



AGENDA - AMENDED
City of Milton
Common Council Meeting
Tuesday, January 19, 2016
7:00 PM
MILTON CITY HALL
Council Chambers, 710 S. Janesville Street

- 1. Call to Order and Confirmation of Appropriate Meeting Notice.**
- 2. Approval of Agenda**
- 3. Public comments regarding items which can be affected by Council Action**
Presenters must sign in with the City Clerk in order to speak.
- 4. Approval of the Consent Agenda**
 - 4.a. Common Council Minutes – January 5, 2016.**
Documents: [01-05-2016 Common Council Minutes.pdf](#)
 - 4.b. Personnel & Finance Committee Minutes – December 15, 2015.**
Documents: [12-15-2015 Personnel and Finance Committee Minutes.pdf](#)
 - 4.c. Personnel & Finance Committee Item: Authorize Staff to execute a farmland lease agreement with Heth Farms.**
 - 4.d. Personnel & Finance Committee Item: Authorize Staff to execute a farmland lease agreement with Hull Farms.**
 - 4.e. Personnel & Finance Committee Item: Authorize Staff to execute a farmland lease agreement with Pierce Farms.**
 - 4.f. Personnel & Finance Committee Item: Approve Operator Licenses as presented.**
Documents: [Memo - New Operator Licenses.pdf](#)
 - 4.g. Plan Commission Minutes – December 1, 2015.**
Documents: [12-01-2015 - Plan Commission Minutes.pdf](#)
 - 4.h. Plan Commission Item: Approve the Conditional Use Permit for Precision Metal Fab Inc, 124 Sunnyside Drive.**
 - 4.i. Policy Ad Hoc Committee Minutes - December 2, 2015.**
Documents: [12-2-2015 Policy Ad Hoc Committee Minutes.pdf](#)
 - 4.j. Public Safety Committee Minutes – December 15, 2015.**
Documents: [12-15-2015 - Public Safety Committee Minutes.pdf](#)

5. Discussion and Possible Action on Adopting the Preliminary Public Works Resolution 2016-01 Concerning the Assessment of Water Mains for the 2015/2016 Water Main Installations for the South High Pressure Easement Areas.

Documents: [Memo - Resolution 2016-01.pdf](#), [Resolution 2016-01 Preliminary South High Pressure Easement Area Water Main Installation.pdf](#), [South High Pressure Zone Plan.pdf](#)

6. Discussion and Possible Action on Adopting the Preliminary Public Works Resolution 2016-02 Concerning the Assessment of Water Mains for the 2015/2016 Water Main Installations for N. Janesville Street and E. Bowers Lake Road.

Documents: [Memo - Resolution 2016-02.pdf](#), [Resolution 2016-02 Preliminary Janesville Street and Bower Lake Road Water Main Installation.pdf](#), [Water Main Improvements Plan.pdf](#)

7. AMENDED Discussion and Possible Action Regarding Approval of CTW Corporation to Conduct the Well 6 Inspection.

Documents: [Memo - Well 6 Inspection.pdf](#), [Well 6 Repair Purchase Order.pdf](#)

8. Next Meeting Date - Tuesday, February 2, 2016 at 7:00 p.m.

9. General Items

10. Mayor and Alderperson Reports

11. Staff Reports

12. City Administrator

13. Chief of the Joint Fire Department

14. Chief of the Police Department

15. City Clerk/Deputy Treasurer

16. Director of Public Works

17. Director of the Library

18. Finance Director

19. Motion to Adjourn

**Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's Office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

Posted at Dave's Ace Hardware, Piggly Wiggly, Milton City Hall

Common Council Mission Statement: With integrity and involved citizens, the City of Milton Common Council will strive to preserve a high quality of life, meet the public's needs with cost effective services, and foster a community in which people are proud to live.

City of Milton
Common Council Minutes

1/5/2016 - Minutes

1. Call to Order and Confirmation of Appropriate Meeting Notice.

Mayor Welch called the Common Council meeting to order at 7:00 p.m. Clerk Hilby confirmed appropriate meeting notices were posted.

Present: Mayor Anissa Welch, Ald. Dave Adams, Ald. Lynda Clark, Ald. Nancy Lader, Ald. Theresa Rusch, Ald. Maxine Striegl, and Ald. Jeremy Zajac.

Also Present: City Administrator Al Hulick, Police Chief Scott Marquardt, Director of Public Works Howard Robinson, Finance Director Dan Nelson, and City Clerk Elena Hilby.

2. Approval of Agenda

Ald. Clark moved to approve the agenda. Ald. Lader seconded, and the motion carried.

3. Public comments regarding items which can be affected by Council Action

Mayor Welch welcomed those in attendance and asked if there were any registered speakers.

Linda Layber reported on the donations received for the Tree Lighting event. We have a roll-over balance of over \$500. She also provided an update on DDAC being dissolved and events that were organized by them.

4. Approval of the Consent Agenda

Ald. Rusch moved to approve the consent agenda. Ald. Clark seconded, and the motion carried.

4.a. Common Council Minutes – December 15, 2015.

5. Discussion and Possible Action Regarding the Possible Need for a Primary Election for Alderperson.

No primary for alderperson will be necessary.

6. Discussion and Possible Action Regarding Easement for Booster Project on Pierce Farms Property.

Administrator Hulick reviewed the history of this item which ended up with an agreed upon amount of \$5,000. Approval from Council would be needed to complete this.

