



CITY ADMINISTRATOR

201 DELAFIELD STREET
WAUKESHA, WISCONSIN 53188-3633

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MEMO

To: Mayor, City Attorney and City Council
CC: Department Directors
From: City Administrator
Subject: Administrator's Report
Date: February 1, 2019

City Administrator Highlights

- Held final interviews for the new Human Resources Director.
- Held meetings regarding TID 14 and the Mindiola Park Stadium.
- Held regularly scheduled meetings with Rich Abbott, Ron Grall, Chief Howard, Chris Pofahl, and Fred Abadi.
- Participated in the Leadership Class Alumni presentation.
- Participated in the City Hall workshop to continue work on the plans for City Hall.
- Met with Carroll President Cindy Gnadinger to discuss a variety of topics impacting Carroll and the City.

Public Works

Engineering Division:

The following projects have been designed and are out to bid:

- 2019 Sanitary Sewer Lining
- 2019 Force Main Relay / Rehabilitation
- Schuetze Recreation Center Window Replacement
- South Street Parking Ramp Phase II Repairs
- 2019 Concrete Pavement Patching and Sawing
- Concrete Sidewalk Replacement
- Alley #63 and #68 Reconstruction

The following projects have been awarded and the project start is being coordinated:

- Dunbar Ave., Bethesda Ct., and Prospect Ct. Utility and Street Improvements
- Pearl Street Pump Station Improvements
- Northview Rd. Utility and Street Improvements Phase II

Pump Station Upgrades at Milky Way Rd, Springbrook North

- Contractor has completed the valve vault drains at Tallgrass, Silvernail, Bluemound West, and Rivers Crossing pump stations. They have started work on the junction chamber at the Clean Water Plant to verify measurements and are currently waiting for the concrete deck to be made based on those measurements.
- After the work at the Clean Water Plant is complete, they will move to the Milky Way Rd. and Springbrook North pump stations.



Concrete Pavement Joint Sealing

- This project is on hold until spring.

Greenmeadow Sanitary Interceptor Sewer

- This week's work:
 - Continued rock removal down in the Madison St./Joellen Dr. intersection shaft
 - Continued sewer structure excavation, rerouting of sewer pipes, and sewer installation in the easement at Innio (formerly GE Power & Water) on the north side of the Fox River
- Next week's work:
 - Continue rock removal down in the Madison St./Joellen Dr. intersection shaft. Another blast is tentatively scheduled for Monday (1/28). As before, those nearby will experience a low rumble when a blast is set off.
 - Continue sewer installation in the easement at Innio (formerly GE Power & Water) on the north side of the Fox River
 - Work may not occur on certain days due to extreme cold
- Streets with restricted access for the next week:
 - Eastbound traffic on W. St. Paul Ave. between Harris Highland Dr. and S. Moreland Blvd. is shifted over slightly to accommodate the work near Innio (formerly GE Power and Water). At least one lane in each direction will be maintained.
 - Because of shaft construction at the Madison St./Joellen Dr. intersection, traffic on Madison St. at Joellen Dr. will be shifted over toward the north side of Madison St. At least one lane in each direction will be maintained.
- Streets that will have No Access:
 - Joellen Dr. at Madison St is closed.

Demolition and Asbestos Abatement of 201-310 Delafield St

- Demolition has been completed and restoration work is ongoing with the trucking in of topsoil and placing of seed and mulch.
- Demolition will start at 310 Delafield St in late March 2019.

Northview Road Reconstruction - Phase 1

- All remaining construction activities are on hold until weather permits in 2019. For winter shutdown, the contractor placed temporary pavement markings and installed temporary erosion control items. In the spring of 2019, final pavement markings and the remaining permanent restorations (sod) will be placed.

Water Utility W. Main Street Project

- When weather allows in spring, the contractor will sod the terrace areas and install final permanent pavement marking.

The following projects are complete with only punch list items remaining. Work is ongoing to finalize payment.

- South Street and Gaspar Street Utility and Street Reconstruction
- Redecking for Pedestrian Bridges at Bethesda Park and Glacial Drumlin Bike Trail
- 2018 Concrete Pavement Patching
- 2018 Asphalt Street Repairs
- Dumpster Enclosure in Parking Lot #3
- Alley #100 Reconstruction (west of Oakdale Rd south of School Dr)

- 2018 Asphalt Pavement Resurfacing
- Motor Avenue and Fairview Avenue Utility and Street Reconstruction
- New Berlin Trail West Extension
- 2018 Historical Lighting Upgrades
- Fire Station #3 & Police Substation
- 2018 Spot Sealing
- Area 5 (Hospital Area) Flood Mitigation
- Sanitary Sewer Manhole Repair and Replacement
- 2018 Electrostatic Painting along Fox Riverwalk
- 2018 South Street Ramp Phase 1 Repairs
- West bound E. Moreland Bridge Rehabilitation
- S. East Ave. and Garfield Ave. Sidewalk Replacement
- 2018 Concrete Sanitary Sewer Lining
- 2018 Concrete Sidewalk Replacement
- S. Prairie Ave Utility Improvements
- Sunset Drive Pavement Patching and Diamond Grinding
- Dumpster Enclosure Lot 4
- 2018 S. West Ave. Sanitary Sewer Lining

The following projects plans specifications and estimates are being worked on:

- Woodfield Park Dam Removal
- Hine Avenue Utility Improvements
- Summit Avenue Utility and Street Improvements
- Prairie Home Cemetery Fence
- Eastside Beltline Sanitary Sewer Relay & Lining
- 2019 Asphalt Street Repairs
- E. Main Street Utility and Street Improvements (Water Utility) Lombardi to Manhattan

Other items

- Location survey for next year's projects
- Asbuilt surveys for completed projects

Clean Water Plant:

- Submitted December DNR Discharge Monitoring Report.
- Working on DNR Air Permit report for 2018.
- Submitted DNR annual bio-solids report for 2018.
- Setting up pilot test unit for a new phosphorus removal technology.
- Running comparison tests on new solids pumps.
- Reviewing applicants for open Operator position.
- Workshop held for web application to review softener optimization progress.
- Forklift safety training held for newer employees.
- Annual confined space report submitted to HR.
- Put together record drawings and specifications for consultants working on plant upgrades.
- Dealt with adverse weather operating conditions.

Transit:

- Operated service well through the recent snow storms and subzero temperatures.

- Two new 2019 Fixed Route Buses go into production next month and will be delivered in early March.
- Changes will need to be made to Route 9 for this Spring due to Easter Seals' plan to close their facility on Airport Road in the next few months. Other minor service changes may be proposed for Spring as well.
- The RFP for new paratransit van is out and proposals are due March 8th.
- Sent out invitation letters to key organizations requesting their participation on an Advisory Committee in the upcoming joint City/County Transit Development Plan that SEWRPC will be completing for the City/County.