov>; Matt Heiser <VillageAdmin@villageofpewaukee.gov>

Dave and Matt,

Can you please add this to the next PW&S agenda? Discussion and action for recommendation to the Village Board installation of a stop sign prior to the Kopmeier Crossing.

Thank you,
Jim

From: Village President <villagepresident@villageofpewaukee.gov>

Sent: Tuesday, July 29, 2025 10:56 AM

To: jjberes2@gmail.com <jjberes2@gmail.com>; Matt Heiser <VillageAdmin@villageofpewaukee.gov>; Jim Grabowski <jgrabowski@villageofpewaukee.gov>; Brian Foth <bfoth@villageofpewaukee.gov>

Subject: Re: Stop sign on Kopmeier - Please add

Jeff:

Yes, there was a miss understanding about the stop signs on Kopmier, which I thought was on the other side of tracks. I have included in this letter our Village Administrator, Matt Heiser, Deputy Police Chief, Brian Foth And Jim Grabowski chairman of the Public Works and Safety Committee, all who would be involved with stop sign(s) placement. You may think this is a lot of people to be involved, but we have to follow the correct procedures.

Now about the RR crossings and traffic patterns. These decisions were made by the RR and the DOT to prevent Vehicular and Pedestrian accidents on the RR tracks. Just so happened, when an inspection of the Capital/Oakton RR intersection was being looked at, someone(probably not using their signals) decided to make a left hand turn from Oakton onto Capital going to the Park which caused vehicles behind them to be stuck on the RR tracks. To prevent that from happening on either side No left turns had to be implemented. Village has no jurisdiction as it pertains to this or any traffic matter concerning the RR or esp. the crossings. Having the Federal RR fund all of these changes thru the DOT has definitely saved the Village probably millions of dollars in improvements to get Quiet Zones approved which I would say we are getting close. This was a long-winded explanation, but I hope it helped explain why Traffic patterns are the way they are.

Thank-You for your questions and concerns, I hope I've answered them, If not Please feel free to E-mail me or call me on my Cell phone at 262-620-6565.

Jeff
VP

ps Hope the traveling was for pleasure.

From: jjberes2@gmail.com <jjberes2@gmail.com>

Sent: Monday, July 28, 2025 2:10 PM

To: Village President <villagepresident@villageofpewaukee.gov>

Cc: jjberes2@gmail.com <jjberes2@gmail.com>

Subject: RE: Stop sign on Kopmeier - Please add

Hello Jeff,

Apology for delay, I've been traveling. I believe there must be a misunderstanding. It would be impossible for a vehicle to be stopped on the tracks if the stop sign was installed. Please see my notations in the photo below.

Additionally, I am struggling to understand all the changes at the intersections that have made traffic a mess in Pewaukee. Namely pushing a lot of traffic past the beach. All those RR crossings are electronically set. All the Railroad needs to do is

drop the crossing arm on the traffic lane preventing traffic from approaching the tracks before the opposite side allowing traffic to clear. They currently move at different times now, extending them removes the issue.

Please let me know if the picture below helps clarify the stop sign request.

Thank you,

Jeff
414-640-4044



From: Village President <villagepresident@villageofpewaukee.gov>
Sent: Thursday, July 17, 2025 12:11 PM
To: jjberes2@gmail.com
Subject: Fw: Stop sign on Kopmeier - Please add

Mr. Beres:

I apologize for the mistake I made in sending out this letter. Guess I didn't double check who I was sending it to and never noticed that I forgot to include you in the letter I sent to everyone else, even though it was addressed to you.

I hope this clarifies things for you. If you still have any questions or concerns, Please do not hesitate to e-mail me or Matt our Administrator or even call me.

Thank You for your questions and again Please accept my apology for my mistake.

Jeffrey Knutson
Village President
262-620-6565

From: Village President <villagepresident@villageofpewaukee.gov>

Sent: Monday, July 7, 2025 10:57 AM

To: Matt Heiser <VillageAdmin@villageofpewaukee.gov>

Cc: Matt Heiser <VillageAdmin@villageofpewaukee.gov>; David Buechl <dbuechl@villageofpewaukee.gov>; Timothy Heier <theier@villageofpewaukee.gov>; Kelli Belt <kbelt@villageofpewaukee.gov>

Subject: Fw: Stop sign on Kopmeier - Please add

Mr. Beres,

Thank you for your letters and concerns. We did discuss the pier incident and they told me that it was being taken care of as far as informing the weed drivers to be more alert, but I forgot to ask them to Please call or E-mail you back about steps being taken, My mistake.

As far as the RR tracks and stop sign, I believe the sign was removed as part of the RR safety initiative required by the RR to prevent ANY chance of a vehicle stopping at the stop sign and another one or more vehicles stopping on the tracks behind it. You can see many changes throughout the Village's RR crossing that have been done due to RR's requirements. Although these changes have made a lot of people unhappy, they are assisting the Village with saving a lot of money as we move forward to applying for our Quite Zones, please check out our Board meeting's for updates.

I've attached others to this E-Mail in case they may want to add or correct me.

Again, Thank you and I hope you had a Happy Fourth of July weekend.

Jeff Knutson
Village President

From: jjberes2@gmail.com <jjberes2@gmail.com>

Sent: Monday, July 7, 2025 8:48 AM

To: Village Hall <villagehall@villageofpewaukee.gov>; Village President <villagepresident@villageofpewaukee.gov>

Cc: jjberes2@gmail.com <jjberes2@gmail.com>

Subject: Stop sign on Kopmeier - Please add

Hello,

We would like to request, for the next board meeting, a discussion to add a stop back onto Kopmeier Drive.

Working with the city residents; there has been a clean-up effort at the railroad crossing on Kopmeier drive. The vegetation was very overgrown and needing tending. At that time, we recall at time when there was a stop sign at the crossing as you face south, making it a 3-way stop. Today there is only a stop sign for those heading West turning North (right) crossing the tracks and one for those heading East turning North (Left) crossing the tracks.

With the removal of the stop sign for those heading south, turning left or right, has created a safety concern, as many rarely slow enough to look for other vehicles and the potential for accidents has increased. Would you please discuss the possibility of adding the stop sign back, re-establishing the 3-way stop.

I unfortunately will be out of town for business during the next board meeting on the 15th; I am happy to answer any questions before if necessary.

Thank you,

Jeff Beres
414-640-4044



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

Memo

To: Public Works and Safety Committee Members

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

Date: July 30, 2025

Re: August 5, 2025 PWSC Meeting Item 5(c) –Review, discussion and possible recommendation to the Village Board to hire consultant to prepare Water Supply Service Area Plan per NR 854 to review future sources of drinking water for Village

Background:

The Village of Pewaukee has several drinking water related construction projects planned for the next five years. The projects are to provide water supply and to improve water quality through filtration. The drinking water rates charged as part of the water and sewer bills will need to be increased to pay for the projects. Some projects that are actively being planned and constructed include Well #3 Design and Bidding for painting and rehabilitation of 125,000 Gallon Steel Reservoir, Well #4 Hydrous Manganese Oxide (HMO) Treatment Building construction, Well #6 PFAS Study, Well #7 Design and Bidding Services in order to replace Well #2, continued relay of water mains in public streets, and other projects. The Village is under a consent order and being required by the Wisconsin Department of Natural Resources (WDNR) to install the HMO Treatment building at Well #4 by December 1, 2027. The Village is under another consent order to discontinue use of a packer at Well #2, and to complete plans and specifications for final Well #7 by June 30, 2026, and construct the new Well #7 buildings by December 31, 2028. These projects will cost over \$15,000,000.00.