Ald. Rusch moved to approve the \$5,000 easement for Pierce Farms for water main improvements related to the booster station project. Ald. Adams seconded, and the motion carried.

7. Next Meeting Date - Tuesday, January 19, 2016 at 7:00 p.m.

8. General Items

There were none.

9. Team Building Exercise.

10. Mayor and Alderperson Reports

Ald. Clark

- High school student from the French Club approached her with an idea of a peace garden at Veteran's Park.
- Working on adding toddler swings in the parks.

Mayor Welch

- Recruit Welch will be graduating on January 22, 2016.

11. Staff Reports

12. City Administrator

- Will be back to work next week.

13. Chief of the Joint Fire Department

14. Chief of the Police Department

- Body cams are in.
- This week he is attending new chief and sherriff school provided by the Departmetn of Justice.

15. City Clerk/Deputy Treasurer

- We have six candidates: Lynda Clark, Larry A. Laehn, Ryan Holbrook, Karl Senger, David J. Adams, and Jerry R. Elsen.

16. Director of Public Works

- We started cutting trees in parks this week. They will all be replaced later this spring.
- If it stays cold, we may try to make a smaller version of the ice rink.
- There is still salt and sand available at the garage.

17. Director of the Library

No report.

18. Finance Director

No report.

19. Municipal Court

No report.

20. CLOSED SESSION: Consideration of a motion to convene into closed session pursuant to Wisconsin Statute Section 19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; Re: future city assessor services.

Ald. Rusch moved to move into Closed Session at 7:45 p.m. Ald. Clark seconded, and the motion carried on the following roll call vote:

Aye: Ald. Adams, Ald. Clark, Ald. Lader, Ald. Rusch, Ald. Striegl, and Ald. Zajac.

No: None.

21. Reconvene into open session for possible action(s) on items discussed in closed session.

Ald. Clark moved to reconvene into open session at 8:09 p.m. Ald. Lader seconded, and the motion carried unanimously.

22. Motion to Adjourn

Ald. Clark moved to adjourn the Common Council meeting at 8:10 p.m. Ald. Rusch seconded, and the motion carried.

Respectfully submitted,
Elena Hilby
City Clerk

City of Milton
Personnel and Finance Committee Minutes

12/15/2015 - Minutes

1. Call to Order

Chair Dave Adams called the meeting of the Personnel & Finance Committee to order at 6:10 p.m.

Present: Ald. Dave Adams, Ald. Theresa Rusch, and Ald. Jeremy Zajac.

Also Present: City Administrator Al Hulick, Finance Director Dan Nelson, and City Clerk Elena Hilby.

2. Approval of Agenda

Ald. Zajac moved to approve the agenda. Ald. Rusch seconded, and the motion carried.

3. Approval of Minutes - Personnel & Finance Committee Minutes – December 1, 2015.

Ald. Rusch moved to approve the minutes. Ald. Zajac seconded, and the motion carried.

4. Discussion and Possible Action to Approve Operator Licenses.

Ald. Rusch moved to recommend to the Common Council to approve the operator licenses as presented.

Ald. Zajac seconded, and the motion carried.

5. Discussion and Possible Action Regarding Treasurer's Report - November 2015

Finance Director Nelson reviewed the report.

Ald. Rusch moved to accept the Treasurer's Report. Ald. Zajac seconded, and the motion carried.

6. General Items

7. Next Meeting Date - Tuesday, January 19, 2016 at 6:30 p.m.

8. Motion to Adjourn

Ald. Zajac moved adjourn the Personnel & Finance Committee meeting at 6:13 p.m. Ald. Rusch seconded, and the motion carried.

Respectfully submitted,
Elena Hilby
City Clerk



Office of the City Clerk

To: City of Milton Common Council
From: Elena Hilby, City Clerk/Deputy Treasurer
Date: January 19, 2016
Subject: Discussion and Possible Action to Approve Operator Licenses.

Discussion

The following operator license applications have been received in the Clerk's Office. A successful background check has been completed and Staff recommends approval of these licenses.

A New Operator License will be issued to the following individuals:

- Jacqueline Schultz
- Kelsey Tande
- Danielle Griffis
- Kasidie Pallansch

Staff Recommendation

To recommend approval of the operator licenses as presented.

Attachments

None.

City of Milton
Plan Commission Minutes

12/1/2015 - Minutes

1. Call to Order

Mayor Anissa Welch called the December 1, 2015 meeting of the Plan Commission to order at 6:00 p.m. Clerk Hilby confirmed the appropriate meeting notices were posted.

Present: Mayor Anissa Welch, Director of Public Works Howard Robinson, Ald. Nancy Lader, Comm. Frank Green, Comm. Ethel Himmel, Comm. David Ostrowski, and Comm. Bob Seales.

Also Present: City Administrator Al Hulick and City Clerk/Deputy Treasurer Elena Hilby.

2. Approval of Agenda

Ald. Lader moved to approve the agenda. Comm. Himmel seconded, and the motion carried.

3. Approval of Plan Commission Minutes – November 10, 2015.

Comm. Himmel moved to approve the Plan Commission minutes of November 10, 2015. Ald. Lader seconded, and the motion carried.

