



**Department of Public Works
Engineering Division**
W239 N2242 Pewaukee Road
Waukesha WI 53188
Phone: 262-691-0804

**PUBLIC WORKS COMMITTEE
MEETING NOTICE AND AGENDA
Thursday, May 22, 2025
4:00 PM**

Pewaukee City Hall Common Council Chambers
W240N3065 Pewaukee Road, Pewaukee, WI

1. Call to Order and Pledge of Allegiance
2. Public Comment - Please limit your comments to two minutes. If further time for discussion is needed, please contact your District Alderperson prior to the meeting.
3. Discussion and Action Regarding the Minutes
 - 3.1 Discussion and possible action to adopt the April 24 2025 meeting minutes.
4. Communications
 - 4.1 Discussion and possible action regarding Lindsay Road and Pewaukee Road (STH 164) intersection.
5. Water and Sewer Division
 - 5.1 Discussion and possible action regarding the Lisbon Water Service Report
 - 5.2 Discussion and possible action regarding capping assessments for connecting to municipal water and sanitary sewer [Wagner / Mueller]
6. Engineering Division
 - 6.1 Discussion and possible action regarding the Quiet Zone Crossing at Springdale Road
7. Public Comment - Please limit your comments to two minutes. If further time for discussion is needed, please contact your District Alderperson prior to the meeting.
8. Adjournment

Magdelene Wagner
Director of Public Works
May 22, 2025

NOTICE

It is possible that members of other governmental bodies of the municipality may be in attendance to gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this notice.

Any person who has a qualifying disability under the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible format must contact the DPW Main Office at (262) 691-0804 by 12:00 p.m. the Tuesday prior to the meeting so that arrangements may be made to accommodate your request.

City of Pewaukee - New Agenda Item

Agenda Language:

Discussion and possible action to adopt the April 24, 2025 meeting minutes.

Sub Item Agenda Language:

Background Provided By:

Background:

Please review and approve attached minutes.

Fiscal Impact:

Recommended Motion:

Committee adopt the April 24, 2025 meeting minutes.

In Attendance:

Mayor S. Bierce, Alderman J. Wamser, Committee Members: M. Kreiter, J. Tormey, D. Swan

Also In Attendance:

Director of Public Works M. Wagner, Chief Engineer-Streets & Development M. Gabbey, Utility Manager, J. Mueller, Utility Assistant Manager R. Kincaid, Administrative Assistant S. Smaxwill

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 4:00 PM and requested everyone stand for the Pledge of Allegiance.

2. Public Comment - Please limit your comments to two minutes. If further time for discussion is needed, please contact your District Alderperson prior to the meeting.

Mr. Swan mentioned that he contacted the Village of Pewaukee President a few weeks ago to request that Lindsay Road be added to the agenda. He expressed concern about the intersection and hoped for cooperation between the city and village to address the issue before the upcoming road construction.

Ms. Wagner responded that she sent a request to the Village, who sent a request to the County for funding. She noted that the Highway 164 project was likely going ahead this year, so incorporating changes into that project might not be feasible. However, she assured Mr. Swan that efforts were still being made to address the concern.

3. Discussion and Action Regarding the Minutes

3.1 Discussion and possible action to adopt the January 30 2025 meeting minutes.

A motion was made and seconded (D. Swan, J. Tormey) to approve the January 30, 2025 meeting minutes. The motion passed unanimously.

4. Storm Water Management Division

4.1 Discussion and Possible Action Regarding the 2024 MS4 Annual Storm Water Report.

Ms. Wagner presented the 2024 MS4 Annual Storm Water Report on behalf of Mr. Wirtz. She explained that the full 133-page report was available on the City's website. A summary highlighting key points from the 2024 reporting cycle was prepared by Mr. Wirtz and included was the packet.

Mr. Kreiter inquired about the reported 1.1 tons less salt usage compared to the previous winter season, asking if this accounted for the number of events. Ms. Wagner confirmed that the report considers the winter severity index, number of

events, and salt usage, with detailed information available in the full report.

Mr. Kreiter noted the significant variation in winter events from year to year, citing examples of 54 events one winter and 23 events two years later. Ms. Wagner indicated the report included in the packet outlines the winter severity index and shows how much salt, brine, and number of events. She acknowledged that while using less salt looks good on the report, severe winters can make it challenging to reduce usage.

5. Water and Sewer Division

5.1 Discussion regarding April 30 Water Supply Service Public Informational Meeting.

Ms. Mueller presented information about the second phase of the water facilities master planning and the upcoming public informational meeting on April 30th where we are looking for the potential future water supply service for the community. She outlined various challenges the utility has been working through over the last two years, including well failures, collapses, pump failures, and water contamination. This water survey study will also be used for a DNR report that is required for future water service. The meeting will involve a presentation by Strand Associates and storyboards identifying current issues. There will be a short presentation at 6:00 p.m. and then we will gather community input.

Ms. Wagner added that this would be the first of two meetings, with the initial one focusing on identifying problems and exploring all options for water supply, including wells, quarry water, rivers, lakes, streams, and the Great Lakes diversion. The second meeting will present the results of the study and then take it to Council for further direction for potential options and solutions.

In response to Mr. Swan's question about handling requests from Lisbon for service area expansion in this report, Ms. Wagner mentioned that a separate study had been conducted, with draft results recently received from Strand. She indicated that the next Public Works Committee meeting would include a review of this study.

Mr. Tormey inquired about the possibility of the Great Lakes diversion. Ms. Wagner explained that as a straddling county, the City is eligible to apply for diversion, but it would require approval from the DNR and the Great Lakes Compact, as well as a plan for returning water to the basin through treatment plants.

Mr. Wamser asked if the City of Brookfield was pursuing the diversion. Ms. Wagner said not currently, that their wells have not been impacted by PFAS, just radium. She said that the city is talking with the village about how we can both navigate through this process.

5.2 Discussion regarding Status update City Hall Well - Pump repair & Motor replacement

Mr. Kincaid provided an update on the City Hall well pump repair and motor replacement. He explained that in 2024, investigations revealed a hole in the pipe just above the pump, causing a loss of capacity of about 150 gallons per minute. The pipe was repaired, but delays occurred due to supply chain issues for pump parts. When

attempting to reinstall the pump, it was discovered that the motor was damaged, necessitating a replacement following emergency action approved at the February 3rd meeting. Mr. Kincaid noted that the new motor had been ordered, and he expressed hope that the well would be back online soon, especially given the start of hydrant flushing season.

Mr. Swan asked about the possibility of grounding issues, given similar problems with other motors. Mr. Kincaid responded that all electrical components had been tested and found to be functioning correctly before removal; that it failed when it was removed from the ground. He mentioned ongoing discussions with the contractor to determine any potential liability.

Ms. Mueller reported that they saved some money when they were able to rebuild the existing pump.

5.3 Discussion regarding Status update Well #8 - Well and Pump Rehabilitation

Ms. Mueller reported that Well #8 had been taken out of service earlier in the year for planned maintenance. The well was heavily plugged up with iron bacteria, requiring thorough acidizing and chlorination treatments. Additional water quality investigative work was conducted to better understand the water flow conditions through the borehole, although not all desired information was obtained from those tests. We were able to get some information for the PFAS pilot treatment that will be starting in the next couple of weeks. Well #8 was put back online two weeks ago.

In response to Mr. Tormey's question about iron bacteria, Ms. Mueller explained that it is a naturally occurring bacteria that feeds on iron in the water. While not harmful to people, it can cause cloudiness or discoloration in the water and can plug the borehole, reducing water flow.

5.4 Discussion regarding Status Update on the Gun Club Lift Station Construction.

Mr. Kincaid provided an update on the Gun Club Lift Station construction, noting that favorable weather had allowed for significant progress. The generator has been set, and PLC programming was recently completed. Roof trusses were expected to be installed soon to enclose the structure. He mentioned that some additional excavation work was required, including the replacement of a deep manhole. This work would necessitate a detour on Watertown Road, potentially lasting about three weeks, depending on weather conditions. The detour would likely divert traffic to the freeway and impact surrounding roads.

Committee members discussed the potential impact on local traffic and access to nearby facilities, including the gun club. The project is scheduled to be completed by the end of September.

6. Engineering Division

6.1 Discussion and possible action regarding the Pewaukee Road Trail Extension Study

Mr. Gabbey presented information on the Pewaukee Road Trail Extension Study.

Following a petition received last April regarding the extension of the trail along Pewaukee Road which would go from the termination by Riverwood Drive north, south down to Tower Place, the project was reprioritized and moved up in the schedule. After reviewing proposals and a secondary interview, RH Batterman was selected to conduct the study at a cost of \$72,230, which was well under the budgeted amount.

Mr. Gabbey reported that a kickoff meeting for the project had taken place earlier that day, with plans to review three separate alternatives for making the trail connection before we start making decisions.

In response to a question from Ald. Wamser about putting a walkway across Watertown Plank Road on the south side of the road, Mr. Gabbey stated that it would be an at-grade crossing. Ms. Wagner confirmed that they met with the county and the preliminary design is moving forward. Discussions with the DOT had taken place, and they had conceptually approved an at-grade crossing. Some improvements, including a porkchop island and signal changes, would be necessary.

6.2 Discussion and possible action regarding the Quiet Zone Studies

Mr. Gabbey provided an update on the quiet zone studies for Watertown Road, Green Road, Weyer Road, and Duplainville Road. A letter had been sent from our consultant to the Federal Railroad Administration (FRA) requesting approval for the design at Weyer Road. The anticipated review time is 12 to 18 months, and no response has been received yet.

Mr. Gabbey noted that the City of Brookfield is handling the crossing at Springdale Road, but no status update was available. They also mentioned that they had to get a review from the FRA. The 2025 budget includes an allocation for a quiet zone crossing at Parkside Drive, which will be done in coordination with the Village at Kopmeier.

Ms. Wagner added that the Village was expected to include their study in their 2025 budget, but she has not heard confirmation of this. The Village did reach out to our office requesting the name of our consultant. The city plans to complete its study on our crossing in order to be prepared when the Village decides to move forward.

6.3 Discussion regarding **Resolution 25-04-05** Establishing April 25, 2025 as Arbor Day

Ms. Wagner informed the committee that Friday, April 25, 2025, would be declared Arbor Day for the City of Pewaukee. This declaration is a requirement for obtaining the Tree City USA designation. There are four requirements listed in your packet that the city is to meet to be designated a Tree City USA community. The paperwork for the Tree City USA designation will be completed and submitted this year. Ms. Wagner mentioned that tree planting had been planned for the following day but was rescheduled due to weather concerns. Instead, trees were planted by Matt Stevens at the DPW garage earlier that morning to replace some that had died, and to provide additional screening for the building.

Mr. Tormey asked if there is a national day designated as Arbor Day? Ms. Wagner

said yes, and the city will use that same national date for Arbor Day for our community.

Ms. Wagner discussed future plans for expanding the City's tree program, including the possibility of creating a small nursery to grow trees for replacing street and park trees. She noted that the city is still focusing on removing dead and diseased trees but hopes to shift towards cost-effective replanting efforts in the coming years.

In response to Mr. Kreiter's question about tree varieties, Ms. Wagner explained that the City's arborist had recommended several species suitable for street planting, taking into consideration factors such as location and growing conditions. The city will follow-up with the arborist in the future.

Mr. Swan inquired about the budget requirements for maintaining Tree City USA status. Ms. Wagner confirmed that the city needs to spend \$2 per capita on tree-related activities, based on our population of approximately 17,000.

7. Public Comment - Please limit your comments to two minutes. If further time for discussion is needed, please contact your District Alderperson prior to the meeting.

Ms. Mueller shared that approval had been received from Waukesha County, so we are working with our Highway department to rebuild some manholes on the north end of Springdale Road, north of Green Road. The work is expected to take place within the next two months and will involve temporary traffic signals during construction hours. The project aims to ensure the structures are in good condition before future road work from Watertown Road north to Capitol Drive.

8. Adjournment

A motion was made and seconded (J. Tormey, M. Kreiter) to adjourn the meeting at 4:38pm. The motion passed unanimously.

Respectfully Submitted

Magdelene Wagner
Director of Public Works

City of Pewaukee - New Agenda Item

Agenda Language:

Discussion and possible action regarding Lindsay Road and Pewaukee Road (STH 164) interesection.

Sub Item Agenda Language:

Background Provided By:

Magdelene Wagner

Background:

Committee Member Swan requested this item be on the agenda.

Previously, the Committee discussed and forwarded a request to install signals to this intersection while the Wisconsin Department of Transportation (WDOT) is completing a project. Staff had discussions with WDOT designers and they requested an agreement.

The Council directed Staff to work with the Village of Pewaukee to cost share the cost of the signals since the intersection is located entirely within the Village of Pewaukee jurisdiction. We sent a request to the Village with the cost of the signals and the request to cost share. We followed up with the Village several times on this matter. The Village's response was to send a letter to Waukesha County requesting them to fund the signals as it would be a regional benefit. To my knowledge, the County never responded to the Village. The follow-up with the Village yielded them stating they were waiting for the County to respond. In the meantime, the deadline from the WDOT to add it to the project passed. No additional follow-up occurred.

Fiscal Impact:

Recommended Motion:

City of Pewaukee - New Agenda Item

Agenda Language:

Discussion and possible action regarding the Lisbon Water Service Report

Sub Item Agenda Language:

Background Provided By:

Magdelene Wagner

Background:

The Village of Lisbon requested the City of Pewaukee provide water service to a limited area in the Village. Upon request and direction from the Committee and the Council, the City entered into an agreement to have a consultant study the feasibility of providing the requested service. The study is not complete.

Please find the enclosed report. To summarize, the City will be able to provide service to the requested area after we have completed several projects. The projects are currently in design and construction will not be completed until 2028.

The report has been sent to the Village of Lisbon. We are waiting to hear back if they still desire service for this area with the timeline proposed. If service is still desired, we will bring back any additional requests for discussion.

Fiscal Impact:

Recommended Motion:

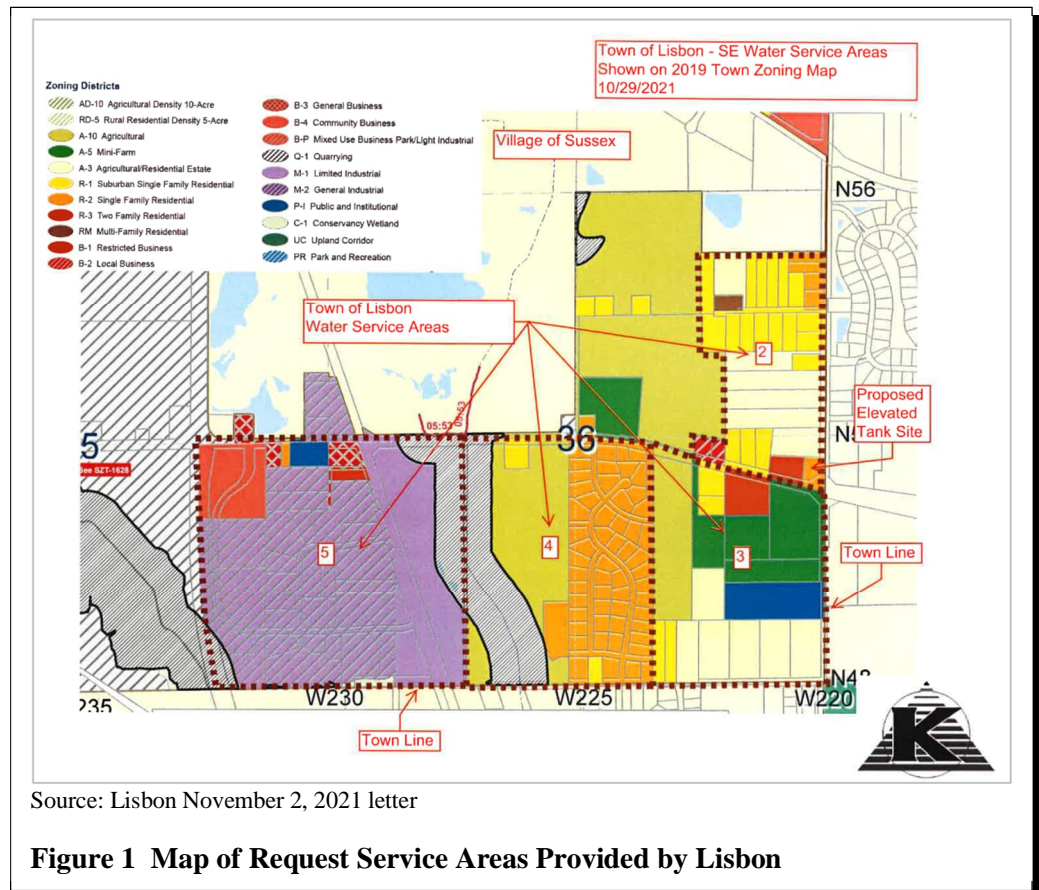
May 8, 2025

Ms. Maggie Wagner, City Engineer, Director of Public Works
City of Pewaukee
W240N3065 Pewaukee Road
Pewaukee, WI 53072

Re: Engineering Review of Municipal Water Service
City of Pewaukee, Wisconsin (City)

Dear Maggie,

The Village of Lisbon, Wisconsin (Lisbon) has requested retail water service from the City for a limited area. This letter summarizes Strand Associates, Inc.®'s (Strand) analysis of the capacity of the City's water system to supply the requested demands and the ability of the City's water system to deliver normal and emergency demands. The request is detailed in a letter from Lisbon dated November 2, 2021, which is enclosed. The requested service area is shown Figure 1. Lisbon has requested water service to Areas 2 through 5 shown on Figure 1.



Ms. Maggie Wagner, City Engineer, Director of Public Works
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Executive Summary

The City is currently in a situation where it is meeting its own water demands due to operating some existing wells that are faced with water quality issues. The City is working to address these issues with ongoing capital projects that are expected to be completed in approximately 2 to 3 years. In the interim, the City would not have adequate supply capacity without operating the wells in question, and adding Lisbon demands only exacerbates the issue. The City is projected to have excess capacity after these issues are addressed. From that point onward, any capacity the City wishes to sell or reserve for Lisbon’s request could be accounted for when planning any future projects, as would be the case with any other existing customer demands.

Requested Demand

Demand projections were provided by Lisbon for the year of connection (current year) and an unspecified future year for each area. These projections are shown in Table 1. Lisbon determined the current year demand from the existing development. The future year demand was projected based on land use of vacant land within each service area. Lisbon added a 5 percent water loss to be compensated by additional pumping required.

The Lisbon demand methodology was reviewed and compared against the methodology used in the City’s 2023 Water System Master Plan (Master Plan) prepared by Strand. The Lisbon demand methodology was found to be reasonable and slightly conservative (slightly higher demand) than what would be projected with the City’s Master Plan methodology. For example, Lisbon used slightly higher density or gallon per acre per day water demand values, but the City’s Master Plan used a slightly higher water loss percentage. The methodology produced results close enough to the City’s Master Plan methodology that the Lisbon demands presented in the request letter will be evaluated as is.

Lisbon Development Area	Current ADD		Future Total ADD		Future Total Maximum Day	
	gpd	gpm	gpd	gpm	gpd	gpm
Area 2	8,322	5.78	10,534	7.32	21,805	15.14
Area 3	2,422	1.68	17,116	11.89	35,430	24.60
Area 4	8,848	6.14	20,540	14.26	42,518	29.53
Area 5	45,100	31.32	70,125	48.70	145,159	100.80
5% Loss	3,235	2.25	5,916	4.11	12,246	8.50
Total	67,927	47.17	124,231	86.27	257,158	178.58

Notes:
 gpd=gallons per day
 gpm=gallons per minute
 ADD=average day demand

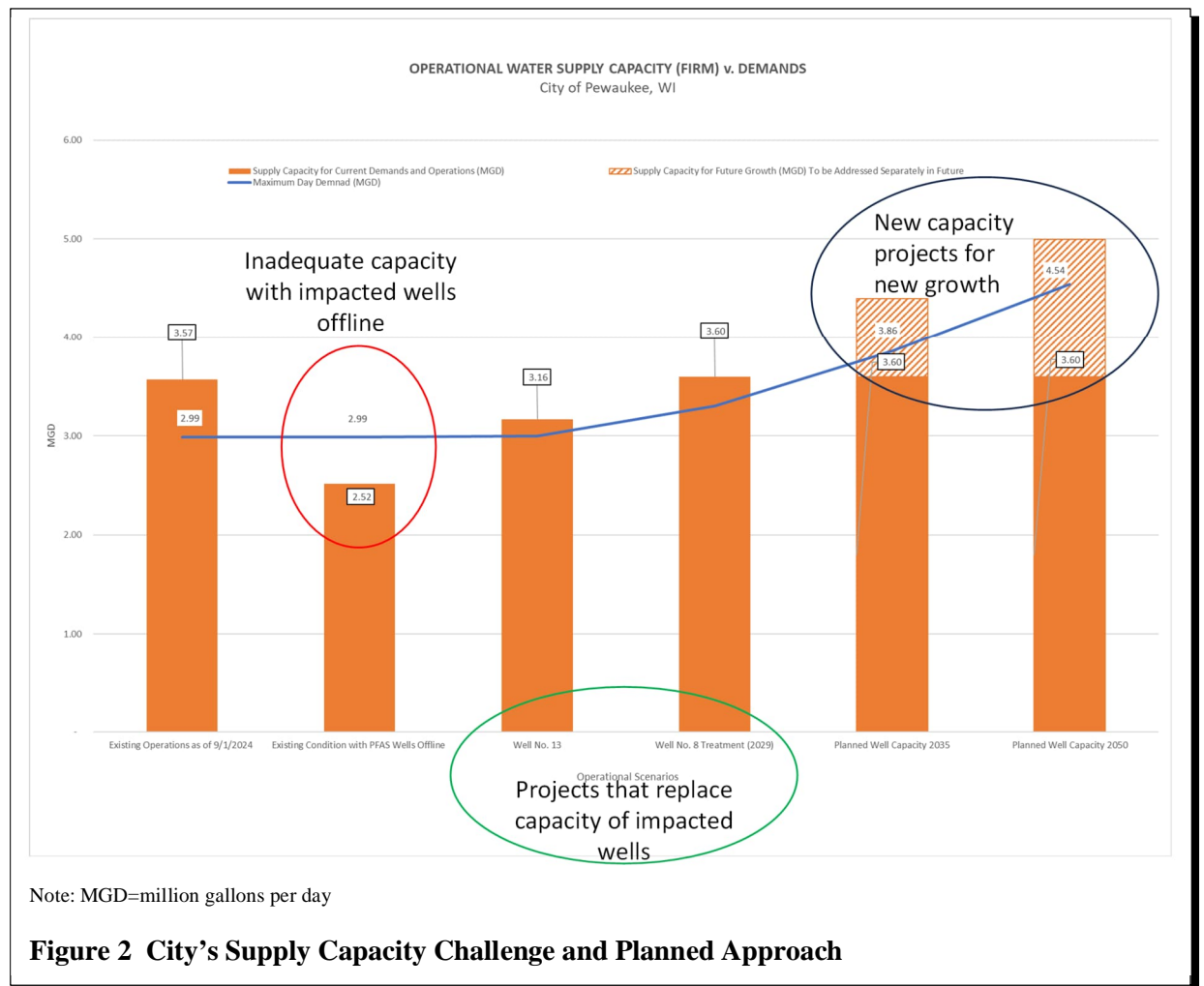
Table 1 Lisbon Projected Demands

Ms. Maggie Wagner, City Engineer, Director of Public Works
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Supply Capacity

The City currently has source supply issues that impact its available supply capacity. Two wells have per- and polyfluoroalkyl substances (PFAS) contamination that is greater than the water quality standard and must be treated, abandoned, or replaced by 2029. Another well has partially collapsed and is under the Wisconsin Department of Natural Resources (WDNR) consent order to be abandoned due to radionuclide levels that have exceeded the standards.

Figure 2 demonstrates how various operational scenarios impact the City’s ability to meet its own demands. The City is currently operating all wells in question while improvement projects are planned and while awaiting further direction from the WDNR. The second bar from the left indicates that the City currently does not have enough capacity to meet its own maximum day demands (MDD) without the impacted wells in services. The third and fourth bars from the left indicate that the projects that will address the impacted wells will provide adequate capacity when they are online in approximately 2028. The two bars on the right indicate that, by 2035 and 2050, new supply sources will need to be added to meet the water demands of new growth.



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Table 2 demonstrates the City’s ability to meet Lisbon’s demand request in each operational scenario. The City will not have adequate capacity to meet the Lisbon demands until the projects are completed that will replace the capacity of the impacted wells in approximately 2028.

The City does not have enough capacity to meet its own projected demands for 2035 and 2050 and, therefore, will need to add new supply sources if the growth projections are realized. Any planned supply sources to meet growth in 2035 and beyond would have to be planned to continue to provide adequate capacity for any existing customers at the time (including Lisbon), if the City wishes to add the requested service area.

