

A G E N D A
CITY OF HARTFORD COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, MARCH 23, 2021, 7:00 P. M.

1) CALL TO ORDER

This is a regularly scheduled meeting of the Common Council of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the City Office Meeting Board second floor, City Office Meeting Board lower level, and the Library Bulletin Board. In addition, the Daily News (the official City newspaper) was given notice and agenda of this meeting at least 24 hours ago.

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

4) UNANIMOUS CONSENT AGENDA

A. Authorizing the contract with Foth Infrastructure & Environment, LLC. In Franklin, WI for MS4 stormwater program updates and annual report at a proposed cost of \$19,700 (Executive summary attached)

B. Authorizing the approval of Performance Roofing Systems to complete the Hartford Recreation Center roofing project at a total base bid cost not to exceed \$161,978 (Executive Summary attached)

5) COMMUNICATIONS

6) APPEARANCES/CITIZENS COMMENTS

7) MAYOR'S REPORT

8) ALDERMANIC REQUESTS

A) Any alderperson wishing to identify any pertinent information may do so; no action may be taken unless specifically identified on the agenda.

9) STANDING COMMITTEE REPORTS

A) FINANCE & PERSONNEL

B) PUBLIC WORKS

C) UTILITY

10) CITY ADMINISTRATOR'S REPORT

A. Discussion and consideration of transferring \$2,775 from West Side Park Special Deposit Fund to the 2021 Parks Special Revenue account for batting cage artificial turf (Executive Summary attached)

11) ADJOURNMENT

NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting

Due to CDC guidelines attendance in the Council Chambers will be limited to a first come first served basis. Additional individuals will only be allowed to enter once others have left.

EXECUTIVE SUMMARY

TITLE: Professional Service Agreement for 2021 MS4 Stormwater Program Update and Evaluation.

BACKGROUND:

Wisconsin Administrative Rules NR 151 and NR 216 establish the requirements for municipalities like the City of Hartford for stormwater management. The City of Hartford has been issued a permit¹ by the WNDR that allows the City to discharge stormwater to the Rubicon River. Similar to the City's wastewater treatment plant, storm sewers discharge to rivers and wetlands and require solids and phosphorus removal to meet permit limits. In the past, the City has reported that stormwater discharges are compliant in relation to permit requirements.

Each year the City is required by the WDNR to submit a report indicating the status of compliance for storm water discharges to the Rubicon (Rock) River. In 2014, the City hired a stormwater consultant to model the discharges from city stormwater systems to determine the removal efficiency and compliance with regulated discharges of Total Solids and Phosphorus. The result of this effort was a determination that in 2014, the City's stormwater system was compliant with WDNR stormwater standards.

A notice of non-compliance was issued to the City of Hartford in 2020 due to late submittal of the annual stormwater report and an enforcement conference was held in October 2020 to identify specific actions the City would be taking over to clarify the City's position that we are meeting the requirements of our stormwater permit. At that time, the City Engineer offered that the following actions would be taken in 2021 to improve the City's stormwater program:

1. Update stormwater modeling to include areas annexed to the City of Hartford;
2. Update stormwater modeling to include new or repaired stormwater infrastructure;
3. Review the City's stormwater management program and identify areas where compliance is achieved and where improvements can be made.

The Engineering Department solicited proposals from local engineering firms to provide assistance to update stormwater modeling and provide a comprehensive review of the stormwater program and identify areas of compliance and opportunities for improvement.

2021 MS4 Consulting Bid Tab

MSA	\$	74,613.00
Ruekert-Mielke	\$	38,000.00
Stantec	\$	37,000.00
SEH	\$	21,960.00
Foth	\$	19,700.00

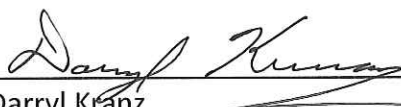
¹ MS4 General Permit No. WI-S050075-3, effective 5/1/2019 through 4/30/2024.


After review of the proposals, a short list was established that included SEH and Foth. These short listed firms were asked additional questions to ascertain their ability to assist the City of Hartford. In the end, staff considers all bidders qualified and is recommending the project be awarded to the lowest bidder.


FISCAL IMPACT: \$19,700.00 from the \$30,000.00 budgeted for Stormwater under Capital Projects Account No. 424.425.574769.59301.

RECOMMENDATION NO. 1: Appropriate City officials are authorized to enter into a contract with Foth Infrastructure & Environment, LLC, 7044 S. Ballpark Drive, Suite 200, Franklin, WI 53132 for MS4 Stormwater Program Updates and Annual Report at the proposed cost of \$19,700.00.