4. Public Hearing and Discussion and Possible Action to Consider a Request from Jon Sockness to Rezone Property Located on Blanche Drive from R4 to P.U.D.

Mayor Welch opened the public hearing at 6:03 p.m.

DPW Director reviewed the request before the commission.

Ald. Lynda Clark reviewed concerns of the neighbors. Neighbors have expressed concern about screening, who will be responsible to maintain the driveway and whether or not there would be lighting in the parking lot. Concern was also expressed about the parking situation on Blanche Dr.

Jon Sockness stated that there wasn't anything in the plan for screening but felt it conforms with the rest of the neighborhood. He said that every unit will have a 2 car garage and on-site parking. There is no intention for residents to use street parking. The lighting will be set up to blend into the neighborhood.

Mayor Welch closed the public hearing at 6:08 p.m.

Comm. Ostrowski expressed concern with screening due to the small size of the back yard.

Comm. Himmel wanted to know where the yard for the buildings would be. J. Sockness explained that they would be small yards.

Ald. Lader expressed concern regarding the parking situation

Ald. Lader moved to recommend to the Common Council to approve the rezoning and the general plan as the specific implementation plan. Comm. Himmel seconded, and the motion carried with Comm. Ostrowski in abstention.

5. Discussion and Possible Action Regarding a Site Plan Review for a Shed at the West Sunset Apartments Located at 33 W. Sunset Drive.

Comm. Himmel moved to approve the site plan request for the construction of a shed behind the

apartments. Ald. Lader seconded, and the motion carried.

6. Discussion and Possible Action Regarding a Site Plan Review for a Sign for the Flying Pig Store Located at 28 Merchant Row.

Comm. Ostrowski moved to approve the site plan request for the Flying Pig Store sign. Comm. Himmel seconded, and the motion carried.

7. Discussion and Possible Action to Approve a Site Plan for Super Hero Tacos for a Sign Permit.

Ald. Lader moved to refer this item to the next meeting of the Plan Commission. Comm. Ostrowski seconded, and the motion carried.

8. General Items

9. Next Meeting Date - Tuesday, January 12, 2016 at 5:00 p.m.

10. Motion to Adjourn

Ald. Lader moved to adjourn the meeting of the Plan Commission at 6:36 p.m. Comm. Himmel seconded, and the motion carried.

Respectfully submitted,
Elena Hilby
City Clerk

City of Milton
Policy Ad Hoc Committee Minutes

12/2/2015 - Minutes

1. Call to Order and Confirmation of Appropriate Meeting Notice.

Ald. Theresa Rusch called the December 2, 2015 meeting of the Policy Ad Hoc Committee to order at 5:30 p.m.

Present: Ald. Theresa Rusch, Ald. Lynda Clark, and Larry Laehn,

Excused: Herb Stinski and Alicia Klos.

Also Present: City Clerk Elena Hilby.

2. Approval of Agenda

Ald. Clark moved to approve the agenda. L. Laehn seconded, and the motion carried.

3. Approval of Minutes - Policy Ad Hoc Committee Minutes - October 28, 2015.

L. Laehn moved to approve the minutes. Ald. Rusch seconded, and the motion carried with Ald. Clark in abstention.

4. Discussion and Possible Action Regarding Review of Council Expectations.

- Ald. Rusch reviewed what had been discussed at the last meeting.
- Committee members agreed that a hybrid of the examples from Green Bay and Cross Plains would be preferable.
- The format that was forming was:
 - Mission Statement
 - Expectations
 - Code of Conduct
- Under the expectations section where it addresses that Council members should faithfully attend committee meetings and report to the Council.

5. General Items

L. Laehn asked to get ideas of projects that may be headed to this committee.

6. Set Future Meeting Date(s)

The next meeting will be on Wednesday, January 6, 2016 at 2:00 p.m. in the City Hall conference room.

7. Motion to Adjourn

L. Laehn moved to adjourn the meeting of the Policy Ad Hoc Committee at 6:15 p.m. Ald. Clark seconded, and the motion carried.

Respectfully submitted,
Elena Hilby
City Clerk

City of Milton
Public Safety Committee Minutes

12/15/2015 - Minutes

1. Call to Order

Chair Maxine Striegl called the meeting of the Public Safety Committee to order at 5:45 p.m.

Present: Ald. Maxine Striegl, Ald. Theresa Rusch, and Ald. Jeremy Zajac.

Also Present: City Administrator Al Hulick, Police Chief Scott Marquardt, and City Clerk Elena Hilby.

2. Approval of Agenda

Ald. Rusch moved to approve the agenda. Ald. Zajac seconded, and the motion carried.

3. Approval of Minutes - Public Safety Committee Minutes - November 17, 2015.

Ald. Zajac moved to approve the minutes. Ald. Rusch seconded, and the motion carried.

4. Monthly Police Department Statistical Report

Chief Marquardt reviewed the report.

5. Chief Update: Crime Mapping Program - RaidsOnline.

- Presented RaidsOnline, which is an online mapping tool.
- This product takes data that we already have and maps out crimes.
- This is a free service.
- Better transparency for the public.
- Provides us with a crime mapping tool.
- Help us to partner better with our landlords.
- We are in the stages of signing up for this program now and hope to be up by the beginning of the year.