The City of Pewaukee is also facing similar issues locating and treating drinking water, and forecasting of high future costs. The Village was contacted by the City of Pewaukee to consider jointly studying other sources of drinking water. Before substantial investment in infrastructure that may have 60-year to 80-year design life, the Village should review the long-term plan for the service area and water supply options. The Village received the attached proposal from Strand Associates, Inc. which may be on an upcoming agenda for Village Board approval.

Recommendation:

The Village desires to make wise investments now that will align with an overall strategic plan for the Water Utility over the design life of its assets. The WDNR has established a framework for such evaluations under natural resources code NR 854 for Water Supply Service Area Plans. Because the Village service population is less than 10,000, the Village is not required to follow NR 854 unless a conversion to Great Lakes Water supply is ultimately recommended. The City of Pewaukee is faced with very similar challenges and is conducting its own NR 854 study, considering remaining on existing wells versus switching to Great Lakes water via Waukesha. The City expects to finish its study by the end of 2025. Should the City pursue Great Lakes water, the Village will be faced with a decision to remain on groundwater or to pursue Great Lakes water on a parallel track with the City.

Therefore, the Village will benefit from conducting a similar study now primarily related to its own capital improvement decisions but should also be prepared to make confident decisions if prompted by the City's actions. Conducting the study in alignment with NR 854 will have the added benefit of helping to comply with WDNR regulations if a switch to Great Lakes water were to be pursued. I recommend that the Village approve the contract with Strand Associates, Inc. of Milwaukee, Wisconsin to complete the Water Supply Service Area Plan for \$55,000 and the On-Call Services at Village's Direction for \$20,000.

Analysis:

This engineering consultant is performing the City of Pewaukee's Water Supply Service area plan so utilizing the same consultant may help with providing an aligned approach.



Strand Associates, Inc.®
126 North Jefferson Street, Suite 350
Milwaukee, WI 53202
(P) 414.271.0771
www.strand.com

July 30, 2025

Mr. Matt Heiser
Village Administrator
Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072

Re: Request for Proposal – Water Supply Service Area Plan

Dear Mr. Heiser:

On behalf of Strand Associates, Inc.®, thank you for the opportunity to submit our letter proposal for the Village of Pewaukee Water Supply Service Area Plan. Below is our *Project Understanding, Approach, Team, Fee, Schedule, and Firm Profile*.

Project Understanding

The Village of Pewaukee is facing a capital improvement plan valued at \$22 million over approximately the next 5 years to address ongoing water quality issues with its existing well sources. Well Nos. 2 and 4 are currently under a consent order from the Wisconsin Department of Natural Resources (WDNR) to comply with radionuclide (RAD) maximum contaminant levels (MCL). Well No. 6 currently has temporary treatment to address PFAS. The Village is planning to drill a new deep aquifer well to address these issues.

Before substantial investment in infrastructure that may have a 60- to 80-year design life (or longer for water mains) is made, the Village wants to review the long-term plan for the service area and water supply options. The Village desires to make wise investments now that will align with an overall strategic plan for the Water Utility over the design life of its assets.

The WDNR has established a framework for such evaluations under natural resources code NR854 for Water Supply Service Area Plans. Because the service population is less than 10,000, the Village is not required to follow NR854 unless a conversion to Great Lakes water supply is ultimately recommended. The City of Pewaukee is faced with very similar challenges and is conducting its own NR854 study, considering remaining on existing wells versus switching to Great Lakes water via Waukesha. The City expects to finish its study by the end of 2025. Should the City pursue Great Lakes water, the Village will be faced with a decision to remain on groundwater or to pursue Great Lakes water on a parallel track with the City.

Therefore, the Village will benefit from conducting a similar study now primarily related to its own capital improvement decisions but should also be prepared to make confident decisions if prompted by the City's actions. Conducting the study in alignment with NR854 will have the added benefit of helping to comply with WDNR regulations if a switch to Great Lakes water were to be pursued.

The WDNR indicates that key elements to include in the plan are:

- Information about existing water sources, population projections, and future water demands.

Mr. Matt Heiser
 Village of Pewaukee
 Page 2
 July 30, 2025

- Inventory of the sources and quantities of current water supplies in the area.
- Identification of water supply options.
- Delineation of the water supply service area.
- An assessment of environmental impacts of carrying out any significant recommendations of the plan.
- Analysis of how the water supply service area plan aligns with existing comprehensive and wastewater facility plans.
- An opportunity for the public to provide comments on the proposed water supply service area plan.
- An analysis of the cost effectiveness of regional and individual water supply and water conservation alternatives (for Great Lakes basin withdrawals).

Project Approach and Scope of Service Categories

Below is a summary of the scope categories required by NR 854 and our approach to each. The approach to some scope categories could have a broad range in the level of effort required. Key points for consideration are listed for further discussion before finalizing the scope of services. It is important to note that the intent behind these scope items is to aid the Village in understanding the options and making decisions; should purchasing water from the City be pursued, additional study will likely be required by the WDNR and the City.

1) Develop Planning Period

Develop a Water Supply Service Area Plan that addresses the current, 10, 20, and full build-out plan years.

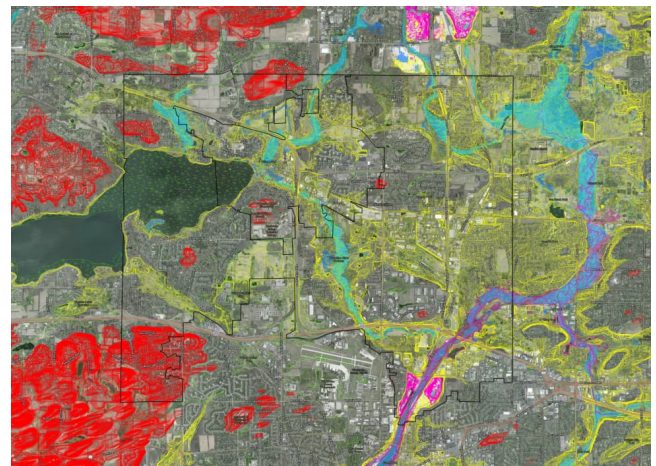
2) Develop Water Service Area

Develop service area boundaries for the analysis that includes the Village of Pewaukee. No adjacent services areas are expected beyond the current municipal boundary.

3) Review Existing Documentation Related to Service Area and Demand Projections

Documents that will be reviewed and incorporated for the plan include:

- *2022 Water System Master Plan prepared by Rukert & Mielke, Inc.*
- *Regional Water Supply Plan* prepared by the Southeastern Wisconsin Regional Planning Commission (SEWRPC) [as appropriate]
- Existing water use records
- Other related documents [as appropriate]



Example topographic analysis of regional water supply service elevations.

4) Project Historic Demands and Water Use

Document the last 10 years of water use information available for the planning area.

Incorporate demand projections from the *2022 Water System Master Plan* and update as needed for the 10- and 20-year plan periods. Develop demand projections for the full build-out plan year using land use-based projections. Land use-based projections will consider land use type, buildable area, and unit projections of

Mr. Matt Heiser
 Village of Pewaukee
 Page 3
 July 30, 2025

gallons per acre per day (gpad). The gpad unit demands will be developed for residential, commercial, and industrial use and will consider both typical planning values and service area specific values based on available historic water sales values.

Population projections for the service area will be based on existing planning documents that identify population growth. Where appropriate, zoning codes may be reviewed for dwelling unit density for specific development areas.

Consider the impacts of water conservation measures on the plan year demands and present a conservation demand projection for each plan year. NR852 identifies a general target of 10 percent water use reduction, which will be used for this effort.

5) Inventory of Existing Sources of Supply and Facilities and Review of Existing Deficiencies

The Village facility inventory will be based on the inventory and condition assessment conducted in the *2022 Water System Master Plan*. Updated information will be provided by the City to account for any changes in the last 2 years; however, the sites will not be re-evaluated by the project team.

Review the Village's existing capital improvement plan and update, as appropriate, with the Village's input.