Demand and Supply Scenario	Firm Well Capacity (MGD)	MDD (MGD)	Reserve Capacity (MGD)
The City in 2025 without impacted wells	2.52	(2.99)	(0.48)
The City in 2025 with impacted wells	3.08	(2.99)	0.09
The City in 2025 and Lisbon demands, with impacted wells	3.08	(3.06)	0.02
The City in 2028 with source water replacement, and Lisbon current demands	3.60	(3.07)	0.53
The City in 2035 with additional supply and Lisbon future demands	4.40	(4.12)	0.28
The City in 2050 with additional supply and Lisbon future demands	5.00	(4.80)	0.20

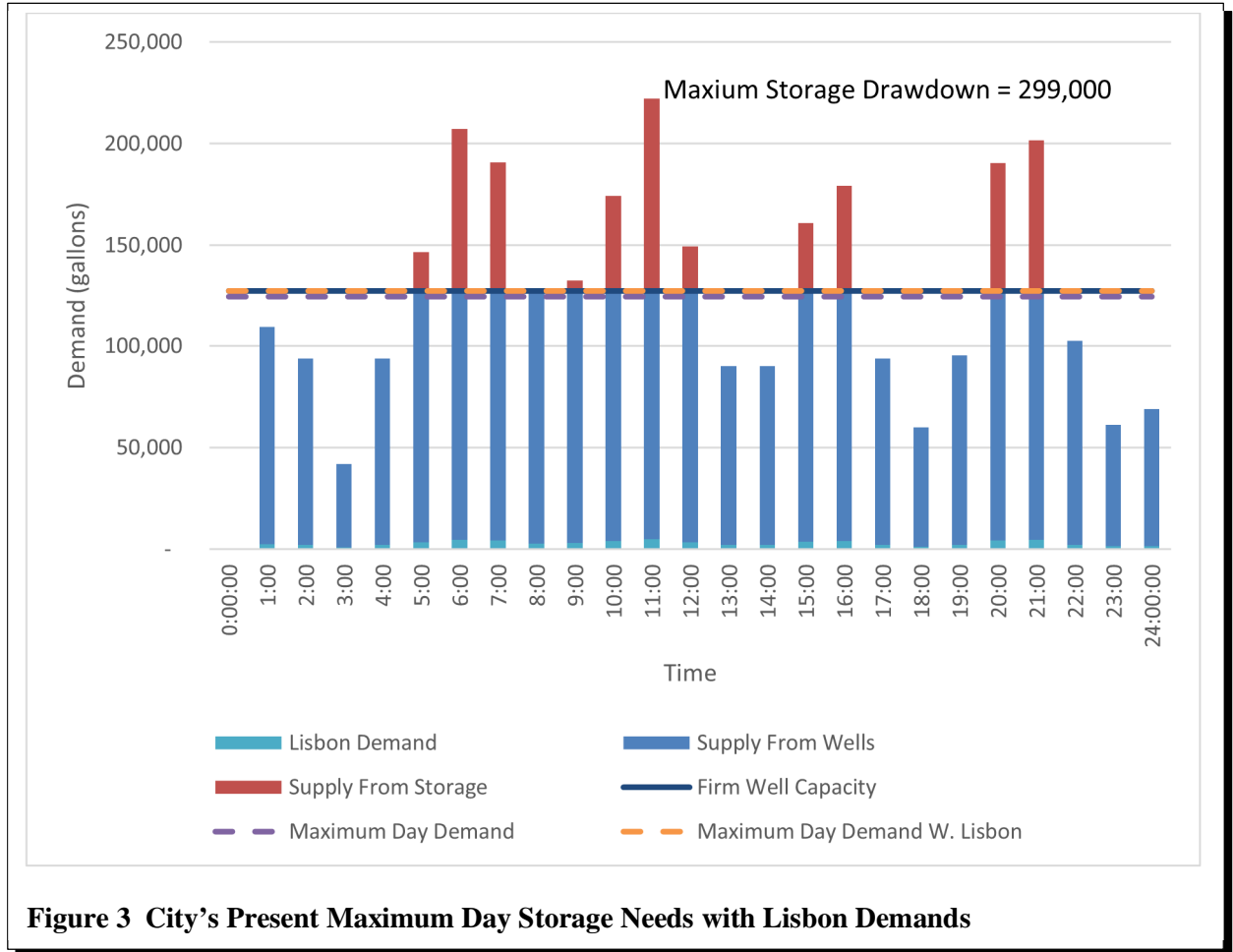
Note: Values within parentheses represent negative values.

Table 2 City Well Capacity with Current and Future Lisbon Demands

Ms. Maggie Wagner, City Engineer, Director of Public Works
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Storage Capacity

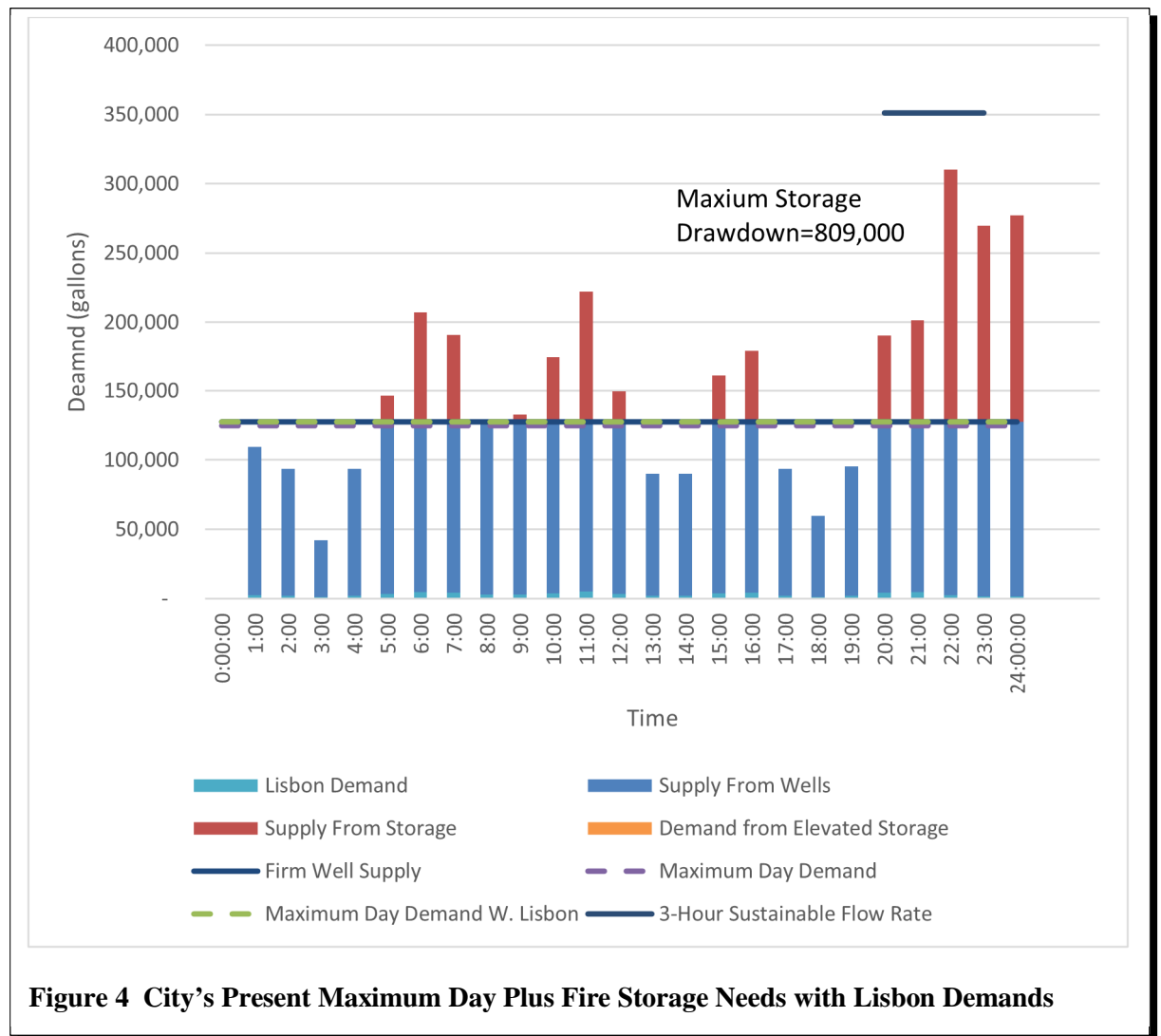
Figure 3 presents the hourly domestic demand throughout the current maximum day, including Lisbon demands, and assuming the impacted wells are offline. The storage drawdown would be approximately 299,000 gallons. However, because the City does not have adequate supply capacity to meet multiple maximum demand days in a row, the storage would decline over time. This volume of storage is within the City’s existing storage capacity.



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Capacity Analysis with Fire Flow

Figure 4 shows the volume of water required from storage if the fire event were to start at the point of maximum storage drawdown in the system. The total volume required from storage would be 809,000 gallons. This is within the existing storage capacity of the system and within the City’s 3-hour sustainable pumping rate to satisfy emergency demands (when booster pumps at well facilities are running at firm capacity). Again, if the impacted wells are offline, the remaining wells will not be able to replenish storage.



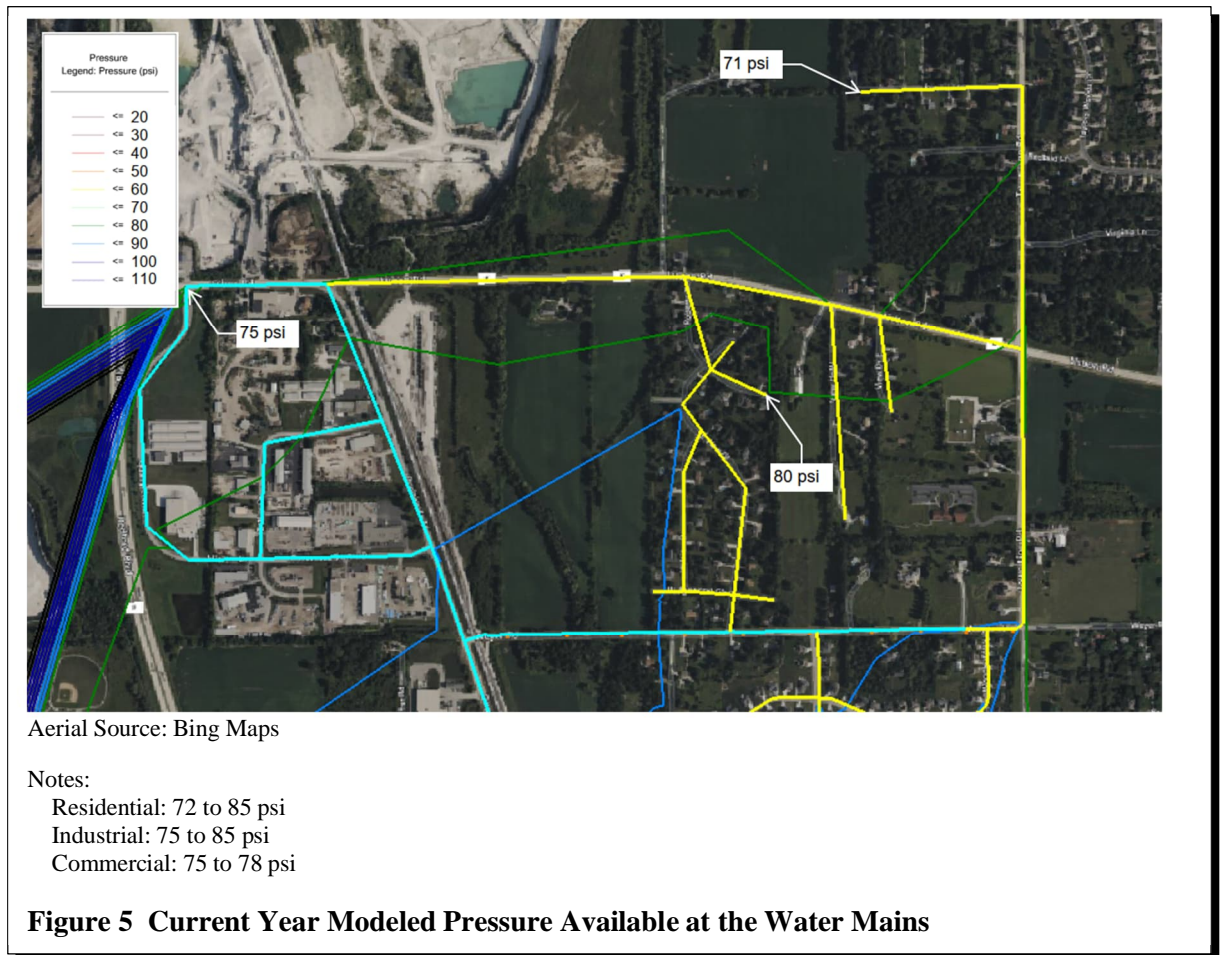
Ms. Maggie Wagner, City Engineer, Director of Public Works
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Water Main Sizes and Modeled Service Pressures

Proposed water mains within the Lisbon service areas were assumed to be 12-inch-diameter mains in Area 5 due to industrial land use and 8-inch-diameter mains in the remaining areas. A retail customer arrangement was assumed so that the water mains would be looped back into the City’s system. A wholesale customer arrangement would require metering facilities and check valve stations.

The existing computer model was used to evaluate the distribution system’s ability to supply present and future water demands throughout the City and Lisbon with the needed flow for firefighting. Modeled pressures are considered accurate to within ±5 pounds per square inch (psi).

Figure 5 displays the pressure contours during the current year, MDDs for the Lisbon service area. Lisbon service area pressures range from approximately 72 to 85 psi.



Modeled Fire Flow Availability

The City has provided target fire availability parameters in the system based on the general land use categories, as shown in Table 3, which exceed the WDNR minimum 500 gpm. Modeled fire flow availability less than the target may not mean that a capital improvement is necessary. Modeled fire flows

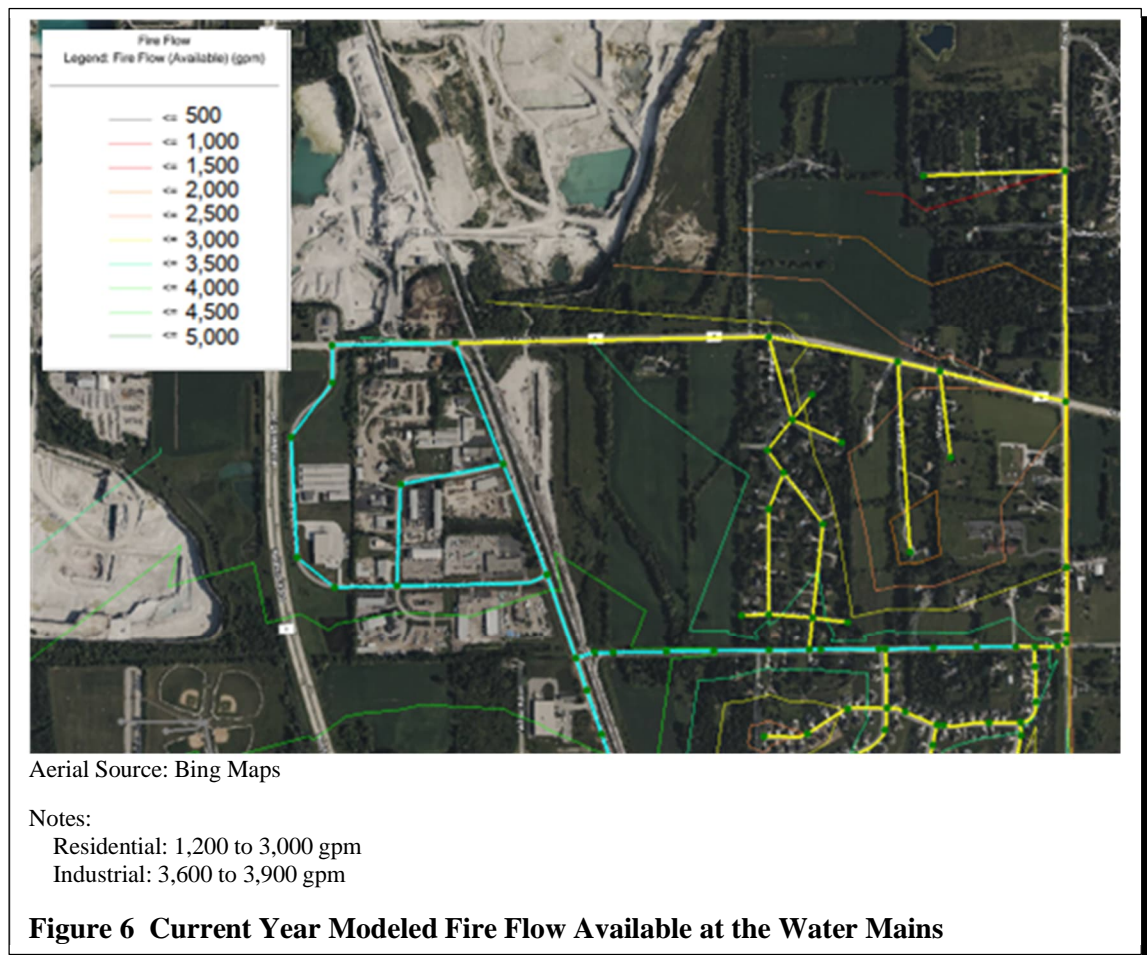
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are generally considered accurate to within 10 percent and represent the flow available at the main while operating the firm supply facilities and maintaining 20 psi at all customer service locations in the City. Figure 6 displays the current year maximum day fire flow contours. The industrial area has approximately 3,600 gpm or more available, while other areas have approximately 1,200 gpm or higher available.

Land Use Type	City Target Fire Flow (gpm)
Industrial	4,000
Commercial	2,500
Governmental and Institutional	2,500
Low-Density Residential	1,500
Low- to Medium-Density Residential	1,500
Medium-Density Residential	1,500
High-Density Residential	3,500

Table 3 Target Fire Flow Availability Parameters



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Conclusion

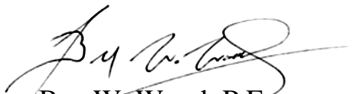
The City will have adequate capacity to serve the Lisbon requested demands by approximately 2029 after the City's planned projects are completed in approximately 2028. In the interim, the City would only be able to meet the demands while continuing to operate impacted wells.


Within the Lisbon service area, a combination of 12- and 8-inch-diameter water mains appears to provide adequate fire flow relative to WDNR standards and the City's target flows. Pressures in the service area would be approximately 72 to 85 psi. These results were produced in the distribution system model assuming that Lisbon would be a retail customer with multiple connection points to the City.

Please call 414-271-0771 with any questions.

Sincerely,

STRAND ASSOCIATES, INC.®


Ben W. Wood, P.E.


Brooke A. Larson

Enclosure



TOWN OF LISBON
W234 N8676 Woodside Rd.
Lisbon, WI 53089

November 2, 2021

Re: Formal Request for Water

Dear Madeline Wagner,

Lisbon is looking for possible ways to deliver water service to properties located in the southeast portion of Lisbon. These are areas that Sussex is not able to service. Pewaukee is adjacent to the areas we would like served.

I am requesting Pewaukee water utility to review and consider providing water to Lisbon in areas 2, 4 and 5 of the attached map.






















Thank you for taking the time to consider Lisbon's request. Please contact me by email or phone if you have any questions.

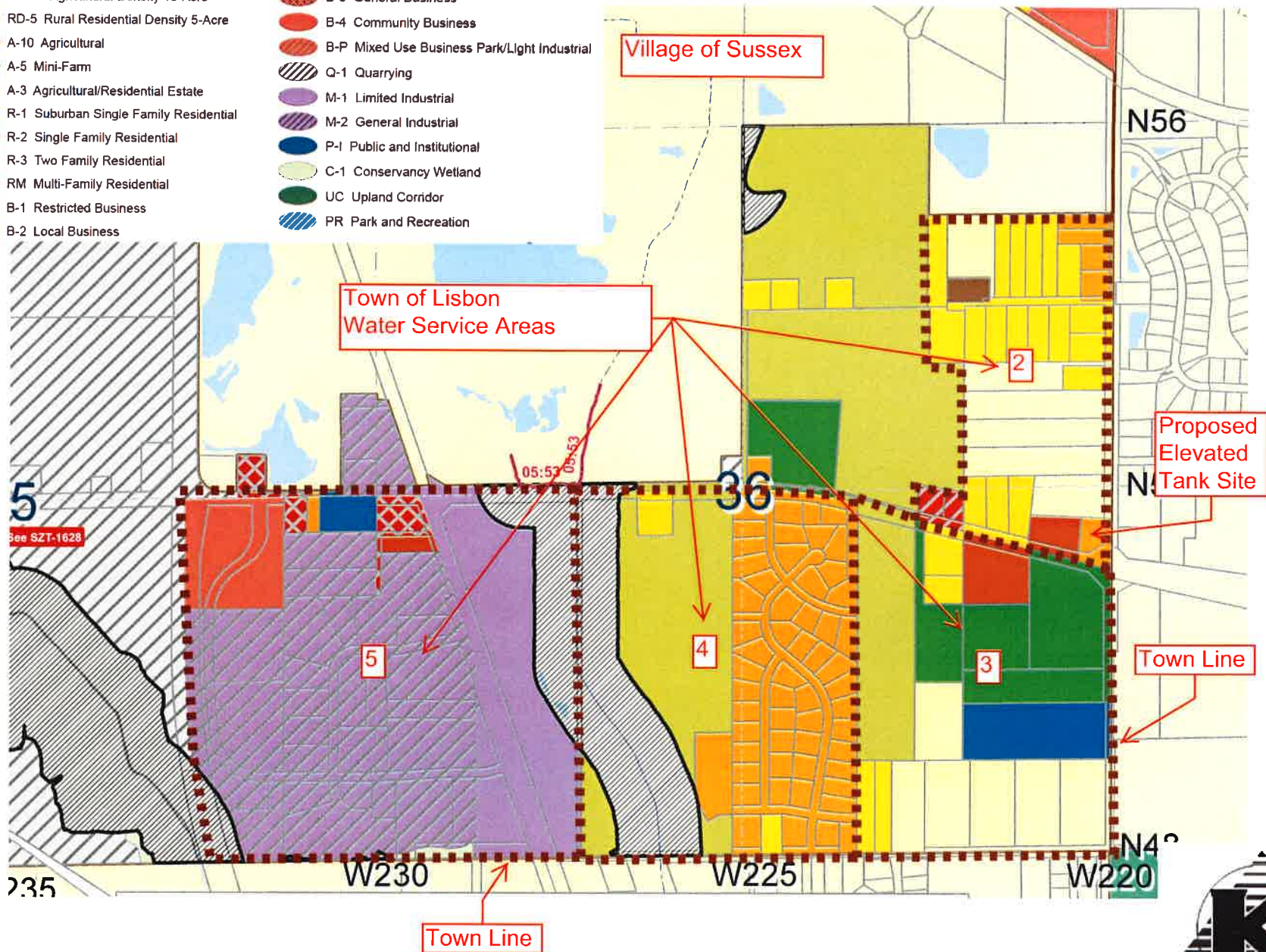
Regards,

Kathy Nickolaus
Lisbon Administrator

Town of Lisbon - SE Water Service Areas
Shown on 2019 Town Zoning Map
10/29/2021

Zoning Districts

- | | |
|--|--|
|  AD-10 Agricultural Density 10-Acre |  B-3 General Business |
|  RD-5 Rural Residential Density 5-Acre |  B-4 Community Business |
|  A-10 Agricultural |  B-P Mixed Use Business Park/Light Industrial |
|  A-5 Mini-Farm |  Q-1 Quarrying |
|  A-3 Agricultural/Residential Estate |  M-1 Limited Industrial |
|  R-1 Suburban Single Family Residential |  M-2 General Industrial |
|  R-2 Single Family Residential |  P-1 Public and Institutional |
|  R-3 Two Family Residential |  C-1 Conservancy Wetland |
|  RM Multi-Family Residential |  UC Upland Corridor |
|  B-1 Restricted Business |  PR Park and Recreation |
|  B-2 Local Business | |





Town of Lisbon, Waukesha Co
 SE Water Service Area
 Map Areas 2, 3, 4, and 5
 10/29/2021 by Basil Orechwa PE

Estimated Water Service Demands

	Current Development Demand avg gpd	Future Development Total Demand avg gpd	Future Peak Day Total Demand Max gpd
Area 2	8,322	10,534	21,805
Area 3	2,422	17,116	35,430
Area 4	8,848	20,540	42,518
Area 5	45,100	70,125	145,159
5% Loss	3,235	5,916	12,246
Totals	67,927	124,231	257,158

Current Demand is based on present development and build out
 Future Demand is based on present + estimated future development
 Max Day has peaking factor below applied
 Water loss is added to be compensated by additional pumping req'd

Basis for Water Demand Estimates

- 158 gal/day/connection Residential Water Demand
- Used for Town of Lisbon Planning from PSC Summary Reports for vicinity

- 1100 gal/day/acre Commercial and Mixed Use Development
- Used by SEWRPC for vicinity demand estimates

- 1100 gal/day/acre Light Industrial (non-wet Process)
- 50% Parcel utilization factor is applied for storage & yard areas
- Metcalf & Eddy references 800-1500 gal/day/acre

- 5% of total demand Acceptable Pumped Water Loss
- 2.07 Max Day / Avg Day typical for vicinity waterworks

- above estimating values used for 2021 Town of Lisbon Planning
 for Rt 164 Corridor Sewer & Watermain Service Area Extensions

Map Area 2

63 Acres Total	3.4 Acres Non-Residential
29 Current Residential Services	
4582 gpd average current residential demand	
3740 gpd average current non-residential demand	
8322 gpd total average current water demand	
1.4 Acres Typ Future Lot Size (Current smaller low density lots)	
43 Potential total future services by division of parcels	
6794 gal/day average potential residential water demand	
3740 gal/day average non-residential water demand	
10534 gal/day Estimated Average Daily Future Water Demand	

Map Area 3

90 Acres Total	9.6 Acres Church Parcel
14 Current Residential Services	
2212 gpd average current residential demand	
210 gal/day average non-residential water demand (Church)	
2422 gpd total average current water demand	
0.75 Acres Typ Lot Size (using adjoining subdivision to west)	
107 Potential total future services by division of parcels	
16906 gal/day average potential residential water demand	
210 gal/day average non-residential water demand (Church)	
17116 gal/day Estimated Average Daily Future Water Demand	

Map Area 4

118 Acres Total	9.1 Acres Waterway Conservancy
56 Current Residential Services	
8848 gpd average current residential demand	
0.75 Acres Typ Lot Size (using currently subdivided lands)	
55.4 Acres currently undeveloped and zoned Ag, less conservancy	
74 Potential total future services by division of parcels	
11692 gal/day Potential Average Daily Future Water Demand	
20540 gal/day Estimated Average Daily Future Water Demand	

Map Area 5

158.9 Acres Total	Zoning is industrial w/ commercial parcel
50% Utilization of Industrial Parcels	
82.0 acres Currently Developed	
20.7 acres Stormwater Mgmt & Street R/W	
10.7 acres RR Right of Way	
45.5 acres Undeveloped	
45100 gpd current average water demand	
25025 gpd average remaining buildout water demand	
70125 gpd average full buildout water demand	



Town of Lisbon
SE Water Service
Area 2



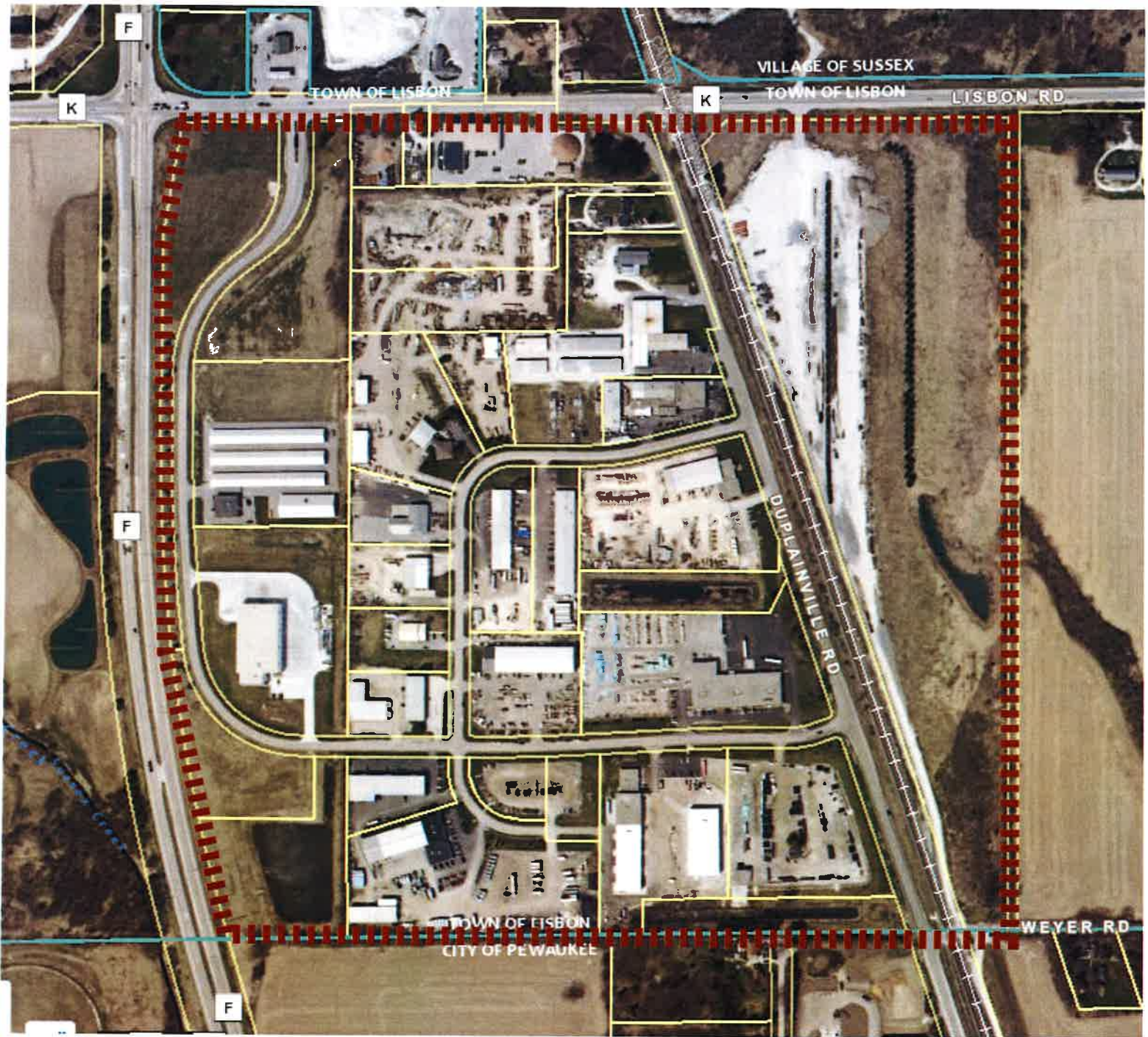
Town of Lisbon
SE Water Service
Area 3





Town of Lisbon
SE Water Service
Area 4





Town of Lisbon
SE Water Service
Area 5



City of Pewaukee - New Agenda Item

Agenda Language:

Discussion and possible action regarding capping assessments for connecting to municipal water and sanitary sewer.