6. Chief Update: VIEVU Body Cameras.

- 2 dashboard cameras have started acting up
- Body cameras seem to be the better way to go from here
- We will start using them during the first quarter of 2016.
- Wanted to thank Kwik Trip for their very generous donation which will go towards this program.
- The policy created during testing will be used as a template and will be mixed with the policy provided by VIEVU. The policy will probably end up being a combination of the two policies.
- 5 cameras are being ordered right now and should cover on-duty officers.

7. General Items

Ald. Rusch

- Asked about checking the intersections affected by the Hwy 26 bypass. DPW Director has received traffic counts which would be the first step in assessing if intersection controls are needed.
- Asked about whether we will have any emergency drills? Chief Marquardt stated that is on his list.

8. Next Meeting Date - Tuesday, January 19, 2016 at 6:00 p.m.

9. Motion to Adjourn

Ald. Zajac moved to adjourn the meeting of the Public Safety Committee at 6:06 p.m. Ald. Rusch seconded, and the motion carried.

Respectfully submitted,
Elena Hilby
City Clerk

Office of the Director of Public Works

To: City of Milton Common Council
From: Howard Robinson, Director of Public Works
Date: January 19, 2016
Subject: Discussion and Possible Action on Adopting the Preliminary Public Works Resolution 2016-01 Concerning the Assessment of Water Mains for the 2015/2016 Water Main Installations for the South High Pressure Easement Areas.

Discussion

Water Main installation is planned for the south high pressure water main. Code of Ordinance section 66-241(8) states that new water main installation is assessable to property owners at 100% of the cost.

Resolution #2015-28 allows the City Clerk to establish a date for a public hearing to be conducted to hear concerns about the assessments from effected property owners that may be levied. The Public Hearing will be held during a Common Council meeting. The Council will determine assessments for the south high pressure water main installation.

After a Public Works Resolution is passed, a report is made by the Public Works Director. This report is sent to property owners and provides an estimate on the cost to property owners. Upon project completion, the actual assessment is calculated and billed to property owners. Depending on the amount of the estimated assessments, the Council will have the authority to consider payment plan options for property owners.

Step 1: Adopt a resolution establishing a date for the public hearing of potential assessments.

Step 2: Notify effected property owners by mailing of the Report of the Director that includes estimated assessments.

Step 3: Conduct the public hearing for effected property owners hearing concerns or comments of the estimated assessments. At that time, the Council may consider payment options which will be listed in a Resolution to be adopted by Council.

Step 4: Upon completion of the project, notify effected property owners of actual assessment amounts due with optional payment plans, if available.

Pierce Farms has a pre-annexation agreement concerning utility installation (water main). The agreement is attached. A public hearing is still required to have a council decision on using the agreement as the assessment policy for this installation.



Staff Recommendation

Adopt Resolution 2016-01 and schedule a Public Hearing for potential assessments to effected property owners.

Attachments

- Resolution 2016-01.

PRELIMINARY PUBLIC WORKS RESOLUTION #2016-01

Preliminary Resolution Declaring Intent to
Exercise Special Assessment Powers Under
Section #66.0703, Wisconsin Statutes

RESOLVED, by the Common Council of the City of Milton, Wisconsin;

1. The Common Council hereby declares its intention to exercise its power under Section #66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by said improvement:

WATER MAIN AND APPURTANCES INSTALLATION

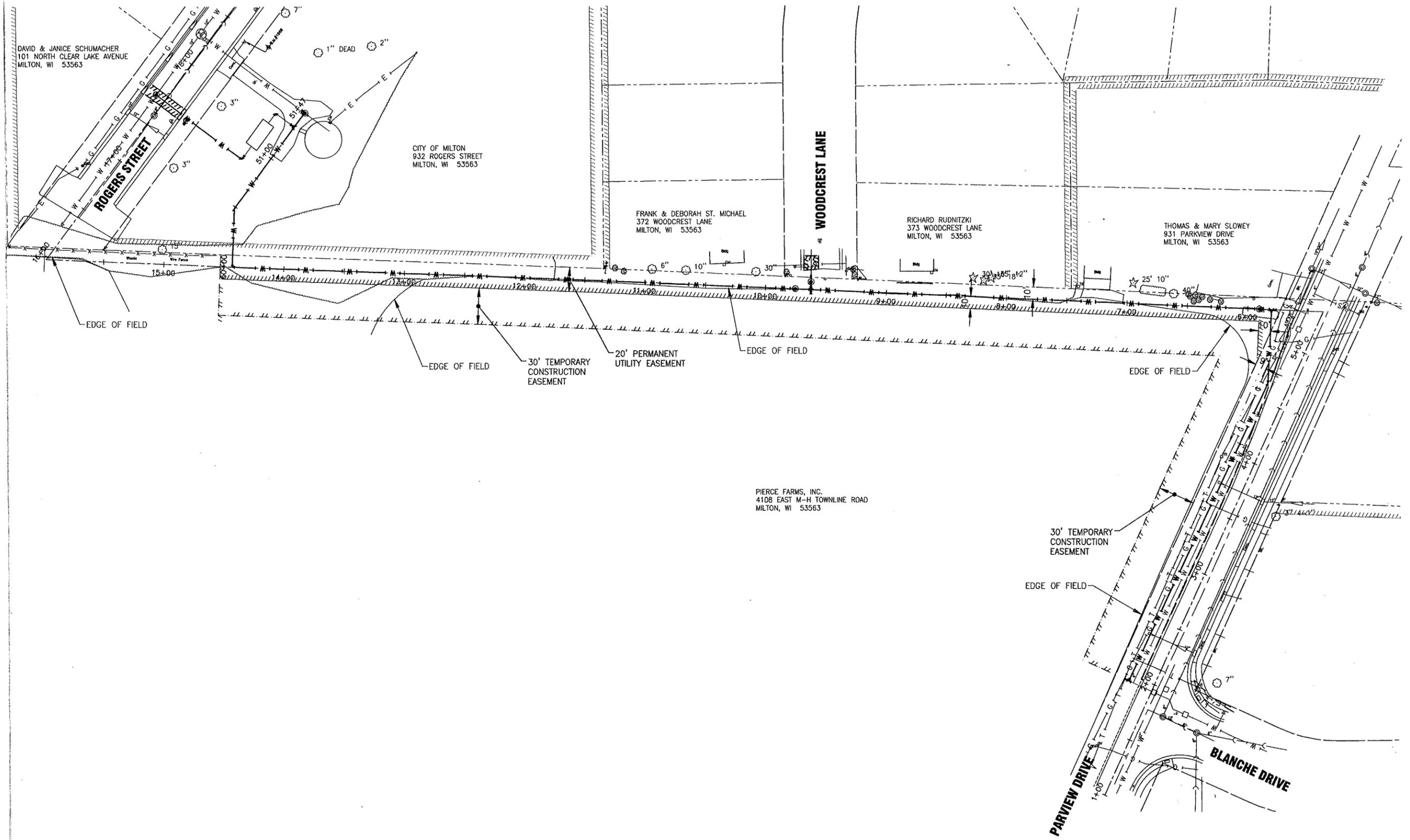
Property
South High Pressure Easement Areas

