

1. Agenda

Documents: [BPW\\_2015.03.02\\_AG.PDF](#)

2. Complete Packet

Documents: [BPW\\_20150302\\_PK.PDF](#)



City of Fitchburg  
5520 Lacy Road  
Fitchburg, WI 53711-5318  
Phone: (608) 270-4200 Fax (608) 270-4275  
[www.fitchburgwi.gov](http://www.fitchburgwi.gov)

**AGENDA  
BOARD OF PUBLIC WORKS  
March 2, 2015  
5:30 P.M.  
CITY HALL**

**NOTICE IS HEREBY GIVEN** that the Board of Public Works will meet at 5:30 P.M. on Monday, February 16, 2015 in the **Council Chambers** at City Hall, 5520 Lacy Road to consider and act on the following:

*(Note: Full coverage of this meeting is available through FACTv and Streaming Video, accessible on the city web site at <http://factv.city.fitchburg.wi.us/Cablecast/Public/Main.aspx?ChannelID=3>)*

- 1. Call to Order**
- 2. Public Appearances – Non Agenda Items**
- 3. Approval of February 16, 2015 Minutes**
- 4. Report of Director of Public Works**
- 5. 5:40 p.m. – Public Hearing – Disconnection Notice for 4514 Belmar Circle, Fitchburg, WI**
- 6. Resolution R-18-15 - Authorizing Acceptance of the 2015 Well Improvements Bid**
- 7. Announcements**
  - a. Next Board of Public Works Meeting – March 16, 2015
- 8. Adjournment**

*Note: It is possible that members of and possibly a quorum of members of other government bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Fitchburg City Hall, 5520 Lacy Road, Fitchburg WI 53711, (608) 270-4200*



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**MINUTES  
BOARD OF PUBLIC WORKS  
February 16, 2015  
5:30 P.M.  
CITY HALL**

**NOTICE IS HEREBY GIVEN** that the Board of Public Works will meet at 5:30 P.M. on Monday, February 16, 2015 in the **Council Chambers** at City Hall, 5520 Lacy Road to consider and act on the following:

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**Board of Public Works Members Present:** Richard Bloomquist, Dorothy Krause, Michael Gernetzke and David Willborn (Absent - Dave Herbst)

**Others Present:** Cory Horton, Director of Public Works

1. **Call to Order-** The meeting of the Board of Public Works was called to order by Bloomquist at 5:30 p.m.
2. **Public Appearances – Non Agenda Items-** None
3. **Approval of January 21, 2015 Minutes –** (video time XXXX)
  - a. Motion to approve made by Krause
  - b. Seconded by Gernetzke
  - c. Motion carried
4. **Review of January 2015 Utility Bills**
  - a. Motion to approve made by Krause
  - b. Seconded by Gernetzke
  - c. Motion carried
5. **Report of Director of Public Works**
  - a. Horton provided project/construction updates, schedules of current projects, upcoming bids and staff updates. Board asked questions, discussed
6. **Resolution R-107-14 -** Authorizing Purchase and Installation of Three Shade Structures and Other Improvements at McKee Farms Park Splashpad - (Staff Recommends Rejection of Bids). (video time 09:30)
  - a. Motion to approve made by Willborn
  - b. Seconded by Gernetzke
  - c. Board asked questions, discussed
  - d. Resolution defeated

7. **Resolution R-12-15** – A Resolution Accepting an Underground Electric-Gas Main Right-Of-Way Grant on Outlot 6 in the Plat of North Park, City of Fitchburg, WI (video time 16:56)
  - a. Motion to approve made by Krause
  - b. Seconded by Gernetzke
  - c. Horton explained
  - d. Resolution approved
  
8. **Resolution R-13-15** – A Resolution Accepting an Agreement of Easement for Public Pedestrian/Bike Path on Lot 24 in the Plat of Techlands, City of Fitchburg, Wisconsin (video time 18:16)
  - a. Motion to approve made by Willborn
  - b. Seconded by Gernetzke
  - c. Board asked questions, Horton explained
  - d. Resolution approved
  
9. **Resolution R-15-15** - First Amendment to the Agreement for Subdivision Improvements in the Plat of Nine Springs (video time 19:14)
  - a. Motion to approve made by Gernetzke
  - b. Seconded by Krause
  - c. Horton explained, board asked questions, discussed
  - d. Resolution approved
  
10. **Announcements**
  - a. Next Board of Public Works Meeting – March 2, 2015 at 5:30 p.m.
  
11. **Adjournment-** Adjournment at 5:56 p.m.
  - a. Motion to adjourn made by Willborn
  - b. Seconded by Gernetzke
  - c. Motion carried

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## DISCONNECTION NOTICE

February 16, 2015

Jairo Menao  
6225 Sandstone Drive  
Madison, WI 53719-4857

Re: **Cross-Connection Program (Third Notice)**

Dear Customer,

On November 12, 2014, the City of Fitchburg Utilities performed a cross connection inspection at **4514 Belmar Circle** in accordance with Wisconsin Department of Natural Resources cross-connection code, as well as the City of Fitchburg local ordinance. These state and local codes help insure a safe water supply for all of the Utility water customers.