Sub Item Agenda Language:

Background Provided By:

Magdelene Wagner

Background:

This is from the Council meeting on 5/19/2025. We will discuss what, if any action, was taken at the meeting.

FROM CC AGENDA 10/7/2024

The Water and Sewer Utilities have assessed for utility extensions since the inception of the Utilities. The cost of the extensions are allocated to the benefited properties. Each project has an Engineer's Report where costs are broken down and allocated to each property based on 1 of 3 methods (unit, front footage, and acreage). There are some projects where a portion of the costs are allocated as Utility cost when the water main or sewer size is oversized for a benefit to the Utility as a whole. When oversizing occurs, the assessments to the properties are based on an 8-inch equivalent, which is the minimum size for our system. It should be noted that each assessment project is different, and costs allocated to each project are different based on each project circumstance, which are outlined in the Engineer's Report.

The assessment policy is based on the premise that it is equitably applied to all benefited parcels. Recent actions taken by the Common Council are putting this long standing policy at risk while they try to balance the immediately affected citizens of Pewaukee and the long-term goals and needs of the community as a whole. This is a difficult decision for everyone involved.

Over the last several years, the Utility has spent thousands of dollars on designing water and sewer extensions as part of road reconstruction projects per the City's policy and for utility extensions for system operation, fire protection and reliability. Several of these projects were ultimately rejected by the Common Council due to the assessments for the water and sewer extensions exceeding a tolerable level. The assessments are directly related to the cost of extending the utilities to the area and are based on the lowest qualified bids per State Law.

The Utilities have two funding sources: their rates and special assessments. Any cost not special assessed must be paid for within the rates for the utilities. Rates for the Water Utility are set by the Public Service Commission (PSC) based upon information

provided in a Rate Case Study. Rates for the Sewer Utility are set by the Common Council, typically based on a financial analysis completed. Each Utility must provide documentation to support the rates. If extensions are not special assessed, the rate payers, who previously paid for their own utility extensions, are paying for new extensions. Please be aware that current water and sewer rates are on the rise due to escalating costs for operations and maintenance. Current water rates are a \$30.00 base charge plus \$4.75 per 1,000 gallons of water use, which is from Step 1 of a 2-step increase authorized by the PSC last year. The second step will increase to \$5.45 per 1,000 gallons of water use. See the attached Water Rate Comparison which shows Pewaukee rates are currently in the middle of surrounding communities. The second step will push us towards the high end of the surrounding rates. Keep in mind, these rates (Step 1 or Step 2) do not include upcoming treatments for radium and PFAS. They also do not include any future well development to meet our future water demands.

The Utility also reviews all options to fund projects through grants or low interest loans. Unfortunately, the City does not qualify for many of these grants due to its high median household income. These programs are also competitive programs which often will require additional restrictions, such as Build American Buy American, Disadvantaged Business Enterprise (DBE), Davis Bacon Wages, and additional reporting requirements, which typically increase the cost of these projects. We will weigh if the benefit of the low-interest loan outweighs these additional project costs when projects are evaluated for funding options. We also weigh the availability of products that meet these requirements as many of them have significantly longer lead times than standard products.

With the need to close these water main loops within our system, extend utilities to unserved areas, and future developable areas of the City, and the Common Council rejecting the Utility project due to high costs, it is time to again reconsider how the Utility can provide reliable, safe services to City residents. Perhaps we need to consider some type of water and sewer main special assessment cap similar to paving caps that have been set for residential properties or other funding. Though the Utility and its rate payers cannot absorb all the costs for utility extensions, hopefully, we can strike a balance between escalating project costs and the threshold that property owners who are benefiting from these extensions and Council members can accept.

With all this in mind, the Public Works Committee (PWC) has been working with staff to establish a policy for municipal sewer and water extensions. The intent of the discussions were to find a way to make the assessments more affordable to support the extensions. The PWC had previous discussions on this topic on February 22, 2024 (see attached agenda and minutes). The discussion continued at the June 13, 2024 meeting (see attached agenda and minutes).

Staff completed a review of previous assessments for water main and sewer main extensions (see attached assessment analysis). Each assessment was adjusted by a construction cost index from the time the assessments were levied to the current year. Looking at the previous assessments, the average water main assessment is

\$14,357.62 per REU, and 1-1/4" water service assessment is \$7,656.24. The average sanitary sewer assessment is \$19,749.23 per REC, and 6" sewer lateral is \$9,063.85.

If a cap is proposed, we would recommend creating a cap for the assessments at the above rates and include a construction cost index increase annually. The PWC recommended these assessment caps be adopted by the Common Council.

Before we end the discussion regarding the assessments, two additional alternatives were discussed at a staff level that should be considered.

1. PILOT: The City voluntarily elects to have the Water Utility pay a Payment In Lieu of Taxes (PILOT) every year. In 2022, the value of the PILOT was \$514,560. The City could allocate these funds to offset assessment costs, whether it is on a project basis or a residents "needs" basis. Secondly, the City could elect not to collect the PILOT and direct the Water Utility to use these funds to create a fund to offset individual assessments. This option does not exist for the Sanitary Sewer Utility.
2. PERCENTAGE: Rather than setting a specific dollar cap, the assessments could be a percentage of the project. Since each project is unique, this would be more reflective of the current assessment policy. The remaining cost would be absorbed by the rate payers of the respective Utility.

Final note on assessments. The Utilities also assess for Reserve Capacity Assessments (RCAs) and Interceptor Capacity Assessments (ICA - sewer only). These are due when a resident connects to the system (at plumbing permit issuance). These assessments help pay for lift stations, pumps, oversizing costs, wells, towers, treatment systems, and other overall system requirements. The current Water RCA is \$6,006, Sewer RCA \$3,632, and Sewer ICA's differ for each area.

UPDATED FOR 5/19/2025 CC Meeting:
2025 RCA & ICA rates are \$6,073 for the Water RCA, \$3,632 for the Sewer RCA, and \$307.35 to \$7,030 (depending on area) for the Sewer ICA.

Please note minutes are not available from the 10/7/2024 Common Council meeting, so you will need to listen to the audio if you need to refresh your memory on the discussion from that meeting. The item begins around minute 10:20.

Over the last several months, staff have been working on creating maps to show areas that have municipal sewer and water, and areas that do not. In addition, we have been working on determining the total number of parcels that are not connected to municipal sewer and/or water. We are still reviewing the final documents, but they give you enough perspective to consider while we refine the data further.

As of 2025, the City has a total of 6,985 parcels.

For Municipal Sanitary Sewer: 5,998 parcels have sewer available to the parcel. 611 parcels (9%) are not connected to the available municipal sewer. 987 parcels (14%) do not have sewer available to them.

For Municipal Water: 5,362 parcels have water available to the parcel. 860 parcels (16%) are not connected to the available water. 1,623 parcels (23%) do not have water available to them.

We have attached maps showing this data. This is by section in order to make it visible to you in a reasonable format. The hatched areas are the areas in which municipal sewer or water are not available to the parcel. The shaded (or highlighted) parcels have sewer or water available to the parcel but are not connected. Just a reminder, we know we have some errors on these maps which we are working to refine, but it gives you a scale of the number of parcels that are not connected or have the utilities available to them.

The current connection policy for the sewer is a mandatory connection in 5 years for non-residential properties and in 15 years for residential properties. Payment of the assessment may be made over 10 years with an optional 5-year deferral. Interest accrues on any unpaid balance.

The current connection policy for water is a mandatory connection at the time of sale (one-time first degree relative exemption is available). Payment of the assessment may be made over 10 years with an optional 5-year deferral. Interest accrues on any unpaid balance. The existing well must be abandoned at the time of connection.

Once we formalize the policy, the staff are planning to hold a public hearing for all older water assessments to update them to the current policy.

Finally, once we have a policy set and a determination if the Council desires to continue providing sewer and water to all parcels in the City, staff will also be working to create a septic and well relief plan for the community so we can effectively communicate a timeline for these projects to our residents.

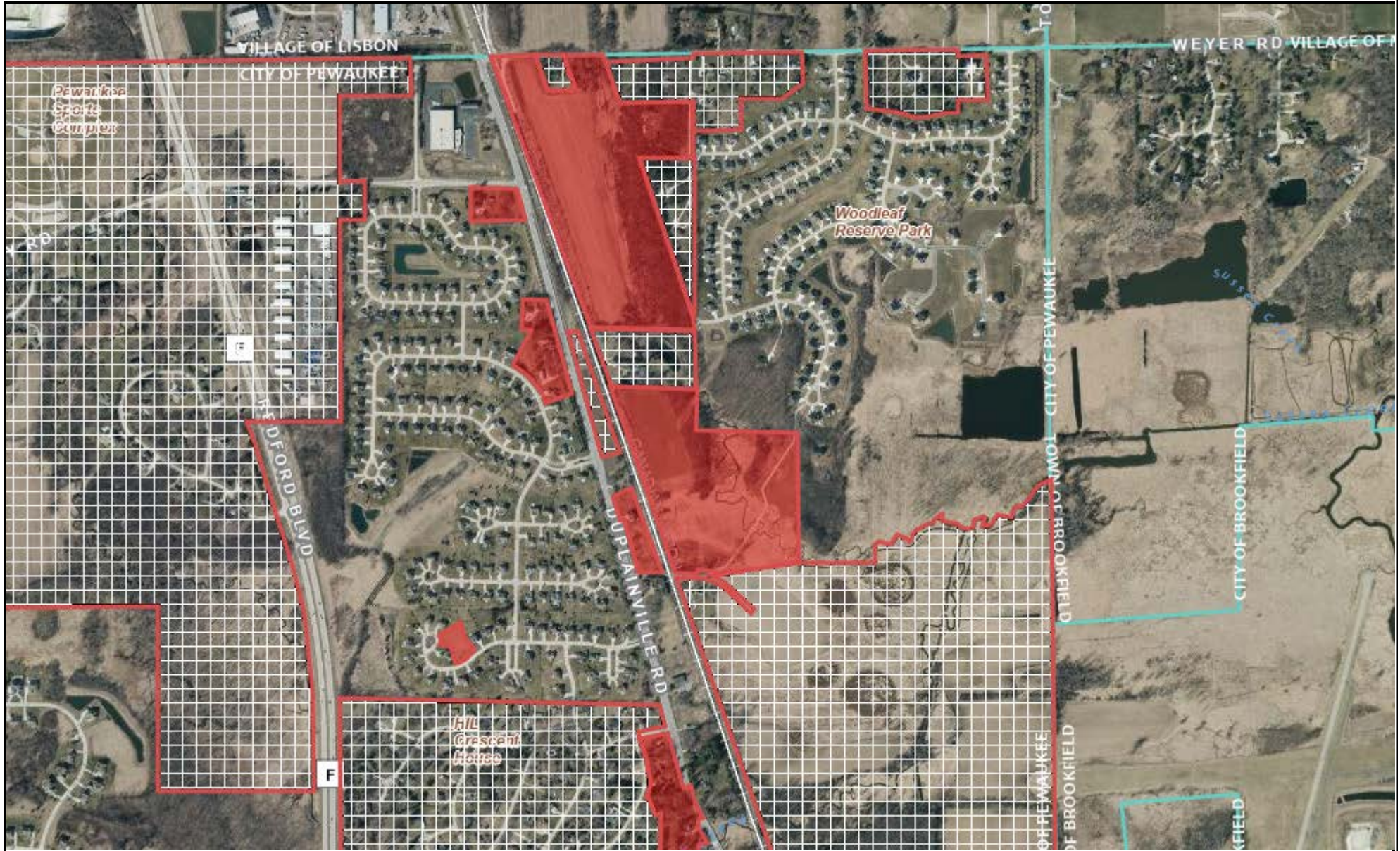
Fiscal Impact:

The financial impact is difficult to estimate as each project has a different cost. If we assume \$40,000 assessment for sewer and \$25,000 assessment for water, and we cap the assessments at \$22,000 for water and \$28,000 for sewer (total \$50,000), the total potential cost the Utilities will need to cover is \$3,000 for water and \$13,000 for sewer for each property. The number of parcels that do not have sewer and water accessible is 987 and 1,623 respectively. This results in an estimated cost of \$12,831,000 for sewer and \$4,869,000 for water. This would obviously be over a number of years since we cannot build all this infrastructure at once.

Recommended Motion:

Total Pewaukee Parcels	6985
Total Sewer Accessible	5998
Total Sewer Connected	5387
Total Sewer Inaccessible	987
Percent Sewer Inaccessible	14%
Total Unconnected to accessible sewer	611
Percent Unconnected to accessible sewer	9%
Total Water Accessible	5362
Total Water Connected	4502
Total Water Inaccessible	1623
Percent Water Inaccessible	23%
Total Unconnected to accessible water	860
Percent Unconnected to accessbile water	16%

Section 1 Sewer Accessibility



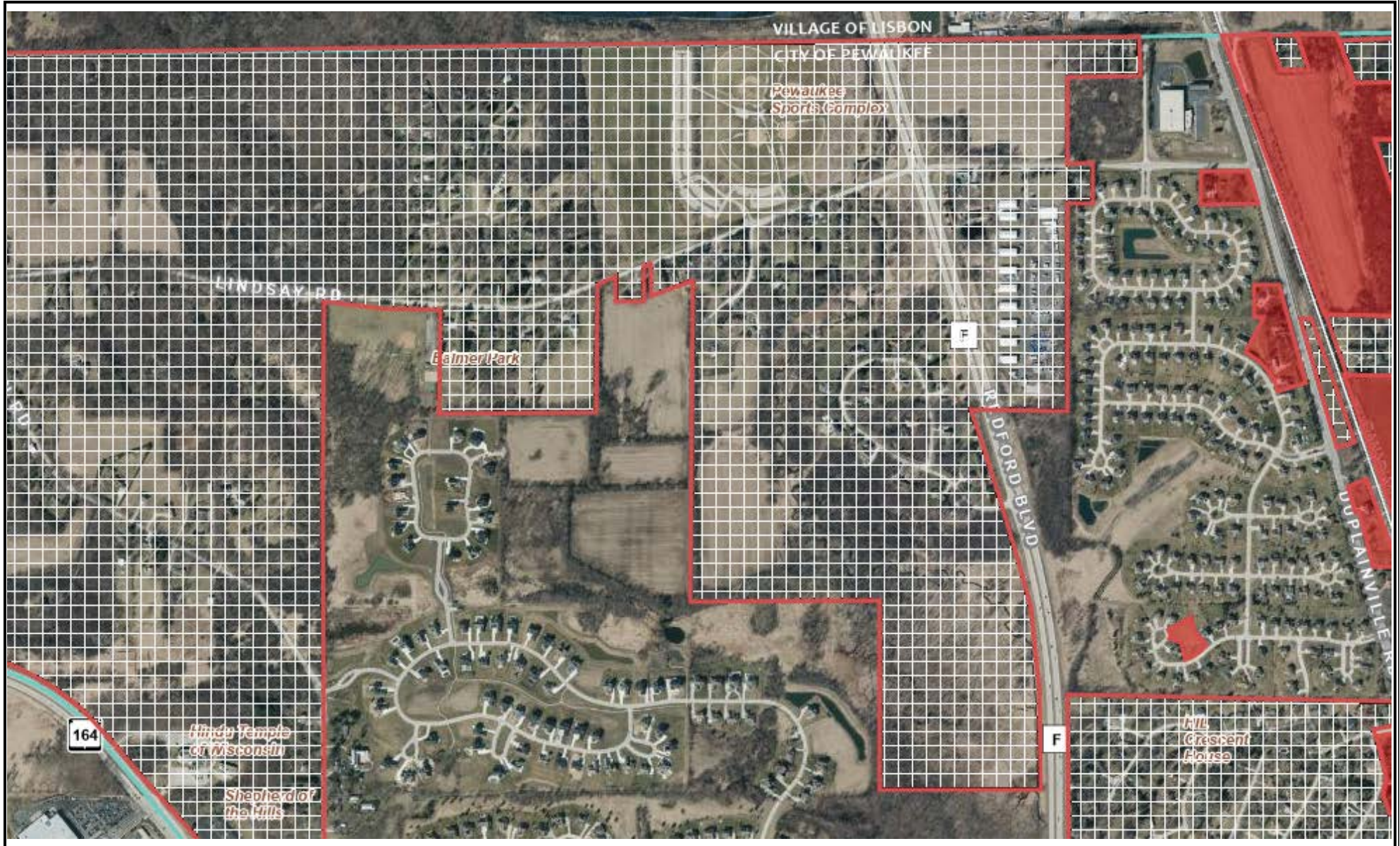
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Section 2 Sewer Accessibility



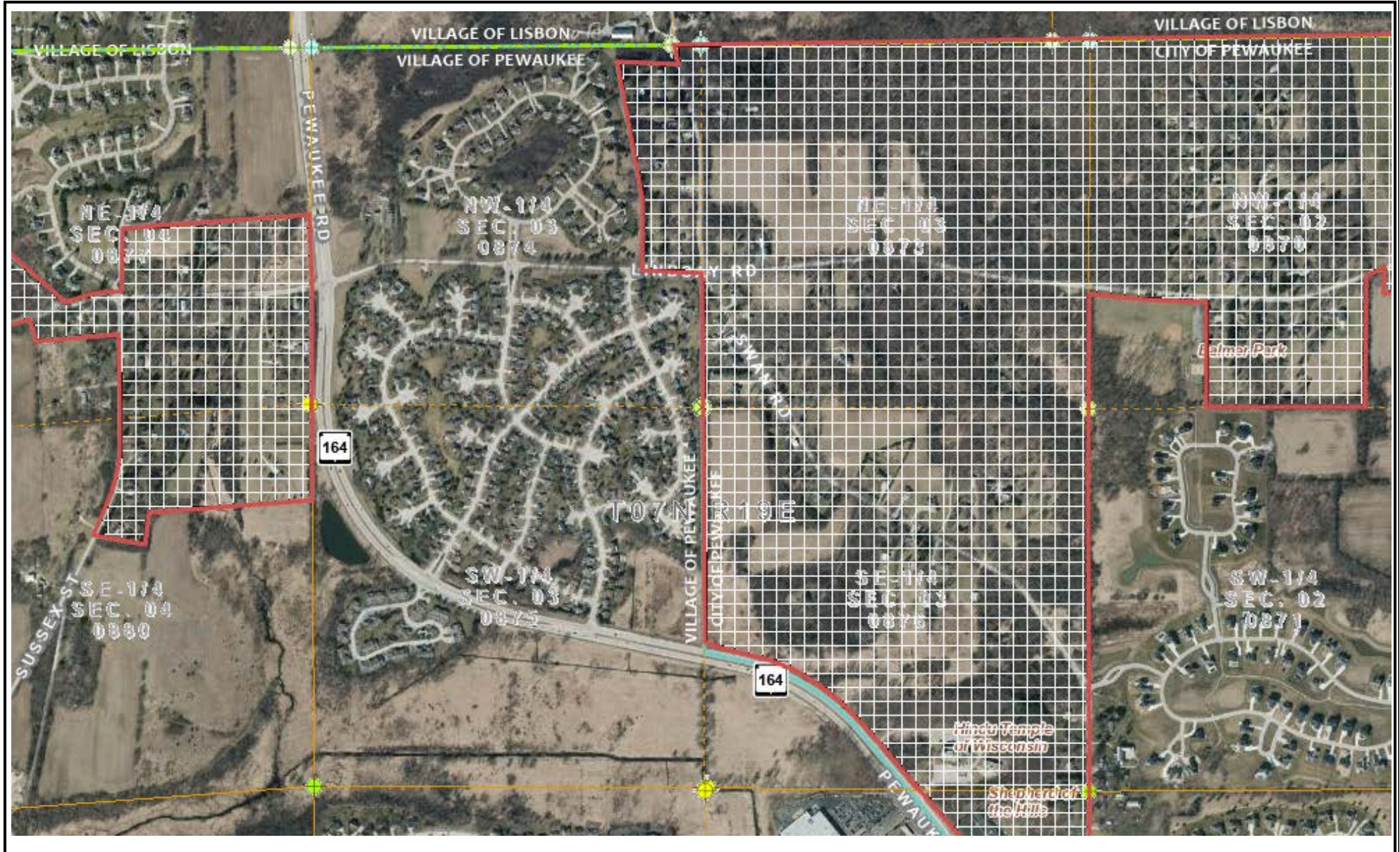
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Section 3 Sewer Accessibility



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Section 4 Sewer Accessibility



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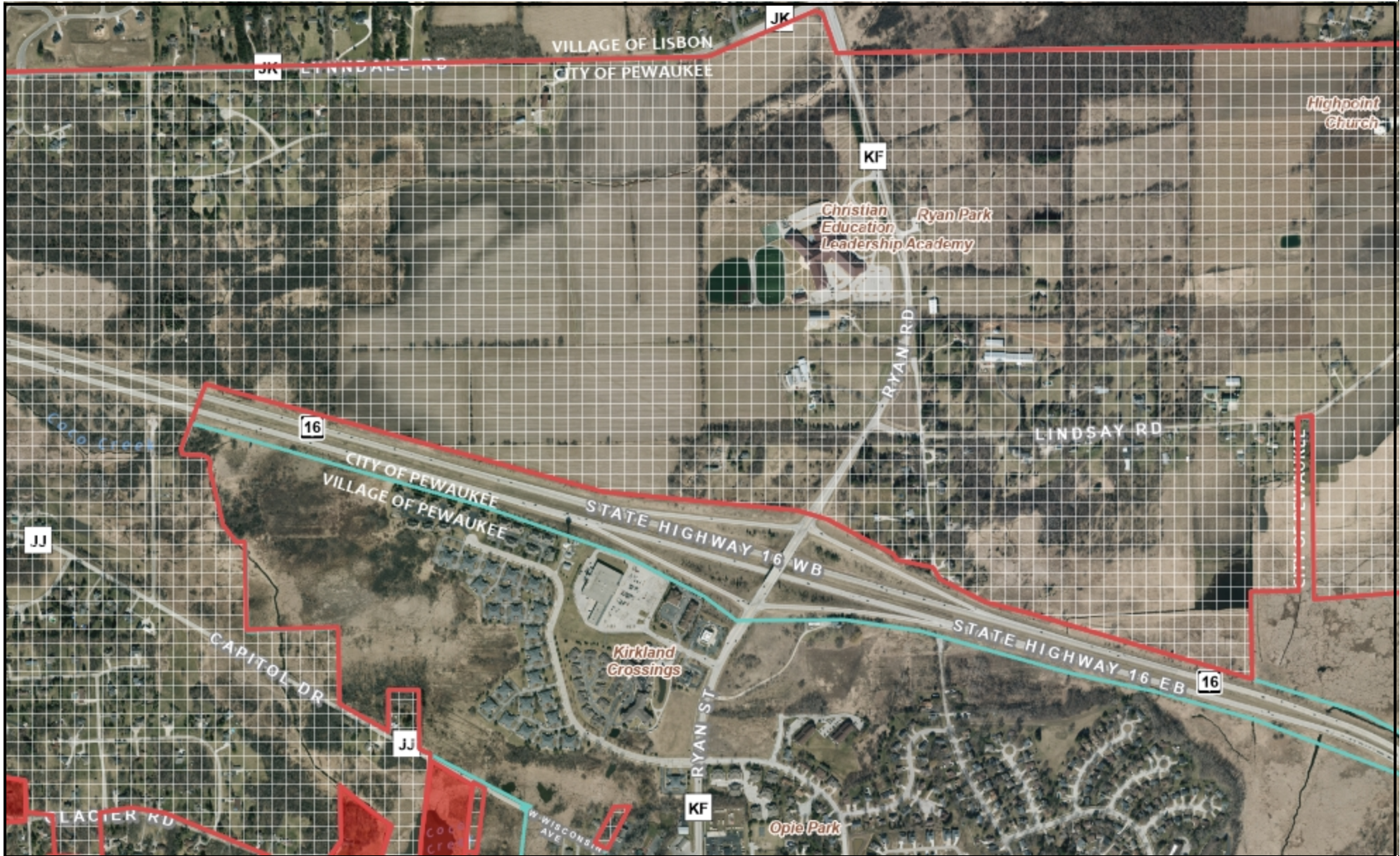
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Section 5 Sewer Accessibility