PREPARED BY:  3-15-2021
John P. Griffin
City Engineer
DATE

PREPARED BY:  3-15-2021
Darryl Kranz
Director of Public Works
DATE

REVIEWED BY:  3/15/2021
Dawn Timm
Finance Director/Treasurer
DATE

APPROVED BY:  3/15/21
Steve Volkert
City Administrator
DATE

ROUTING: Public Works Committee - March 23, 2021
Common Council - March 23, 2021

Executive Summary

Title: Recommendation to approve the contract for reroofing at the Hartford Recreation Center

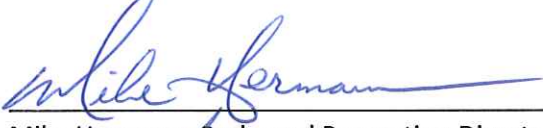
Background: The 2021 Capital Improvement Program included an approved budget of \$258,750 for the replacement of the existing Recreation Center ballasted rubber roof. The project includes removal of the existing stone ballast, rubber membrane, flashing and perimeter edge membrane. After these original materials are removed, inspection of the insulation will be made to determine if existing areas require replacement due to water and damage and insulation deterioration. Damaged insulation repairs will be extra costs and based on a cost per square footage. This is referenced in the bidding as Alternate #1, price per 100 SF and Alternate #2, price per 1,000 SF. A new layer insulation will also be added followed by a new loose laid rubber membrane with new stone ballast. The base bid contract covers all labor, supplies and materials to complete the specified work. A total of seven bids were received as follows.


<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate #1, 100/SF</u>	<u>Alternate #2, 1000/SF</u>
Performance Roofing Systems Richfield, WI.	\$161,978	\$125	\$1,250
Alois Roofing and Sheet Metal West Allis, WI.	\$169,840	\$350	\$2,750
H.I.S. Company LLC Hartford, WI.	\$177,060	\$313	\$3,134
C & C Services Group, LLC Aniwa, WI.	\$207,500	\$200	\$2,000
Northern Metal & Roofing Co. West Bend, WI.	\$212,380	\$756	\$7,560
Hernandez Roofing New Berlin, WI	\$214,470	\$400	\$4,000
FJA Christianson Roofing Co. Milwaukee, WI.	\$314,318	\$475	\$4,750

The low bid from Performance Roofing Systems was reviewed and meets all the required bid specifications. The City of Hartford has used Performance Roofing recently to replace the low roof section at the Jack Russell Memorial Library, Fire Station and EMS buildings. Additionally the company has been responsive when called for making repairs on roof systems for a number of City buildings. The performance and previous work was done well. As such staff is recommending the low bid submitted by Performance Roofing.

Fiscal Impact: The low bid is under the approved budget of \$258,750. This was a G.O. Debt funded project. The funding is in account number 424.425.574791.59201.

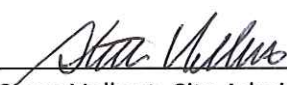
Staff Recommendation: Staff recommends approval of Performance Roofing Systems, Richfield Wisconsin to complete the Hartford Recreation Center roofing project as specified for a total base bid cost not to exceed \$161,978.

Prepared by:  3/17/21
Mike Hermann, Parks and Recreation Director Date

Reviewed by:  3/18/21
John Griffin, City Engineer Date

 3/18/21
Brian Wirth, Grounds and Buildings Maintenance Supervisor Date

 3/18/21
Dawn Timm, Finance Director Date

Approved by:  3/18/21
Steve Volkert, City Administrator Date

Routing: City Council 3/23/21

Executive Summary

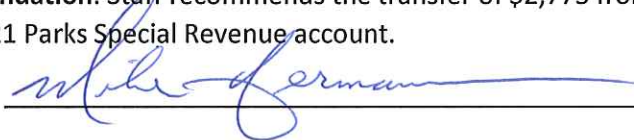
Title: Transfer of West Side Park Special Deposit Funds to be used for Batting Cage Artificial Turf

Background: Staff is requesting \$2,775 to be transferred from West Side Park Special Deposit Fund for the purchase of artificial turf to be placed in the new West Side Park batting tunnels. The fund has a current balance of \$19,928.33. This special designation fund account was established when staff implemented the West Side Park ballfield banner sales program. The funds in that account are intended for improvement expenses and operations related to the ballfield. In October of last year batting cages were installed at West Side Park. This included a compacted stone base with plans to additionally install salvaged artificial turf that the High School had acquired for use at the ballpark. In the evaluation of the turf it was discovered that its condition was not as expected. When rolling out the product, it was discovered that a large section had been cut out in the middle and overall there was less than what is needed for the two batting tunnels. At best cutting the turf into sections might allow for one complete batting tunnel area. The ballpark is used by a number of user groups including the High School baseball team. Staff discussed the issue with the High School Athletic Director. He was able to obtain a proposal for new artificial turf in the amount of \$5,550 to cover both batting tunnels. As one of the organizations that uses the ballpark site the High School would pay for half or \$2,775 with the City's West Side Park Special Fund to pay the other portion of the cost. The artificial turf improves the players experience, ensures more consistent use of the area during wet soil conditions and reduces staff maintenance time to upkeep the compacted gravel base.

Fiscal Impact: Transfer \$2,775 from West Side Park Special Deposit Fund 100.002.230000.23168 into the 2021 Parks Miscellaneous Revenue Account 100.501.480000.48890

Staff Recommendation: Staff recommends the transfer of \$2,775 from West Side Park Special Deposit Fund to the 2021 Parks Special Revenue account.

Prepared by:



Mike Hermann, Parks and Recreation Director

3/18/21

Date

Reviewed by:



Dawn Timm, Finance Director

3/18/21

Date

Approved by:



Steve Volkert, City Administrator

3/19/21

Date

Routing:

City Council 3/23/21