6) Prepared Capacity Analysis

Review overall operational strategies related to supply redundancy (facility by facility; well by well; pump by pump), supply capacity (18 hours per day well reliability operation), storage (groundwater reservoirs versus elevated storage), and backup power considerations. After identifying the Village's operational objectives and strategies, proceed with a capacity analysis.

Conduct a capacity evaluation based on typical well operation compared to both average-day and maximum-day demands. Review the ability of storage facilities to address peak hourly and emergency demands.

7) Review Source Water Supply Options

Review the following water supply options for the service area:

a. Continue to employ a combination of shallow and deep aquifer wells

Generate one strategy that involves a combination of using/upgrading existing facilities, abandoning facilities, or drilling new well facilities. Describe the possible water quality, capacity, and long-term source viability related to the following issues.

- i. Shallow aquifer wells
 1. Influence of PFAS
 2. Environmental impacts to wetlands, flora, and fauna
- ii. Deep aquifer wells
 1. Long-term viability due to regional drawdown or recovery
 2. Impacts of contaminants, such as RADs and heavy metals
- iii. Compile a list of facility improvements and the need for new well facilities based on Village-reported remaining useful life and improvement needs.
- iv. Review existing reports and studies related to the shallow and deep aquifers in the region. Summarize the long-term viability of the shallow and deep aquifers in the region related to both capacity and quality. Existing reports to be reviewed and summarized include:

Mr. Matt Heiser
Village of Pewaukee
Page 4
July 30, 2025

1. *“The Waukesha Fault and Its Relationship to the Michigan Basin: A Literature Compilation, by UW-Extension, 2005.”*
 2. *“Report on the Task 1 Geologic Reconnaissance Investigation for the Municipal Well Siting Study for Sanitary District No. 3, Town of Pewaukee, Wisconsin, by John Jansen, P.G., and Ph.D., 1995.”*
 3. Waukesha Water Utility’s diversion application.
 4. SEWRPC *Regional Water Supply Plan*.
 5. USGS information related to monitoring well in Waukesha.
- b. Switch to Lake Michigan water supply from the City of Pewaukee
- i. Participate in two meetings with the Village and the City of Pewaukee to discuss potential points of connection, water purchase options, potential approval process or connection fee considerations.
 - ii. Consider the water supply pumping, storage, and transmission facilities to interconnect to the City of Pewaukee’s Water Utility.
 - iii. Review wastewater discharge requirements and capabilities to return flow to the Great Lakes Basin.
- c. Develop new water supplier arrangements

Discuss general considerations related to continuing as an independent water utility, purchasing water wholesale from the City, or becoming a retail customer of the City.

8) Analyze Water Supply Plan Alternatives

Develop up to three water supply service area plan alternatives. The alternatives are expected to be:

1. Continuing to operate an independent groundwater system.
2. Purchasing Great Lakes water wholesale from the City.
3. Becoming a retail customer of the City supplied by Great Lakes water.

Review the performance of each of the alternatives in the Village’s existing computerized hydraulic water system model. Report anticipated service pressures and fire flow availability and identify system improvements for each alternative.

Develop a scoring matrix to evaluate non-monetary pros and cons of each alternative. The scoring matrix may have up to 10 categories, such as environmental impacts, long-term source supply viability, policy implications, etc.

Develop a budgetary-level opinion of probable cost and life-cycle costs for each of the three alternatives and conduct a cost-benefit analysis comparing alternatives.

9) Review Potential Environmental Impacts

Summarize existing environmental assessments related to the potential impacts to local flora and fauna, wetlands, surface water bodies, floodplains, or other environmentally sensitive areas associated with each of the three alternatives.

10) Analyze Consistency with Other Plans

Summarize the consistency of the plan’s alternatives with other plans, including comprehensive land use plans, sewer service area plans, and SEWRPC *Regional Water Supply Plans*, as appropriate.

Mr. Matt Heiser
Village of Pewaukee
Page 5
July 30, 2025

11) Assist with Public Participation, as Needed

Present at one Village Board meeting. Should the Village wish to conduct public information meetings or a Public Hearing, those services can be provided under Task 15.

12) Prepare a draft report summarizing the methodologies, documentation, and findings of the study. Incorporate Village comments as appropriate and produce a final report. The report shall include an executive summary, conclusions, and procedures for implementing and updating the plan.

13) Conduct Meetings and Coordination

Conduct a project kickoff meeting and up to three (3) progress meetings.

Lead the communication of technical information requests with the City.

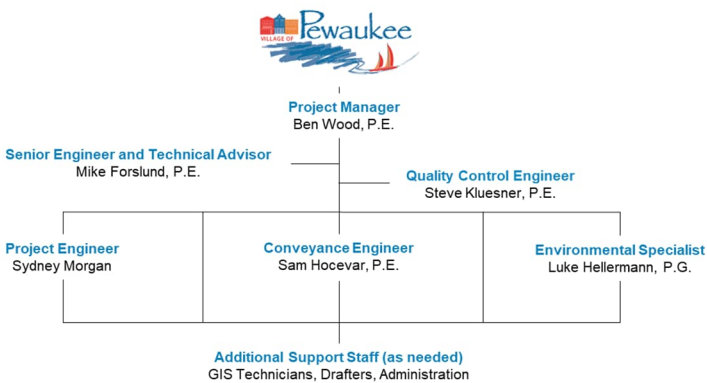
Conduct up to two joint meetings between the Village and the WDNR.

14) Prepare two hard copies and one electronic PDF copy of the final plan and provide to the Village.

15) Provide up to 100 hours of additional on-call services to be used at the Village’s direction. Such tasks could include additional agency communication, meetings, facility condition reviews, additional water modeling tasks, assistance in WDNR consent order discussions, or others.

Project Team

This project team was hand-selected to provide the Village with a fresh perspective on its long-term water supply strategy. Ben Wood will be the Project Manager, responsible for providing overall direction to the project team and leading communication with the Village. Ben has been involved in several water supply planning projects in Wisconsin, Illinois, West Virginia, and Ohio, including several water supply alternative analysis studies. Ben and the Village will be supported by experts in water supply and water supply alternatives analysis from our firm. The team is also comprised of engineers familiar with the Village to proficiently deliver these services.



The following is a brief description of each team member’s expertise.

Project Manager

Ben W. Wood, P.E., Senior Associate, will serve as the Project Manager and be responsible for management, administration, and day-to-day technical progress of this project. In this capacity, Ben will be responsible for overall communication and progress. Ben has served in our Milwaukee office in both our Water Supply and Municipal Departments since graduating from UW-Platteville in 2006. He is recognized throughout our firm as an expert resource for water system modeling and planning, asset management, and water supply design and quality control.



Mr. Matt Heiser
 Village of Pewaukee
 Page 6
 July 30, 2025

Ben understands the importance of communication throughout the project. He has a proven record of responsiveness as the Project Manager for on-call services to both the Oak Creek and East Troy Water Utilities. He also serves as the Village Engineer for Lannon and Bristol where he is responsible for advising Village officials in a highly responsive manner. This allows Ben to walk in step with the multifaceted needs of his clients and to help develop holistic solutions.

Ben is active in the Wisconsin Section of the American Water Works Association (WIAWWA) where he was honored as the *2009 Young Professional of the Year* and received the *2015 Wisconsin Water for the World Volunteer Award* for designing and building water systems in rural developing nations. He was also recognized by the American Council of Engineering Companies (ACEC) as one of five *National Young Professional of the Year* recipients in 2019. Ben served as the Program Manager for the *Village of Lannon Water System Expansion Program* that expanded municipal water service to more than 70 percent of the village in response to E. coli bacteria present in private wells, including the one serving the elementary school. The dynamic and innovative approach to agency coordination, public engagement, funding, and project implementation garnered recognition as an *American Public Works Association (APWA) Wisconsin Chapter Project of the Year, 2024*, and as an *APWA National Project of the Year, 2024*.