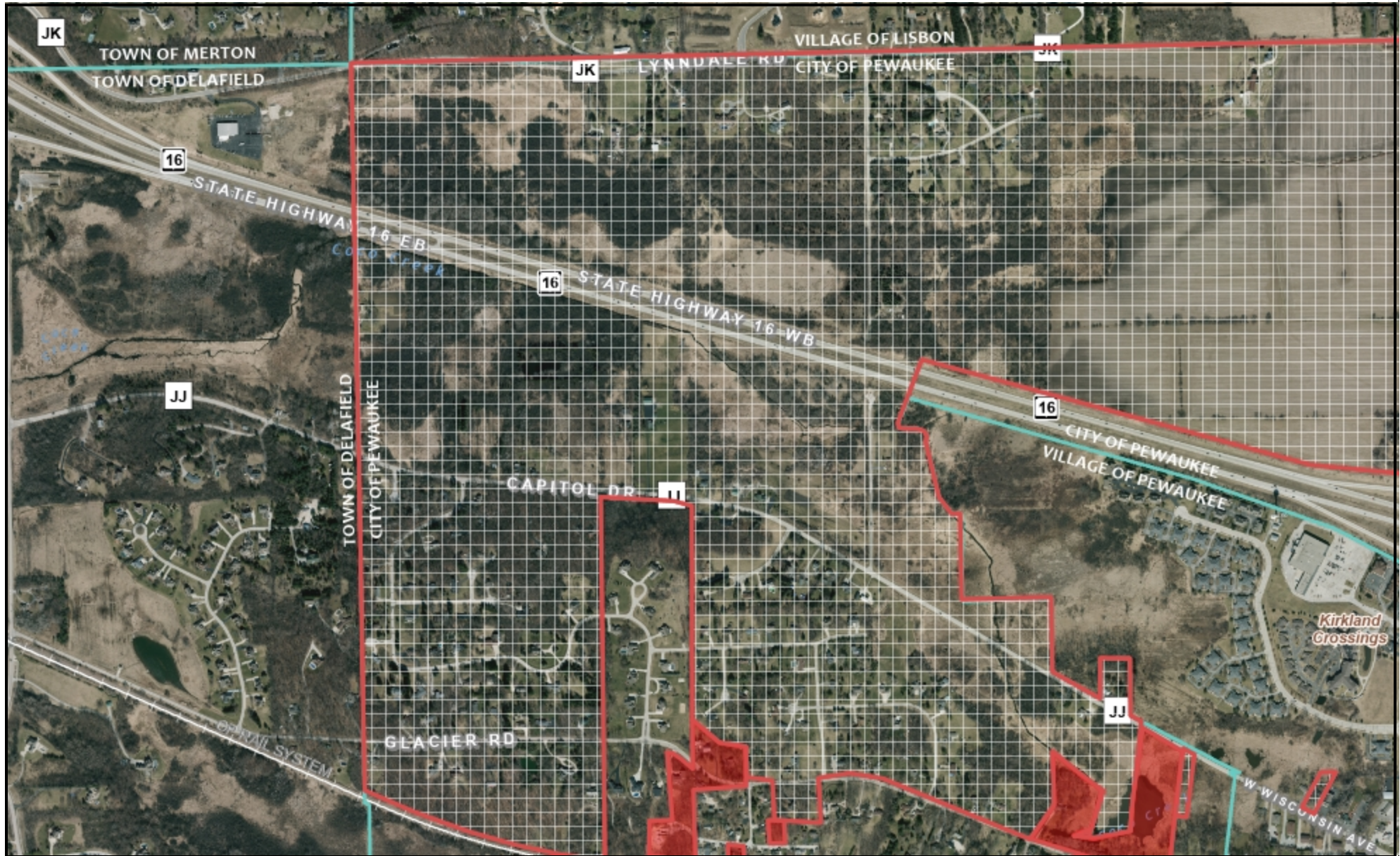
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Section 6 Sewer Accessibility



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Section 7 Sewer Accessibility



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Section 8 Sewer Accessibility



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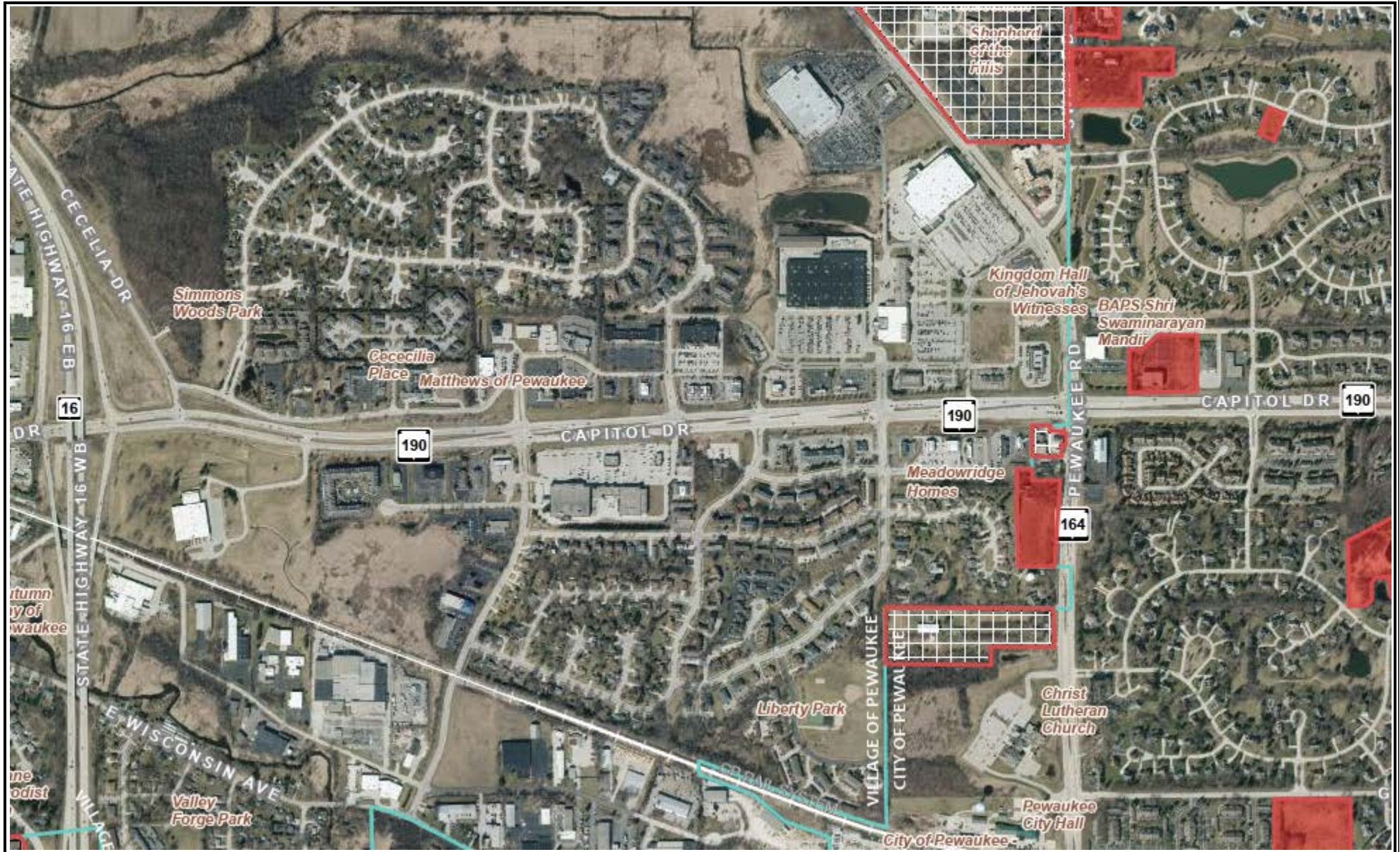
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Section 10 Sewer Accessibility



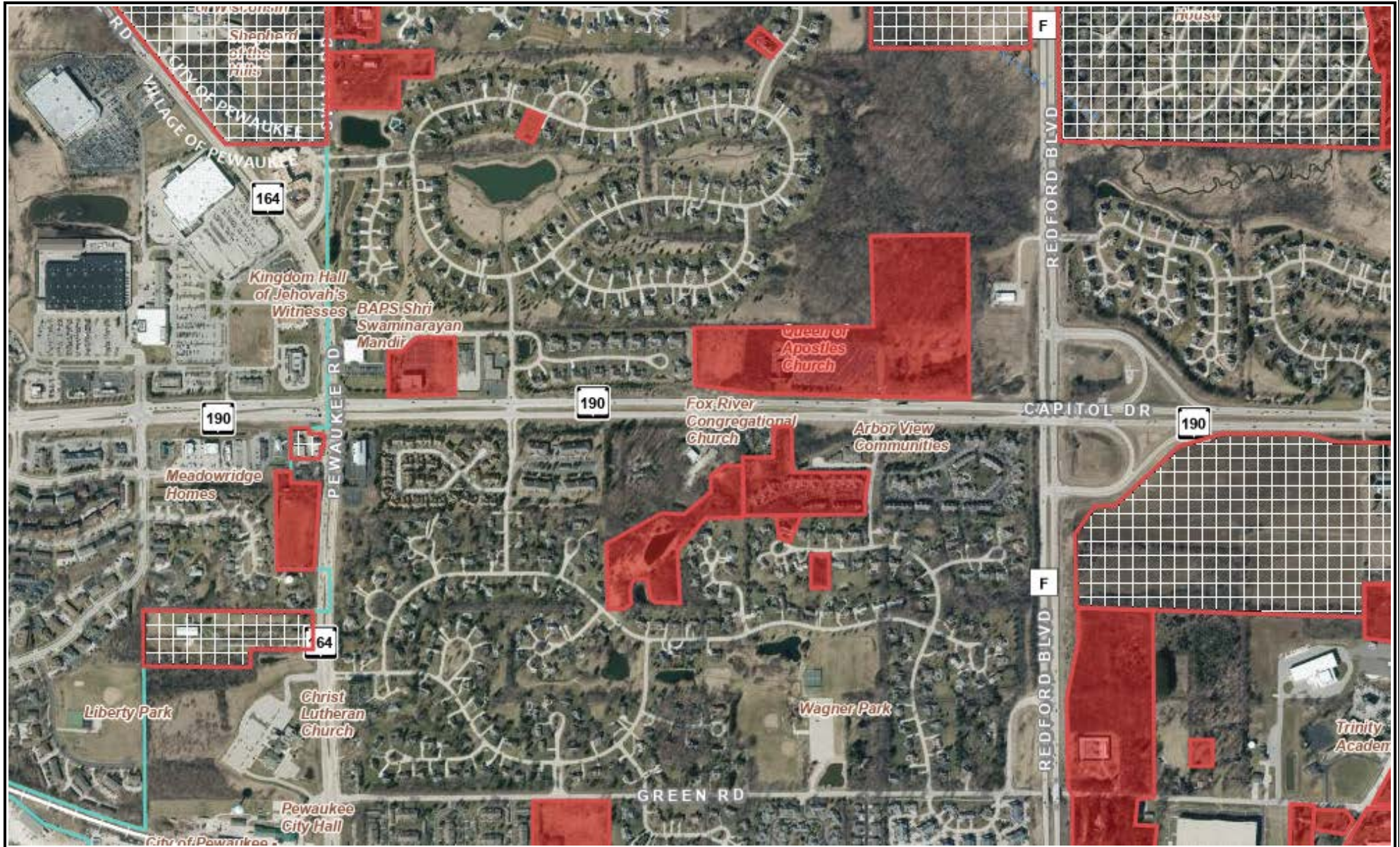
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Section 11 Sewer Accessibility



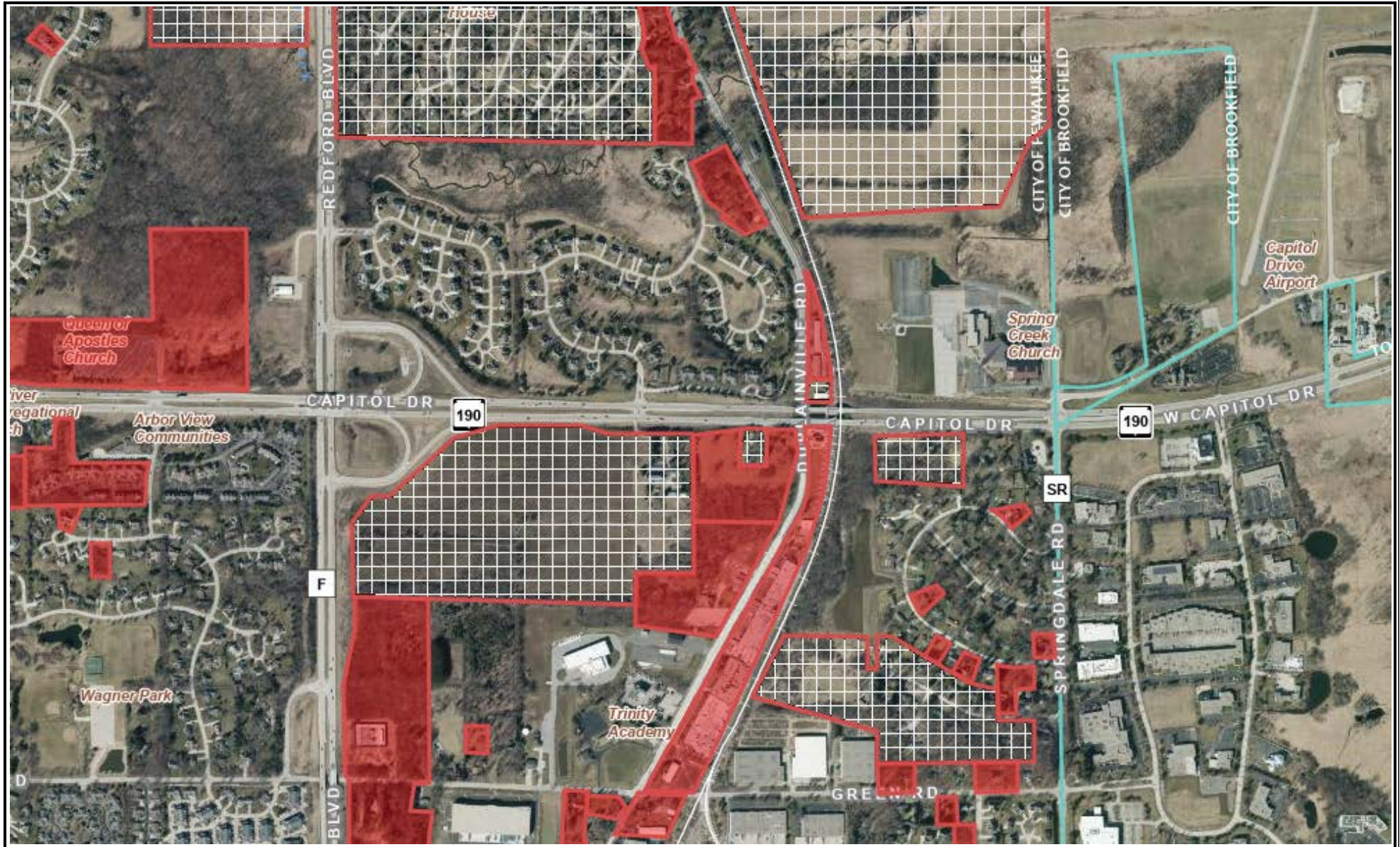
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Section 12 Sewer Accessibility



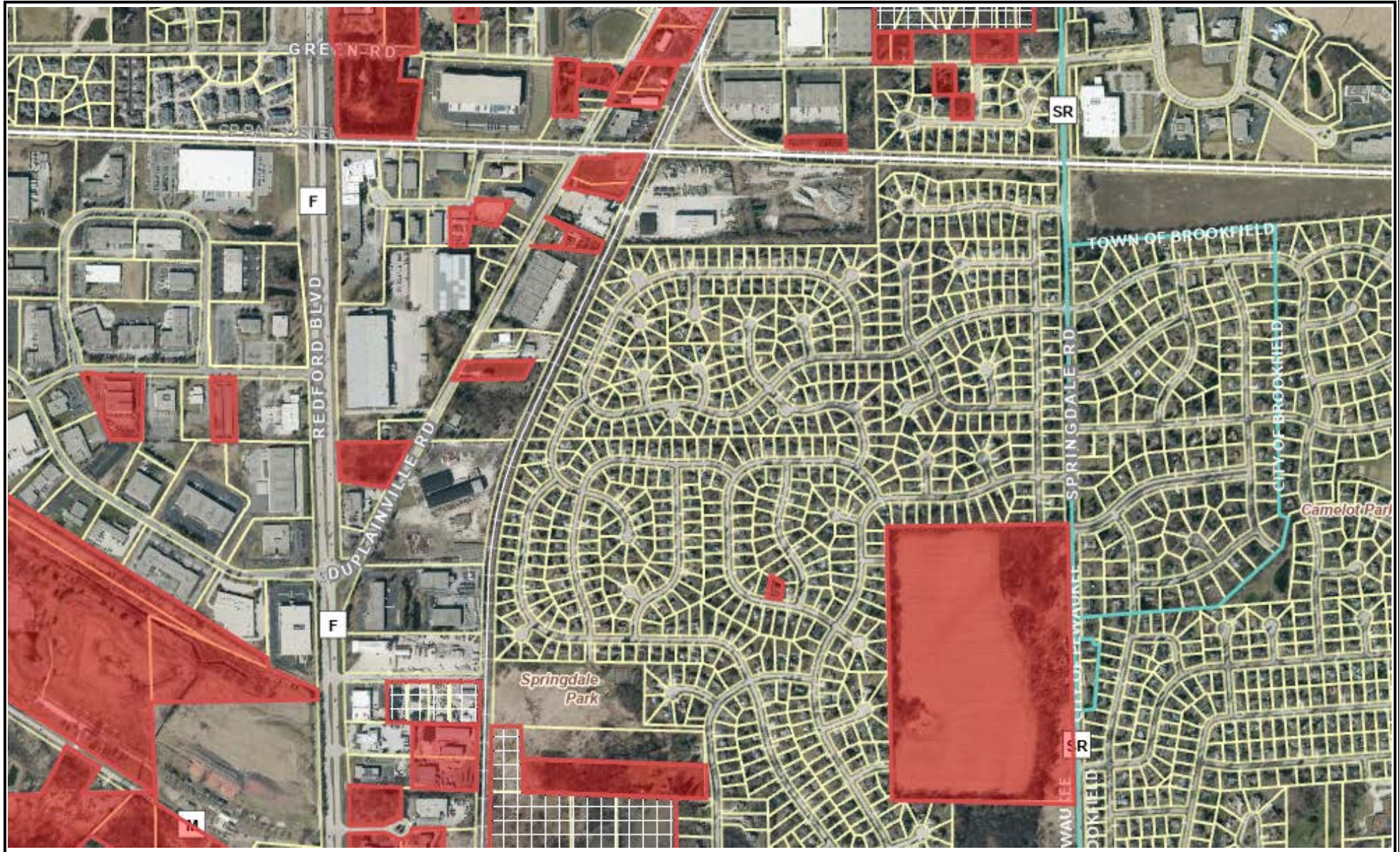
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Section 13 Sewer Accessibility



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Section 14 Sewer Accessibility



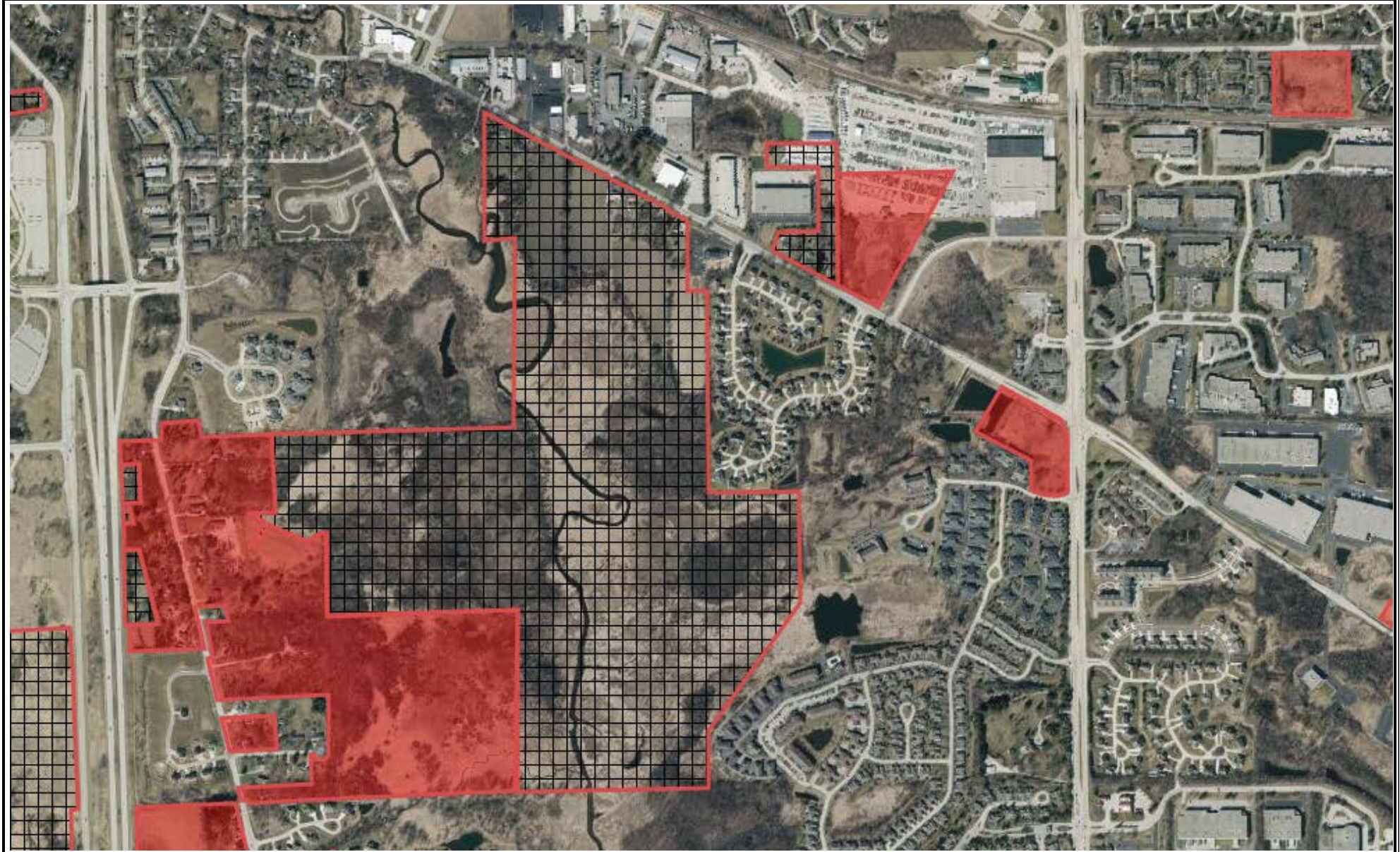
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Section 15 Sewer Accessibility



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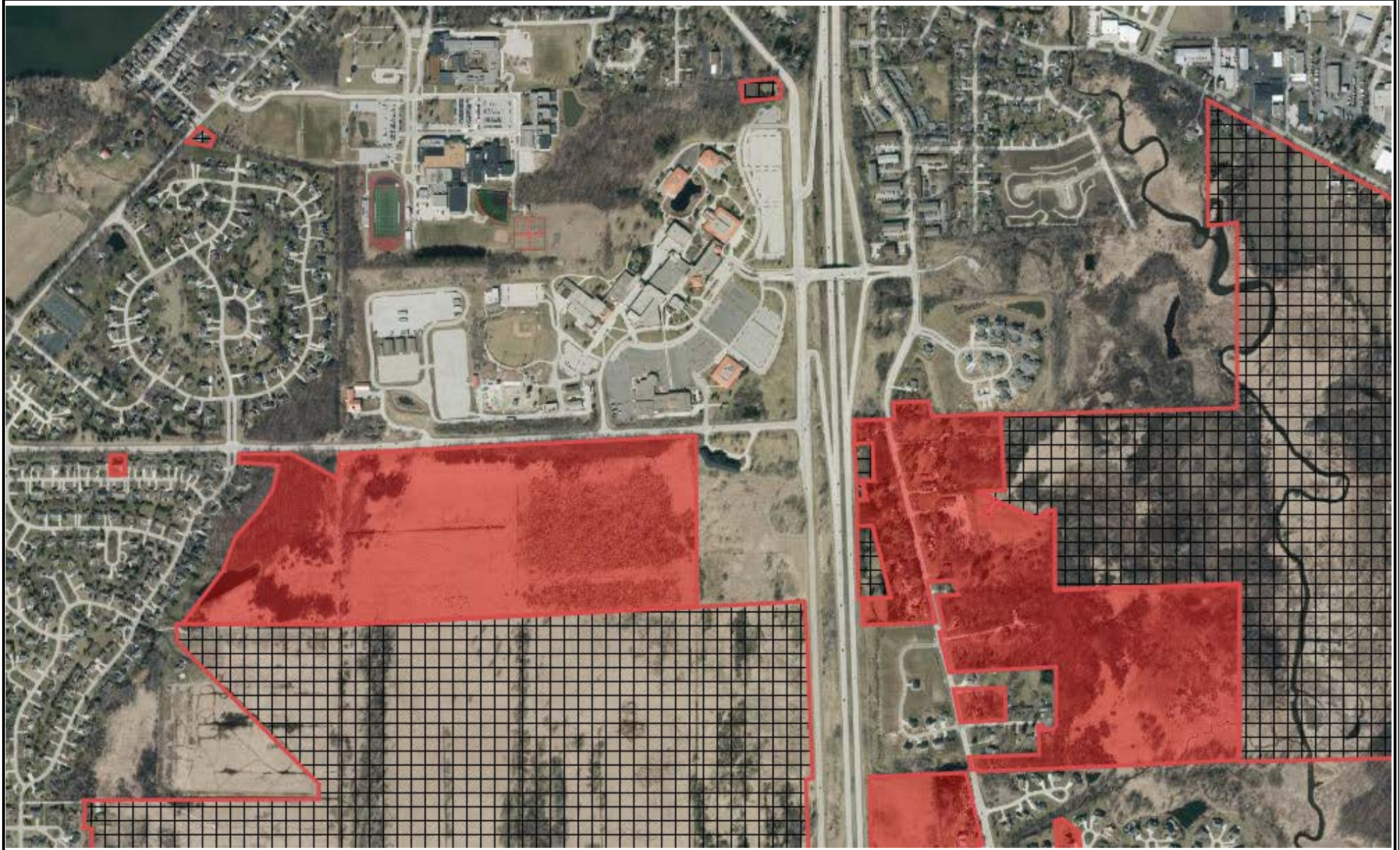
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Section 16 Sewer Accessibility