2. Before such improvements are made, the Director of Public Works is directed to notify the utility companies of the forthcoming project.
3. The amount assessed against any parcel shall not be greater than the benefits accruing thereto from said improvements.
4. The Director of Public Works is directed to prepare a report consisting of:
 - a. Preliminary plans and specifications for said improvements.
 - b. An estimate of the entire cost of the proposed water main installation.
 - c. The estimate against each parcel of property.Upon completing such report the Director of Public Works is directed to file a copy thereof in the City Clerk's office for public inspection.
5. Upon receiving the report of the Director of Public Works, the Clerk is directed to give a Class 1 notice of a public hearing on such report as specified in Section #66.0703, Wisconsin Statutes. (The Clerk is further directed to prepare as part of such notice a small map showing the general boundary lines of the proposed assessment district.) The hearing shall be held at the Council Chambers in the City Hall at a time set by the Clerk in accordance with Section #66.0703 Wisconsin Statutes.
6. Therefore scheduling the Public Hearing date for Wednesday, February 17, 2016 at 7:00 pm in the City Hall Council Chambers.

Adopted this 19th day of January 2016.

Anissa M. Welch, Mayor

Elena Hilby, City Clerk/Deputy Treasurer

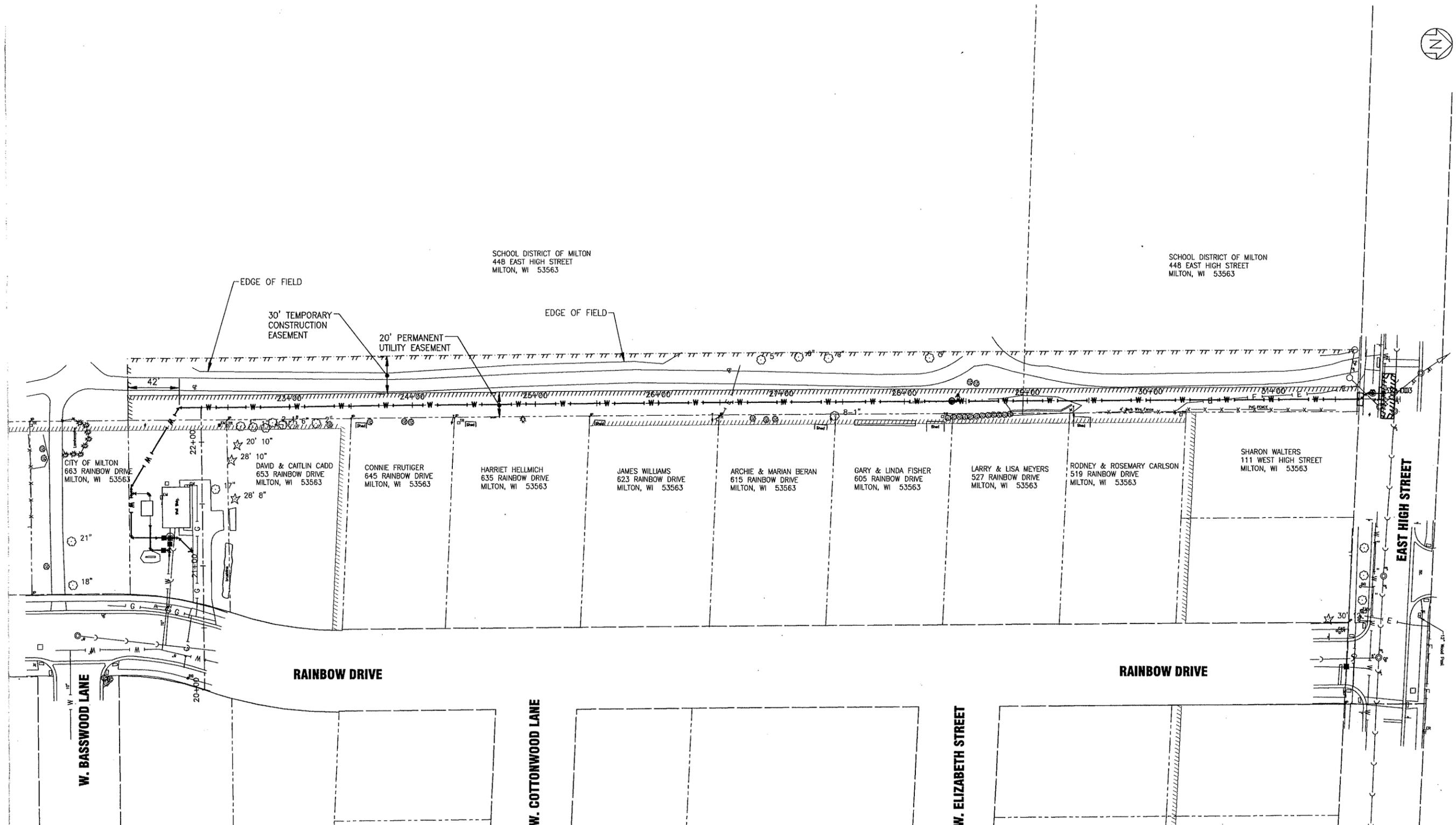


WOODMAN	DESIGNED - MEL	REVISED -
	DRAWN - TLB/UKB	REVISED -
	CHECKED - GAV	REVISED -
	DATE - 9-24-15	REVISED -

**CITY OF MILTON, WISCONSIN
SOUTH HIGH PRESSURE ZONE**

EAST TOWER WATER MAIN EASEMENT PARKVIEW DRIVE TO ROGERS STREET			
SCALE: HORIZ. 1"=40'	PROJECT NO: 150556	STA. 1+00	TO STA. 15+60

F.A. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
		ROCK	14	11
FED. ROAD DIST. NO.		ILLINOIS FED. AID PROJECT		



WOODMAN	DESIGNED - MEL	REVISED -
	DRAWN - TLB/UKB	REVISED -
	CHECKED - GAV	REVISED -
	DATE - 9-24-15	REVISED -

**CITY OF MILTON, WISCONSIN
SOUTH HIGH PRESSURE ZONE
WATER MAIN**

WELL 4 WATER MAIN EASEMENT RAINBOW DRIVE TO EAST HIGH STREET		
SCALE: HORIZ. 1"=40'	PROJECT NO: 150556	STA. 20+00 TO STA. 32+00