Senior Engineer and Technical Advisor

Michael J. Forslund, P.E., Senior Associate, will serve as Senior Engineer and Technical Advisor, reviewing internal work plans and strategies to see that the overall project deliverables meet the Village's overall goals. Mike is a registered professional engineer in Wisconsin and Illinois and has focused on water supply and treatment projects since joining our firm 25 years ago. His project management experience includes extensive water system evaluations and models, water treatment facility design, and water storage facility design and observation. Mike has been involved with many similar water system planning projects across the upper Midwest, including water system planning and modeling for Belvidere, Lindenhurst, Grayslake, and Winnebago, Illinois, to name a few. Mike is currently the Project Manager for the East Moline, Illinois, *Water System Management Plan* that includes facility condition assessments, demand projections and capacity analysis, asset management plan, and operational review. The outcome identified \$160M of required improvements with an alternative capital improvement plan with \$105M of improvements.



Quality Control Engineer

Steven B. Kluesner, P.E., Senior Associate, will serve as Quality Control Engineer and will review all components of the study for technical soundness and consistency. Steve has more than 26 years of experience in water supply engineering and currently serves as the Water Supply Discipline Coordinator in our Madison and Milwaukee offices. Steve has expertise in water supply planning, storage, pumping, transmission, and treatment projects. Steve's experience with these types of projects will be an asset to the project team, and he will be involved with the project from start to finish, providing technical advice and input, as necessary.



Project Engineer

Sydney R. Morgan, E.I.T., joined our firm in June 2023 after completing her master's in environmental engineering at UW-Milwaukee. She has gained valuable experience in water distribution modeling and master planning; design of WTP upgrades, pump stations, and new WTPs; and development of capital improvement plans for drinking water facilities. Sydney is an excellent writer and communicator and has assisted in multiple planning efforts spanning communities in Wisconsin, Illinois, Iowa, and West Virginia.



Mr. Matt Heiser
Village of Pewaukee
Page 7
July 30, 2025

Conveyance Engineer

Samuel K. Hocevar, P.E., has been with our firm for 9 years after earning both his master's and bachelor's degrees in Civil/Environmental Engineering from the University of Wisconsin–Madison. In addition to significant experience in wastewater treatment design and conveyance system evaluations, he has been involved in several planning, design, and construction projects in Wisconsin, Illinois, Iowa, and West Virginia. Sam also provides a link from our services to the Waukesha Wastewater Return Flow Pumping Station design related to its Great Lakes Compact requirements.



Environmental Specialist

Luke T. Hellermann, P.G., is a Professional Geologist with 35 years of experience in environmental investigation and documentation. Luke will be involved in the review of available documentation related to the shallow and deep aquifers as well as the required environmental impacts of the developed alternatives. Luke has completed National Environmental Policy Act documentation for WisDOT projects of all types, ranging from the Programmatic Categorical Exclusion to Environmental Impact Statement documents. He has completed the impact analysis related to effects to historic properties (Section 106 process), Section 4(f) and Section 6(f) coordination, primary environmental effects, noise and air impacts, and hazardous materials impacts, as well as effects to the natural environment. Luke recently completed the environmental documents required by the United States Department of Agriculture Rural Development program related to water supply projects for both Bristol and Lannon.



Project Schedule

Based on anticipated Board action in late August, the table below outlines an approximate schedule for completion of this project. Note that we are available to begin sooner if authorized by the Village.

Service Description	Anticipated Date
Agreement and Notice to Proceed	September 1, 2025
Progress Meeting No. 1 (Define alternatives and verify inputs)	September 22, 2025
Progress Meeting No. 2 (Review initial findings of alternatives analysis)	November 18, 2025
Village Board Presentation (Present findings of alternatives analysis)	December 9, 2025
Progress Meeting No. 3 (Review Draft Report)	January 30, 2026
Final Report	February 28, 2026
Continued On-Call Services as Related to Plan Outcomes	Throughout 2026

Project Fee

The following is the proposed level of effort and corresponding fee to complete these services.

Task Category	Hours	Fee
Water Supply Service Area Plan	310	\$55,000
On-Call Services at Village's Direction	100	\$20,000

Firm Profile

We are excited about the opportunity to work with the Village of Pewaukee. We have been providing exceptional civil and environmental engineering services to clients since 1946. We attribute our organizational strength to our talented engineers, effective management, and, most of all, commitment to nurturing long-term client relationships.

“**Dedicated** to Helping
our Clients **Succeed** Through
Excellence in Engineering”

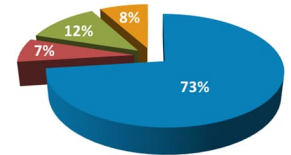
Mr. Matt Heiser
 Village of Pewaukee
 Page 8
 July 30, 2025

Reliable Consulting Service Has Cultivated Long-Standing Client Relationships

Clients rely on us as a partner in addressing their engineering needs. We have developed and continue to maintain long-standing affiliations, many extending into several decades of service. Our service is flexible and tailored to the unique needs of each client. For some, we serve as appointed engineers and are active committee members; for others, we serve as specialty consultants to their in-house staff on an as-needed basis. We understand the value clients place on *consistency* of personnel and *continuity* in project development. Accordingly, we expend every effort to make sure that the team initially chosen is involved with a project from beginning to end.

Dedicated, Results Oriented Staff Yields High Level of Service to Clients

Clients find reassurance in the fact that each of our engineers is supported by the expertise of a multidisciplinary engineering firm. This approach enables use of all our resources while maintaining the personal involvement associated with a single point of contact – an individual trained to assist through plan development, design, and implementation.



- Professional Engineers/Specialists
- Other Professionals
- Technical Support
- Administrative Support

Our expert staff of more than 500 embody the academic backgrounds and experience of all disciplines normally necessary to complete a project successfully. More than 60 colleges and universities are represented on our staff. Our engineers average more than 11 years of experience, and the majority are licensed or have advanced degrees. We are managed by our active engineering staff.

National Leader in Water Resources Engineering

We consistently receive local and national awards in water supply and water resources engineering. We offer a full range of water supply expertise, including Administration, Sustainability, Treatment, Distribution, Planning, Water Mains, Storage Facilities, Pumping Facilities, Operation and Maintenance, Source Water, and Construction services.

Our designs have gained local and national acclaim, and we are consistently included in *Engineering News-Record's* (ENR) lists of top design firms. Our current rankings are Midwest Top Design Firms – 17; National Top 500 Design Firms – 177. We have received distinctions and client praise for our ability to coordinate and facilitate challenging projects that solve problems and create opportunities for multiple stakeholders.

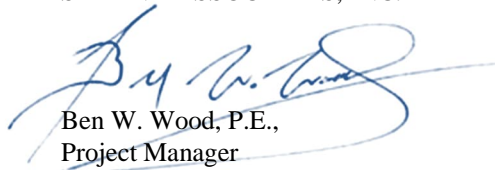
RANKED
4th
IN
WISCONSIN
TOP DESIGN FIRM
by Engineering News-Record Midwest **2024**

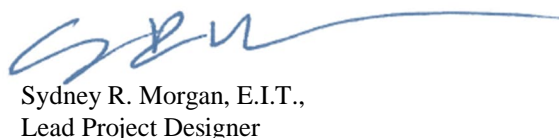
We look forward to further discussing this project with the Village. This proposal is not an agreement. We will prepare an agreement after receiving Village input.

If there are any questions regarding this proposal, please feel free to call.