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Section 17 Sewer Accessibility



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Section 18 Sewer Accessibility



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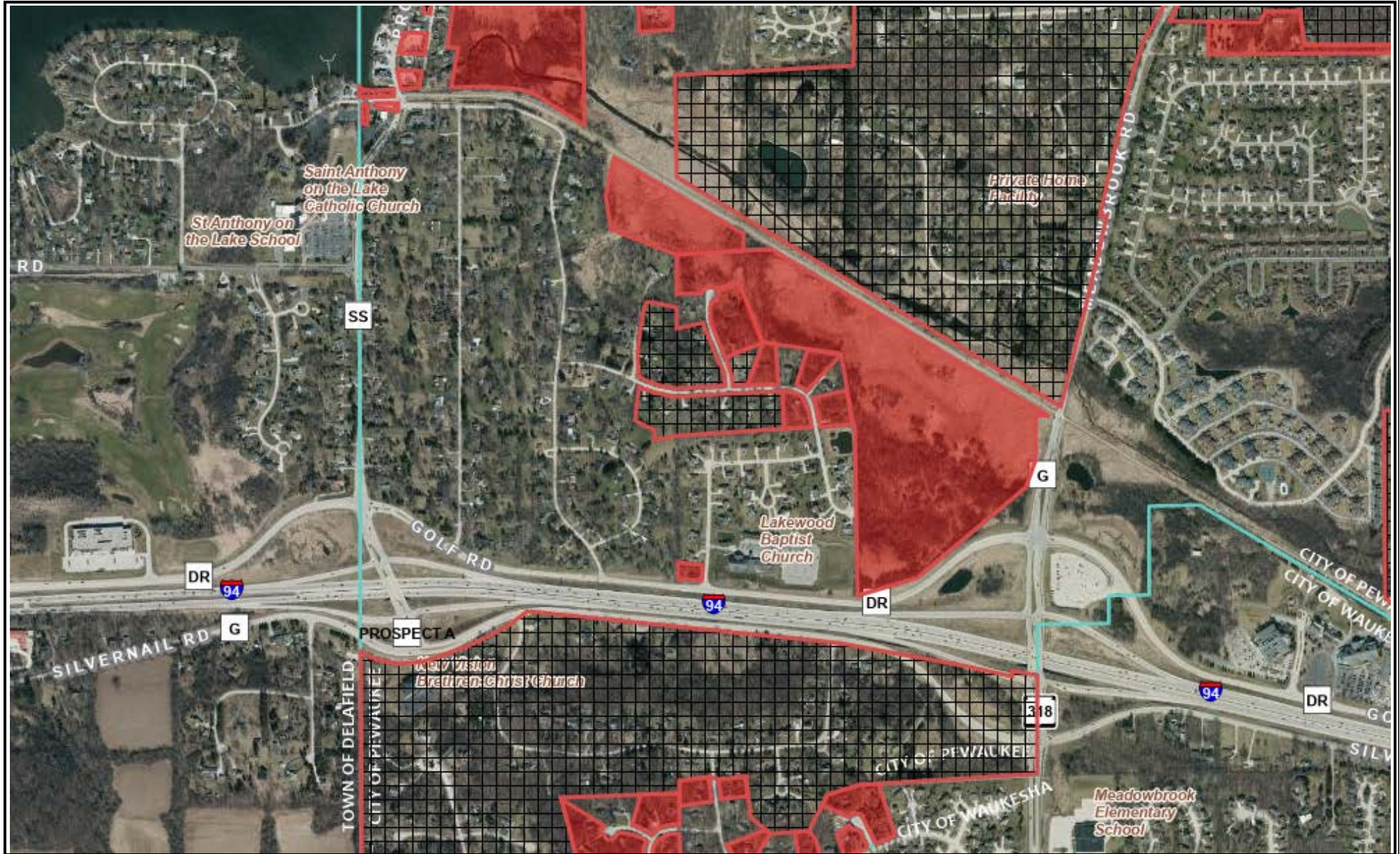
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Section 19 Sewer Accessibility



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Section 20 Sewer Accessibility



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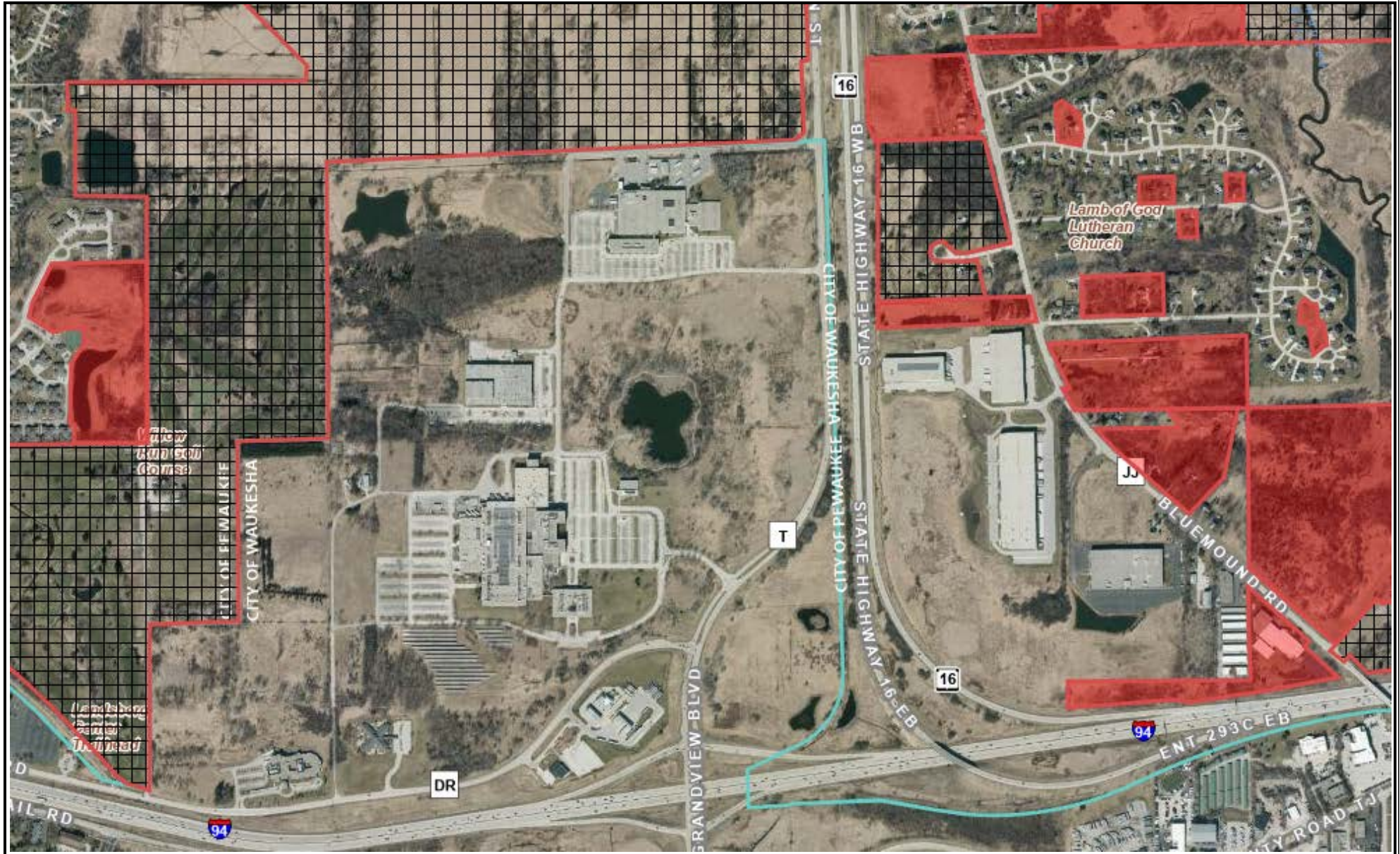
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Section 21 Sewer Accessibility



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Section 22 Sewer Accessibility



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Section 23 Sewer Accessibility



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Section 24 Sewer Accessibility



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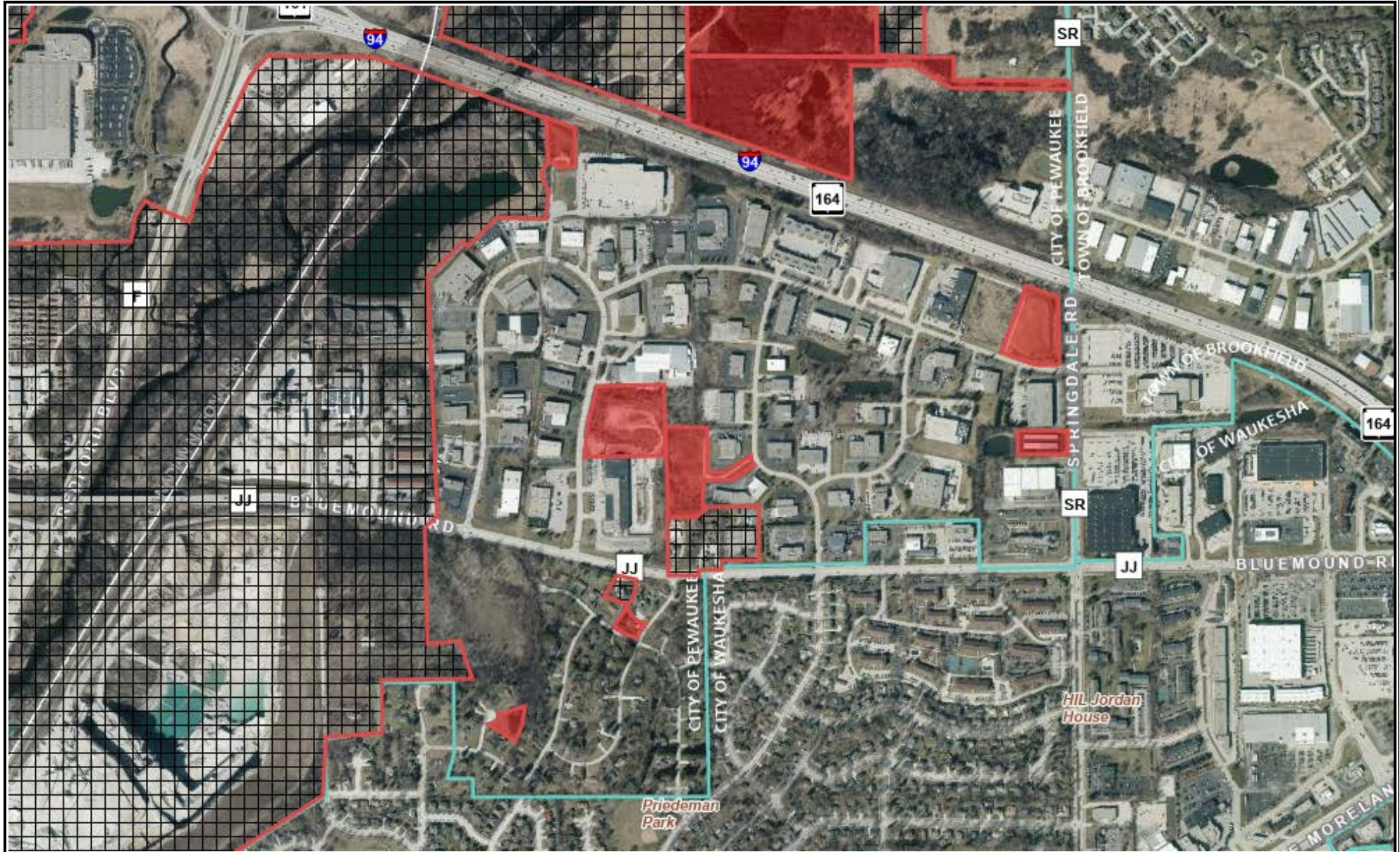
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Section 25 Sewer Accessibility



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Section 26 Sewer Accessibility



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Section 27 Sewer Accessibility



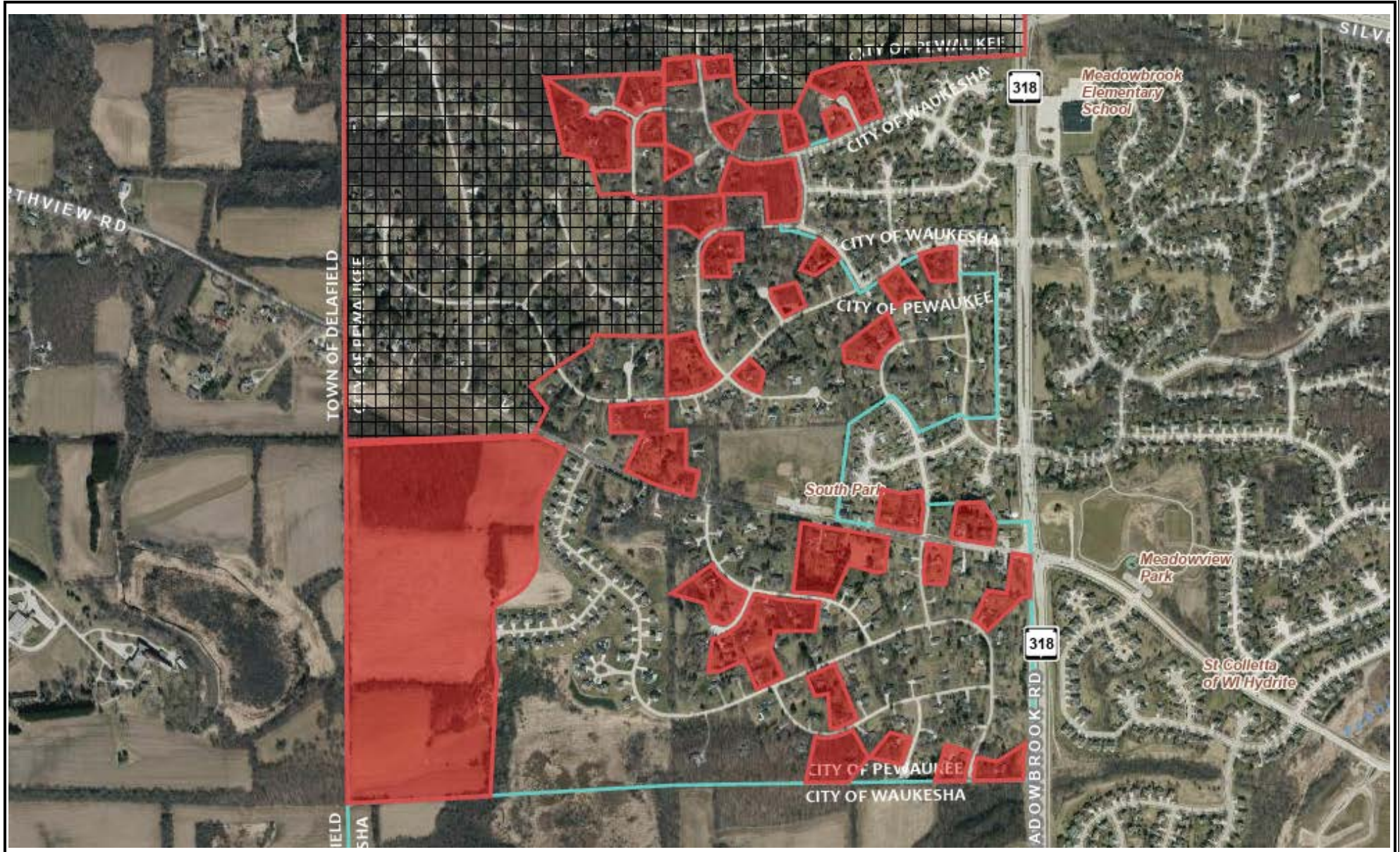
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Section 30 Sewer Accessibility



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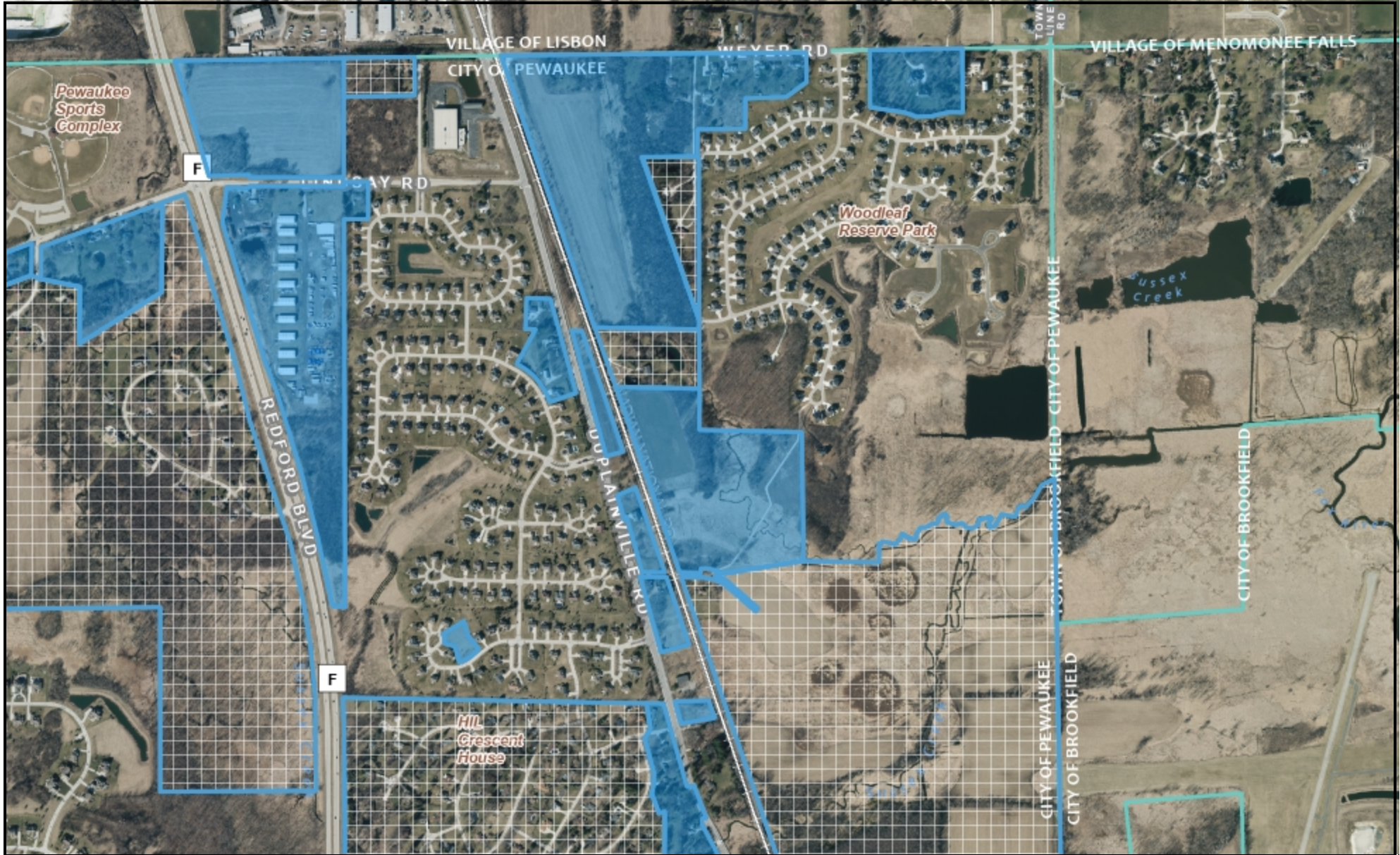
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Notes: Hashed-Sewer Inaccessible

Printed: 4/18/2025



Section 1 Water Accessibility



0 975.30 Feet

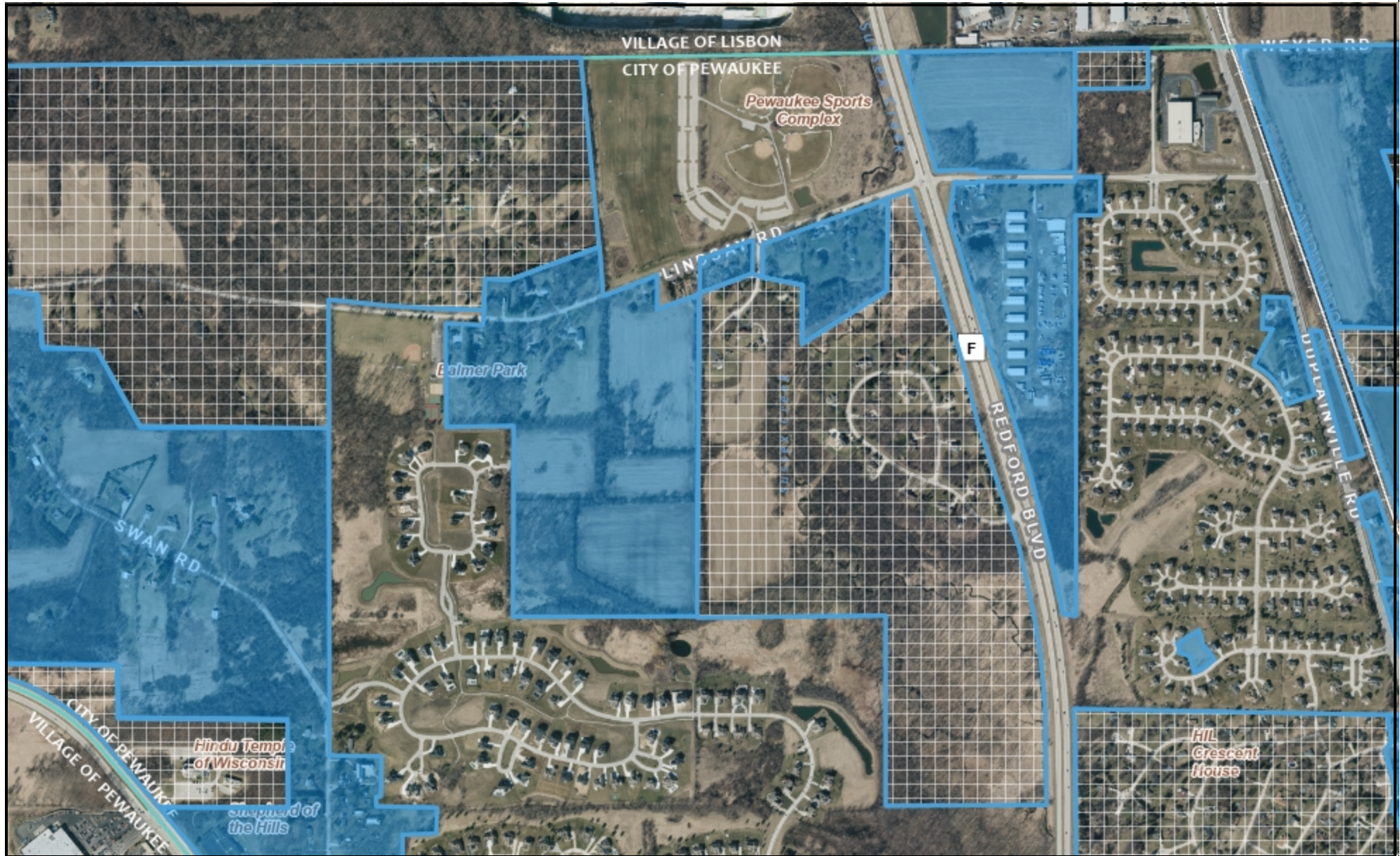
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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/25/2025