F.A. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
		ROCK	14	12
FED. ROAD DIST. NO.	ILLINOIS	FED. AID PROJECT		

Office of the Director of Public Works

To: City of Milton Common Council
From: Howard Robinson, Director of Public Works
Date: January 19, 2016
Subject: Discussion and Possible Action on Adopting the Preliminary Public Works Resolution 2016-02 Concerning the Assessment of Water Mains for the 2015/2016 Water Main Installations for N. Janesville Street and Bower Lake Road.

Discussion

Water Main installation is planned for N. Janesville Street and Bowers Lake Road. Code of Ordinance section 66-241(8) states that new water main installation is assessable to property owners at 100% of the cost.

Resolution #2015-29 allows the City Clerk to establish a date for a public hearing to be conducted to hear concerns about the assessments from effected property owners that may be levied. The Public Hearing will be held during a Common Council meeting. The Council will determine assessments for N. Janesville Street and Bowers Lake Road.

After a Public Works Resolution is passed, a report is made by the Public Works Director. This report is sent to property owners and provides an estimate on the cost to property owners. Upon project completion, the actual assessment is calculated and billed to property owners. Depending on the amount of the estimated assessments, the Council will have the authority to consider payment plan options for property owners.

Step 1: Adopt a resolution establishing a date for the public hearing of potential assessments.

Step 2: Notify effected property owners by mailing of the Report of the Director that includes estimated assessments.

Step 3: Conduct the public hearing for effected property owners hearing concerns or comments of the estimated assessments. At that time, the Council may consider payment options which will be listed in a Resolution to be adopted by Council.

Step 4: Upon completion of the project, notify effected property owners of actual assessment amounts due with optional payment plans, if available.



Staff Recommendation

Adopt Resolution 2016-02 and to schedule a Public Hearing for potential assessments to effected property owners.