Sincerely,

STRAND ASSOCIATES, INC.®


 Ben W. Wood, P.E.,
 Project Manager


 Sydney R. Morgan, E.I.T.,
 Lead Project Designer

P250.709/BWW:ksn



To: Jim Grabowski, Committee Chair
Members of the Public Works and Safety Committee

From: Matt Heiser
Village Administrator

Date: August 1, 2025

Re: August 5, 2025 Public Works and Safety Committee Agenda Item 5(d)
Review, discussion and possible recommendation to the Village Board for the vacation of an approximately 11' x 55' section of Quinlan Drive located on the east side of Quinlan Drive approximately 128' north of the intersection of Quinlan Drive and West Wisconsin Avenue. This 605 sq. ft section of Right-of-Way is owned by the Village of Pewaukee.

BACKGROUND

Cornerstone Development, the developer of The Glen, has been working with the Village to develop an existing outlot. The Village is initiating this request in order to make it a buildable lot and add to the tax-base. The Village Attorney advised that an effort to vacate a public right-of-way needs to go through all the appropriate sub-committees before it gets to the Village Board.

The Village recently updated its zoning code to allow for the conversion of an outlot to a residential lot. Outlot 2 is still too small for construction because of a right-of-way dedicated to the Village when the development was approved. The right-of-way was based on a potential future widening of Quinlan to current Village standards but it is wider than the right-of-way for existing lots on that street.

The Plan Commission met on July 1, 2025 and recommended to vacate a portion of the right-of-way.

ACTION REQUESTED

The action requested of the committee is to make the same recommendation to the Village Board as the Plan Commission; to recommend vacation of 6.5 feet.

ANALYSIS

Current Village standards for a total street right-of-way is 60 feet. The current right-of-way on Quinlan is 49 feet. The current size of the right-of-way in front of Outlot 2 is 11 feet. The DPW advised the Plan Commission that, if a future road expansion were to occur, 5.5 feet from both sides of the street would bring the street up to current standards. Thus Public Works requested retaining 5.5 feet of right-of-way in front of Outlot2. If 5.5 feet are retained, the amount vacated would be 6.5 feet.

Attachments:

1. Village Planner memo for the July 1, 2025 Plan Commission meeting with details.



CREATIVITY BEYOND ENGINEERING

DATE: June 19, 2025

TO: Village of Pewaukee Plan Commission

FR: Jake Scholbe, P.E. – Village Consulting Engineer

CC: Matt Heiser – Village Administrator & Jenna Peter - Village Clerk

RE: Quinlan Drive Right-of-Way Vacation

Report

The Village is considering vacating the dedicated right-of-way adjacent to Outlot 2 of the Glen at Pewaukee Lake located along Quinlan Drive.

If the existing right-of-way is vacated it would then be combined with Outlot 2.

There are currently no Village owned utilities, infrastructure, or easements located within the public right of-way to be vacated. Therefore, there are no concerns regarding operation and maintenance of Village infrastructure or drainage concerns by vacating this right-of-way.

Outside of Outlot 2 the existing right-of-way along Quinlan Drive from Wisconsin Avenue to the Kettle Woods subdivision containing Blocks A and B of Quinlan's Addition is 49 feet wide from the original 1891 survey plat. This portion of Quinlan Drive is substandard as compared to current Wisconsin State Statutes where streets within a subdivision shall be at least 60 feet in width.

This right-of-way was dedicated at a width of 11 feet at Outlot 2 to allow Quinlan Drive to be in compliance with Wisconsin State Statutes due to the land division as a part of the Certified Survey Map (CSM) 12148 that was completed in 2021 for the Agape Community Church and Cemetery and the Glen at Pewaukee Lake Subdivision to the east.

If the dedicated right-of-way at Outlot 2 is vacated; in the event any land divisions take place between lots 1-6 of Block A Quinlan's Addition or lots 1-3, 5, and 6 of Block B Quinlan's Addition, right-of-way to the width of 11 feet should be dedicated to the Village to adhere to State Statutes.

Recommendation

Per the discretion of the Plan Commission. The Wisconsin State Statutes should be taken into consideration regarding the decision of the proposed right-of-way vacation at Outlot 2 of the Glen at Pewaukee Lake.

TO: Village of Pewaukee Plan Commission
CC: Matt Heiser – Village Administrator & Jenna Peter - Clerk
FROM: Mark Lyons, Planning Consultant
RPT DATE: June 24, 2025
MTG DATE: July 1, 2025
RE: Quinlan Drive Right-of-Way Vacation

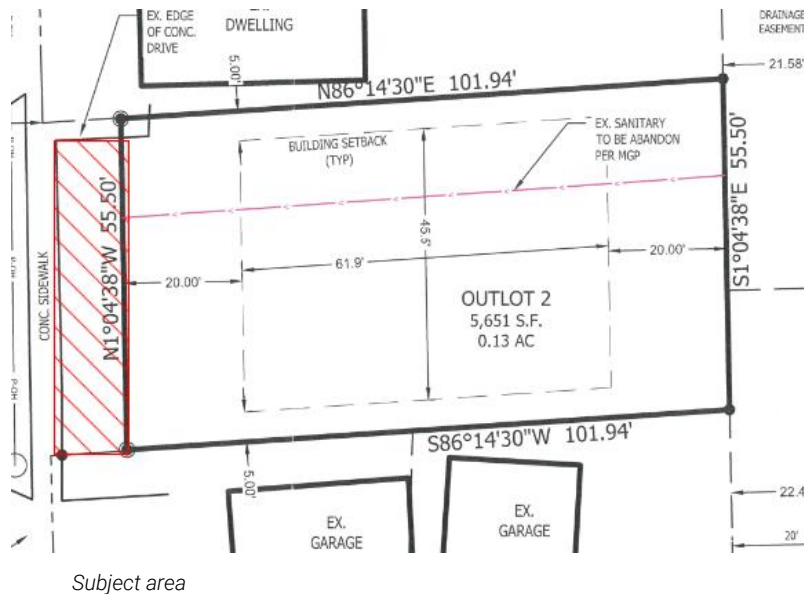
BACKGROUND:

1. Petitioner: Village of Pewaukee
2. Property Owner: Village of Pewaukee
3. Location/Address: East of 319 Quinlan Drive
4. Tax Key Numbers: PWV NA
5. Area: 605 sq. ft. of Right-of-Way
6. Existing Zoning: R-5 Residential Detached District
7. Proposed Zoning: N/A
8. Future Land Use: N/A
9. Proposed Future Land Use: Single Family home

OVERVIEW:

The Village was approached by the property owner of Outlot 2 of The Glen at Pewaukee Lake regarding the potential for vacation of approximately 605 sq. ft. of Quinlan Drive that was dedicated during the plat of The Glen At Pewaukee Lake. Vacation of the subject Right-of-way could be combined with the Outlot to create a parcel sufficient in size to get approval for a new single-family home. The Village reviewed potential options for how a right-of-way vacation could be accomplished. Ultimately, the Village decided to initiate a review for the potential for a vacation of an 11'x55' section of Quinlan Drive.

In order for the Village to vacate right-of-way, the Plan Commission and Public Works & Safety Committee will need to review and recommend to the Village Board. The Plan Commissions review is typically from a land use perspective and how vacation of the subject area may affect the overall land uses of the area.



PLANNER COMMENTS:

In reviewing the subject area, staff notes the area is entirely residential in nature and an additional single-family home may be complimentary with surrounding uses. Outside of the right-of-way in question, the remaining Quinlan right-of-way is 49'. Vacation of the subject area would return the right-of-way in question to the same dimension as the rest of Quinlan Drive. Additionally, staff would note, that per Wisconsin statute streets within a subdivision should include a 60' wide right-of-way, which is why this right-of-way was originally dedicated. However, it is unlikely Quinlan Drive would be widen in the future due to the nature of development that has taken place along Quinlan and large amount of right-of-way acquisition that would be required.

The Village Engineer has also reviewed the subject area and a copy of their report is attached.



