



# WEEKLY DEPARTMENTAL REPORT

**COMMITTEE:** Village Manager/Board, Finance/Public Works, Traffic/Public Safety, Beautification

**PREPARED BY:** Matthew S. Maederer, PE, Director of Public Works/Village Engineer

**REPORT DATE:** April 29<sup>th</sup>, 2020

**GENERAL:** In response to the COVID-19 pandemic the DPW office remains closed to the public until May 27<sup>th</sup> (per Governor orders). However, the DPW is considered “essential” services and we are still working to support the Village. The crew is working on the following:

- Picking trash/litter
- Refuse/recycling cart change-outs
- Street Sweeping
- Tree trimming
- Stumping
- Pot-hole filling
- Utility mark-outs
- Mailbox replacements
- Shop maintenance
- Vehicle maintenance
- Sewer cleaning/jetting
- Catch Basin cleaning
- Planter bed cleaning/mulching

Due to the COVID-19 pandemic and the Governors extended emergency “Safer at Home Order” the Village has cancelled the annual Arbor Day celebration. Instead we will only recognize Arbor Day on **Saturday, May 9<sup>th</sup>, 2020** at Village Hall. A symbolic Arbor Day tree will be planted and designated with a sign and the “Tree City” flag. The tree planting will be video recorded (or broadcast via Facebook Live) and posted to the Village’s website, Village Facebook page, and Beautification Committee Facebook page. Also, the appliance and electronics recycling event has been **POSTPONED**. We are hopeful the event will take place later in the summer or the fall. Normally following Arbor Day, a Village wide clean-up event takes place as part of “Keep Greater Milwaukee Beautiful”. Volunteers will still be encouraged to pick trash in designated areas throughout the Village and DPW will supply bags/gloves for anyone interested.

The Director attended a virtual bid opening for the new Library project at 2pm on Tuesday, April 28<sup>th</sup>. The bids were publicly read aloud in the Village Board room and contractors were given an access code to witness the bid opening online via “Zoom”.

The Director and Community Services Director attended the MMSD Commission meeting virtually. The Commission approved the Intergovernmental Cooperation Agreement for the purchase and demo of the former Glendale Clinic property (south of Culvers). The building is in the floodplain and MMSD is funding the acquisition of the property and demo. The Village is working with the DOT as part of the STH 57 project to use the parcel as stormwater management.

The Director attended the Technical Advisory Team (TAT) meeting virtually with MMSD. Regional MMSD topics are discussed and new policy/procedure changes/updates are presented at the monthly meeting which is attended by reps from communities within the MMSD service area.

**FROM ADVANCED DISPOSAL:**

Advanced Disposal's motto is "Service First, Safety Always". At Advanced Disposal, safety is of utmost importance and should not be ranked as it is our lifeblood: the safety of our employees, our customers and the general public wherever we are operating. As the world is adjusting daily to the challenges that COVID19 is creating for all of us, rest assured we are prepared to continue providing our essential services to you and your residents. As a company, we are implementing policies and procedures to ensure that our employees are as safe as possible while performing our services, and to keep our customers and the public safe as well.

**EFFECTIVE MARCH 23, 2020, ADVANCED DISPOSAL WILL NOT COLLECT ANY TRASH/REFUSE OR RECYCLING THAT IS NOT CONTAINERIZED**

- **All trash/refuse and recycling must be placed in the carts. LOOSE OR BAGGED ITEMS PLACED OUTSIDE THE CART WILL NOT BE COLLECTED**
- **ALL BULKY ITEM PICKUP/COLLECTION IS SUSPENDED UNTIL FURTHER NOTICE**

The COVID19 pandemic has caused tremendous disruption to our personal and professional lives, and Advanced Disposal is not immune to these events. At this time, we are adjusting our workforce and practicing the protocols and recommendations of the Centers for Disease Control (CDC): cleaning and disinfecting, social spacing, remote workstations, etc.

**WINTER OPERATIONS:** DPW continues working on turf repairs from the winter plowing operations the week of April 27<sup>th</sup>.

The Mechanic completed dismantling trucks from winter operations and setting up trucks for spring/summer operations.

The Director submitted the salt order for the 2020-2021 season to WisDOT. The Village ordered 1,000-tons of salt guaranteed fill and 200-tons reserve.

**SANITARY SEWER:** The Sanitary Sewer Technician is working on cleaning sewer lines throughout the Village especially Basin 6 ahead of the summer water main replacement project.