During your inspection a cross-connection violation was found that could not be corrected immediately. You were sent a notice on November 17, 2014, giving you 30 days to make the needed correction and send in a signed copy of the survey stating that the correction had been made. A follow up notice was sent on January 2, 2015, giving you an additional 30 days to correct the violation. To date, the Utility has not received this verification.

Per City Ordinance 40.226 the Utility has the authority to discontinue water service to any property that has a connection in violation of the Cross Connection Ordinance. **Public Works will be requesting authorization to discontinue your water service at 4514 Belmar Circle at the public hearing scheduled for 5:30 p.m. on Monday, March 2, 2015.** This hearing will be held at Fitchburg City Hall, 5520 Lacy Road, Fitchburg WI in the meeting room. Should authorization be granted, your water will be turned off within a few days of this hearing. The water service to your property will not be restored until the violation has been corrected. Your presence at this hearing is strongly encouraged.

For your convenience we have included a copy of the site survey. Should you have questions regarding the cross-connection program please contact us **immediately** at 608-729-1735.

Thank you for your cooperation on this matter.

Sincerely,

*Tracy M. Foss*

Tracy M. Foss, P.E.  
Utility Project Engineer

Enclosure

cc: Luz Cuahuui, 4514 Belmar Circle, Fitchburg WI 53711  
Cory Horton, P.E., Director of Public Works  
Fitchburg Board of Public Works

Location ID 2824514000

Work Order #: 9503

# Fitchburg Residential Cross Connection Survey **NOV 14 2014**

This survey is being performed in accordance with WI DNR 810.15 Wisconsin Safety and Professional Services, SPS 382.41 and Municipal ordinance per Chapter 40 for Cross Connection Control to ensure safe drinking water.

**Compliant?** Yes  No  (If no please give white copy to homeowner Homeowner, please see table below for corrective action required)

Brochure provided in lieu of surveying kitchen and bathroom fixtures. Yes

Customer Name LUZ CUAHUUI

Service Address 4514 BELMAR CIR

Telephone # 608-467-8850

Survey Date 11/12/2014

<u>Fixture Type</u>	<u>Approved</u>			<u>Device</u>	<u>Location / Description</u>
Water Softener	Y	N	NA	ASME A112.1.2	<i>1/2 in Gas</i>
Laundry Tub	Y	N	NA	ASSE 1011, 1052	
Inside Hose Bibs	Y	N	NA	ASSE 1011, 1052	
Boiler	Y	N	NA	ASSE 1012 Low Hazard ASSE 1013 High Hazard	
Humidifier	Y	N	NA	ASME A112.1.2 ASSE 1012	
Outside Hose Bibs	Y	N	NA	ASSE 1019, 1053 ASSE 1011, 1052	<i>2 VB</i>
Lawn Irrigation	Y	N	NA	ASSE 1001, 1020, 1013	
Pools/Spa/Hot Tub	Y	N	NA	ASME A112.1.2 ASSE 1001	
Other	Y	N	NA		
Other:	Y	N	NA		

Notes: owner = Jairo Mena  
6925 Sandstone Dr  
Madison, WI 53719-4857

I certify that I am the owner of the above referenced property and that the above noted corrections have been made in accordance with the Wisconsin State Code SPS 382.4(i)

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**IMPORTANT NOTICE:** Cross Connections identified during the survey MUST be corrected within 30 days of date inspected. Please call 608-270-4270 with any questions. When corrective action is completed please return survey to Utility Department by one of the following methods:  
Fax: (608)270-4212, E-mail: Kim.hauge@fitchburgwi.gov or



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**To:** Board of Public Works

**From:** Cory Horton, P.E., Director of Public Works

**Date:** February 28, 2015

**Subject:** 4514 Belmar Circle Cross Connection Violation

The City of Fitchburg is required by the Wisconsin Department of Natural Resources to inspect residential properties for cross connection compliance during meter change outs.

On November 12, 2014 the Fitchburg Utility performed a cross connection inspection at 4514 Belmar Circle. The water softener at this property was found to be in violation of the State Plumbing Code's (SPS 382) cross connection requirements. Per the City's Cross Connection Control Policy, the owner of the property was informed by notice, dated November 17, 2014, of the violation and given 30 days to make the required corrections. A follow-up letter was sent on January 2, 2015, as the violation had not been corrected, reminding the owner of the violation and giving them an additional 15 days to make the correction. On February 16<sup>th</sup>, 2015, three months after the City first notified the owner of the violation, a third notice was sent to the owner, informing them that per City Ordinance 40.226 the City would be requesting authorization to disconnect water service at 4514 Belmar Circle at the Board of Public Works meeting on March 2, 2015. As this property is a rental, a copy of this third notice was also mailed to the tenant.