Google Street View – 2012

STAFF RECOMMENDATION:

Depending on confirmation by the Village of Pewaukee Plan Commission of the above-described comments, the Village of Pewaukee Plan Commission may take the following actions listed below.

The Village of Pewaukee Plan Commission **Recommends Approval to Village Board** for the vacation of right-of-way located on the east side of Quinlan Drive approximately 128' north of the intersection of Quinlan Drive.

EXHIBIT:

- A. GIS Property Location Map
- B. Village Engineers Report
- C. Outlot 2 Exhibit

Quinlan GIS Map



Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072
262-691-5660

DISCLAIMER:

This map is not a survey of the actual boundary of any property this map depicts.

The Village of Pewaukee does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 51'

Print Date: 6/24/2025

SURVEYOR:

KEITH A. KINDRED, PLS S-2082 SEH

501 MAPLE AVE

DELAFIELD, WI 53018

(414) 949-8919

KKINDRED@SEHINC.COM

SURVEY FOR:

THE GLEN AT PEWAUKEE LAKE LLC

N63W23849 MAIN STREET

SUSSEX, WI. 53089

262-649-6751

EXHIBIT

BEING ALL OF OUTLOT 2 OF THE GLEN AT PEWAUKEE LAKE
BEING A PART OF THE NW 1/4 OF THE NE 1/4 OF
SEC. 8 T.07N., R.19E.,
IN THE VILLAGE OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

NOTES:
1. UTILITY EASEMENTS SHOWN PER FINAL PLAT--NO TITLE POLICY PROVIDED
2. THIS SURVEY IS SUBJECT TO ALL RESTRICTIONS AND NOTES SHOWN ON THE GLEN AT PEWAUKEE LAKE,
3. PENALTY FOR DISTURBING LOT CORNER MONUMENTS \$250.00 OR UP TO 1 YEAR IMPRISONMENT PER SS. 236.32(2)
4. EXPOSE SANITARY SEWER LATERAL PRIOR TO CONSTRUCTION TO VERIFY GRAVITY FLOW FROM BASEMENT

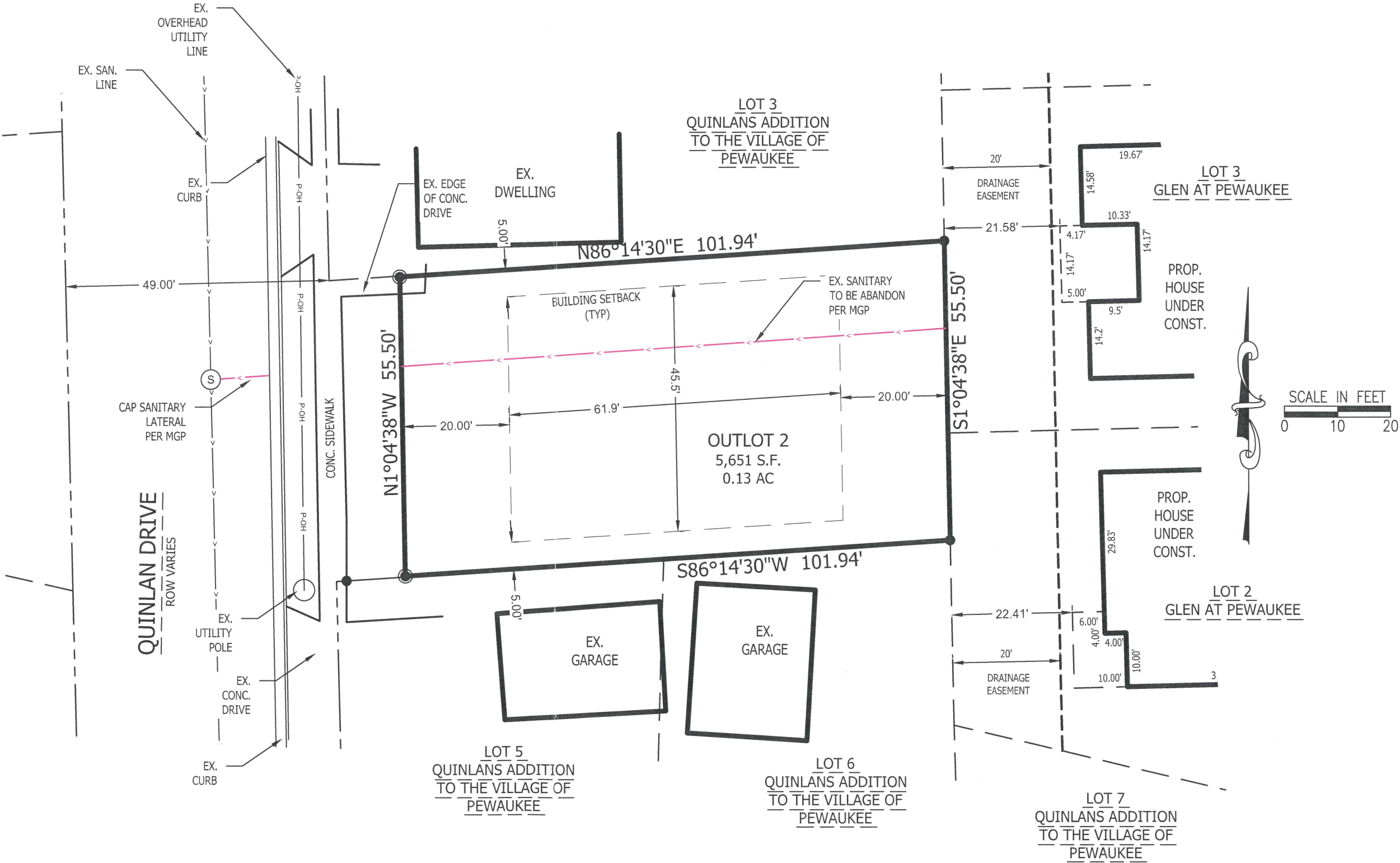
- LEGEND
- - 1" IRON PIPE FOUND
- ⦿

- 2" IRON PIPE FOUND
- - UTILITY BOX
- ⊙

- HYDRANT
- ⦶

- STORM INLET
- ⊙

- MANHOLE





To: Jim Grabowski, Committee Chair
Members of the Public Works and Safety Committee

From: Matt Heiser
Village Administrator

Date: July 31, 2025

Re: August 5, 2025 Public Works and Safety Committee Agenda Item 5(e)
Review, discussion and possible recommendation to the Village Board regarding a
request to reserve three street parking spaces by Park Avenue Pizza at 121 Park Avenue.

BACKGROUND

The proprietors of Park Avenue Pizza contacted a Village Board member with a concern about street parking.

The spaces immediately in front of their business are frequently used by beach-goers during the summer. Sometimes the vehicles will have a boat trailer as well. This will take away the spaces for long periods of time. The business is requesting that three parking spaces on the street be reserved for their customers.

In 2023 the Village received a similar request from Beach Bum Bakery. The Village approved an agreement with them and require them to obtain an annual permit to reserve those spaces along W. Wisconsin.

ACTION REQUESTED

The action requested of the committee is to recommend to the Village Board the same agreement and requirements afforded to Beach Bum Bakery.

ANALYSIS

Staff does have a concern about the how these requests will evolve over time. Parking near the lake is limited and in high demand. This request may not present a hardship but multiple requests like this in the future could.

Attachments:

1. Village Board packet information for Beach Bum Bakery.
2. Aerial photo showing 121 Park Avenue.



To: Jeff Knutson, President
Village Board

From: Scott A. Gosse
Village Administrator

Date: March 31, 2023

Re: Agenda Item 8a, Discussion and Possible Action on Right-of-Way/Lease Agreement for Public Parking Spaces with Beach Bum Bakery, 161 W. Wisconsin Avenue, Unit 1G

BACKGROUND

At its March 21st meeting, the Public Works & Safety Committee (PW&S) reviewed a request from Sarah Stephens, Beach Bum Bakery owner, for the leasing of two public parking spaces immediately in front of Beach Bum Bakery (approximately 381 sq. ft.) for Beach Bum Bakery customer parking only. These are two public parking spaces that are currently restricted by Village Code as 15-minute parking spaces. Beach Bum Bakery would like to lease these spaces and post them as Beach Bum Bakery customer parking only to provide spaces for their “grab and go” customers.