The Sanitary Sewer Technician continues working on data entry in the Village's GIS system from this past summer's cleaning and pipe inspections.

The Director and Sanitary Sewer Technician continue working on closing out the Private Property Inflow/Infiltration project. Staff is working with the consultant and contractor on the punch-list item resolutions and schedule before submitting the final reimbursement request to MMSD.

**STORMWATER:** The Stormwater Technician started cleaning catch basins in the Park Plaza neighborhood (specifically Bethanne Drive) the week of April 20<sup>th</sup>. The street sweeper is also running on the curb and gutter roadways as per the Village's stormwater MS4 permit with the WDNR. The DPW crew identified catch-basins needing repair work in the Brown Deer Business Park along Deerwood Drive and Deerbrook Trail. The work will be completed this spring 2020.

The Director submitted the annual stormwater report to the WDNR for the activities from 2019 on Friday, April 10<sup>th</sup>.

Follow-up inspections occurred the week of April 13<sup>th</sup> for illicit discharge testing at the Village's pipe outfalls to receiving waterways. Two (2) outfalls need further investigation.

**REMINDER:** All culvert replacements and driveway approach paving work requires a permit. Culvert replacements are completed in-house by DPW crews ahead of the residential driveway approach paving. Please contact the DPW office for more information.

**BEAUTIFICATION/FORESTRY:** The DPW crew picked-up trees to be planted on Tuesday, April 28<sup>th</sup>. The DPW will be replacing trees where ash removals occurred in the following areas:

- Meadowside Subdivision
- N. 51<sup>st</sup> Street (west side) from Brown Deer Road to W. Green Brook Drive
- Deerbrook Trail and Deerwood Drive in the Business Park

The DPW started grass mowing operations the week of April 20<sup>th</sup> and April 27<sup>th</sup>. The first median mowing by the Village's contractor, Fox Services, is scheduled for Monday, May 4<sup>th</sup>.

**STREETS & TRAFFIC:** The Engineering Technician is working on the 2020 roadway re-paving program bidding documents and streets list along with estimating the public improvements in the Original Village as part of the F-Street development project at the old DPW site. Public improvements include, but are not limited to, sidewalk addition on N. 43<sup>rd</sup> Street and angle on-street parking addition along Deerwood Drive south of Larry's to Peabody's/Wade Weissman.

The DPW crew is filling potholes as time allows.

**REFUSE AND RECYCLING:** The Director submitted the annual recycling report to the WDNR which details the activities for the 2019 calendar year. An annual report is required by the WDNR for the Village to receive the state funding which totals approx. \$43,000 annually to help offset the recycling services costs in addition to the annual \$80 fee charged to residents for recycling services. The report was submitted on April 30<sup>th</sup>.

The DPW crew was out picking litter in the public right-of-way the week of April 20<sup>th</sup> and April 27<sup>th</sup>. Special attention was given to the main highways (i.e. Brown Deer Road, Green Bay Road, Teutonia, and Sherman).

The DPW crew services the new Recycling Center each morning. The crew condenses all of the bins and removes the brush from the brush pile area. Advanced Disposal changes out/empties all of the 20-yd containers each day too.

The new Recycling Center is active! The Recycling Center is operating at the new DPW location, 8950 N. Arbon Drive.

**Residents will be able to visit the new Recycling Center seven days a week from 7AM – 7PM!**

Entrance to the Recycling Center will be off the Arbon Drive cul-de-sac to the south of the new DPW and will require an access card to be swiped at the gate. Residents of single-family homes and condominiums can apply now for the access card at the DPW, Village Hall or the Recycling Center. Cards will be made available to residents and can be picked-up in person at the DPW office (one card per household).

*\*During times of adverse weather, the Recycling Center may close.*

Access card application forms are available at:

- [RECYCLING CENTER ACCESS CARD APP](#)
- Village Hall, 4800 W. Green Brook Drive

- Dept of Public Works, 8950 N. Arbon Drive
- Recycling Center, 8717 N. 43rd Street

Completed application forms should be dropped off at Village Hall in the “after-hours” drop box or at the new DPW office. Please contact Erika at the DPW with any questions 414.371.3020.

**PARKS & RECREATION:** DPW is assisting with the swimming pond opening. The crew hauled in sand and set-up the pump for filling operations. The swimming pond opening date is uncertain at this point due to the COVID-19 pandemic.

DPW is repairing and painting picnic tables for Village Park.