The City spoke with the owner the week of February 15<sup>th</sup> in regards to disconnection. The owner stated that the tenant will not allow them access to make the corrections. The City recommended they attend the Board meeting to discuss their concerns.

The City spoke with the tenant the week of February 23<sup>rd</sup>. The tenant is concerned about the possibility of their water being shut off. The tenant stated that they are not responsible for correcting the violation; however shutting the water off to this property until the violation is corrected will significantly impact them, as it will make their current residence uninhabitable. The tenant stated that they are more than willing to let the landlord in to correct this violation. The City and the tenant discussed setting up a time with City, owner and tenant for the owner to correct the violation. The City also recommended that the tenant attend the board meeting.

This violation needs to be corrected for the public safety of our residents. Staff's preference is to work with both the tenant and owner, if they are willing, and get this violation corrected immediately without having to cause hardship on the tenant by disconnecting the water for the owner's violation.



# City of Fitchburg

## Committee or Commission Referral

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Direct Referral Initiated by:

Direct Referral Approved by:

Date Referred: **February 24, 2015**

Ordinance Number:

Date to Report Back: **March 10, 2015**

Resolution Number: R-18-15

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Sponsored by: Mayor

Drafted by: Public Works

**TITLE: Authorizing Acceptance of the 2015 Well Improvements Bid**

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**Background:** Memo and bid tabulation forth coming.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	March, 2, 2015	
2	Finance	Roach	March 10, 2015	
3				
4				

Amendments:





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**To:** Board of Public Works and Finance Committee

**From:** Cory Horton, P.E., Director of Public Works

**Date:** February 26, 2015

**Subject:** Recommendation of Award, 2015 Well Improvements Project

Attached is the bid tabulation for the 2015 Well Improvements project. The Fitchburg Utility District No. 1 has funds available for this project. The Public Works Department followed a number of procedures to ensure that all area contractors that do this type of work were informed of the Utility's project. The project was advertised by legal notice in the Wisconsin State Journal and posted on [www.demandstar.com](http://www.demandstar.com). On February 23, 2015, at 11:00 a.m., the bid opening was held and three (3) bids were received for the 2015 Well Improvements project. The low bidder was Water Well Solutions Service Group, Inc., with a bid of \$60,403.00. This bid was 25% below the Engineer's estimate.

This project consists of pulling, replacing and upgrading well pumps and related equipment at wells 5, 7, and 8 to improve well capacity and reliability. Well 5 services the City's west zone and has a design capacity of 1400 gpm. Wells 7 and 8 service the City's south system and have design capacities of 400 gpm, and 250 gpm, respectively. Well 5's capacity and Well 7 and 8's cumulative capacity has dropped 100 gpm. Wells 5, 7 and 8 were last pulled in 2010, 1999, and 2002, respectively. Routine maintenance minimizes the risk of the City's wells being out of service for emergency repairs during high water usage periods.

Water Well Solutions Service Group, Inc. is a local contractor that has been in business for many years. The department has worked with them in the past and has found their contractual performance and quality of work to meet contractual requirements.

Staff's recommendation is to award the 2015 Well Improvements project in the amount of \$60,403.00 to Water Well Solutions Service Group, Inc.

Shawn Pfaff, Mayor  
Introduced By

Public Works  
Drafted By

Board of Public Works & Finance  
Committee

February 24, 2015  
Date

**RESOLUTION R-18-15**

**AUTHORIZING ACCEPTANCE OF THE  
2015 WELL IMPROVEMENTS BID**

WHEREAS, the 2015 Capital Improvement Plan includes funding for this project; and

WHEREAS, the Director of Public Works has prepared construction specifications and obtained competitive bids; and

WHEREAS, the project was advertised by legal notice in the Wisconsin State Journal on February 4, 2015, and February 11, 2015, and posted on [www.demandstar.com](http://www.demandstar.com); and

WHEREAS, on February 24<sup>th</sup>, 2015 at 11:00 a.m. three (3) sealed bids received were publicly opened with the results listed on the attached bid tab; and

WHEREAS, Water Well Solutions Service Group, Inc's low bid of \$60,403.00 was found to be in compliance with the bid specifications.

NOW THEREFORE BE IT HEREBY RESOLVED, by the Fitchburg Common Council that it approves the award of the 2015 Well Improvements to Water Well Solutions Service Group, Inc.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to sign the contracts with Water Well Solutions Service Group, Inc. for the 2015 Well Improvements Bid.

Adopted by the Common council of the City of Fitchburg this \_\_\_\_ day of \_\_\_\_\_, 2015.

Approved By: \_\_\_\_\_  
Shawn Pfaff, Mayor

Approved By: \_\_\_\_\_  
Patti Anderson, City Clerk