ACTION REQUESTED

The action requested of the Village Board by the PW&S Committee, by a unanimous vote, is to consider approval of the attached Right-of-Way permit for Beach Bum Bakery for the purpose of leasing the two public parking spaces directly in front of their storefront for their customer parking only with Beach Bum Bakery responsible for any costs associated with new parking signage that is required to implement this lease agreement.

ANALYSIS

Attached for your review and background please find a copy of the staff memo and information reviewed by the Public Works & Safety Committee. The PW&S Committee noted that they would be comfortable with leasing the two spots immediately in front of Beach Bum Bakery as this would be consistent with the practice used for leasing parking spaces for street dining use. Additionally, the Committee noted that the same lease terms used for street dining should be used for the leasing of the two spaces in question for dedicated customer parking spaces. The Committee further stated that Beach Bum Bakery should be responsible for any costs associated with new signage to designate the parking spaces as parking for their customers only with the Director of Public Works/Engineer approval for the signs being required prior to posting the signs.

Discussion did take place at the Committee level regarding enforcement of the 15-minute parking for Beach Bum Bakery customers only with the consensus of the Committee that this would be up to the owner to enforce. Reference was made to towing of violators; however, staff does have concerns regarding this means of enforcement as to who is going to call for the towing of a violator as well as who is responsible for any related expenses cost and collection of the towing.

After the Public Works & Safety Committee, staff spoke with the Village Attorney to better understand the legal circumstances related to towing a vehicle as a penalty for a parking violation. It should be noted that for a car to

be towed, the Police Department would need to investigate the circumstances to determine if the owner of the vehicle violating the circumstances can be found and determine pertinent facts prior to calling for a tow truck to enforce the towing penalty. The owner of a car that is towed would be the responsible party for paying the expenses related to towing as well as storage of the towed vehicle. Staff also spoke with Chief Heier who advised that towing a vehicle at this area is not feasible given the amount of traffic and logistics of trying to tow a vehicle in this area. Based on the aforementioned concerns, enforcement of leased parking violations would be best served by citation issuance.

The Right-of-Way permit before the Village Board mirrors the permit used for the leasing of public spaces for street dining. The draft document includes specific requirements for Beach Bum Bakery to abide by, including indemnifying and holding the Village harmless from any claims that may arise related to the proposed use, requiring a minimum insurance limits, naming the Village as an additional insured on their insurance, as well as other conditions of use.

The following is the current fee schedule for the leasing of public parking spaces. This was developed several years ago and modeled after a community in the Milwaukee area that charged a fee for the use of public space for café type uses with the annual fee determined on a square footage basis as follows (please note these fees are from 2020 and staff can look to review any updates for the 2024 year if desired):

Up to 100 sq. ft. \$25.00	301 – 400 sq. ft. \$100.00
101 – 200 sq. ft. \$50.00	401 – 500 sq. ft. \$150.00
201 – 300 sq. ft. \$75.00	501 and up \$225.00

on this schedule, the rental fee for Beach Bum Bakery would be \$100 as the square footage is approximately 381 sq. ft.

Attachments

C: Sarah Stephens, Beach Bum Bakery



Right-of-Way Use Permit

Date: _____

Address/Parcel No. of Property Involved: 161 W. Wisconsin Avenue – Unit 1G
Beach Bum Bakery
(PWV 0898-954-002)

Starting/Ending Dates for Use of Right-of-Way: March 1 until October 31 annually

Applicant – Name: _____
Address: _____
Phone: _____
Fax: _____
Email: _____

Nature of Request/Proposed Plan/Layout for Use of Right-of-Way

Reserved parking for Beach Bum Bakery customers only for two street parking
spaces

I do hereby certify as the Applicant for this permit that all of the representations which have been made on behalf of the Applicant to the Village of Pewaukee, as well as all documents supplied in furtherance of this Application are true accurate and complete. The Applicant does further certify that it accepts and agrees to abide by all of the terms and conditions for the issuance of his Permit, including but not limited to the provisions and conditions of issuance set forth below and applicable Village Ordinances. I do hereby certify that I have been authorized by the Applicant and its governing body to make these certifications.

Signature of Applicant
Sarah Stephens, Agent

PERMIT APPROVAL

The foregoing Application is hereby approved, and a Permit is hereby issued by the Village of Pewaukee Village Board subject to full compliance by the Applicant with all provisions and conditions stated herein and the reverse side hereof and all attachments hereto, and only for the purpose as is specifically identified in this Application.

Village Board Approval Date: _____

Dated: _____

Signature of Village Staff Representative: _____

[Faint, illegible text, possibly a signature or stamp]

PROVISIONS AND CONDITIONS OF ISSUANCE:

Pursuant to Wisconsin Statutes and the Ordinance of the Village of Pewaukee, this Permit is granted to allow for the use of public right-of-way for private purposes described herein. The following standard provisions and any included special provisions shall govern this permit:

1. Applicant agrees to indemnify and hold harmless the Village of Pewaukee, its officers, employees, agents and assigns from and against any and all costs, claims, demands, actions, suits, liability and/or award of damages, including actual costs and attorney fees, which might arise, be brought or assessed, because of the issuance or performance of this Permit, or because of any adverse effect upon any person or property which is attributed to the issuance of this Permit.
2. The terms of this Permit and these conditions of issuance shall apply to anyone acting on behalf of the Applicant, its agents or assigns.
3. The permitted facility (two parking spaces) shall not be altered nor shall any structure be added to them without the expressed written permission of the Village.
4. Applicant shall notify the Village of Pewaukee not less than one week prior to starting any work in the public right-of-way.
5. All disturbed areas shall be returned to their present condition, or better, subject to the satisfaction of the Village Engineer or representatives of the Village of Pewaukee.
6. A copy of this approval, along with any plans and special provisions, shall be available at the business named on this Permit.
7. Before the commencement/implementation of this Permit, Applicant agrees to provide the Village with evidence of comprehensive, general liability insurance written on an occurrence basis with limits of not less than \$1 Million per occurrence and \$2 Million aggregate, which insurance shall name the Village of Pewaukee as an Additional Insured on a primary and non-contributory basis. Said coverage shall be evidenced by a Certificate of Insurance, as well as a Policy Endorsement, evidencing the Additional Insured status. Coverage shall also provide that notice of termination or material modification of the policy shall be given not less than thirty (30) days prior to the termination of the policy except in the event of termination for non-payment, in which case the evidence of termination shall be not less than ten (10) days prior to the termination event.
8. This Permit may be suspended or revoked for cause by the Village Board for any failure to abide by the terms of this permit or any applicable Village ordinances or the statutes, rules or orders of other governmental entities with jurisdiction after written notice to the permit holder and a hearing before the Village Board. In the case of circumstances affecting life or safety, Village staff may immediately suspend the permit and all right-of-way use/operations until such conditions are corrected, until a hearing can be conducted.
9. The parking spaces would be able to be used March 1 until October 31 annually. In addition, the Director of Public Works may order the temporary removal of right-of-way dining facilities for major civic events, emergency repairs or other public improvements. The Permit holder shall not be entitled to any damages when/if removal is required.
10. Annual Permit Fees: \$100 per year