Section 2 Water Accessibility



0 944.36 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to
accessible main

Printed: 4/25/2025



Section 3 Water Accessibility



0 928.17 Feet

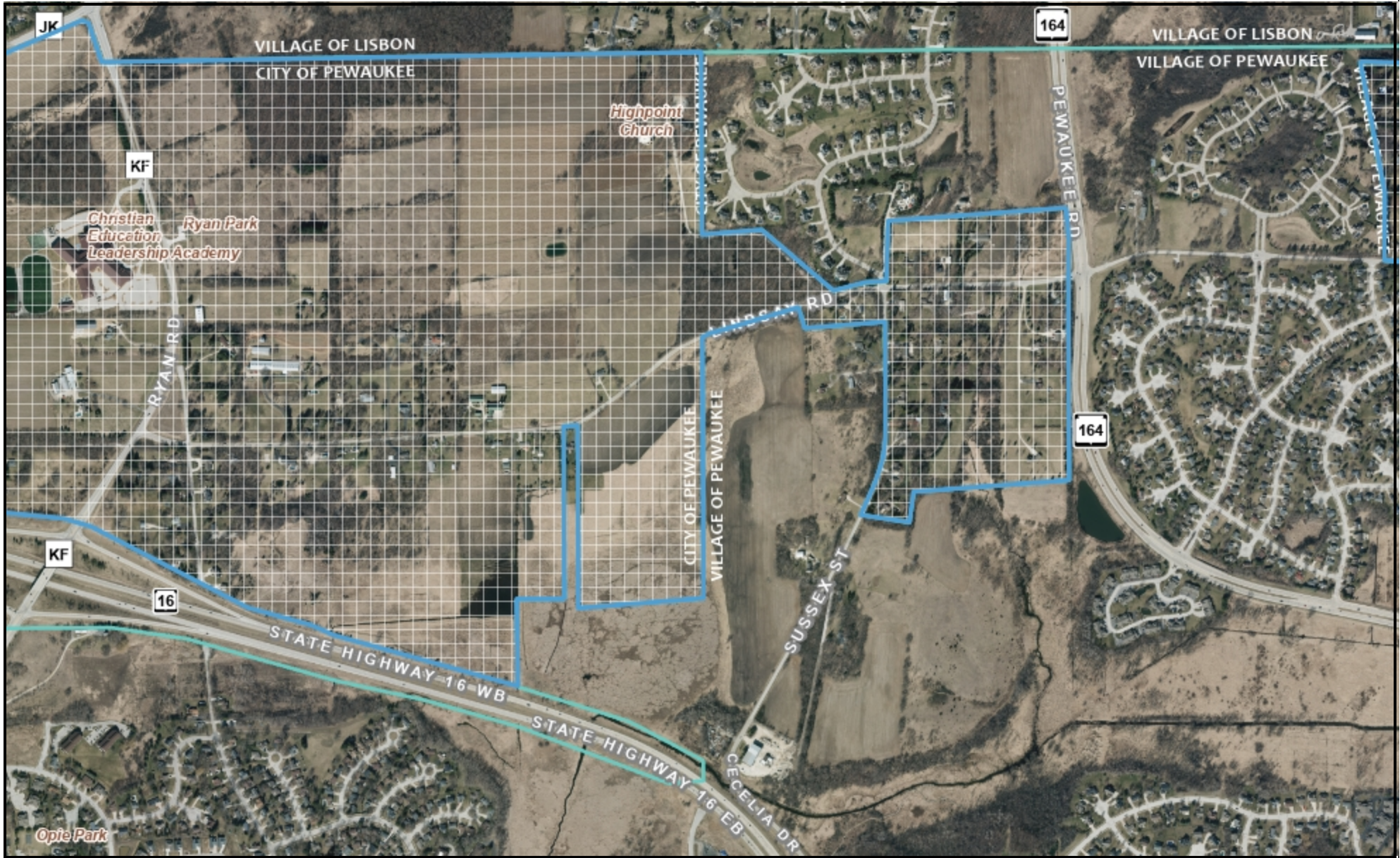
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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to
accessible main

Printed: 4/25/2025



Section 4 Water Accessibility



0 983.96 Feet

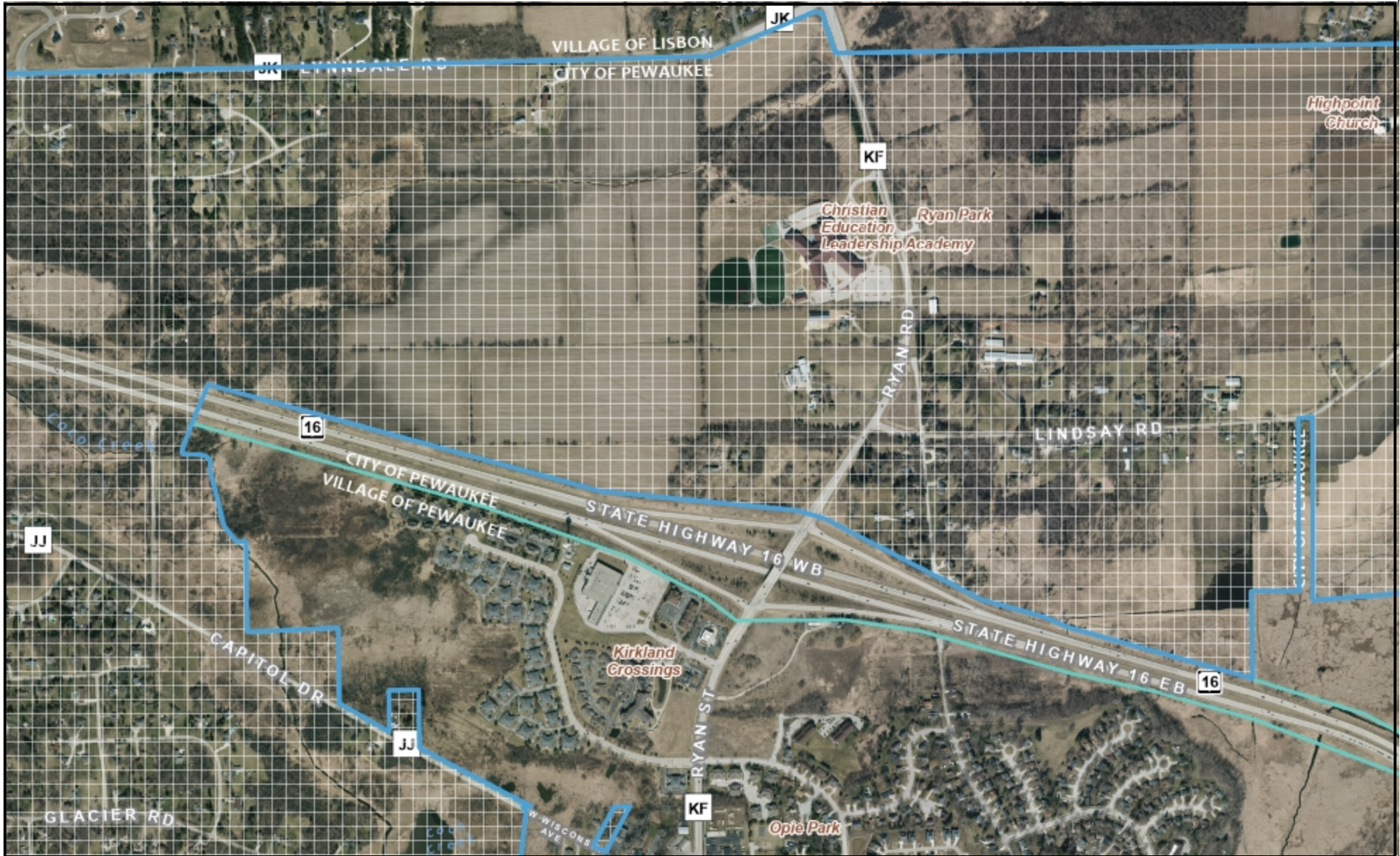
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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/25/2025



Section 5 Water Accessibility



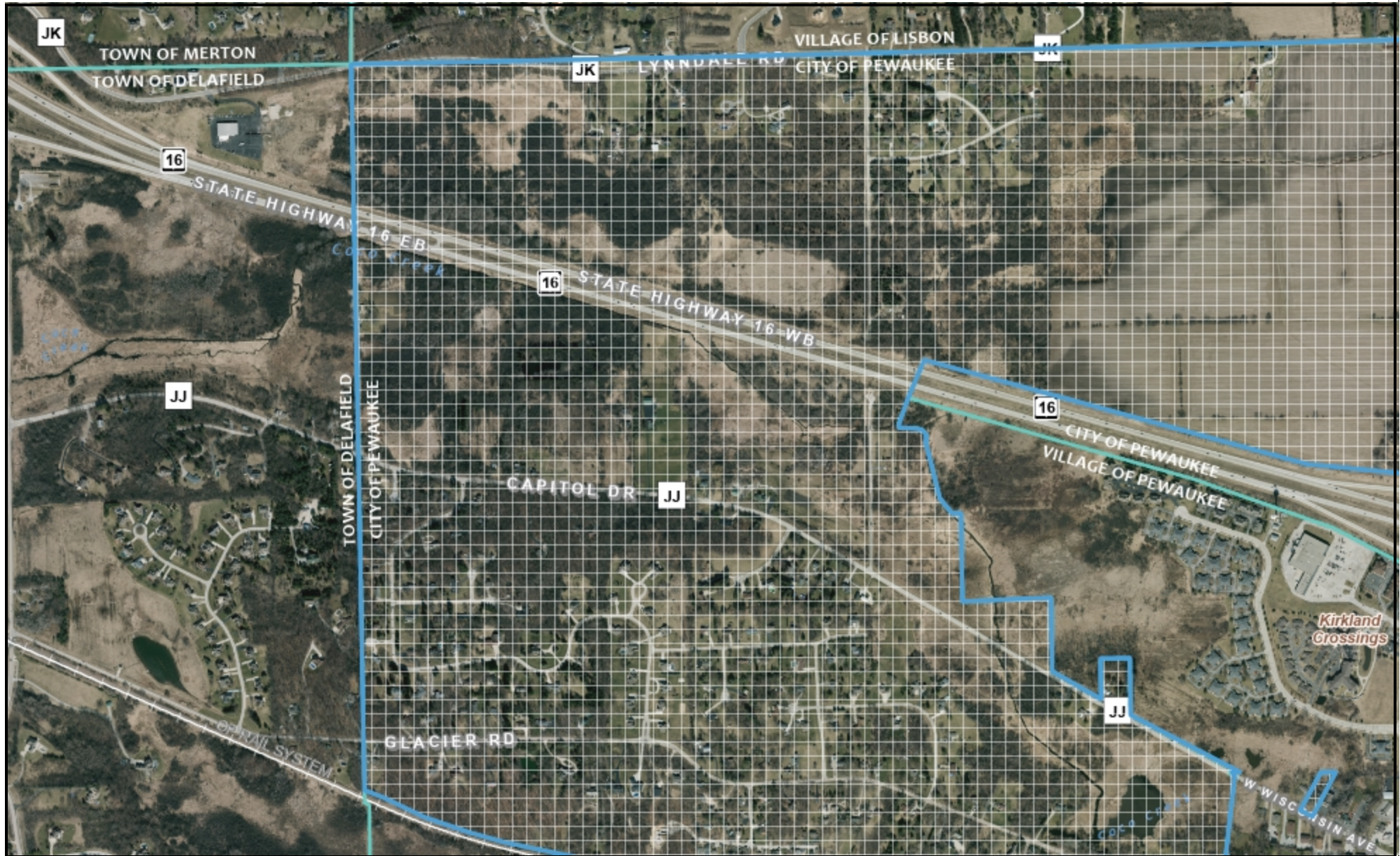
0 981.24 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main
Printed: 4/25/2025



Section 6 Water Accessibility



0 1,003.9 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/25/2025



Section 7 Water Accessibility



0 985.78 Feet

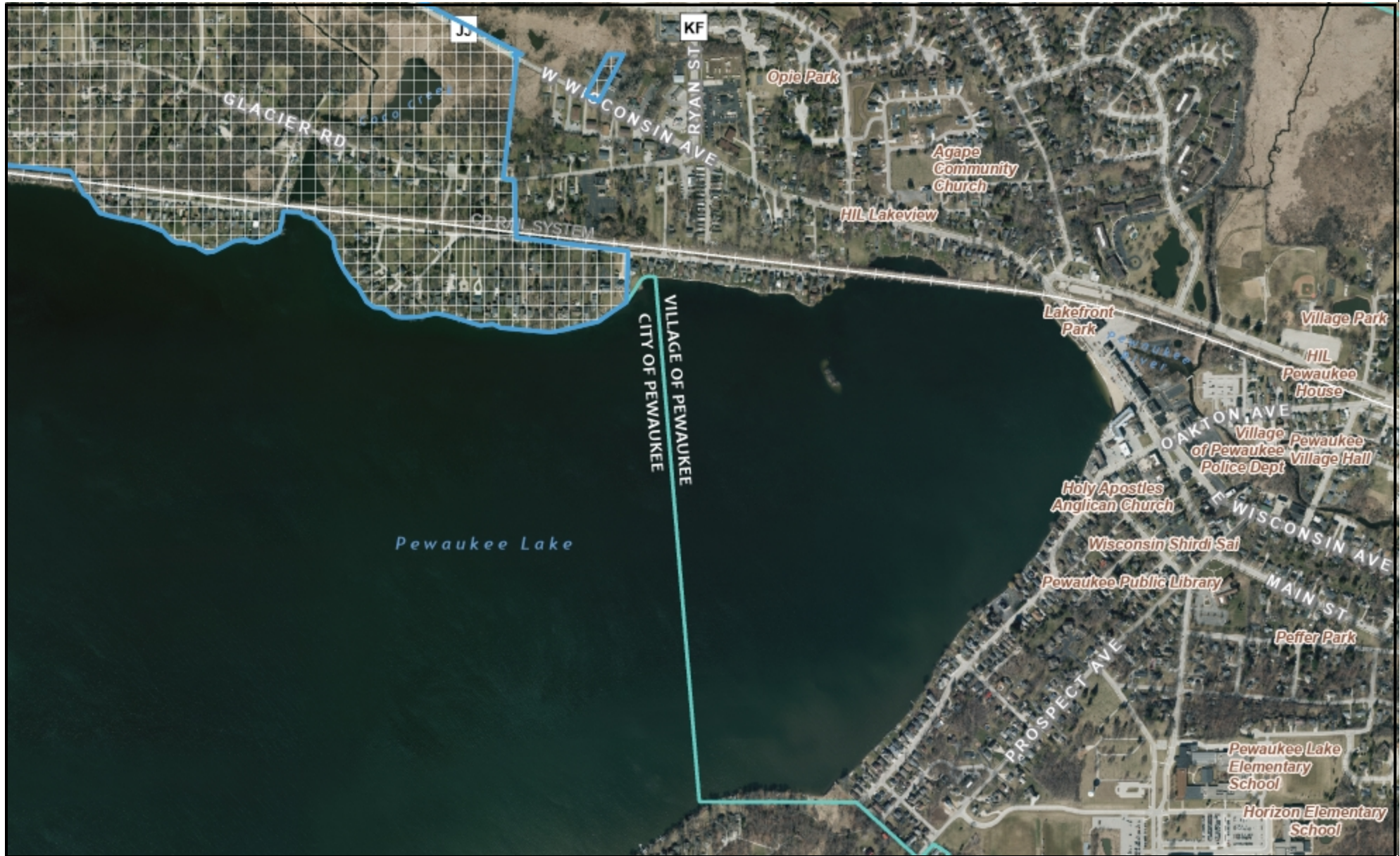
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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/25/2025



Section 8 Water Accessibility



0 951.35 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to
accessible main

Printed: 4/25/2025



Section 10 Water Accessibility



0 963.60 Feet

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Notes: Hashed-Water Inaccessible
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Printed: 4/25/2025



Section 11 Water Accessibility



0 950.75 Feet

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Notes: Hashed-Water Inaccessible
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Printed: 4/25/2025



Section 12 Water Accessibility



0 965.52 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/29/2025



Section 13 Water Accessibility



0 951.97 Feet

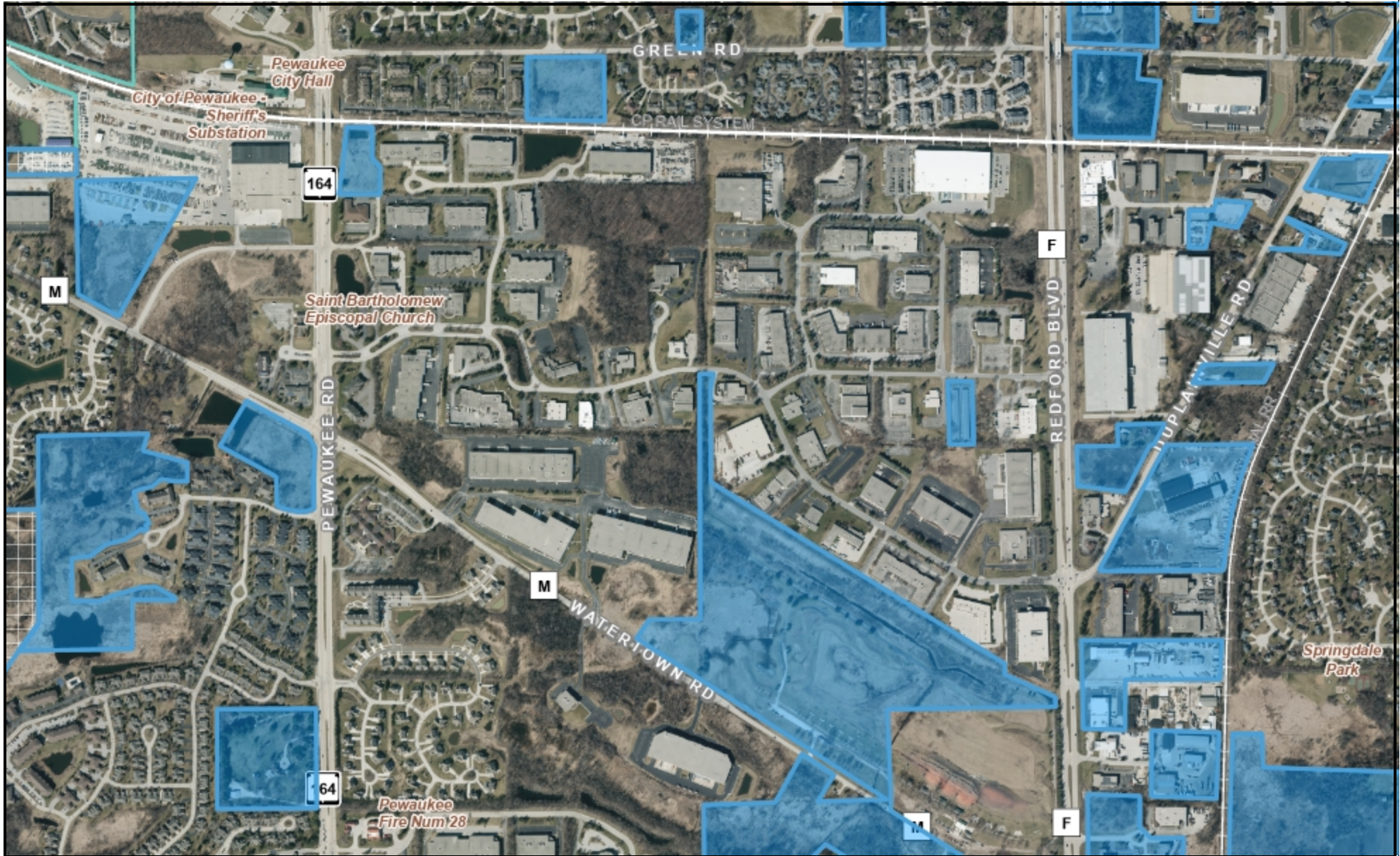
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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to
accessible main

Printed: 4/29/2025



Section 14 Water Accessibility



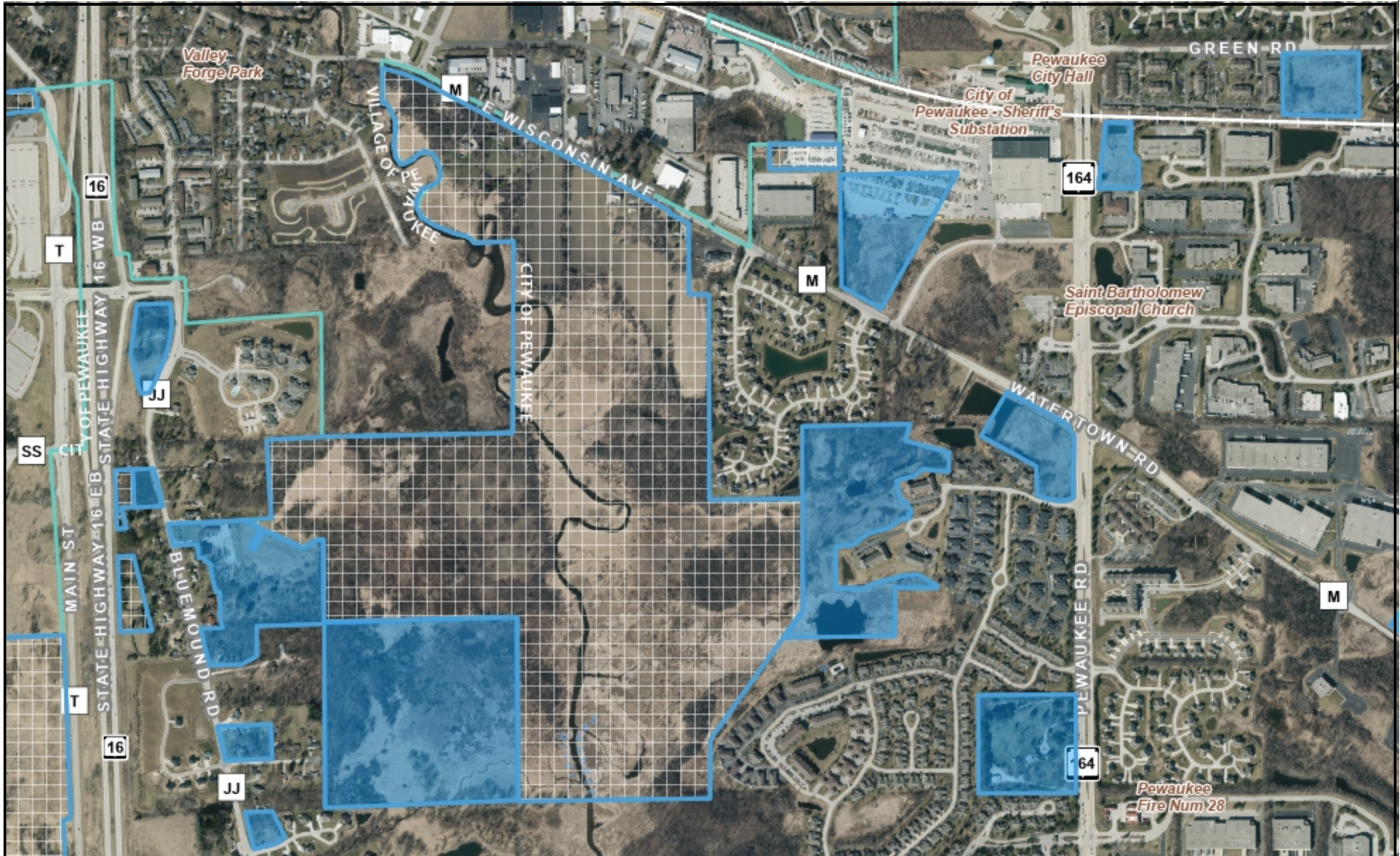
0 949.60 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main
Printed: 4/29/2025



Section 15 Water Accessibility



0 965.50 Feet

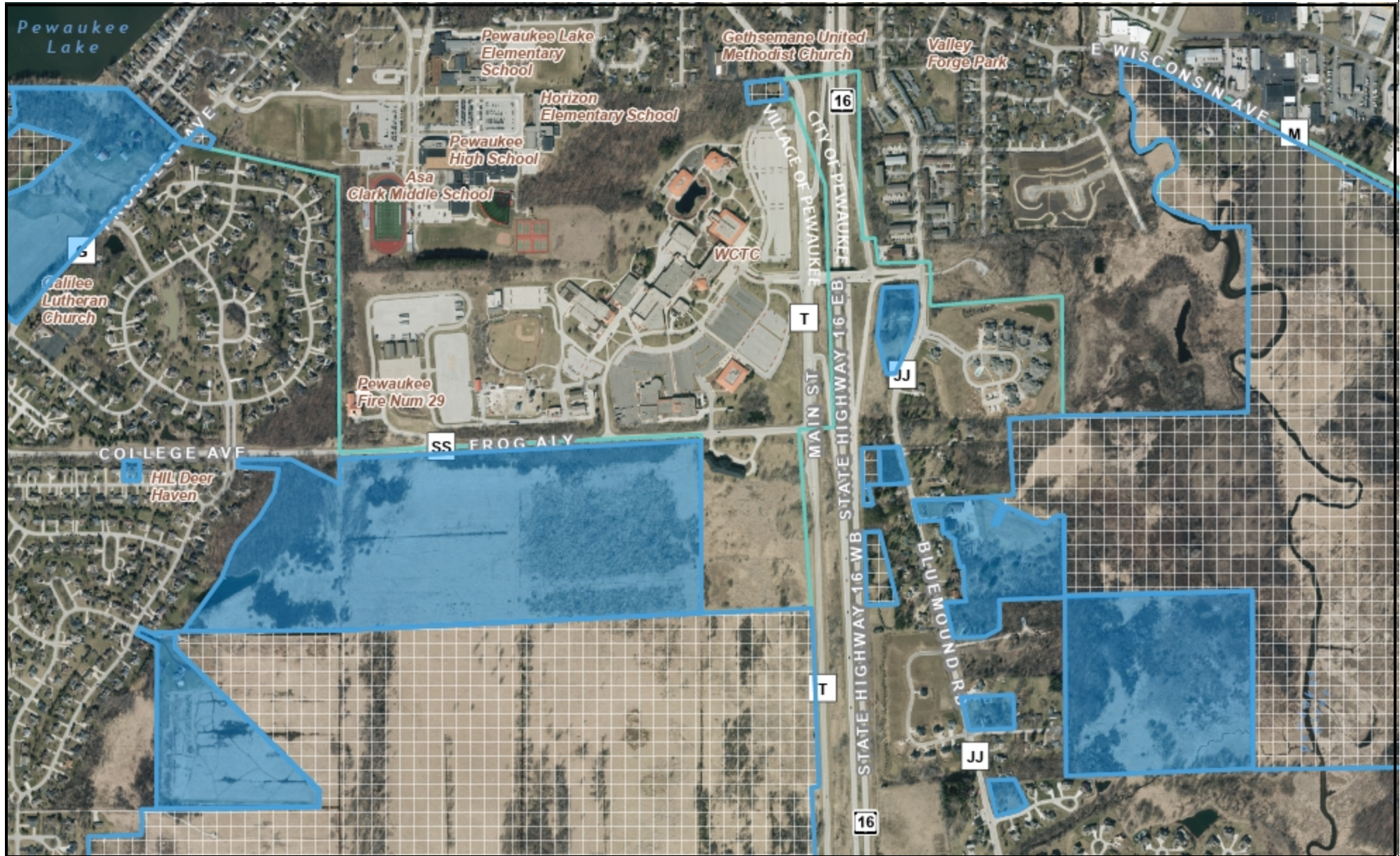
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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/29/2025