Attachments

- Resolution 2016-02.
- 2016 Water Main Improvements Map

PRELIMINARY PUBLIC WORKS RESOLUTION #2016-02

Preliminary Resolution Declaring Intent to
Exercise Special Assessment Powers Under
Section #66.0703, Wisconsin Statutes

RESOLVED, by the Common Council of the City of Milton, Wisconsin;

1. The Common Council hereby declares its intention to exercise its power under Section #66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by said improvement:

WATER MAIN AND APPURTANCES INSTALLATION

Property
N. Janesville Street and E. Bowers Lake Road

2. Before such improvements are made, the Director of Public Works is directed to notify the utility companies of the forthcoming project.
3. The amount assessed against any parcel shall not be greater than the benefits accruing thereto from said improvements.
4. The Director of Public Works is directed to prepare a report consisting of:
 - a. Preliminary plans and specifications for said improvements.
 - b. An estimate of the entire cost of the proposed water main installation.
 - c. The estimate against each parcel of property.Upon completing such report the Director of Public Works is directed to file a copy thereof in the City Clerk's office for public inspection.
5. Upon receiving the report of the Director of Public Works, the Clerk is directed to give a Class 1 notice of a public hearing on such report as specified in Section #66.0703, Wisconsin Statutes. (The Clerk is further directed to prepare as part of such notice a small map showing the general boundary lines of the proposed assessment district.) The hearing shall be held at the Council Chambers in the City Hall at a time set by the Clerk in accordance with Section #66.0703 Wisconsin Statutes.
6. Therefore scheduling the Public Hearing date for Wednesday, February 17, 2016 at 7:00 pm in the City Hall Council Chambers.

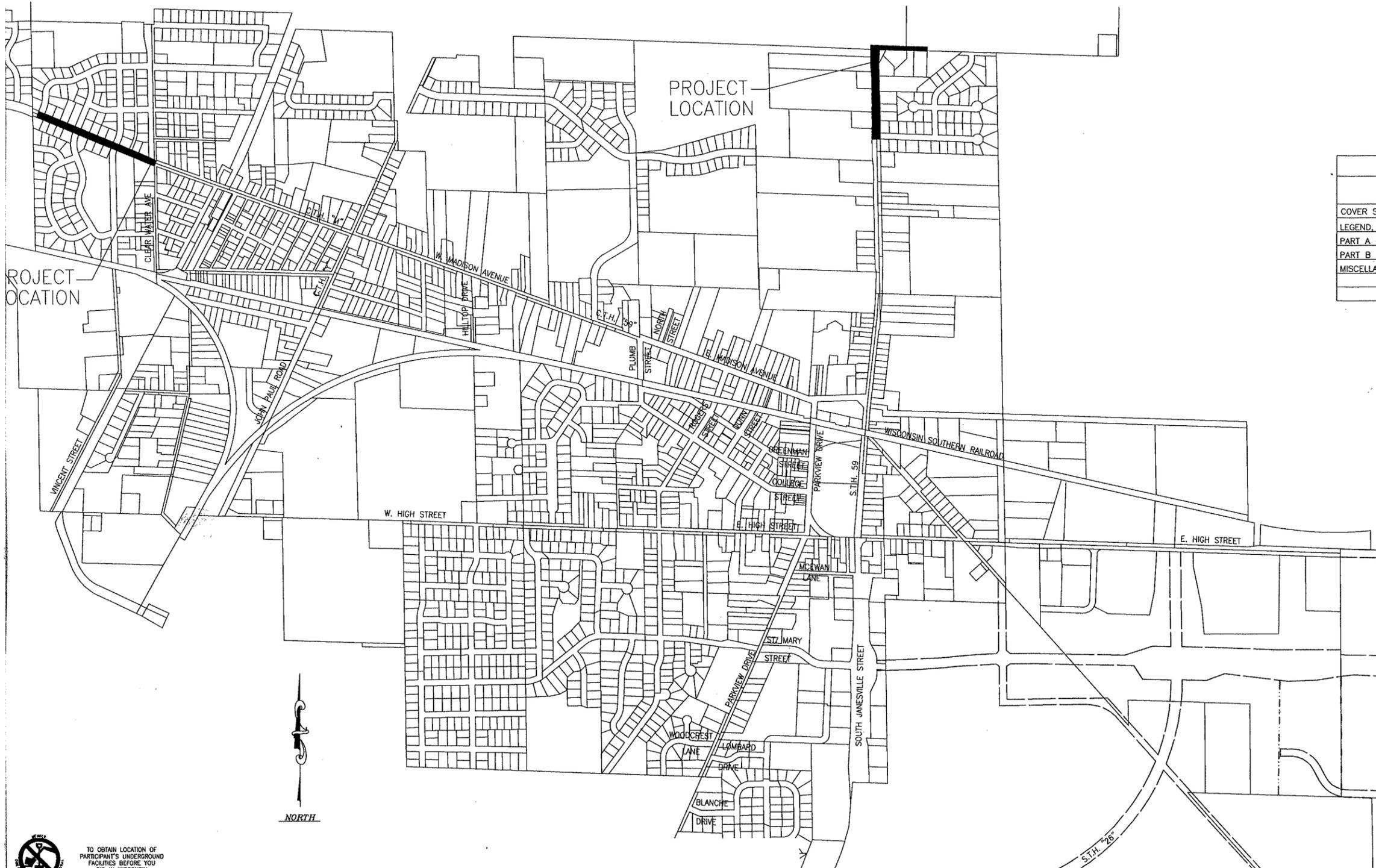
Adopted this 19th day of January 2016.

Anissa M. Welch, Mayor

Elena Hilby, City Clerk/Deputy Treasurer

CITY OF MILTON, WISCONSIN

2016 WATER MAIN IMPROVEMENTS



SHEET INDEX	
TITLE	SHEET NO.
COVER SHEET	1
LEGEND, ABBREVIATIONS, BENCHMARKS AND GENERAL NOTES	2
PART A - WEST MADISON AVENUE WATER MAIN	3-5
PART B - NORTH JANESVILLE STREET WATER MAIN	6-8
MISCELLANEOUS DETAILS	9-11

 TO OBTAIN LOCATION OF PARTICIPANT'S UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

CALL DIGGERS HOTLINE
1-800-242-8511
TOLL FREE

WIS. STATUTE 182.0175 (1974)
REQUIRES MIN. OF 3 WORK DAYS
NOTICE BEFORE YOU EXCAVATE.




Gary A. Von
PROJECT MANAGER


Mark E. Langer
PROJECT ENGINEER

Office of the Director of Public Works

To: City of Milton Common Council
From: Howard Robinson, Director of Public Works
Date: January 19, 2016
Subject: Discussion and Possible Action Regarding Approval of CTW Corporation to Conduct the Well 6 Inspection.

Discussion

CTW Corporation has submitted a cost to conduct an inspection at Well #6. We have not conducted a well inspection at Well #6 and it is due for inspection. We have budgeted money in the Water Utility budget to cover this cost. CTW has conducted an inspection on Well #4 in 2015 for the Water Utility. They have been our contractor for this type of work and have historically been our low price contractor. They are also familiar with our water system. They have an opening in their schedule which would allow this work to be completed in the winter months. This schedule would also allow us to have this work done before Well #2 is shut down sometime this summer when the new well house is constructed.

Staff Recommendation

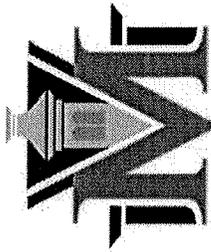
I am requesting permission to allow CTW Corporation to conduct the Well pump #6 inspection work.

Attachments

- Purchase order

PURCHASE ORDER

(REQUIRED FOR ITEMS OVER \$500)



BILL TO :
CITY OF MILTON
710 S JANESVILLE ST
MILTON, WI 53563-1748
608-868-6900

P.O. NUMBER _____

P.O. DATE 1/15/16

VENDOR # CTW Corporation

VENDOR: CTW Corporation
21500 W. Good Hope Road
Lannon WI 53046-9720

TAX EXEMPT # 138244B
FEDERAL ID # 39-6006322

SHIP TO: City of Milton
(if different from Above)
150 Northside Dr
Milton WI 53563

G/L ACCOUNT #	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
Water Capex 1	Lump sum	Attached	\$	-
		Cost is between \$10-\$12,000	\$ 10-12000	-
		Televising if needed \$875	\$ 875	-
		\$12875 Top cost	\$	-
			\$	-
			\$	-
Contractor that started the work last year for the 3w/15 we have on per year.			TOTAL PURCHASE \$	\$ 12875 -

OFFICE USE

DEPARTMENT HEAD Edward Kabin Date 1-15-16

CITY ACCOUNTANT _____ Date _____

CITY ADMINISTRATOR _____ Date _____

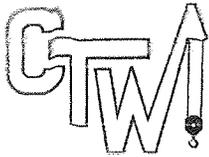
CHECK ALL THAT APPLY:

AT LEAST 3 QUOTES ATTACHED LOWEST SELECTED

AT LEAST 3 QUOTES. LOWEST NOT SELECTED, REPORT SUPPORTING RECOMMENDATION ATTACHED

FEWER THAN 3 QUOTES - REPORT ATTACHED

COUNCIL APPROVAL (IF OVER \$10,000) DATE: _____



CORPORATION
Water Wells & Pumps
www.ctwcorporation.com

October 8, 2015

MR RON GRIFFIN
CITY OF MILTON WATER
430 E HIGH ST STE #3
MILTON WI 53563

Subject: Well pump #6 Inspection

Dear Ron:

In recent years we have discussed the necessity to remove the pumping equipment from well #6 in order to evaluate its present condition since the original installation back in 2007. Knowing the history of how your other pumps hold up for normal 8-10 year intervals, the timing is right to plan for this work. Back in August of 2014 we sent an email where we suggested a budget figure of \$10,000-\$12,000 to remove the entire pump, evaluate the components, rebuild the bowl assembly to new specs, rebuild the stuffing box, replace the airline and rubber lineshaft bearings, disinfect the well and then install-flush-sample the rebuilt equipment. That cost estimate assumes that the column pipe and lineshaft will be in good shape and would be re-used with the rebuilt pump bowls and other items.

Since the time of that first proposal we have also discussed the benefits of performing a video inspection of the well while the pump is being repaired. That would allow for evaluating how clean the formation is and if any bacterial growth has begun to form in the water bearing sections of the well. While that service isn't absolutely necessary, it would allow you to address at an early stage anything that looks like it could lead to long term problems in the future. The added cost to televise would be \$875 but you can certainly wait to see what the removed pump components look like to aid in your decision on that.

This work could be conducted over the winter months when water use is low and would require that station to be out of service for about 10-14 days. We would recommend conducting both a performance test as well as collecting baseline vibration readings that can be duplicated once the pump is back in service. We hope we can be of service to you and the City in completing this work and ask that you call with any questions that you might have pertaining to our proposal. In the mean time, please let us know if anything else comes up that we can lend assistance to you or Lon over at the WWTP.

Best Regards,

CTW CORPORATION



Timothy J. Cummins, PE