Legend

- ☐ Municipal Boundary_2K
- Parcel_Dimension_2K
- Note_Text_2K
- Lots_2K
 - ☐ Lot
 - ☐ Unit
 - ☐ General Common Element
 - ☐ Outlot
- SimultaneousConveyance
 - ☐ Assessor Plat
 - ☐ CSM
 - ☐ Condominium
 - ☐ Subdivision
- Cartoline_2K
 - EA-Easement_Line
 - PL-DA
 - PL-Extended_Tie_line
 - PL-Meander_Line
 - PL-Note
 - PL-Tie
 - PL-Tie_Line
 - <all other values>
- Railroad_2K

0 22.89 Feet

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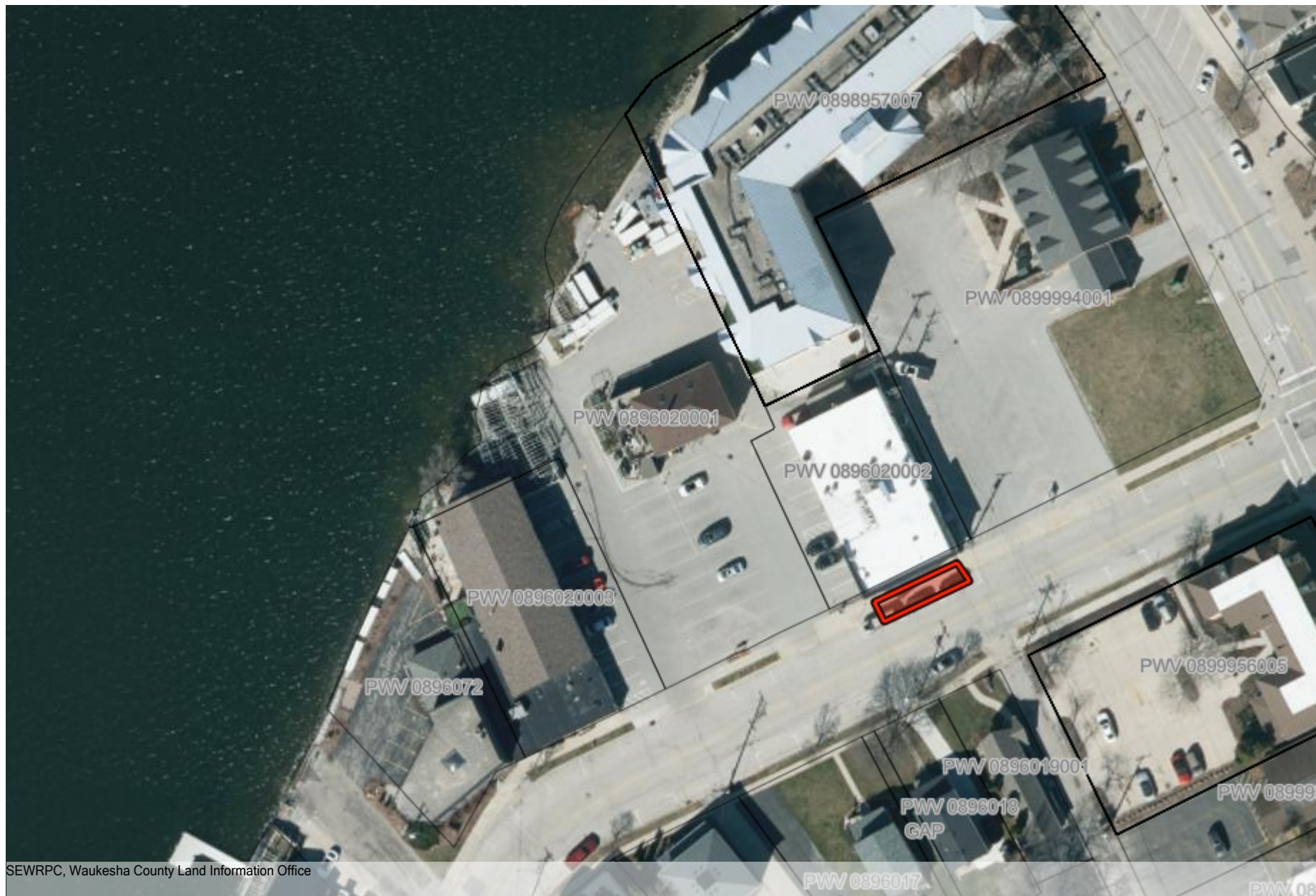
Notes:

Printed: 3/1/2023





Map Title



SEWRPC, Waukesha County Land Information Office

0 30 60
ft
Scale: 1 in. = 95 ft.
1 : 1151



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Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072
262-691-5660

Notes



To: Jim Grabowski, Committee Chair
Members of the Public Works and Safety Committee

From: Matt Heiser
Village Administrator

Date: July 31, 2025

Re: August 5, 2025 Public Works and Safety Committee Agenda Item 5(f)
Review, discussion and possible recommendation to the Village Board for a request of a safety rail to be installed behind the sidewalk at 319 High Street.

BACKGROUND

Residents living at 140 Ridge Court contacted a Village Board member regarding a safety concern. They were concerned about the drop-off between the sidewalk and the road on High Street as the road curves.

The curve occurs adjacent to the property at 319 High Street. The owners of that property have been contacted and are aware of this request. They are asking who will pay for any improvement and who will maintain it.

ACTION REQUESTED

Staff is not requesting any action by the Committee.

ANALYSIS

There is a significant drop-off if a pedestrian were to stumble at that point. Staff have not done any pricing yet for an installation but in past experiences similar to this the adjacent property owner would want something with a positive appearance (i.e. wrought iron) which would increase the cost. A preliminary estimate would be a minimum of \$5,000.

Staff also think ADA regulations could come into play depending on the degree of slope.

The residents making the request would be willing to contribute to the project but have not offered a specific amount.

Attachments:

1. Aerial photo of High Street.



Map Title



0 50 100
ft
Scale: 1 in. = 159 ft.
1 : 1918



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Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072
262-691-5660

Notes



Map Title



SEWRPC, Waukesha County Land Information Office

0 10 20
ft
Scale: 1 in. = 34 ft.
1: 414



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Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072
262-691-5660

Notes



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

Memo

To: Public Works and Safety Committee Members
From: Dave Buechl, P.E., P.L.S., Director of Public Works/Village Engineer
Date: July 28, 2025
Re: August 5, 2025 PWSC Meeting Item 5(g) –Review, discussion and possible recommendation to the Village Board to create a Sidewalk Plan

Background:

Sidewalk is located at various locations around the Village. There are other locations where it may be beneficial to install sidewalk in the short term or long term future. The adding of sidewalk over years is a slow process and will not happen at all once. Having the locations of future sidewalk planned out ahead of time has some advantages for Department of Public Works (DPW) staff.

Recommendation:

I recommend that the process be started to add a few layers in the Geographic Information System (GIS) to indicate locations of existing sidewalk and proposed sidewalk. The proposed sidewalk would have a low, medium, or high priority. The sidewalk plan can be referred to in future to aid all in review of right of way permits, new development, redevelopments, street projects and other isolated locations of sidewalk improvements. Once generally complete, the Sidewalk Plan can be presented to the Public Works and Safety Committee, Plan Commission, and Village Board for input and consideration of approval.

Analysis:

There are several opportunities where the decision to add short sections of sidewalk need to be made in short timeframes or under criticism and can make big differences for the future and can also achieve cost savings for the Village. DPW is regularly faced with determining to install sidewalk or not in the course of planning street projects, reviewing driveway and right of way permits, reviewing new developments, reviewing redevelopments, and in isolated situations to improve pedestrian safety. Often times, the requirement to add sidewalk to a new or redevelopment project or street project can involve disagreements between property owners, developers, Village staff, consultants, Planning Commission, Public Works and Safety Committee, and the Village Board so having a plan reviewed by the various bodies ahead of time can be valuable to refer to when the decision to install sidewalk or not arises.