Section 16 Water Accessibility



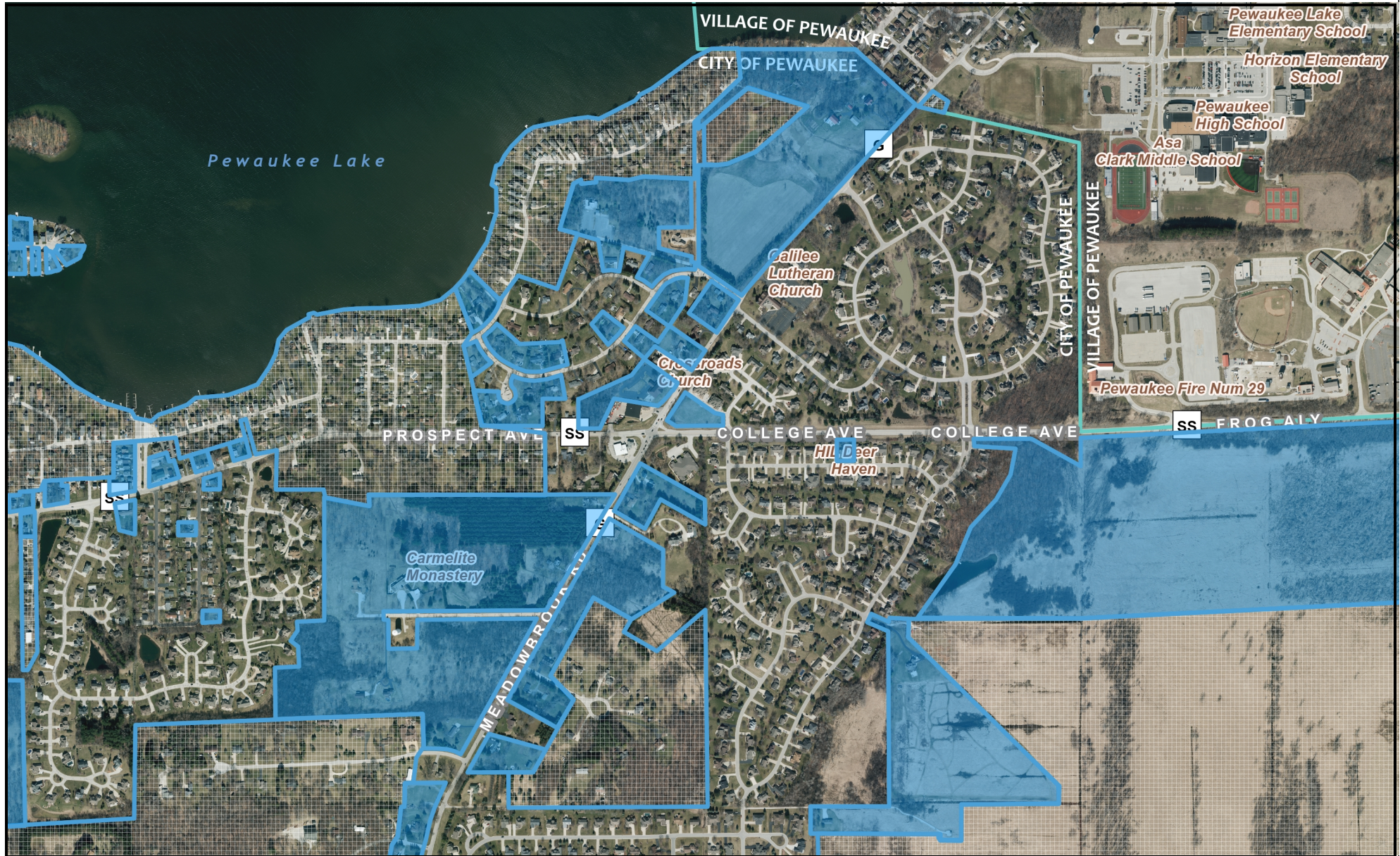
0 993.40 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main
Printed: 4/29/2025



Section 17 Water Accessibility



0 947.50 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/28/2025



Section 18 Water Accessibility



0 986.34 Feet

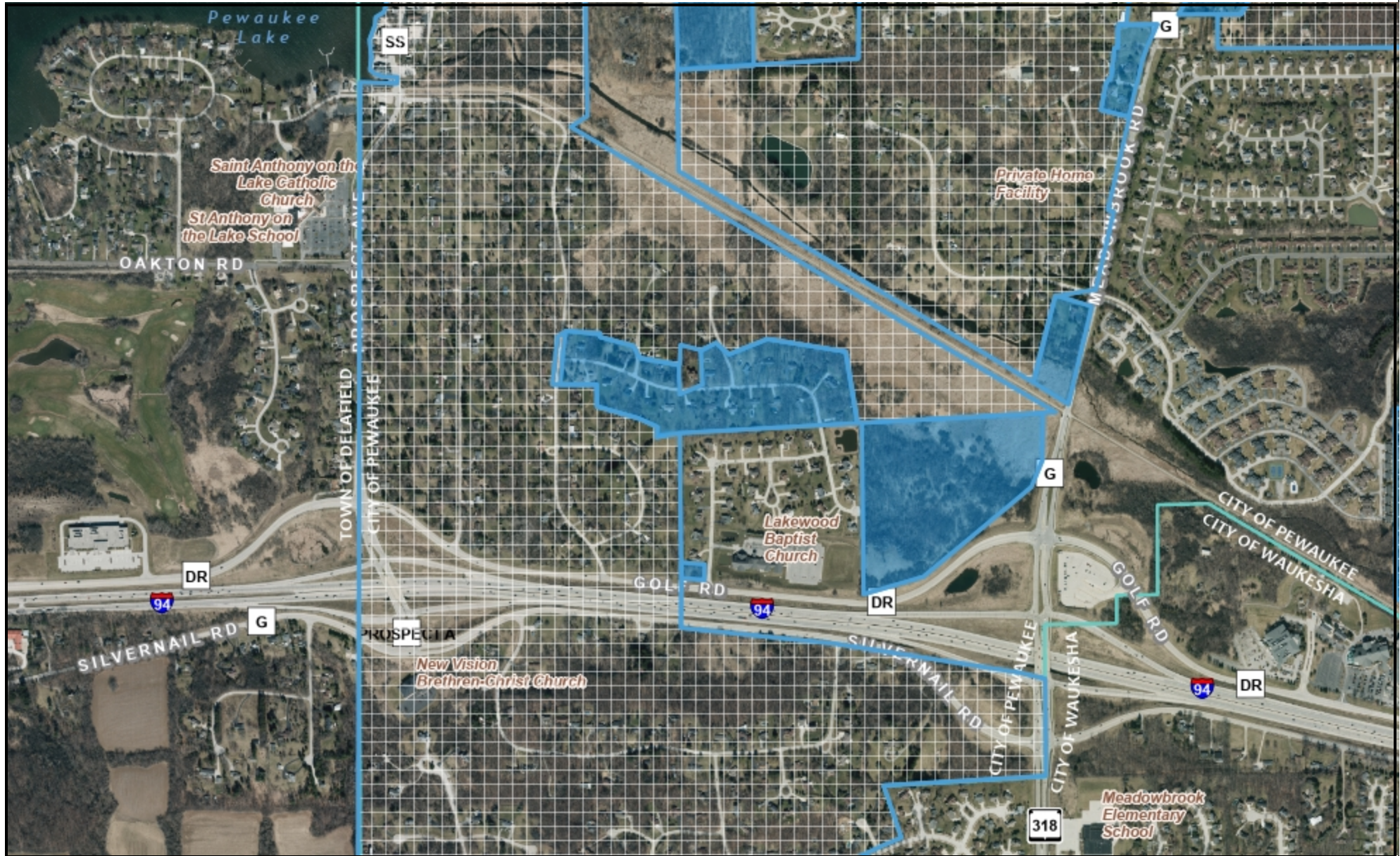
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Notes: Hatched-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/28/2025



Section 19 Water Accessibility



0 987.53 Feet

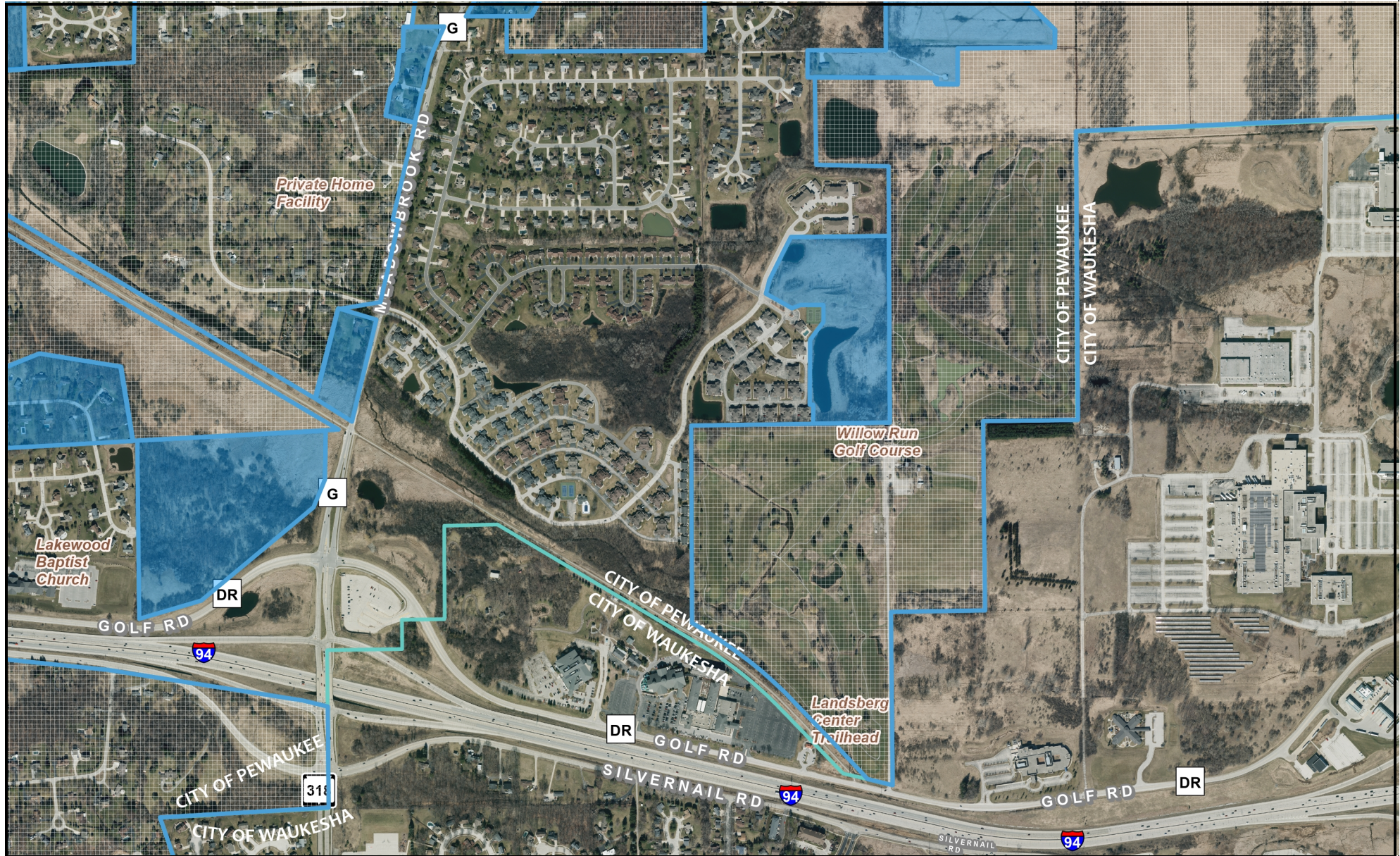
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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/28/2025



Section 20 Water Accessibility



0 951.22 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to
accessible main

Printed: 4/28/2025



Section 21 Water Accessibility



0 979.14 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/29/2025



Section 22 Water Accessibility



0 960.68 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/29/2025



Section 23 Water Accessibility



0 965.52 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/29/2025



Section 24 Water Accessibility



0 955.93 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/29/2025



Section 25 Water Accessibility



0 951.19 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main
Printed: 4/29/2025



Section 26 Water Accessibility



0 963.03 Feet

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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to
accessible main

Printed: 4/29/2025



Section 27 Water Accessibility



0 961.16 Feet

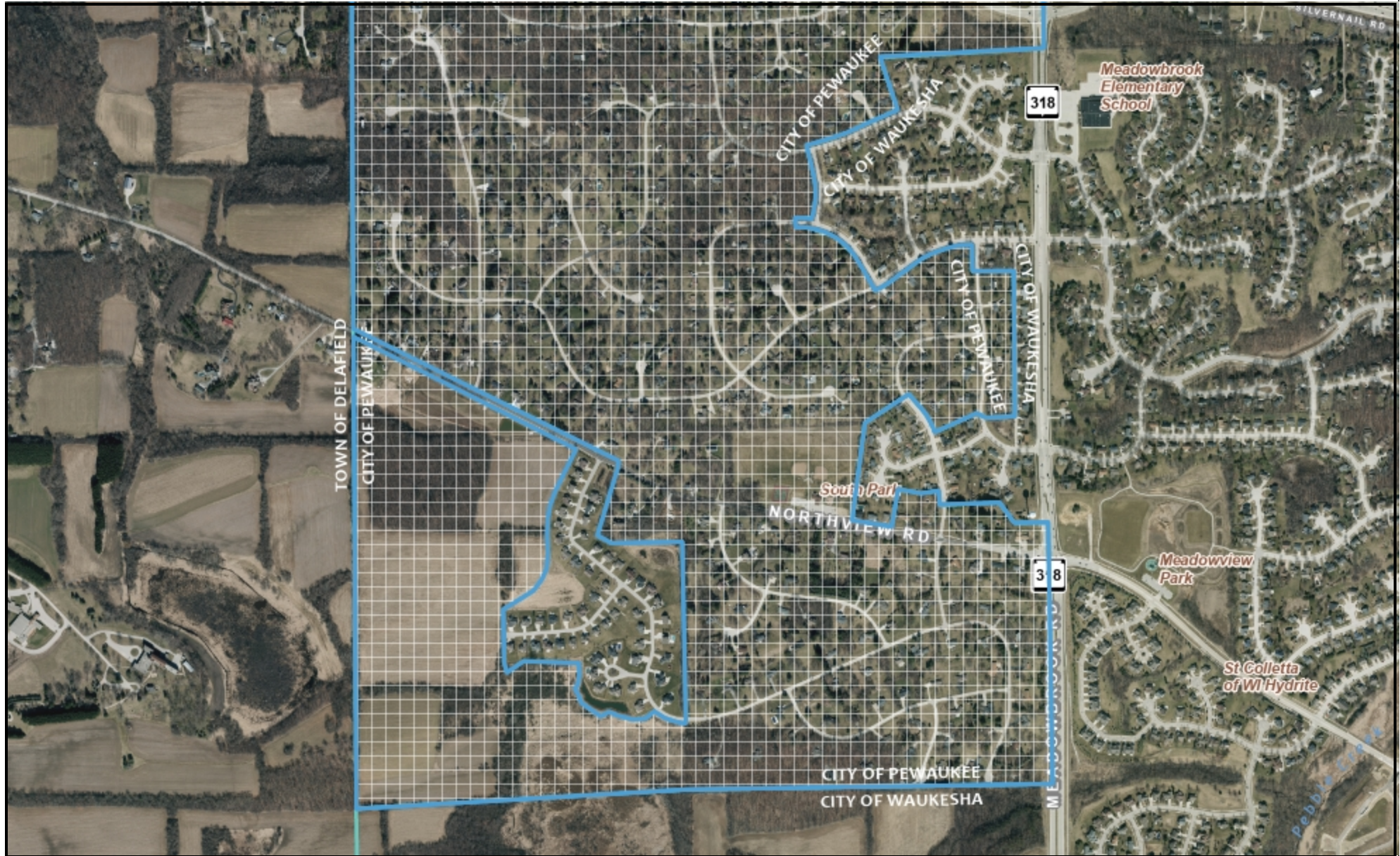
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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/29/2025



Section 30 Water Accessibility



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Notes: Hashed-Water Inaccessible
Shaded-Unconnected to accessible main

Printed: 4/25/2025



Water Main Assessments								
Project	Bid Costs				Costs adjusted to 2024 by CCI****			
	Water Main		1 1/4" Service	2" Service	Water Main		1 1/4" Service	2" Service
Lindsay (2024)	\$ 88.24	Per LF	\$ 9,923.41	\$ 5,515.93	\$ 88.24	Per LF	\$ 9,923.41	\$ 5,515.93
Joseph Road* (2023 - not awarded)	\$ 29,767.08	per acre		\$ 6,965.34	\$ 30,544.00	per acre		\$ 7,147.14
Shady Lane* (2023 - not awarded)	\$ 18,052.41	per unit	\$ 7,894.81		\$ 18,523.58	per unit	\$ 8,100.86	
Oak/Peninsula** (2020)	\$ 10,753.68	per unit	\$ 4,104.46		\$ 13,179.55	per unit	\$ 5,030.37	
Duplainville/Weyer/Lindsay (2014)	\$ 17,983.23	per unit	\$ 4,408.80		\$ 25,886.48	per unit	\$ 6,346.38	
Lindsay (2015)	\$ 5,083.47	per unit	\$ 7,123.55	\$ 3,419.03	\$ 7,114.07	per unit	\$ 9,969.11	\$ 4,784.78
164 (Swan to Green) (2004)	\$ 7,278.06	per acre			\$ 14,935.31	per acre		
Sunnyridge* (2011)	\$ 7,538.39	Per unit	\$ 2,432.32		\$ 12,300.00	Per unit	\$ 3,968.66	
Bluemound*** (2014)	\$ 7,702.73	Per unit	\$ 7,432.88	\$ 3,885.70	\$ 11,087.91	Per unit	\$ 10,699.48	\$ 5,593.37
Average^					\$ 14,357.62		\$ 7,656.24	

* Project part of a sanitary sewer extension and road reconstruction project.

** Project part of a road reconstruction project.

*** Project part of a sanitary sewer extension project.

**** CCI = construction cost index published annually by American City & Country

^ Average cost eliminates the 2 projects not awarded and uses \$16k as average assessment for Lindsay 2024.

All services are per unit.

Sewer Assessments						
Project	Bid Costs			Costs adjusted to 2024 by CCI****		
	Water Main		6" Service	Water Main		6" Service
Joseph Road* (2023 - not awarded)	\$ 34,029.85	per acre	\$ 4,730.65	\$ 34,918.03	per acre	\$ 4,854.12
Shady Lane* (2023 - not awarded)	\$ 29,204.36	per unit	\$ 11,153.89	\$ 29,966.59	per unit	\$ 11,445.01
Valleyview (2014)	\$ 18,617.92	per unit	\$ 3,764.40	\$ 26,800.11	Per unit	\$ 5,418.77
ArrowHead Trails (2009)**	\$ 10,953.45	per unit	\$ 2,392.84	\$ 17,764.89	per unit	\$ 3,880.83
Wamser (2006)	\$ 12,886.52	per unit	\$ 8,204.10	\$ 23,522.90	per unit	\$ 14,975.70
Green/Duplainville (2006)	\$ 43.11	per foot	\$ 4,470.00	\$ 78.70	per foot	\$ 8,159.51
Highfield (2009)	\$ 12,423.09	per unit	\$ 5,535.75	\$ 20,148.44	per unit	\$ 8,978.19
Sunnyridge* (2011)	\$ 13,217.86	Per unit	\$ 4,320.20	\$ 21,567.00	Per unit	\$ 7,050.00
Bluemound*** (2014)	\$ 9,615.49	Per unit	\$ 10,409.29	\$ 13,841.29	Per unit	\$ 14,983.94
Average^				\$ 19,749.23		\$ 9,063.85

* Project part of a sanitary sewer extension and road reconstruction project.

** Project cost is average of 2 phases.

*** Project part of a water main extension project.

**** CCI = construction cost index published annually by American City & Country

^ Average cost eliminates the 2 projects not awarded and uses \$8k (\$14,600 2024) as average assessment for Green/Duplainville.

All services are per unit.

Community	Population (2020 Census)	Household Median Income (2022 ACS)	Road	Curb	Sidewalk	Water Main	Water Service	Sanitary Sewer	Sanitary Lateral
Village of Pewaukee	8238	\$ 60,202.00	General Fund	Assessed by LF, capped at \$500	Fully Assessed	N/A	N/A	N/A	N/A
Village of Sussex	11487	\$ 105,435.00	None	None	None	Fully Assess All Min Equivalent Water Main items of a project by LF or unit	Fully Assess All Water Service Construction Costs per unit	Fully Assess All Min Equivalent Sanitary Sewer items of a project by LF or unit, interceptor by acre	Fully Assess All Sewer Lateral Construction Costs per unit
Village of Lisbon	10477	\$ 74,755.00							
City of Waukesha	71158	\$ 74,675.00	Borrow	Borrow	Fully Assessed	N/A	N/A	Fully Assess All Min Equivalent Sanitary Sewer items of a project by LF or unit	Fully Assess All Sewer Lateral Construction Costs per unit
City of Delafield	7185	\$ 99,239.00							
City of Brookfield	41464	\$ 121,837.00	Capped at 25% project costs assessed for one concrete road in an industrial district, otherwise included in general fund	General Fund	General Fund	Fully Assess All Min Equivalent Water Main items of a project by LF or unit	Fully Assess All Water Service Construction Costs per unit	Fully Assess All Min Equivalent Sanitary Sewer items of a project by LF or unit	Fully Assess All Sewer Lateral Construction Costs per unit
City of New Berlin	40451	\$ 94,769.00	N/A	N/A	N/A	\$8/qtr water availability	N/A	\$2.25/1000gal or \$2.09/qtr	N/A
City of Oconomowoc	18203	\$ 99,104.00	General Fund	General Fund	General Fund	Fully Assessed by ft	Fully Assessed	Fully Assessed by lf	Fully Assessed
City of Pewaukee	15914	\$ 110,110.00	Capped for residential	Capped for residential	Impact Fee	Fully Assess All Min Equivalent Water Main items of a project by LF or unit	Fully Assess All Water Service Construction Costs per unit	Fully Assess All Min Equivalent Sanitary Sewer items of a project by LF or unit	Fully Assess All Sewer Lateral Construction Costs per unit

*New Berlin's fees start once the project is finalized and stop once the property connects to the utility (when they start receiving regular utility bill)

*In the case where municipal sewer is available but water is not, the private well will be metered to determine an acceptable charge until the property is connected to New Berlin's sewer

**CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 6.1.**

DATE: February 22, 2024

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and possible action regarding the policy to extend municipal sanitary sewer and water main as part of road reconstruction projects.

BACKGROUND:

During the last few years, the Common Council has rejected municipal sewer and water extensions to existing neighborhoods as part of road reconstruction projects. The Mayor requested Staff revisit the policy to extend municipal services as part of road reconstruction projects.

To start, we need to understand a few things about these projects.

1. Staff publishes the upcoming projects in the newsletter (published in Spring and Fall) and posts the information to the City's website to alert residents in advance of projects after the 5 year plan is adopted by the Common Council in the budget cycle.
2. Municipal extensions are proposed with road reconstruction projects when the municipal utilities are nearby or directly adjacent to the road or when Staff is aware of an environmental factor (ground water contamination, quarry issues with private wells, old septic systems).
3. Property owners pay for all costs associated with the utility extensions as special assessments. Each property will pay for their share of the water, sewer, and laterals. Assessments may be paid over 10 years with interest charges. There are no caps to these assessments. At the time of connection, property owners must be additional RCA's and ICA's which pay for oversizing of systems, wells, towers, lift stations, etc. Finally, property owners must be pay for a private plumber to run the lateral from the property line to the home at their expense.
4. Assessment notices are mailed to every property within the assessment district at the same time the notice for the public hearing is mailed to them. This is also published in the paper as a class I notice. The information is also posted on the City's website.
5. At the public hearing, all who wish to speak are allowed to speak. The Common Council typically makes the decision to award or reject the project at the same meeting.

Some of the recently rejected municipal extensions appeared to be due to cost of the utilities and the assessments to the property owners. The projects are publicly bid contracts and by State Law, we are required to take the lowest qualified bidder. At this time, costs are borne entirely by the properties who benefit from the extension.

The Sewer and Water Utilities operate as enterprise funds. To date, the utilities have not absorbed the costs to extend municipal utilities to properties. If they decided to do so, the Public Service Commission would need to approve the funds in the case of the Water Utility. The Common Council would need to approve the use of these funds for both the

Water and Sewer Utilities. If the Utilities were to fund these extensions, everyone needs to be aware that other users of those systems would be funding the extensions in other areas.

Staff has reviewed possible grants or other funding to assist with the costs. Many programs do not address the municipal extensions to properties or to areas of low income on a community basis. As you may be aware, Pewaukee is considered an affluent community and therefore, does not qualify for many of the low income programs. In addition, grants associated with low income benefits require property owners to provide income statistics to qualify which will be difficult to obtain this sensitive information. Finally, Staff requested the use of ARPA funds or City funds to offset the cost of the infrastructure improvements which was denied.

It is difficult to engage residents prior to having the actual numbers for the assessments as we have seen very large swings in bids recently for this infrastructure. We do not want to provide false information which has a large impact on the property owners.

Staff is seeking input on future direction of these projects. There is substantial money spent on the design of this infrastructure which is largely unrecoverable. Staff feels strongly that these extensions should occur in the areas of environmental concerns or in older subdivisions still on well and septic. It also makes the most economical sense to complete these project ahead of the road reconstruction projects.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

In Attendance

Mayor S. Bierce, Alderman J. Wamsler, Committee Members: M. Kreiter, D. Swan, J. Tormey

Also in Attendance

M. Wagner-Director of Public Works, J. Mueller-Utility Manager, R. Wirtz-Chief Engineer-Utilities, M. Gabbey-Chief Engineer-Streets and Development, S. Smaxwill-Administrative Assistant

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 4:00 p.m. and requested everyone stand for the Pledge of Allegiance.

2. Public Comments

None

3. Discussion and Action Regarding the Minutes

3.1. Discussion and possible action regarding the meeting minutes of 12/7/2023 minutes.

A motion was made and seconded (J. Tormey, M. Kreiter) to approve the December 7, 2023 meeting minutes. Motion passed: For-5, Against-0

4. Storm Water Management Division

4.1. Discussion and possible action regarding the Springdale Estates Drainage project.

Ms. Wagner provided a status report on the project. The Council approved the project plans as provided. Staff went out with the arborists and determined which trees were going to be removed. A couple of residents came out and there was a discussion. Staff also met with the utilities that are within the lot line of the properties and are working through potential conflicts.

Ms. Wagner stated she is currently working on finalizing the project for bidding this spring. Target date for construction is this summer, depending the type of spring we have. Notices will be mailed to residents with contractor contact information and other necessary details before construction starts.

No action was taken.

5. Water and Sewer Division

5.1. Discussion and possible action regarding Public Service Commission to reclassify the City of Pewaukee Water Utility from Class C to Class AB.

Ms. Mueller reported the Public Service Commission reclassified the Utility from a Class C to a Class AB. The reclassification was instituted because the Utility met the 4,000-customer threshold. The

reclassification requires a number of additional responsibilities and more detailed reporting. She worked with the accountants to update the chart of accounts so that it covers all the new classifications in the uniform system of accounts. This was done to help integrate the new accounts seamlessly into the new accounting package. There will be much more detailed information required during the budget process.

The reclassification also required us to institute the asset management program, which Mr. Gabbey has been working hard on and teaching us - and is doing a great job at it. Now we are getting into the implementation phase. Staff is now outfitted with equipment to help in the field; it's all work we have done in the past, it just hasn't been documented. This system will allow us to report in detail to the PSC what has been collected and documented.

Ms. Wagner explained that we asked for a time extension because of switching the utility from the UMS software to BS&A. We did this to make sure we are getting the reports we will need from the asset management program, so when we have to start the reporting as a Class AB utility, we have the documentation we need already properly set up.

Ms. Mueller stated that we have some additional challenges from an accounting standpoint, as there have been some staff changes.

Ms. Mueller stated that this new process will provide more efficiency in operations with work tracking aspects. We will be putting together a front-facing portal where people can put in requests from the city website that will go directly to the department that is responsible for the work. Ms. Wagner said there will be an automated response for feedback from the requestor.

Mr. Kreier asked if there would be feedback from the city after submitting a request? Ms. Mueller said yes, if the requestor checks a box for feedback, it would be automatically generated.

No action was taken.

6. Engineering Division

6.1. Discussion and possible action regarding the policy to extend municipal sanitary sewer and water main as part of road reconstruction projects.

Ms. Wagner reported that the Mayor requested this agenda item be discussed at the Council level. She said that Scott Klein suggested a discussion should first take place by this committee to bring some potential options to the Council.

This issue stems from projects we have had in the past couple of years where we are extending municipal sewer and water to existing homes in the road construction project area. The current policy is the city assesses 100% of the costs to those property owners allocated by road, storm sewer, sanitary sewer and water main. The costs for the storm sewer is paid by the Storm Water Utility, which comes from the fee property owners pay every year. The road assessment is capped for the residential properties, but non-residential properties pay 100% and it's been that way since 1984.

The concern comes from the current costs involved in assessments for sewer and water service. The time to extend those services is when the city is reconstructing those roads, if it is available to those properties - or if

it is an area that has groundwater contamination or old septic fields that we know will eventually need to be replaced.

Ms. Wagner stated staff ran through the current process and how to move forward with these projects. They created a five-year plan that was adopted by the Council and is published on our website. There is a truncated version in our DPW newsletters to give people a heads-up when a project is coming into their area. First, we bring it to the Council to get preliminary approval, informing them we will be reconstructing a road and that there are municipal services nearby. Then we ask whether we should extend municipal services or not? We get the yea or nay from the Council as to whether this project moves forward, and most of the time it is yes, because the right choice is to extend those services before we reconstruct the roads.

Unless there is something wrong with the design, the next time it is discussed is when the project goes to bid. That is when we send the residents a notice that a public hearing has been scheduled, along with the potential costs for the sewer and water extensions. The recent Shady Lane/Shady Nook project assessments were \$100K, so the Council decided they could not levy assessments to residents for more than they could bear. A healthy discussion came from that. Ms. Wagner explained that we do offer the 10-year payment plan for road, sewer and water, and it has interest assessed that is typically at what level we are borrowing, or the last borrowing that we did. Not only are those properties paying for those special assessments, but we also have our RCA and ICA charges. These “connection fees” are technically assessments that pay for the oversizing of our infrastructure, the downstream sewer capacity, the upsizing of the lift stations to be able to accommodate larger undeveloped parcels yet, and construction and maintenance of wells and towers. One of the RCA assessments increases yearly by the construction cost index, and the other one increases by a set fee that was done in a previous study that probably needs to be updated. The ICAs are project costs that we allocated to a portion of to the oversizing costs. There are only certain areas that have ICAs.

Ms. Wagner said every property is a little bit different, and every project has its own little nuances, but largely we are trying to find a way to do what is right but not price out the resident. We are looking at different ways to fund these projects. One is through the state loan program; they do have some principal forgiveness which Pewaukee typically does not qualify for because we are too affluent of a community. We would get an offset on the loan rates, but when you use the state loans, you also have to bid using state regulations, which inflate the price of the projects. Ms. Wagner discussed other possible programs with the committee. Most have an income requirement or require a great deal lot of personal financial information to apply for the grants, which most residents would not want to provide, and there is a certain amount of respondents that are required before you can apply for those grants. So because of the affluence of our community, we don't usually pursue most type of grants.

Beyond that we are looking at some other types of funding for offsetting those costs. Because we are required by the PSC, especially on the water side, to basically have a balanced budget every year, there is a only certain amount of fund balance we can maintain and it's not a lot. And if we could do something like that, you have to realize that it's other water customers that are offsetting the costs of those properties to connect to the water system. It's the same on the sewer side. So far, the Council has been pretty reticent to do that. We did try to have some ARPA funds applied to the projects these last couple years and came up with the same resistance to using those type of funds. You are only benefiting a very small area, you are not benefiting the community as a whole.

Ms. Wagner asked the committee for suggestions or a process they'd like the department to follow. We could get some pretty decent estimates put together of the projects, but we're never going to know the hard number until we bid the project and know what the costs are. Bidding out the projects and not installing

them is a waste of funds. We want to make sure that when we are moving forward that we are doing it in a way that those projects can move forward, and we can build the infrastructure that we need to build at a reasonable value.

Mr. Swan stated that he sat in that same position on the Council and had the same reaction; that getting water and sewer to the residents in Pewaukee was a great goal. Is there any other way that you can look at the financial breakdowns and check with other communities our size and find out how they do it? What kind of results do they get? Mr. Swan asked if Ms. Wagner reached out to other similar-sized communities. She said yes, they are all basically doing the same thing that we are for the projects. She doesn't know of any of them that are offsetting the projects, other than Brookfield which has larger lots - and assessing front footage is all they do. They have calculations to equate out the cul-de-sac lots and a maximum on the larger lots (280 linear feet), which the utility picks up the remaining costs. Otherwise, the rest of the communities are all straight assessments to the property owners.

Ms. Wagner went on to say that a lot of communities extended services regardless as they developed neighborhoods. Brookfield has sewer everywhere; their water main plan is laid out by the year, and they come in and put the water in. The residents don't have a vote, they are just given the bill. Oconomowoc developed their neighborhoods with water and sewer. The policies of the other communities were vastly different than Pewaukee's, and there are unique challenges for us moving forward. Most communities followed old DNR regulations, and they pay back the assessments when it comes due.

Mr. Tormey asked Ms. Wagner if the \$100K assessments included the sewer, water and the road? Ms. Wagner said yes. The road was capped at \$3,000, which was a very small amount of the assessment. He asked if she thought this high assessment amount was just for this project. Ms. Wagner responded that she feels this is going to be a recurring event, that she doesn't see the costs of construction going down. They may level out some, but not go back down.

Ms. Wagner stated that the way the city was laid out, we don't have the density to spread out those costs. The costs will be more for the older neighborhoods. It would have been much cheaper if the water and sewer were put in when they were developed, but many turned it down. The committee discussed the groundwater, bedrock, and other issues in some of the older neighborhoods.

The committee discussed longer payment periods, but the costs are still high and you're paying back with interest (latest borrowing rate was 5.5%).

Mr. Gabbey stated it doesn't seem to be a particularly competitive bidding environment.

Mayor Bierce said his biggest concern is wasting staff time. He feels the city might be done with these type of projects for a while, as there is no interest from the Council in charging large assessments to residents to install sewer or water main. He said another concern is if the DNR gains power again and they start making decisions like making these projects mandatory and then our hands are tied.

Mr. Tormey asked if the sewer and water services are put in during road construction projects, are the residents required to hook up? Ms. Wager responded that they are required to connect to municipal sewer in 15 years. For water, they must pay the assessment, but do not have to connect until the time of sale.

Mr. Kreiter asked which were the two older subdivisions that will require road construction projects? Ms. Wagner responded Sherwood Forest and Hickory Grove Estates. She said that these are older homes, and

some have replaced their septic systems with mound systems, and there is only so much room on the property for proper separation of septic and wells. Having so many holding tanks is something the city does not want to manage. Ms. Wagner feels strongly that these areas need the services, and she wants to do what is best for the community.

Mr. Tormey asked if we could consider a fixed fee rather than have it based on actual costs? Ms. Wagner said there is a cap on the roads and the taxpayers pick up the rest of that cost. She didn't know where the excess funds would come from or who would be paying the difference, especially on the water side. A conversation with the PSC would need to take place. She could argue that there is an overall benefit for the community as a whole by getting sewer and water to these areas. Areas with groundwater contamination and PFAS, which is in the upper aquifer where private wells draw water, affect people with private wells and the community as a whole. Ms. Wagner said she recently participated in a webinar with members of the DNR that is looking at a group of emerging contaminants. That is largely where PFAS came from, and regulations like these are only going to expand when you look at our drinking water system. The more people you have on the system the more there is to share the costs to pay for the new systems. Having the connections to the homes provides the income for our infrastructure and to maintain its operations.

Mr. Kreiter asked about the City of Waukesha. Ms. Wagner said Waukesha gets its water from Milwaukee and sends all of its wastewater back to Milwaukee; that is its mitigation system. SEWRPC was strong on the opinion that Pewaukee would always be on wells. Our wastewater goes to two different wastewater treatment plants. It would be difficult for us to pursue Waukesha or Milwaukee as an option to mitigate the contaminants.

Ms. Mueller said if your septic system fails, the contractors make you pay for their services now; they don't allow you to pay them back over many years, like the city does. We try to give residents opportunities to make it more affordable to pay it back.

Mr. Kreiter said that maybe we address areas like Shady Lane to prepare them ahead of time, and then get the estimates at that time and look for more grant money to assign to that area. Ms. Wagner stated that grants will go for PFAS or lead service line replacements; these will score higher in grants. Ground contamination has been there since the 90's and DNR didn't do anything then, why would they do it now? The opportunity for that subdivision has passed. We were extending services in that area and they rejected it. Brownfield Funding is only looking for large projects with redevelopment and parks, we wouldn't qualify with these smaller residential projects.

The committee agreed that there isn't an easy answer to this problem.

Mayor Bierce asked Ms. Wagner to bring this item back for further discussion at the next meeting. She mentioned pursuing the option of some sort of cap to the assessments, and who could fund the overages. She will also reach out to the PSC to see if we can create a fund to offset the water costs.

No action was taken.

7. Public Comment

Mr. Kreiter asked about the status of the railroad track improvements on Springdale Road. Ms. Wagner stated she hadn't heard anything yet. They are still working through the design process and have not submitted their paperwork.

8. Adjournment

A motion was made and seconded (M. Kreiter, D. Swan) to adjourn the meeting at 5:04 p.m.

Motion Passed: For-5, Against-0

Respectfully Submitted,

Magdelene Wagner
Director of Public Works

DRAFT

Utility Name	County	Utility Class	Minimum Quarterly Bill (0.750 inch meter)	6000 GAL	12000 GAL	15000 GAL	18750 GAL	75000 GAL	Effective Date	Footnote	\$/1,000 GAL
Brookfield Tn Of Sanitary Dist No 4	Waukesha	C	\$30.30	\$40.98	\$51.66	\$57.00	\$63.68	\$163.80	9/21/2023		\$1.78
City of Muskego Water Public Utility	Waukesha	C	\$27.82	\$49.36	\$70.90	\$81.67	\$95.13	\$276.82	1/1/2021		\$3.59
Village of Pewaukee Water Utility	Waukesha	C	\$24.00	\$46.38	\$68.76	\$79.95	\$93.94	\$300.50	3/1/2022		\$3.73
Hartland Municipal Water Utility	Waukesha	C	\$28.70	\$51.14	\$73.58	\$84.80	\$98.83	\$273.65	12/16/2023	1	\$3.74
Brookfield Municipal Water Utility	Waukesha	AB	\$20.31	\$44.01	\$68.73	\$82.11	\$98.84	\$365.01	12/1/2023		\$3.95
City of Oconomowoc Utilities	Waukesha	AB	\$27.00	\$52.20	\$77.40	\$90.00	\$105.75	\$342.00	9/1/2021		\$4.20
Village of Menomonee Falls Water Utility	Waukesha	AB	\$11.52	\$37.38	\$63.24	\$76.17	\$92.33	\$309.97	1/1/2017		\$4.31
Village of Sussex Water Public Utility	Waukesha	C	\$39.00	\$66.30	\$93.60	\$107.25	\$124.31	\$380.25	12/26/2019		\$4.55
City of Pewaukee Water Utility	Waukesha	C	\$30.00	\$58.50	\$87.00	\$101.25	\$119.06	\$386.25	3/1/2024		\$4.75
Mukwonago Municipal Water Utility	Waukesha	C	\$33.95	\$63.65	\$93.35	\$108.20	\$126.76	\$387.20	1/6/2022		\$4.95
New Berlin Water Utility	Waukesha	AB	\$21.00	\$53.70	\$86.40	\$102.75	\$123.19	\$424.95	4/1/2024		\$5.45
City of Waukesha Water Utility	Waukesha	AB	\$48.00	\$82.92	\$123.09	\$145.80	\$174.19	\$695.22	10/1/2023		\$5.82
City of Waukesha Water Utility	Waukesha	AB	\$48.00	\$89.40	\$130.80	\$151.50	\$177.38	\$789.35	10/1/2023		\$6.90
City of Waukesha Water Utility	Waukesha	AB	\$48.00	\$89.40	\$130.80	\$151.50	\$177.38	\$728.63	10/1/2023		\$6.90

In Attendance

Mayor S. Bierce, Alderman J. Wamser, Committee Members: M. Kreiter, D. Swan

Absent

Committee Member, J. Torney

Also in Attendance

M. Wagner-Director of Public Works, J. Mueller-Utility Manager, R. Wirtz-Chief Engineer-Utilities, R. Kincaid-Assistant Utility Manager, M. Gabbey-Chief Engineer-Streets and Development, S. Smaxwill-Administrative Assistant

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 4:00 p.m. and requested everyone stand for the Pledge of Allegiance.

2. Public Comments

None

3. Discussion and Action Regarding the Minutes

3.1. Discussion and possible action regarding the meeting minutes of 4/25/2024

A motion was made and seconded (Wamser, Kreiter) to approve the April 25, 2024, meeting minutes. Motion passed: For-3, Against-0 (Swan Absent)

4. Communications

4.1. Discussion and possible action regarding installing “No Engine Braking” signs along Ryan Road (CTH KF) north of STH 16.

Ms. Wagner reported that a resident requested No Engine Braking signs be installed on Ryan Road (CTH KF). There is a significant grade difference from north to south along that stretch of roadway, so trucks are engine braking to slow down for the Highway 16 ramps.

The city has an ordinance that prohibits engine braking. The sign will be more of a deterrent, as it is difficult to enforce. The sign will be placed south of Lyndale Road, just past CTH JK when approaching CELA school.

The county requires a permit for the city to install signs within their right-of-way and each individual sign requires its own permit. The permit is \$250, and the sign is \$100-150 (rough estimate).

John Schultz made a public comment on the increase in engine braking taking place in that area.

A motion was made and seconded (Wamser, Swan) to recommend installation of No Engine Braking signs to Council. Motion passed: For-4, Against-0

5. Old Business

5.1. Discussion and possible action regarding the Quiet Zone Studies.

Ms. Wagner brought this item back as an update at the request of Mr. Swan.

Ms. Wagner reported that the preliminary design for Weyer Road is completed. Because of the proximity of this crossing to Duplainville Road and the private driveway, the quiet zone does not qualify for supplementary safety measures. Therefore, the city must go through and do an alternate safety measure (ASM) which needs to be reviewed and approved by the Federal Railroad Administration. The city submitted the ASM to the railroad last week and anticipates hearing back in the next 9-12 weeks.

The preliminary design for Green Road has been completed and the improvements will be included in the contract as soon as the Weyer Road ASM has been approved.

The city is currently working with Waukesha County to finalize Watertown Road. A permit is needed from the county to be able to make any improvements at that crossing.

The Duplainville Road intersection is ready to go. The paperwork will be submitted to Canadian Pacific Railroad at the same time as the other crossings, so all quiet zones are implemented at the same time. Weyer Road is the only one out of five crossings that has an issue.

The City of Brookfield is taking the lead on the Springdale Road project. They are working through the process with a similar timeline as our city's crossings.

Mr. Swan feels that the city should not wait until the issues for Weyer Road are approved to complete the rest of the crossings. He asked about moving the access to the driveway further to the east, so it won't be so close to the road. Ms. Wagner said that it is Canadian National's driveway, as well as access for private homes, and therefore cannot be relocated. The reason for doing all the crossings together was to have a consistent length for the railroad, so there is no train horn for a long distance.

The city is waiting to hear from the Village to do the Kopmeier project.

No action taken.

5.2. Discussion and possible action regarding capping assessments for connecting to municipal water and sanitary sewer.

Ms. Wagner reported that this committee previously discussed trying to find a way to make water and sewer extensions more affordable to residents. The department did some additional investigation with the PSC to determine whether they would have any issue with the municipality or the utility picking up those costs. The PSC did not have a lot of guidance in that area. The PSC will review the utility costs when going for a rate case. The costs are included as part of the rate review process.

Ms. Wagner stated that at a recent common council meeting, the council took action not to levy a water main assessment for a project that will complete a water main loop on Lindsay Road. They did maintain the water service assessment but eliminated the water main assessment. That project will close a loop and reduce the number of customers at risk on a long dead end that would have a potential service interruption if there was a main break anywhere along that stretch of water main. Once the loop is completed, only Woodleaf subdivision and some customers along Swan Road would be left on the dead end main.

The assessments averaged \$16,000 per household for the water main assessment, and approximately \$10,000 for the water service assessment. The utility would pay 60% of the project costs because it was providing the loop as an improvement for the utility. Only 40% would be assessed to the residents (the \$16,000 and \$10,000 were 40% of the cost of the project). With the action of the council, the water utility will now pay 91% of the cost of that water main project. Only 9% is being assessed, and that is basically for the water services. The concern is the implication this will have on the water utility and the precedent that the council set.

There has not been a project in the history of the water utility that did not assess for water main. This action is a huge divergence from policy that has been set since the utility was adopted. One item brought up at the council meeting as an example of a project that was done in 2014 when the utility installed a new well. Test pumping indicated this project would impact many of the wells in the area. All those properties had assessments, but because of the importance of that well, and the fact that it was the only shallow well that was available to install in the area, the utility paid the assessments for those properties. This is because those properties were harmed when the utility took out the use of their private wells. The assessments weren't waived, the utility mitigated the damage that was done to those properties by connecting them to city water for the overall benefit of the utility in obtaining the shallow well. Unfortunately, there is PFAS contamination in that well, but that is treatable.

Ms. Wagner stated that her point is that the Lindsay Road water main project is not a unique project. This provides better fire protection and redundancy within our systems, but so did a lot of our other water mains that have been extended throughout the community. The concern is that this may be the path that is going to be taken in the future when coming forward with other water main extension projects. Regardless of whether it is wanted, the water main provides a benefit to the properties. It will be difficult to sustain the utility if they do not assess those properties and the infrastructure that is being placed. At the council meeting, a lot of discussion revolved around how expensive these water and sewer extensions are, and how difficult it is to put that burden on the property owners. Ms. Wagner looked back at previous assessments that have been levied in this community and reviewed seven or eight different projects for water and sewer. To compare apples to apples, those assessments were reviewed in whatever year they were levied and then were brought forward to 2024 dollars using a construction cost index. That construction cost index reflects what inflation and other construction costs increase on an annual basis. When reviewing them in 2024 dollars, the Lindsay Road project falls in the upper middle of those assessments.

The review indicated the cost of the Lindsay Road water main assessments are not out of line with what has been assessed to residents in the past. The utility needs to close these loops for the benefit of our system, and to provide water service to ensure its customers have reliable, safe drinking water in the future. This is the same for sewer/septic relief areas where there are small lots and no place to put a new septic or mound system. Providing that sanitary sewer is how those lots are going to sustain into the future.

The utility is proposing to come up with some sort of cap to be able to continue to build the system, while protecting current customers and providing for future customers. There needs to be a balance between the escalating construction costs of those assessments and a threshold that is tolerable for residents.

Ms. Wagner reviewed the average of the previous assessments that were levied. The average for a water main assessment is \$14,357.62. A 1-1/4" service, which is typical for a residential home, is \$7,656.24. Same with the sanitary sewer, the average was \$19,749.23. And a 6" lateral is

\$9,063.85. The utility is proposing to set a cap for those assessments at those values and have it increase by the construction cost index every year moving forward. Anything over these caps would be paid by the water utility or the sewer utility, which means that those costs would be in the rates. All ratepayers would be paying for a portion of those extensions if it reaches the cap.

Alderman Wamser was against supporting funding from the other residents to pay for these projects. He asked if Ms. Wagner checked with other municipalities in the area and asked how they pay for these projects. Ms. Wagner replied that most were built out of sewer and water, so those extensions are already there. Brookfield had sewer everywhere, and they are slowly bringing water main into the older neighborhoods. They do assess 100% of the costs, and they do it only on a front-footage basis. A number of communities assess when they install extensions, as far as she knows, no one has a cap.

Mayor Bierce said that this is probably the toughest thing being done right now at the council level. He is in favor of keeping this conversation going one way or another to definitely come up with a plan.

Mr. Swan had questions about the current payment plans for road, sewer and water assessments. Ms. Wagner said the payment plans are allowed to be paid over 10 years, plus interest at 1% over what the city borrows.

Mr. Kreiter and Mr. Swan complimented Ms. Wagner on her research and feels this is a good start.

A motion was made and seconded (Kreiter, Swan) to recommend establishing a cap on water and sewer special assessments. Motion passed: For-4, Against-0

6. Water and Sewer Division

6.1. Discussion and possible action regarding the 2023 Consumer Confidence Report (CCR).

Ms. Mueller reported that the utility is required to send out an annual Consumer Confidence Report. This report is included in the Utility Messenger newsletter that was sent to all municipal water customers in June. The newsletter includes important information about water quality and the utility. The EPA or DNR will be redesigning the report format in the future, and the utility may be required to send it out twice a year.

Mr. Swan feels that Shady Lane should be revisited under these guidelines (of an assessment cap). Ms. Wagner stated the project was awarded as a road and stormwater improvement and is under construction right now, along with Joseph Road.

Mr. Swan asked if the council agrees with an assessment cap, will this information be included in a letter stating that a 10-year payment plan with interest is available? Ms. Wagner said it would be discussed at council level, but the council must first approve the cap, so this will be discussed in the July council meeting.

No action taken.

6.2 Discussion and possible action regarding the 2023 Compliance Maintenance Annual Report (CMAR).

Ms. Mueller reported on the CMAR, an annual DNR report required of the sanitary sewer system. The report is a synopsis of what has occurred in the sewer utility for the last year. The Utility passed with an A grade, which is excellent.

No action taken.

7. Engineering Division

7.1. Discussion and possible action to extend the existing contract for garbage and recycling collections with Johns Disposal.

Ms. Wagner reported that our current contract with Johns Disposal (Johns) for garbage and recycling service expires at the end of this year. In the past, the city has gone with Waukesha County who puts together an RFP for participating communities in the Waukesha area and bids out the garbage and recycling service for the communities as a larger RFP. Then the city picks what services it wants to offer.

Waukesha County began compiling the information to complete the RFP, but because of the fire at the material recovery facility, a study is being done to determine if they will rebuild at a different site or become a transfer station. The county asked the city to request a one-year extension on our current contract with Johns to allow the county time to finish their MRF study and then go out for RFP. 2014 was the last time the city was part of the process. Johns has done it a couple of times since, and the city did see a significant reduction in its collection costs. Part of the reduction was because the city decided to make “up-the-drive” an optional service.

Ms. Wagner requested a one-year extension from Johns, anticipating that the city would participate in the RFP that the county is going to be putting out either later this year or early 2025. Johns came back with a one-year extension and proposed a five-year extension for the community. Johns increase for the one-year extension is approximately 9%, and then landfill costs would increase by 5%. Just a side note, the city’s current contract would currently cap an increase at 2.65%.

For the five-year extension, the first year would increase by 4.5%, landfill still increase by 5%, and then they asked for a subsequent 4% increase each year after year one. Ms. Wagner feels it is important, especially since it's been 10 years since the last time the city went out for an RFP, to execute the one-year extension and then participate in the county RFP. Ms. Wagner recommends that if the five-year contract is chosen, the city should have some sort of cap rather than the 4% annual increase, and she feels it should be based on those indices.

Mayor Bierce feels that neither option is great. He agrees that going the road of hanging in there with the county is certainly the way to go. But if the city does sign, he would be in favor of the one-year extension and would like staff to let Johns know that at 9%, they have basically eaten up all the goodwill they have acquired over the last 10 years. They will be viewed simply as another vendor when it comes time to make our decision for who gets the city garbage and recycling services for the next 10 years.

Mr. Swan said he is interested in the five-year contract. He asked if it is needed for only three years, could it be reduced? Ms. Wagner said no, the city would pay a penalty for that.

Mr. Kreiter agrees with Mayor Bierce.

Mr. Swan asked where the oil recycling fits in with this whole thing. Ms. Wagner said that the common council opted not to replace the tank and suspended taking collections for spent oil and filters. It was published on the city website with a list of locations to dispose of oil and filters.

A motion was made and seconded (Bierce, Kreiter) to recommend the one-year extension to the Council.

Motion passed: For-4, Against-0.

8. Public Comments

None

9. Adjournment

A motion was made and seconded (Kreiter, Bierce) to adjourn the meeting at 4:58 p.m. Motion passed: For-4,
Against-0

Respectfully Submitted,

Magdelene Wagner
Director of Public Works

City of Pewaukee - New Agenda Item

Agenda Language:

Discussion and possible action regarding the Quiet Zone Crossing at Springdale Road

Sub Item Agenda Language:

Background Provided By:

Magdelene Wagner

Background:

The City of Brookfield is taking the lead on the railroad quiet zone crossing for Springdale Road (CTH SR). The City was just informed that they have received their Federal Railroad Administration (FRA) approval after 20 months of review. Improvements to this railroad crossing will occur in the next few months.

Fiscal Impact:

Recommended Motion: